



DEPARTMENT OF THE ARMY
HEADQUARTERS AND HEADQUARTERS BATTERY
82D AIRBORNE DIVISION ARTILLERY
BLDG C-7946 ARDENNES STREET
FORT BRAGG, NC 28310

AFVC-DH-C

09 December 2021

MEMORANDUM FOR RECORD

SUBJECT: Welcome to the 82d Division Artillery, Headquarters and Headquarters Battery

Dear Paratrooper,

Congratulations on your assignment to the 82d Division Artillery (DIVARTY), Headquarters and Headquarters Battery, 82d Airborne Division. This is a proud organization with long standing history of excellence and service to our Nation and we look forward to your arrival. Expect that your assignment will be both challenging and rewarding. Ensure that you arrive ready to train by being in top physical condition and by having your personal affairs in order.

On order, 82nd Airborne Division Artillery serves as the Division Force Field Artillery Headquarters and deploys to any area of operations to plan, synchronize, and execute combined, joint, and multinational fires in order to provide accurate, lethal destructive fires, deep strike and counter fire capabilities in support of 82d Airborne Division unified land operations; provides mission command of attached Field Artillery Battalions.

We are set apart by our ability to deploy anywhere in the world within 18 hours of notification. This requires the Paratroopers of the 82d DIVARTY to work hard to remain combat ready at all times. We also take pride in Family readiness and work to provide active support to our Paratroopers' Families, ensuring they are informed through our Soldier and Family Readiness Group, have access to a variety of critical resources, and have the ability to make contact with others through periodic unit social events.

You and your Family are an integral part of our team, and we want to ensure you have a smooth transition into the 82d DIVARTY and the Fort Bragg area. If you or a family member have ANY concerns, please reach out to the following POCs listed below. All Officers are encouraged to contact the Battery Commander CPT Jordan at 423-635-4384 or david.a.jordan82.mil@mail.mil. All Senior Enlisted are encouraged to contact First Sergeant Newman at 254-368-7223 or steven.l.newman.mil@mail.mil.

YOUR MOS	WHO YOU SHOULD CONTACT	PHONE	GOV eMAIL
42 Series MOS	MSG CUMBERBATCH	910-797-6971	errol.w.cumberbatch.mil@mail.mil
35 Series MOS	SSG BENOIT	910-308-6933	christopher.e.benoit.mil@mail.mil
13A, 13 Series SFC	SFC PASS	931-302-9029	jonathan.j.pass.mil@mail.mil
13F (PVT-SSG)	SFC PARRA	940-391-1255	david.e.parra2.mil@mail.mil
88, 92 Series MOS	SFC CHAVIS	910-813-4947	bob.a.chavis.mil@mail.mil
25 Series MOS	SFC MIMBS	630-347-0209	brian.p.mimbs.mil@mail.mil
15 Series MOS	SGT BRENNECKE	209-247-7476	wade.c.brennecke.mil@mail.mil
14 Series MOS	SSG TERRY	803-420-3675	luke.a.terry.mil@mail.mil
91 Series MOS	SFC WEIHE	910-835-7304	andrew.j.weihe.mil@mail.mil
68 Series MOS	SSG CASTILLO	907-987-5719	adrian.castillo4.mil@mail.mil
27 Series MOS	SSG DANSRO	910-224-5103	michelle.p.dansro.mil@mail.mil
13R (PVT-SSG)	SSG GONZALEZ	609-356-4035	meleci.d.gonzalez.mil@mail.mil
13J (PVT-SSG)	SFC LONG	360-280-7193	jesse.m.long7.mil@mail.mil



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82D AIRBORNE DIVISION ARTILLERY
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FORT BRAGG, NC 28310

Fort Bragg and surrounding communities are committed to providing quality services and support. Fort Bragg consistently rates among the best installations in the U.S. Army based on a comprehensive evaluation of available services and support activities. We are fortunate to have available to us virtually every service and recreational opportunity imaginable.

We are proud to welcome you and your Family as part of our HAWG team. The unit chain of command will contact you shortly to provide you with an assigned sponsor and a Welcome Packet. We encourage you to correspond with your sponsor to ease your transition and prepare you for this both challenging and rewarding assignment.

A handwritten signature in black ink, appearing to read "DAVID A. JORDAN", is positioned above the printed name.

DAVID A. JORDAN
CPT, FA
HHB Commander



DEPARTMENT OF THE ARMY
HEADQUARTERS AND HEADQUARTERS BATTERY
82ND AIRBORNE DIVARTY
FORT BRAGG, C 28310

AFVC-DH-1SG

8 December 2021

MEMORANDUM FOR RECORD

SUBJECT: HHB, DIVARTY IN PROCESSING INSTRUCTIONS

1. This document serves as instructions for in processing our unit. Please use the documents on this sight to streamline your arrival at our unit. If you report without the accompanying documents, it will not be an issue, you will be furnished with everything you need. However, if you take time to prepare these documents now, you will help the process move much more quickly.

2. Documents, description, and instructions:

1) Paratrooper Data Sheet: This information is used for administrative reason and will be Controlled Unclassified Information and secured in our Battery facility. Please fill out all information to your fullest ability.

2) DIVARTY In Processing Data Packet:

Page 1 & 2: These are additional items of data required for administration purposes. Additionally, the serve as a checklist for in processing.

Page 3-5: General awareness products for uniform accoutrements and standards. These will not require any action until after you are in processed and your CIF issue has occurred.

3) POC Information: This document provides contact information to important Hawg Leaders. Feel free to contact us with whatever your concern is. Additionally, there are important numbers pertaining reporting to Fort Bragg.

4) Reception Company Strip Map: First time reporting to Fort Bragg? Too easy. Use this product to find your way there.

5) Welcome Letter: CPT Jordan, the Hawg Battery Commander welcomes you to our team.

3. Again, contact us with whatever concern you have. We want your transition on to our team to go as smoothly as possible.

4. Point of contact for this memorandum is 1SG Newman, Steven L. at (254) 368 – 7223 or steven.l.newman.mil@army.mil.

STEVEN L. NEWMAN
1SG, USA
First Sergeant



“HAWG BATTERY”

HHB, 82nd AIRBORNE DIVISION ARTILLERY

POC Contact Information



All gaining members of the Battery are encouraged to reach out to the appropriate point of contact. Please allow us to assist you through the PCS process in anyway we can.

POSITION	NAME	PHONE	GOV eMAIL
Battery Commander	CPT JORDAN	423-635-4384	david.a.jordan82.mil@mail.mil
First Sergeant	1SG NEWMAN	254-368-7223	steven.l.newman.mil@mail.mil
Training Room NCOIC	SSG GORDON	804-878-7725	william.a.gordon59.mil@mail.mil
SHARP OFFICE NCOIC	SFC SECHRIST	910-379-4277	theodore.m.sechrist.mil@mail.mil
UNIT MINISTRY TEAM	SSG HOLLEY	205-688-7698	casey.v.holley.mil@mail.mil

Contact the appropriate POC below.

YOUR MOS	WHO YOU SHOULD CONTACT	PHONE	GOV eMAIL
42 Series MOS	MSG CUMBERBATCH	910-797-6971	errol.w.cumberbatch.mil@mail.mil
35 Series MOS	SSG BENOIT	910-308-6933	christopher.e.benoit.mil@mail.mil
13A, 13 Series SFC	SFC PASS	931-302-9029	jonathan.j.pass.mil@mail.mil
13F (PVT-SSG)	SFC PARRA	940-391-1255	david.e.parra2.mil@mail.mil
88, 92 Series MOS	SFC CHAVIS	910-813-4947	bob.a.chavis.mil@mail.mil
25 Series MOS	SFC MIMBS	630-347-0209	brian.p.mimbs.mil@mail.mil
15 Series MOS	SGT BRENNECKE	209-247-7476	wade.c.brennecke.mil@mail.mil
14 Series MOS	SSG TERRY	803-420-3675	luke.a.terry.mil@mail.mil
91 Series MOS	SFC WEIHE	910-835-7304	andrew.j.weihe.mil@mail.mil
68 Series MOS	SSG CASTILLO	907-987-5719	adrian.castillo4.mil@mail.mil
27 Series MOS	SSG DANSRO	910-224-5103	michelle.p.dansro.mil@mail.mil
13R (PVT-SSG)	SSG GONZALEZ	609-356-4035	meleci.d.gonzalez.mil@mail.mil
13J (PVT-SSG)	SFC LONG	360-280-7193	jesse.m.long7.mil@mail.mil

IMPORTANT LOCATIONS AND NUMBERS	
FORT BRAGG VISITOR CENTER	910-907-5165 910-907-5166
Locted on All American Expressway Prior to Entering the All American Gate	
XVIII AIRBORNE COPRS REPLACEMENT COMPANY	910-396-4250
Building 4-1437 Normandy Dr Fort Bragg, NC 28310 (SW corner of Normandy Dr and Reilly Rd)	
HHB, DIVARTY	910-973-1723
Building C-1936 Waal St Fort Bragg, NC 28310	
DIVARTY HQ	910-396-5541
Building C-7946 Ardennes St For Bragg, NC 28310	

All Officers are encouraged to contact the Battery Commander

All Senior Enlisted are encourage to contact the First Sergeant

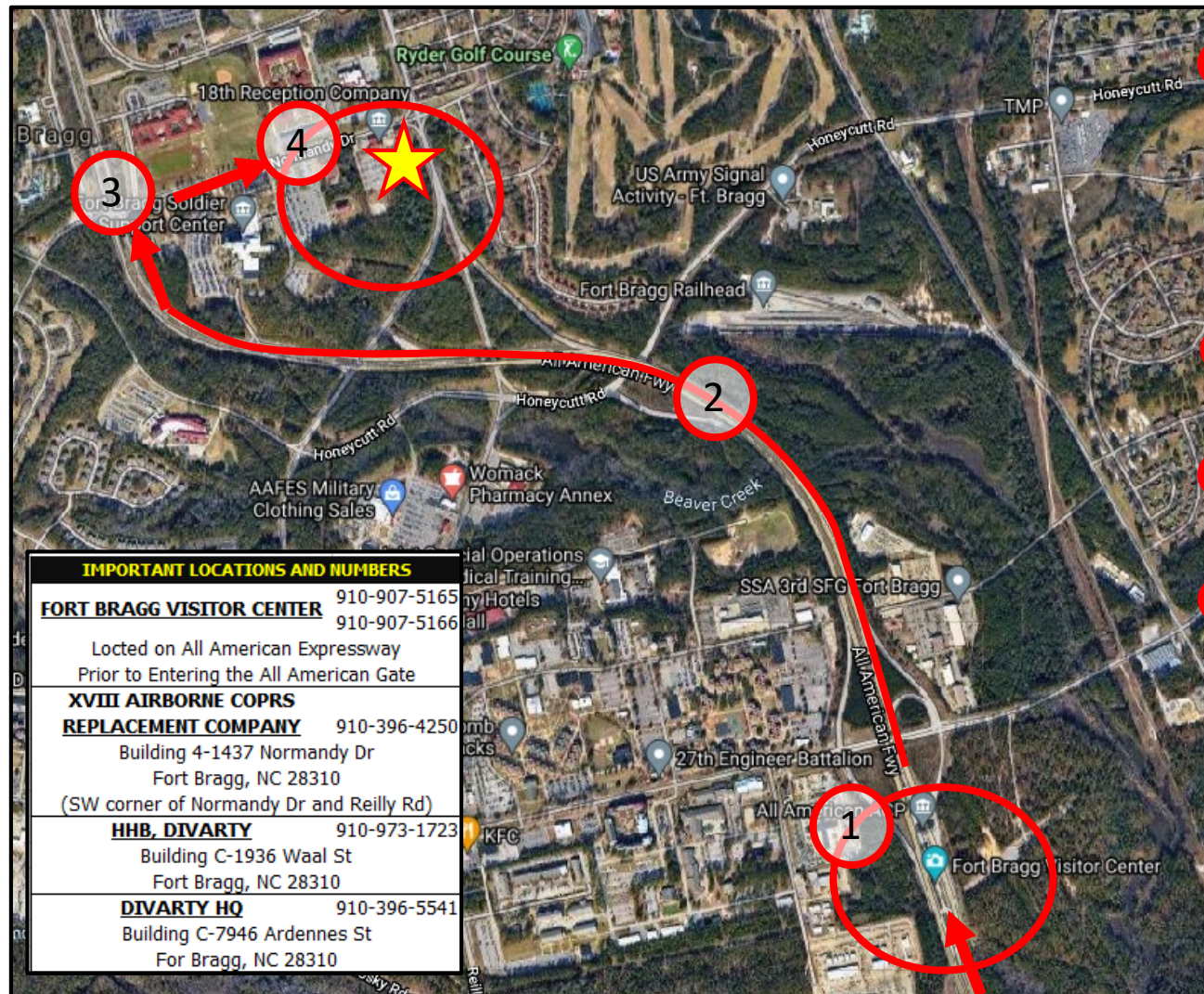


"HAWG BATTERY"

HHB, 82nd AIRBORNE DIVISION ARTILLERY



Where to go to Report to Fort Bragg



1 Enter Fort Bragg through the All American Gate via the All American Expressway. All non-DODID cardholders will require a pass. See the Visitor Center for a pass.

2 Proceed on All American Expressway to Normandy Dr

3 Turn East (Right) on Normandy Dr

4 The XVIII Airborne Corps Reception Company will be the fifth turn on your right, before the stop light.

Parking is in the rear of the building. Go to the staff duty desk with in processing documents and orders.

IMPORTANT LOCATIONS AND NUMBERS

FORT BRAGG VISITOR CENTER 910-907-5165
910-907-5166

Located on All American Expressway
Prior to Entering the All American Gate

**XVIII AIRBORNE CORPS
REPLACEMENT COMPANY** 910-396-4250
Building 4-1437 Normandy Dr
Fort Bragg, NC 28310
(SW corner of Normandy Dr and Reilly Rd)

HHB, DIVARTY 910-973-1723
Building C-1936 Waal St
Fort Bragg, NC 28310

DIVARTY HQ 910-396-5541
Building C-7946 Ardennes St
Fort Bragg, NC 28310

SOLDIER'S PERSONAL DATA SHEET

Name: _____ Rank: _____ MOS: _____

BASD: _____ ETS:TIG:TIS:DOR:

DOB: _____ SSN: _____ Weight: _____ Height: _____ Age: _____

Hair Color: _____ Eye Color: _____ Religion: _____ Blood Type: _____

ACU Coat Size: _____ ACU Pant Size: _____ Hat Size: _____ Glove Size: _____ Boot Size: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Home Phone: _____ Email Address: _____

Next Of Kin Name: _____ Home Phone: _____ Email: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Marital Status: Married / Single / Divorced / Separated

Contact by FRG: Y / N

Spouse's Name: _____ DOB: _____ Anniversary Date: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Home Phone: _____ Email Address: _____

Child's Name: _____ DOB: _____ Age: _____ EFMP: Y / N

Child's Name: _____ DOB: _____ Age: _____ EFMP: Y / N

Child's Name: _____ DOB: _____ Age: _____ EFMP: Y / N

Child's Name: _____ DOB: _____ Age: _____ EFMP: Y / N

Child's Name: _____ DOB: _____ Age: _____ EFMP: Y / N

Date Weapon's Qual: _____ Qualified: MARKSMEN/SHARPSHOOTER/EXPERT

Date Last APFT: _____ Score: _____ Weigh-In Date: _____ Weight: _____

Profile: T / P Limitations: _____ Go / No Go Date: _____

Date Last GCM: _____ Date Last NCOER: _____ Date Last Jump: _____

Date of WLC: _____ Date of ALC: _____ Date of SLC: _____

SOLDIER'S PERSONAL DATA SHEET

POV Make: _____ POV Model: _____ Year: _____ Color: _____

LIC Plate#: _____ Post Decal#: _____ Expiration Date: _____

Driver's License #: _____ Expiration Date: _____

Insurance Company: _____ Policy #: _____ Expiration Date: _____

Additional Skills: _____

Additional Duties Possessed: _____

Schools: _____

TRAINING ROOM ONLY

_____ Add to Alert Roster

_____ Collect Orders

_____ Add to Alpha Roster

_____ Collect NCOER/OER

_____ Add to PERSTAT

_____ Collect WPNS/APFT

_____ Add to M4/20K/4Mile Run

_____ Collect Profile

_____ Newcomer's Brief

_____ Collect School Certificates

_____ Update DTMS

_____ Collect Military License



HHB DIVARTY



LAST NAME	FIRST NAME	MI	GRADE	PMOS
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SPONSOR NAME	SECTION:	ARRIVAL DATE:
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SUBJECT: INPROCESSING CHECKLIST

1. The sections and Soldier will initial the information below. Upon completion of in-processing, return this memo to the Training Room NCO.

----- BATTERY -----

TRAINING ROOM	YES	NO	INITIAL
ASSIGNMENT ORDERS (with Amendments if applicable)			
UPDATE ALPHA ROSTER			
UPDATE FRG ROSTER			
PT CARD (DA 705)			
WEAPONS QUALIFICATION CARD			
FAMILY CARE PLAN (if applicable)			
MOTORCYCLE RIDER (if applicable)			
DD93 & SGLV (Records and Finance Review with S1)			
S4, GTCC VALIDATION(IF NO GTCC, START APPLICATION)			
PHYSICAL PROFILE (if applicable)			
NCOER (LATEST)			
EFMP (if applicable)			
SRB			
DA 348 (Drivers Training Record)			
Risk Management			
JUMPMaster QUALIFIED(CERT)			
PATHFINDER QUALIFIED(CERT)			
AIR ASSAULT QUALIFIED(CERT)			
CLS QUALIFIED			
CAO/CNO QUALIFIED (CERT)			
ANY 40+ HOUR SCHOOL/CLASS CERTIFICATES			
SPONSORSHIP TRAINING (apps.militaryonesource.mil)			
WLC GRADUATED(1059)			
ALC GRADUATED(1059)			
SLC GRADUATED(1059)			
ASSIGN ROOM AND KEY, ROOM #			
TURN IN Airborne Packet (JUMP LOG, ABN CERTIFICATE, HDO, PARACHUTIST BADGE ORDERS)			
COMPLETED INPROCESSING SIGNATURE:	DATE:		

MASTER DRIVER	YES	NO	INITIAL
Name of NCOIC/OIC: _____ Contact #: _____			
Military Driver's License (DD348, Accident Avoidance, CDR's Interview, etc.)			
SECTION SIGNATURE: _____	DATE: _____		

SUPPLY (Print & Sign):	INITIAL	ARMS ROOM(Print & Sign):	INITIAL	NBC(Print & Sign):	INITIAL
Issued Air Items		In-process Arms Room		Assigned Pro-Mask	
Turn in Clothing Record		POW Storage		Assigned JSLIST	

Chaplain/Chaplain Assistant (Print)	Signature/ Date	Request Counseling Y/N

DIVARTY AID STATION	YES	NO	INITIAL
Medical / Dental Records			
Drug Allergies _____ Blood Type _____			
Combat Lifesaver Certificate			
Field Sanitation Certified			
MEDPROS Screening: BLOOD _____ / IMM _____ / VIS / HEAR / DENT / PHA			

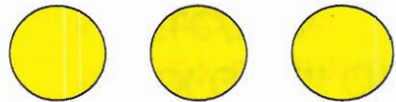
SECTION:	Y/N	NCOIC (Print & Sign):
CIF Issue Inspection (E-4 & below)		Inspected by: _____ Date: _____
Review Latest LES		Reviewed by: _____ Date: _____
Travel Pay (TDY only)		Reviewed by: _____ Date: _____
Household Goods		Delivery date: _____

SOLDIER HAS BEEN SHOWN THE FOLLOWING:

AREA	INITIAL	AREA	INITIAL	AREA	INITIAL
Dining Facility		Clothing and Sales		Post office	
Dental/Medical clinic		Chapel		Library	
Bank/Credit Union		NCO/ OFF club		PX and Airborne PX	
ED Center		Red Cross		ACS	

SPONSOR'S SIGNATURE:	DATE:
SOLDIER'S SIGNATURE:	DATE:
1SG IN-BRIEF (ENLISTED ONLY)	DATE:
COMMANDER IN-BRIEF	DATE:

MOLLE MARKINGS



DIVARTY

- $\frac{1}{4}$ " centered above the nametape (Hook Tape optional)

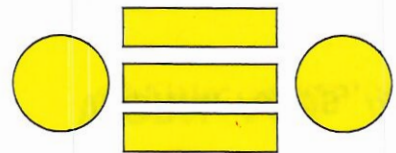


1-319TH AFAR

- 1" diameter circles with $\frac{1}{4}$ " in between each
- L-1" x W- $\frac{1}{4}$ " bars with $\frac{1}{4}$ " in between each



2-319TH AFAR



3-319TH AFAR

DIVARTY AIRBORNE PACKING LIST

WORN: ACUs, ACH, Knee Pads, Gloves (In Cargo Pocket),

MOLLE:

- **Sleep System**
- **1x ACU Top**
- **1X ACU Bottom**
- **1X Tan T Shirts**
- **1X Socks**
- **1X Wet Weather Bag**
- **1X E-Tool W/ Carrier (attached/ tied off to Molle) or 1X Sustainment Pouch (Filled)**
- **Poncho**
- **1X Red Chemlight (taped to bottom of Molle frame)**
- **1X Green Chemlight (taped to bottom of Molle frame)**
- **FLC/TAP**
- **Eye Pro (clear/dark)**

Total Weight: 35 Pounds

UNIT ITEMS FOR UNIFORMS



Unit Flash for Beret



Backing for ABN Badge



Loyalty Crest



Unit Award



French Fourragere



Black for ASU's



Brown for
Pinks & Greens

Presidential Unit
Citation
P.U.C
M.U.C

DIVARTY T-Shirt
can be purchased
at the Airborne
PX on Ardennes



NVG MOUNT

NAME

LAFEVER





TIE DOWN

UNIT MARKINGS

UNIT MARKINGS
(Hook Tape Optional)

NAME

RETSCH

