

*d. False statements.* Knowingly false statements made by a complainant or a witness are excepted from the prohibition in *c*, above. Persons who make such knowingly false statements are potentially subject to court-martial or other disciplinary measures (Soldiers), to prosecution by civil authorities (civilians and civilian employees) or to disciplinary action under the Federal Personnel Manual (civilian employees).

*e. Unfavorable information.* Unfavorable information concerning a Soldier will not be filed in his or her record except as provided in AR 600-37, chapter 3.

#### **5-9. On-post distribution of nongovernment printed materials**

*a. Access to news and publications.* The maintenance of loyalty, discipline, and morale among Soldiers is essential if the Army is to provide a reliable and effective military force responsive to the national security missions assigned pursuant to lawful authority. At the same time, Soldiers are generally entitled to free access to news and publications.

*b. Policy.* Installation commanders will encourage and promote the availability of books, periodicals, and other printed media that present a wide range of viewpoints on public issues to Soldiers. Such media should include those emphasizing the standards of loyalty, patriotism, and discipline that are common to the Armed Forces. However, installation commanders will not, except as provided in this paragraph and in AR 360-1, take action to control or restrict dissemination, even if these publications are believed to be in poor taste or unfairly critical of Government policies or officials. The installation commander will be guided by the principle that, except in cases in which a publication constitutes a clear danger to military loyalty, discipline, or morale, or specifically violates the law or regulatory authority, military personnel are entitled to the same free access to publications as are other citizens.

*c. Distribution outlets.* An installation commander may impose a requirement that distribution of printed media may not be made except through regularly established and approved distribution outlets, unless prior approval is obtained from the commander or authorized representative. AR 210-7 and AR 360-1 provide further explanation and guidance. The installation commander may, without informing higher headquarters, or Department of the Army in advance, take appropriate action to prevent the distribution of non-DOD commercial publications by persons who have not obtained the required approval or have not complied with this regulation, AR 210-7, and AR 360-1. Except when the publication in question is published primarily for advertising or promotional purposes, a denial of a request for distribution will be reported as required in paragraph *d*, below.

*d. Restrictions on dissemination.* If it appears that a publication presents a clear danger to the loyalty, discipline, or morale of Soldiers, the installation commander may, without prior approval of higher headquarters, delay distribution on property subject to his/her control. The commander will consider whether the act of restriction will in itself result in the publication in question achieving notoriety and increased circulation to military personnel through off-post sources.

(1) The commander's directive to delay distribution will be in writing.

(2) Concurrently with imposing a delay authorized above, the installation commander will inform, by telephone, the next major commander and HQDA (SAPA), Washington, DC 20310.

(3) When a delay in dissemination of a publication through either official or unofficial outlets is imposed by the commander, he or she will, within 5 working days thereafter—

(a) Review the publication in question.

(b) Prepare a written recommendation to HQDA that provides the basic facts for the determination that distribution of the subject publication would present a clear danger to the loyalty, discipline, or morale of the Soldiers on his or her installation.

(c) Send recommendation, together with a copy of the subject publication, to HQDA (SAPA) Washington, DC 20310. Appropriate information copies should also be provided to intermediate headquarters.

(4) Reports required in (2) and (3), above, are "exempt reports" under AR 335-15.

(5) The delay in distribution will remain in force until a determination to approve or disapprove the request is made by HQDA.

*e. Distribution of commercial publications.* On-post distribution of commercial publications will be restricted as defined in AR 360-1. All commercial publications distributed free of charge will not carry any advertisement that implies discrimination with regard to the race, religion, color, gender, or national origin of the purchaser, user or patron. The publication will place its readers and advertisers on notice of this requirement by including in a prominent location the following: "Everything advertised in this publication must be made available for purchase, use, or patronage without regard to the race, religion, color, gender, or national origin of the purchaser, user, or patron."

*f. Distribution of command information newspapers.* The distribution of command information newspapers (either Army funded or civilian enterprise) will be governed by AR 360-1. Distribution through official channels will be authorized.

#### **5-10. The Total Army Family Program**

The Army places a high value on both military and personal preparedness. Commanders have an obligation to provide assistance to establish and maintain personal and Family affairs readiness.

*a. Concept.*

(1) The Total Army Family (TAF) consists of Soldiers (Active Army, Army National Guard, and USAR), civilian employees, and retirees, (regardless of marital status), and their legal Family members (if any).

(2) The Total Army Family Program (TAFP) includes those Family assistance services and related programs that support quality of life, readiness, and retention and meet the Army's obligation to Soldiers, civilian employees, and their Families by ensuring the effective interface between Family assistance and Family support.

(a) Family Assistance and Readiness is the contractual or statutory obligation the Army has to provide assistance (for example, ID cards, Defense Enrollment Eligibility Reporting System (DEERS), Civilian Health and Medical Program of the Uniformed Services (CHAMPUS), TRICARE) to its Soldiers, civilian employees, and retirees (regardless of marital status) and with or without any legal Family members. This obligation also extends to the programs and services commanders use to fulfill their morale, welfare, and quality of life responsibilities, such as Army Community Service (ACS), Child and Youth Services (CYS), and Morale, Welfare, and Recreation (MWR) programs.

(b) Family Readiness is the mutual reinforcement provided to Soldiers, civilian employees, retirees (regardless of marital status), and their Family members-both immediate and extended. Examples include Family Readiness Groups, newsletters, telephone trees, and other volunteer programs and activities.

*b. Responsibilities.*

(1) The Assistant Chief of Staff for Installation Management (ACSIM) will establish policy and ensure coordination and integration of the TAFP through the U.S. Army Community and Family Support Center (USACFSC). USACFSC will—

(a) Provide guidance, technical assistance, and consultation to support the development and implementation of Family initiative programs, and services.

(b) Identify needs and design and conduct Armywide Soldier and Family member training and awareness events.

(c) Determine requirements and develop training packages for individuals accountable for Army Family program execution.

(d) Provide consultation and liaison with the Army National Guard and U.S. Army Reserve to ensure interaction and synchronization among Active Army and Reserve components concerning Family assistance and readiness issues.

(2) Heads of other HQDA Staff agencies (and FOA, if appropriate) will be responsible for Armywide policies, plans and initiatives within their areas of proponenty pertaining to the TAFP.

(3) Army National Guard.

(a) The National Guard Bureau is the Army's lead agency for the establishment and execution of Family assistance for Total Army Families at all levels of contingency and mobilization.

(b) The NGB, through the NGB Family Program Manager will—

1. Provide policy, guidance, technical assistance, and consultation to support the development and implementation of the TAFP within the Army National Guard.

2. Identify, design, and provide Army National Guard Soldiers and Family members training and awareness support.

3. Develop training for individuals responsible for Family program execution.

(4) Chief, Army Reserve (CAR), through the Office of the Chief, Army Reserve Family Program Manager will—

(a) Provide policy, guidance, technical assistance, and consultation to support the development and implementation of the TAFP within the USAR.

(b) Identify, design, and provide USAR Soldier and Family member training and awareness support.

(c) Develop training for individuals responsible for Family program execution.

(d) Ensure that Regional Readiness Commands have staffed the centralized Family readiness officer to meet assigned duties and responsibilities.

(5) ACOM/ASCC/DRU commanders will provide an environment that encourages an effective Family program. At a minimum, ACOM/ASCC/DRU commanders will—

(a) Ensure command emphasis at the unit level.

(b) Identify and input fiscal and personnel resource requirements for the TAFP as part of the command operating budget process.

(c) Provide for Soldier, civilian, retiree and Family member participation in quality of life matters. Ensure inclusion of single Soldiers in quality of life programs/initiatives.

(6) USARC/CONUSA/installation/JFHQ/RSC/GOCOM commanders at all levels will provide an environment that encourages an effective Family program and will at a minimum:

(a) Ensure command emphasis to the unit level.

(b) Ensure the designation of a TAFP point of contact as an additional duty in each unit below installation/JFHQ/RSC/GOCOM level.

(c) Identify and input fiscal and personnel resource requirements for the TAFP as part of the command operating budget process.

(d) Ensure Soldier, civilian, retiree, and Family member awareness of the TAFP.

(e) Ensure Soldier, civilian, retiree, and Family member access to entitlements, Family programs, and Family services.

(f) Provide for Soldier, civilian, retiree and Family member participation in quality of life programs. Ensure inclusion of single Soldiers in quality of life programs and initiatives.

(g) Installations/JFHQs will ensure/facilitate appropriate coordination of TAFP elements for all components within their geographical area of responsibility during peacetime or any levels of contingency or mobilization.

(7) Unit commanders at all levels will provide an environment that encourages an effective Family program and at a minimum will—

(a) Appoint a TAFP point of contact as an additional duty.

(b) Provide pre-deployment and reunion briefings as required.

(c) Ensure Soldier and Family member awareness of the TAFP.

(d) Ensure Soldier and Family member access to entitlements, Family programs, and Family service.

(e) Ensure the proper documenting and monitoring of personal affairs readiness of Soldiers, to include Family Care Plans (see para 5-5).

(f) Ensure inclusion of single personnel in quality of life programs and initiatives.

(g) Maintain, as appropriate to the needs of their units, a unit Family Readiness Group (FRG) to encourage self-sufficiency among its members by providing information, referral assistance and mutual support.

(8) Family Program coordinators will—

(a) Advise the commander concerning the impact of the TAFP on retention, readiness, training, and mobilization/deployment.

(b) Coordinate the development of the TAFP.

(c) Coordinate the development of resource requirements to support the TAFP.

(d) Coordinate public/community/employer awareness and support of the TAFP.

(e) Serve as command liaison with military and civilian agencies involved in resourcing and supporting the TAFP.

(9) Soldiers bear primary responsibility for their Family and personal affairs readiness. They should support and participate in the TAFP. At a minimum Soldiers will—

(a) Keep themselves and their Families informed concerning key (unit) personnel information, benefits, programs, and so forth, and ensure that information regarding the TAFP is provided to Family members.

(b) Support, and where appropriate, encourage their Family members to support programs, services and activities designed to maintain and/or enhance the quality of life and well being of all members of the Total Army Family, for example, Family Readiness Groups, Deployment Cycle Support training, Army Family Team Building, and so forth. Many of those programs, services, and activities are primarily dependent upon volunteers to ensure their success and continued effectiveness.

#### **5-11. Federal Parent Locator Service**

Section 113, Title 10, United States Code (10 USC 113) requires that current addresses of Soldiers be available to the Federal Parent Locator Service. The Defense Enrollment Eligibility Reporting System (DEERS) serves as DOD's centralized personal locator service. Commanders will ensure that all Soldiers update new residential addresses on the DEERS within 30 days after the new address is established. Soldiers assigned overseas, or whose residential address should not be disclosed in the commander's judgment because of security or safety concerns, will provide a duty address to DEERS.

#### **5-12. Military Whistleblower Protection Act**

Department of the Army personnel are prohibited from taking acts of reprisal against any Soldier for filing a complaint of unlawful discrimination or sexual harassment (see DOD Directive 7050.6).

a. No person will restrict a member of the Armed Services from making a protected communication with a member of Congress; an Inspector General; a member of a DOD audit, inspection, investigation or law enforcement organization; or any other person or organization (including any person in the chain of command) designated under this regulation or other administrative procedures to receive such communication.

b. Soldiers will be free from reprisal for making or preparing a protected communication.

c. No employee or Soldier may take or threaten to take an unfavorable personnel action, or to withhold or threaten to withhold a favorable personnel action, in reprisal against any Soldier for making or preparing a protected communication.

d. The chain of command will ensure complainants are protected from reprisal or retaliation for filing equal opportunity complaints. Should Soldiers be threatened with such an act, or should an act of reprisal occur, they must report these circumstances to the DOD Inspector General. If the allegation of reprisal is made known to any agency authorized in this regulation to receive complaints, the agency should refer the complaint to the DOD Inspector General. It is strongly encouraged to simultaneously report such threats or acts of reprisal to the appropriate chain of command. The DOD IG Hotline phone number is 1(800) 424-9098 or DSN 664-8799; the DOD IG Hotline e-mail