

USASA Fort Dix Regulation 350-3

TRAINING POLICIES AND PROCEDURES



18 JANUARY 2022

SUMMARY of CHANGE

USASA Fort Dix Regulation 350-3

TRAINING POLICIES AND PROCEDURES

This revision, dated 18 January 2022

- Supersedes USASA Fort Dix Regulation 350-3 dated 18 May 2018
- Eliminated the Joint Mission Management System (JMMS)
- RFMSS user account information is added
- Ammunition courses for TAMIS-R are added
- GSA/TMP vehicle information is updated
- Online Training Request (OTR) is replaced with the USASA Fort Dix Training Support Form 2203
- Updates the Training Support Center (TSC)
- Includes the addition of the Army Counter-Unmanned Aircraft System
- Medical Simulation Training Center (MSTC) is added to this regulation
- Range Control data is updated in Appendix L
- Chapter 8 and Appendix G (Medical) is updated
- Appendix C Simulations information is added
- Appendix D Range / Facilities Matrix has been removed; refer to USASA Fort Dix PAM 350-3

DEPARTMENT OF THE ARMY

USASA Fort Dix Regulation 350-3

UNITED STATES ARMY SUPPORT ACTIVITY FORT DIX

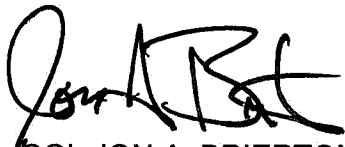
Joint Base McGuire-Dix-Lakehurst, New Jersey 08640-5089

18 January 2022

**Training
POLICIES AND PROCEDURES**

(AMIM-DIO-T)

Applicability: This regulation applies to all individuals, units, and agencies that train at Army Support Activity Fort Dix (USASAFD), to include Active Duty, National Guard, and Reserve Component units; Federal and State agencies; and licensed Civilian and Non-DoD Organizations.



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Chapter 1

Introduction

1-1. Purpose

This regulation prescribes policies and procedures to be followed by all units and individuals training at Joint Base McGuire-Dix-Lakehurst (JB MDL) United States Army Support Activity Fort Dix (USASA Fort Dix).

1-2. References

Appendix A lists required and related publications as well as prescribed and referenced forms.

1-3. Policies

USASA Fort Dix facilities are available for Active Duty, National Guard, and Reserve Component unit use by all services. Non-Army units and non-aligned Army units will be charged a fee for use of ASA Fort Dix training support services. All units will be charged a fee for use of the billeting services at the Contingency Operating Location (COL). Ranges and training areas assigned during scheduling conferences are considered committed and will not be modified without concurrence of the commander concerned except as directed by the installation commander due to contingency operations or severe weather conditions. Mobilized units have priority on areas scheduled. USASA Fort Dix conduct and appearance standards are the same for members of Active Components (AC), National Guard (NG), and Reserve Components (RC) regardless of status. These standards apply both while on USASA Fort Dix and when in the local civilian community. USASA Fort Dix does not maintain a weapons or organizational equipment pool. Commanders must plan to be self-sufficient and train with organic equipment. Commanders retain ultimate responsibility for discipline and training during their stay at USASA Fort Dix.

1-4. Responsibilities

a. JB MDL Commander establishes written policies, priorities, and resources regarding base operations and integrated support for the USASA Fort Dix training mission.

b. USASA Fort Dix Commander establishes written policies and priorities for Army managed training resources to ensure that essential mission training support is available regardless of component.

c. Directorate of Plans, Training, Mobilization and Security (DPTMS) resources USASA Commander's priorities.

d. Training Division (TD)

(1) Schedules and maintains training areas, ranges, and separate training facilities.

(2) Develops and publishes training support regulations and other related publications.

(3) Provides airfield support and airspace management in the USASA Fort Dix footprint.

(4) Provides Training Aids, Devices and Simulators (TADS), Graphic Training Aids (GTA), and Visual Information (VI) to customer units.

(5) Coordinates administrative, billeting, and dining facility (DFAC) support to organizations and individual AC, NG, and RC Soldiers training at USASA Fort Dix.

e. Unit Commander.

(1) Ensures that unit representatives are informed and invited to attend Quarterly Training and 10-Day Out Final Coordination Meetings.

(2) Identifies and consolidates training support requests for all assigned and attached units IAW this regulation.

(3) Schedules utilization of training areas and facilities for subordinate units and resolves scheduling conflicts between assigned and attached units.

(4) Ensures that Officer in Charge (OIC) and Range Safety Officer (RSO) have attended the range safety briefing and are certified prior to firing on ranges.

(5) Ensures clearance of ranges, training sites, motor pools, classrooms, bivouac sites, and billets before departing from USASA Fort Dix.

1-5. Coordination Instructions

a. Written, telephonic, or personal coordination and correspondence between AC, NG, and RC units or individuals and USASA Fort Dix will be accomplished through DPTMS-Training Division (TD).

(1) Address all correspondence to:

Commander, USASA Fort Dix

ATTN: AMIM-DIO-T

Bldg. 5513, Texas Ave

ASA Fort Dix, NJ 08640

(2) Telephone: Commercial (609) 562-2001/2002/2003

b. TD is located at Bldg. 5513 on Texas Avenue with operating hours of Monday through Friday 0800-1600.

c. The On-Call Officer can be reached during non-duty hours by contacting Range Control Firing Desk, Bldg. 9013, (609) 562-4600/4650.

Chapter 2

Training Facilities and Scheduling

2-1. Scheduling Meetings

a. Two meetings are conducted by USASA Fort Dix, the Quarterly Training Meeting and the 10-Day Out Final Coordination Meeting. Questions regarding administration, training, and logistics should be addressed to the appropriate USASA Fort Dix staff representatives during these meetings.

b. Quarterly Training Meetings are usually scheduled on the first Saturday in October, January, April, and July. The announcement will be published through RFMSS. The meeting will cover the following quarter's scheduled training. The agenda includes information on current and future exercises, training facilities and ranges, and support

services. This meeting affords units the opportunity to address scheduling conflicts or issues and coordinate with other organizations.

c. 10-Day Out Final Coordination Meetings are conducted every Wednesday at 1300 on Teams 365. Any changes to the scheduled meeting will be updated through RFMSS. Unit representatives receive training schedule verification, specific billet and dining facility assignments, and current information on range operations. Signature Cards, MIPRs, and all required documentation identified in USASA Fort Dix PAM 350-3 for requested facilities and resources are required to be submitted prior to this meeting.

2-2. Scheduling Procedures

a. Units submit requests for ranges and training areas in RFMSS; all other requests for support will be submitted via email on USASA Fort Dix Training Support Request Form 2203 to usarmy.jbmdl.id-readiness.mbx.ft-dix-training-division@army.mil. Feedback on status of requests is provided online. All requests in RFMSS and USASA Fort Dix Training Support Request Form 2203 must be confirmed by the unit at the 10-Day Out Meeting.

b. Non-Department of Defense (DoD) and Law Enforcement (LE) organizations must request a Commander's License to train at USASA Fort Dix. Further information on license applications can be obtained from 87th Civil Engineer Squadron (CES), Real Property Section Bldg. 2404 Tuskegee Airman Avenue, (609) 754-5073.

c. Scheduling Timelines.

(1) Organizations may submit RFMSS requests for ranges and training areas one year in advance of the start date of training and can submit changes up to 30 days prior to training dates at which time they will be locked out and will be unable to make changes to their request. Should the unit have emerging requirements after their lockout period, they may prepare a RFMSS scheduling template. The template will be evaluated at the 10-Day Out Final Coordination Meeting and, if available, the facilities will be approved. All training for an event, i.e., AT, BA, or Major Exercise, will be submitted on one Range Control Number Identifier (RCNI) in RFMSS.

(2) Major Exercises, those named exercises sponsored by a major command (MACOM) and schools supported by the Army Range Requirements Model (ARRM), are allowed to schedule in RFMSS up to 24 months in advance; the same "lock-out" periods apply.

(3) Changes to the USASA Fort Dix Training Support Request Form 2203 within 30 days of training start date require a letter of lateness signed by an O-5 or above and a new training support form. These documents should be sent to the TD org box as soon as possible jbmdl.id-readiness.mbx.ft-dix-training-division@army.mil.

2-3. Reporting for Training

a. Unit Training.

(1) All scheduled ranges, training areas, and miscellaneous training facilities within the range complex require check-in prior to occupation. A unit representative with current OIC/RSO certification will report to Range Control Bldg. 9013 Range Road to sign for facilities. Main body personnel proceed directly to their scheduled training areas.

(2) Personnel assigned billeting should report to Bldg. 5505 Tennessee Ave, Training Billeting Support Activity (TBSA) to sign for facilities.

b. Individual Training (IT) personnel will report IAW their TDY orders.

2-4. Range Certification Requirements

All unit OICs/RSOs must attend the Range Safety Course and pass the OIC/RSO certification test before the unit may occupy or conduct training on the Range Complex and any Training Area. Unit personnel must be certified, in writing, by the unit commander as having been trained and determined fully capable to conduct training on the weapons, ammunition, and/or type facility being utilized. USASA Fort Dix Range Safety Course is played and certification examination is given at Range Control Headquarters every odd hour 0900-2100 hours Monday through Thursday, every hour 0900-2100 on Friday and Sunday, and every hour 1200-2100 on Saturday.

2-5. Decertification of Range OIC or RSO

Unit Range OICs or RSOs may be decertified when unsafe acts occur in the Ranges or Training Areas or when a unit violates the requirements of AR 385-63 (Range Safety), USASA Fort Dix Regulation 350-3, or USASA Fort Dix PAM 350-3. The decertification authority is the USASA Fort Dix Range Control Officer (RCO) who is appointed in writing by the USASA Fort Dix Commander. When a unit OIC or RSO is decertified, the unit must immediately cease training until such time as a certified OIC or RSO from the unit is present on the Range and identified to Range Control as the replacement. Once a decertification decision is made by the RCO and verbally communicated to the unit on the Range, the RCO will provide a follow-up written notification to the Unit Commander identifying the individual who has been decertified, the reason for the decertification, and period of time for which the individual is suspended from performing OIC or RSO duties. At the end of the period of suspension, the individual may be reinstated as an OIC or RSO upon receipt of written verification from the parent unit Commanding Officer in the grade of O-5 or above that the individual has completed unit level retraining. Upon receipt of the O-5 memorandum, the individual will be permitted to re-take the Range Safety Course and OIC/RSO certification examination at Range Control.

2-6. Vehicle Requests

GSA/TMP vehicle(s) must be submitted on the USASA Fort Dix Training Support Request Form 2203. Once approved, requestors are to complete the AF 868, a Memorandum of Agreement (MOA), and return to usarmy.jbmdl.id-readiness.mbx.ft-dix-training-division@army.mil within 24 hours.

2-7. Weather

Range Control provides weather updates at (609) 562-4600. Additional information concerning severe weather warnings, wind-chill factors, and heat phase readings may also be accessed by calling (609) 562-4328 or the USASA Fort Dix Operations Center at (609) 562-3011.

Chapter 3

Training Support

3-1. Training Areas

USASA Fort Dix encompasses 30,698 acres of land within the reservation boundary, consisting of cantonment, housing, recreation, training, and range/impact areas. There are currently 65 ranges, 35 bivouac sites, 8 artillery firing points, 7 mortar firing points, 2 internment resettlement camps, 1 rappel tower, 1 obstacle course, 1 litter obstacle course, 1 vehicle wash facility, 62 tactical training areas, and a Contingency Operating Location (COL) in the Range Complex. See USASA Fort Dix PAM 350-3 Range Guide, for more detailed descriptions of all ranges, tactical areas, and training facilities.

3-2. Range Schedules

A two-week schedule of activities in the training area is available on line by logging into RFMSS at <https://rfmss.belvoir.army.mil/> and then navigate to the Fort Dix page.

3-3. Range Communications

a. Units planning to use organic radios while at ASA Fort Dix must complete the radio frequency section of the USASA Fort Dix Training Support Request Form 2203.

b. Communication wire may only be strung with joint approval of the Network Enterprise Center (NEC) and 87th Civil Engineering Squadron. All wire will be removed prior to unit being cleared by Range Control.

c. Telephones are installed on all ranges and bivouac sites as a primary means of communications with Range Control. Field wire will not be connected to the post range telephone system. Units should identify telephone numbers of assigned sites in advance and inform their personnel of these numbers for emergencies. Appendix T, USASA Fort Dix PAM 350-3, Range Guide, is the range complex telephone directory.

d. The installation NEC provides the only authorized service to connect, repair, modify, or move Garrison or range telephone/communications equipment. All movements or alterations require NEC work order approval.

e. Commercial portable radios are issued to units to maintain communication with Range Control. The batteries must be returned to Range Control each day at the end of training to allow for battery exchange since the batteries last less than two days.

f. Units using live fire ranges for artillery, mortar, or operating aircraft within the range complex will establish and maintain radio communication with Range Control **at all times** utilizing organic FM radios: Primary Range Control Net, FM frequency 34.30 MHz, new squelch on, call sign "Range Control" or alternate FM frequency 36.30 MHz, new squelch on, call sign "Range Control". This net is operational 24 hours a day, 7 days a week.

3-4. Indirect Fire

a. The battalion commander of units conducting indirect fire must submit a Memorandum of Certification to Range Control affirming that range and safety officers have passed a unit administered safety examination within the past year and are certified as qualified to perform the duties of range OIC and safety officer respectively.

b. During mortar or artillery fire, airspace is cleared to 8,000 feet Mean Sea Level (MSL). Fire Direction Centers will ensure that the maximum ordinate does not exceed 8,000 feet. Units will designate one individual to serve as an air guard to call for a cease fire in the event aircraft is spotted in the downrange area.

c. Firing periods for artillery and mortar weapons are 0700 to 2300; AFP 17 is restricted to firing from 0730-1800. A daily record of fire is required by indirect firing units by 2400 hours the day of firing.

3-5. Off Limits Areas

- a. Sewage and water treatment site in TAC 2C.
- b. Area South of Range Road between Ranges 17 and 24.
- c. All family-type quarters and immediate surrounding area.
- d. Landfill in TAC 2.
- e. BOMARC site in TAC 10A.

3-6. Range Restrictions

a. Possession or consumption of alcoholic beverages in the USASA Fort Dix training areas is strictly prohibited. Training areas include all ranges, bivouac sites, tactical training areas, and other off road training areas.

b. No down range movement is authorized without approval from Range Control, except for 25 meter ranges to emplace targets.

c. Bypassing any gate is not authorized without prior approval of Range Control.

d. Firing is authorized on Ranges 19 through 24 from 0730-1800; no night firing.

e. No movement into areas posted "DANGER IMPACT AREA" or "AMMUNITION DUD AREA" is authorized without approval by Range Control.

f. No aerial flares are authorized in TACs 1A-E, 2, 3, 4, 5, 7, 31, 32, 33, and 35.

g. No open fires are permitted on USASA Fort Dix.

3-7. Required Documents

All required documentation will be attached to your RFMSS request in the form of PDF under documents. NOTE: Units are locked out of RFMSS 30 days prior to scheduled training dates. Failure to submit documents by the 10-Day Out Final Coordination Meeting is justification for refusal of training area request. Required documents are:

- a. MK-19 clean-up for use on automated ranges
- b. Requested road closures
- c. Foot marches (USASA Fort Dix Form 2070 required)
- d. Convoy operations (USASA Fort Dix Form 2070 required)
- e. Pyrotechnics usage overlay
- f. Smoke usage overlay
- g. CS qualification statement (USASA Fort Dix Form 2258-R)
- h. Ambushes on vehicular traffic
- i. Indirect Fire Safety (USASA Fort Dix Form 2254R & 2255R and SDZ data)
- j. Mounted, Dismounted, and Aviation CONOPs
- k. Rappelling Certification Statement (USASA Fort Dix Form 225R)
- l. Demolition plans
- m. CONOP for any non-standard event (as indicated in your RFMSS request)

3-8. Requesting a RFMSS User Account

To request a RFMSS User Account, users need to go to <https://rfmss.belvoir.army.mil>. Please navigate to the USARC Tab--> CAC or No CAC (your choice)--> Fort Dix. When the screen comes up, look for request new account. Please make sure the entire request is accurate and fields are all completed. The accounts manager will then process your request. Please don't hesitate to reach out to (609)-562-7258 if you need assistance. Units are authorized two scheduler accounts only; all other requests will be Read Only.

3-9. Refueling Operations

a. Units will submit a CONOP with appropriate six-digit grid coordinates as to where proposed refueling points will be located; attach the CONOP in the RFMSS request under documents. Requests will be evaluated for approval by both range and the JB MDL Environmental/Natural Resources Division (ENRD), which determines approvals/disapprovals.

b. All fueling operations will utilize approved spill containment kits for the vehicles and powered equipment utilized. If approved kits are not available, refueling points will be double-lined with appropriate plastic sheets (see sketch below). The ENRD will inspect set-up and tear-down of refueling point for proper procedures.

c. Units will ensure spill kits are on hand during operations.

d. In the event of a spill:

(1) Immediately notify Range Control, (609) 562-4600/4650, which will notify ENRD.

(2) Stop the source of the spill and attempt to contain it with absorbent or booms.

(3) Secure the area; keep unauthorized personnel out of the area. Report the size, location, and type of spill.

(4) Assist with clean-up, as directed.

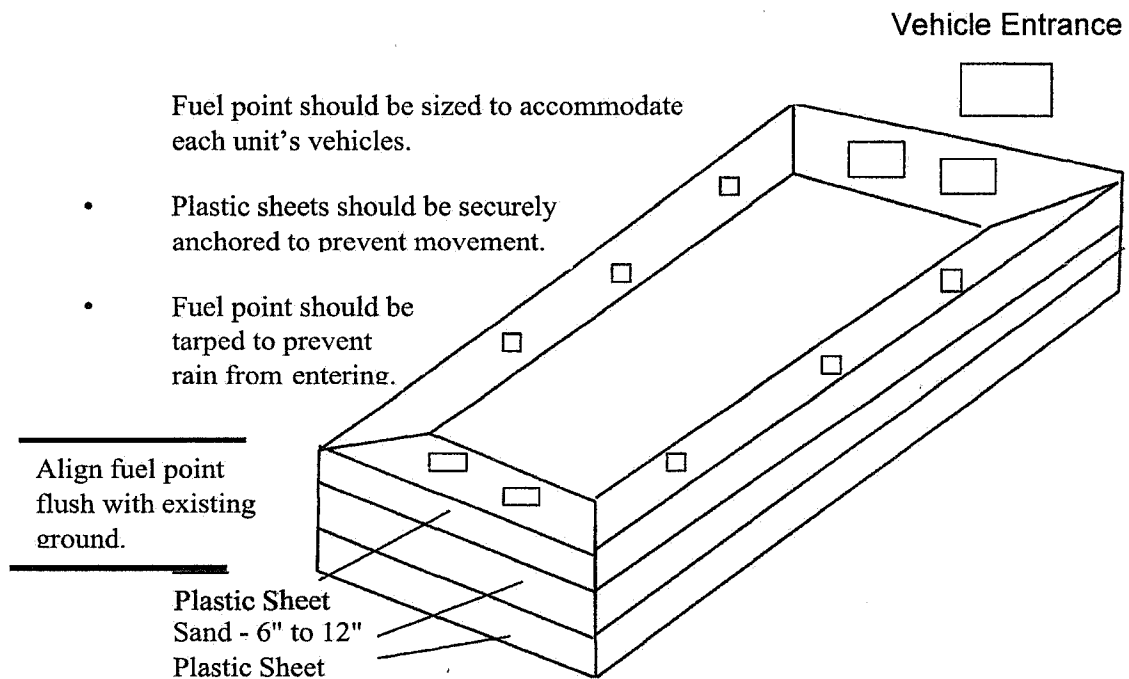


Figure 3-1. Temporary Fueling Point

3-10. Unit and Individual Running/Marching

a. Unit leaders of all services and organizations are responsible for ensuring uniformity of appearance when conducting organized physical training on USASA Fort Dix. JB MDL policy recommends use of designated running tracks and trails for recreational activities including running, jogging, and walking.

b. No person shall jog in the below outlined high traffic areas during high-traffic density and peak traffic period hours of 0600 thru 0800 and 1600 thru 1800, excluding weekends and holidays. Joggers must jog on the left side of the roadway or its shoulder facing traffic. During hours of darkness, joggers must wear reflective material on their outer garments to increase visibility.

c. Designated high-traffic density areas are:
All traffic circles, McGuire Blvd, Tuskegee Airmen Avenue, E. Arnold Avenue, Can Do Way, Delaware Avenue, Pennsylvania Avenue, Doughboy Loop Avenue, Texas Avenue, Alabama Avenue, Buffalo Road, Broidy Rd, 8th Street (from Pennsylvania Avenue to New Jersey Avenue), 16th Street Lansdowne Road, Saniuk Road, Hancock Road, Severyns Road, McChord Road, and Rounds Road.

d. No recreational running or marching activities are permitted in the following Off Limits Areas: Range Road, Post Housing, Pemberton-Wrightstown Road (including traffic circles), Texas Avenue, Pemberton-Pointville Road, Juliustown Road, NAVAIR Test Dept's Jet Car Track Site (JCTS), Runway Arrested Landing System (RALS), TC-13 MOD and MOD 2 Catapults, Electro-Magnetic Aircraft Launching System (EMALS) Test Sites. NOTE: training marches must be coordinated in advance with the Range Control Safety Office.

e. Formations will run/march in the direction of traffic. The formation width will be adjusted so that no elements (including cadence callers, leaders, etc.) cross the center of the road or street.

f. Road guards are responsible to direct on-coming cars to slow down. The speed limit when passing formations is 10 MPH. Leaders will report the car license plate number of vehicles that fail to heed a road guard's signal to the JB MDL Security, at (609) 562-6001.

g. Inclement weather often occurs with little or no warning. Reflective vests will be worn during all PT runs and road marches. The reflective vest will be worn by all road guards. At a minimum, all Soldiers on the perimeter (front/rear/sides) of formations will carry flashlights during hours of limited visibility. Ideally every Soldier will have a flashlight and front and rear guards will position themselves 25 meters in front (flashlight beam directed forward) and to the rear (flashlight/beam/directed rearward) of each formation.

h. Leaders must ensure that all personnel who fall out are consolidated into one group and continue with proper safety equipment. Fallouts will run facing traffic.

i. Units conducting tactical foot marches to/from the main range complex will complete USASA Fort Dix Form 2070, Road March Strip Map, and comply with instructions contained therein.

j. Individual runners:

(1) Will wear reflective safety equipment.

(2) Will run facing on-coming traffic.

(3) Will not use portable/personal radios, tape/disc players, or similar devices while running.

(4) Will avoid high speed roads while running.

k. Compliance is monitored by the JB MDL Safety Office, JB MDL Security, and Training Inspectors.

3-11. Police and Sanitation

a. Police and field sanitation are the specific responsibility of the using unit. Commanders are responsible for ensuring that the training areas and facilities they are assigned are used properly and are thoroughly policed daily and inspected prior to the unit's departure.

b. Sump pits will not be used in the training areas for the disposal of garbage or trash. It is the responsibility of the units utilizing training areas to haul all refuse and recyclable material to the dumpsters and recycle containers located at Range Control.

c. Latrines (fixed chemical or portable chemical toilets) will be used instead of pit latrines in training areas. Request for placement of portable latrines will be submitted at the 10-Day Out Final Coordination Meeting.

d. Grey water will be disposed of in tanks requested at the 10-Day Out Final Coordination Meeting.

3-12. Training Support Center (TSC)

a. Training Aids, Devices, and Simulators (TADS). The TADS warehouse is located in the rear of Bldg. 5411 on Alabama Avenue. Normal hours of operation are Monday through Friday, 0745-1630. The TADS Supervisor can be reached at (609) 562- 6633.

b. Visual Information (VI) Services. VI services is located in Bldg. 5411, Alabama Avenue and offers the following VI products; photographic services; Official DA, Command, Naturalization, and Passport Photos; Graphics; CD/DVD reproduction; Short Term Audio Visual (AV) Equipment Loan; and Video Services.

(1) VI customer service hours in Bldg. 5411 are Monday through Friday 0745–1630.

(2) To schedule a Photo appointment, request printing charts, or reserve Audio equipment, go to www.vios.army.mil and/or call (609) 562-3340.

(3) The USASA Fort Dix Photo Studio will take official three-quarter length official DA portraits, head and shoulder command portraits, and passport and immigration photography by appointment only, Monday through Friday 0800-1530. Official DA portraits (only) will be taken in by appointment only on Saturdays 0800-1130 and 1230-1530.

(4) For additional assistance call VIOS Work Order Control at (609) 562-3340.

c. Units requiring TSC TADS support must establish a temporary hand receipt account or have a permanent account.

(1) Units must reserve TADS devices using the USASA Fort Dix Training Support Request Form 2203, located in the RFMSS library under Training Services.

(2) Units wanting to establish an account, whether permanent or temporary, must submit an Assumption of Command Letter or Appointment of Activity Chief letter and a DA Form 1687 (Notice of Delegation of Authority).

(3) TADS and AV equipment issued on temporary hand receipts must be returned before a unit will be cleared to depart the installation. Equipment shortages will be accompanied by a Financial Liability Investigation of Property Loss (FLIPL), Statement of Charges, or Cash Collection Voucher as required.

d. The TSC also has Instructors/Operators for the Engagement Skills Trainer (EST II). This device can be reserved through RFMSS at <https://rfmssbackup.belvoir.army.mil/Dix/Pages/Login>.

(1) The USASA Fort Dix TADS Operator will contact the unit RFMSS requester approximately two weeks prior to the scheduled training. The TSC will operate the devices. TSC cannot serve as training instructors. Ensure unit POC and contact information are correct in RFMSS.

(2) Due to limited spacing inside the buildings, there must be a senior unit leader present to supervise the Soldiers in designated smoking areas.

(3) Cell phone use and smoking are prohibited in and around the buildings. Smokers must clean up after themselves.

(4) Units that are planning to conduct training with the EST II system, must complete tables 1 and 3 from TC 3-20.40.

(5) The EST II simulation is required for units to conduct marksmanship training on TC 3-20.40 Table 6.

(6) Soldiers can run qualification table 6 with weapon systems M4, M9,

M249/M240B, M320, M2 or MK19. Only one weapon system type can be used for qualification at a time. It will take the TSC Operator time to change weapon system, which will impact the time available for training.

3-13. Medical Simulation Training Center (MSTC)

a. The MSTC delivers effective medical training in both classroom and simulated battlefield conditions to better prepare Soldiers for application of medical interventions under combat conditions.

b. The MSTC provides state of the art training to aid students in gaining proficiency in treating all areas of trauma and basic medical scenarios. Under the principles of Tactical Combat Casualty Care (TC3), the student will gain the necessary knowledge and skills to treat severe bleeding, manage a tension pneumothorax, and establish a secure airway. Students will receive this training through classroom instruction, basic hands-on training, and the use of realistic trauma and medical scenarios. Functional skills developed are supported and reinforced by a final simulated battlefield exercise. This immersive environment helps familiarize the student with the potential environments where they may possibly be deployed.

c. The MSTC provides professional training on the following courses:

(1) Emergency Medical Technician 48 HR Medic Tables I-VIII (TC 8-800). This course provides 48 continuing education units (CEUs) that are essential in maintaining the 68W MOS. It consist of 8 tables with each table focusing on different areas of care. Table 8 serves as validation of the previously learned skills using scenario based training.

(2) 72 hour 68W Sustainment Course (11 Days). A comprehensive course that provides continuing education units (CEUs) that are required every two years in order to maintain the 68W MOS. It is a combination of the 48 hour Medic Course and the 24 hour TC3 Refresher.

(3) Tactical Combat Casualty Care
TC3 24 hour Sustainment Course (3 Days). This course provides 24 continuing education units (CEUs) required to maintain individual Nation Registry of Emergency Medical Technician (NREMT) certification. Principles of emergency care will be covered through the use of classroom lectures and hands on training. (scheduled by request.)

(4) Basic Life Support CPR. This course teaches the fundamentals of Cardio Pulmonary Resuscitation (CPR). BLS for the Healthcare Provider (BLS-HCP) is designed for personnel that work in and around a medical setting.

(5) Combat Lifesaver Course (CLS). The US Army Combat Lifesaver Course is a 40 hour medical training course conducted by the US Army. The course is intended to provide an intermediate step between the buddy aid-style basic life support taught to every Soldier and the advanced life support skills that are taught to US Army Combat Medic and to US Army Special Forces Medical Sergeants. The CLS Course is intended to bridge the gap between the minimally-trained average Soldier and the highly trained Combat Medic who may not be available in a trauma situation, by giving an intermediate level of advanced life support (ALS) training and equipment to at least one Soldier per 10-person squad (AR 350-1). In the absence of a combat medic, the CLS will be able to replicate some of the full-fledged medic's ALS techniques for their squad until the patient(s) can be evacuated to definitive care (i.e., an aid station or field hospital) or a

medic arrives to take over. It functionally extends the Soldier's medical duties from just his/her battle buddy to his/her entire squad. Providing at least one Soldier in every squad with some CLS training and equipment (focusing on time-sensitive battlefield trauma such as arterial bleeding and blocked airways) creates a company-level organic reserve of trained auxiliary medical personnel, ensures the fastest response time to a wounded Soldier on the battlefield and has been statistically proven to reduce the likelihood that a Soldier will die while waiting for a battalion medic to arrive.

(6) All Service Member TC3. The ASM Course replaces current military first aid courses (AWT/IFAK) and satisfies all basic Soldier first aid skills training. TC3 training will replace the core trauma skills currently taught in service specific first aid and self-aid buddy care courses. This is a unit led course which can be facilitated by the MSTC providing the guidance, tools, and scenarios as necessary.

d. Units can schedule any of these classes at the MSTC located at Bldg. 3211 Rancocas Road, JB MDL, NJ 08640. Contact the MSTC directly at usarmy.jbmdl.imcom.mbx.mstc@army.mil.

3-14. Emergent Threat Training and Readiness Capability (ETRC)

a. Unmanned Aircraft Systems (C-UAS) component provides pre-deployment and sustainment training on countering threats posed by low, slow, small flying unmanned aircraft in the operational environment. Army C-UAS integrators establish virtual/immersive, individual, and collective training environments in order to assist units with developing and executing C-UAS specific goals and training requirements. When not engaged supporting deploying Army units, the team is prepared to support Joint Service C-UAS training requirements. HST Teams provide initial and sustainment training, as well as over-the-shoulder coaching and exercise/training integration and planning assistance, in garrison, virtual and field environments, all tailored to the Commander's training objectives.

b. M HST C-IED/Emergent threat capabilities and training briefings are a means to assist Commanders, Operations Officers, and Non-Commissioned Officer (NCO) trainers in planning, resourcing, and executing training at Home Station. The briefings outline an integrated planning approach, incorporating all live, virtual, constructive, and gaming C-IED training resources to prepare units to mitigate IEDs and other emergent threats. Commanders should use the capabilities outlined in the training briefings during mission analysis and training guidance development to establish a C-IED training program tailored to the unit's mission and deployment timeline.

3-15. Maps

a. Table 3-1 lists maps that contain portions of USASA Fort Dix and are available through the Defense Supply Center - Richmond (DSCR). Figure 3-2 shows the US Geologic Survey (USGS) quadrangle 1:24,000 maps that contain portions of Fort Dix.

Table 3-1: DSCR Maps with USASA Fort Dix Locations

<u>Scale</u>	<u>Series</u>	<u>Sheet Number</u>	<u>Sheet Name</u>
1:250,000	V501	NJ 18-2	Wilmington
1:250,000	V501	NJ 18-11	Newark
1: 50,000	V722	6064 II SW	Columbus
1: 50,000	V722	6064 II SE	New Egypt
1: 50,000	V722	6164 III SW	Cassville
1: 50,000	V722	6164 III SE	Lakehurst
1: 50,000	V722	6063 INW	Pemberton
1: 50,000	V722	6063 INE	Browns Mills
1: 50,000	V722	6163 IVNW	Whiting
1: 50,000	V722	6164 III NE	Keswick Grove

Adjoining 1:24,000 USGS Quadrangles

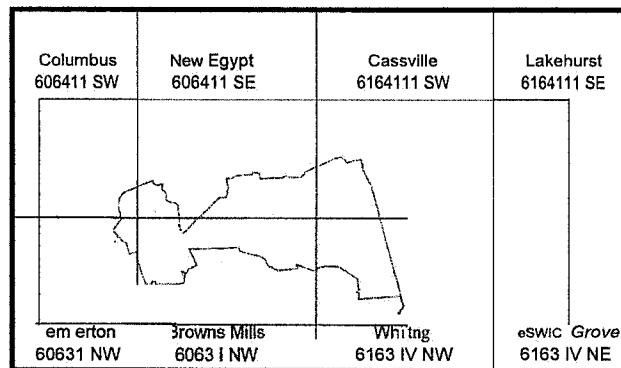


Figure 3-2: USGS Maps-1:24,000

b. The Defense Logistics Information Service (OLIS) produces a series of interactive catalogs for Military and Government use. These catalogs contain only products stocked by the Defense Logistics Agency (DLA) and the Defense Supply Center - Richmond (DSCR). Each catalog contains products divided into four categories. Aeronautical, Digital, Hydrographic, and Topographic; all available in one catalog. To order the DLA Map Catalog and obtain information about establishing a map account, contact the DSCR at (800) 826-0342, DSN 695- 6500, or their web site: <http://www.dla.mil/Aviation/Offers/Products/Mapping.aspx>

c. A limited number of USASA Fort Dix maps (see App F) will be issued by the DPTMS TD to units that do not routinely train at USASA Fort Dix. The maps are issued at Bldg. 5513 Texas Avenue.

d. ITAM Maps. The Integrated Training Area Management (ITAM) Program at USASA Fort Dix TD provides a limited number of maps of specific training areas upon request. These maps are currently available at no cost to units. Note: These maps are not the same as the JB MDL Military Installation Map (JB MDL USASA, Sheet FORTDIXMIM, Series V722S, Edition 2-SRP). If you require a 1:50,000 map, follow the guidelines

above. Two types of maps are available: vector line drawings (e.g., road network, range outlines, etc.) or aerial photography (flown July 2019). Submit requests at least 30 days prior to need. Once approved, the unit will be notified when the map is available. Maps must be picked up at the ITAM Office unless other arrangements are made. ITAM does not provide copies; reproduction of maps is the responsibility of the requester; however electronic copies of maps may be provided in the .jpg or .pdf formats. Unless a specific map scale is required, please select the "best fit" option. This will ensure that the particular area you requested is included. To request an ITAM Map, contact the ITAM Program Coordinator at (609) 562-2917.

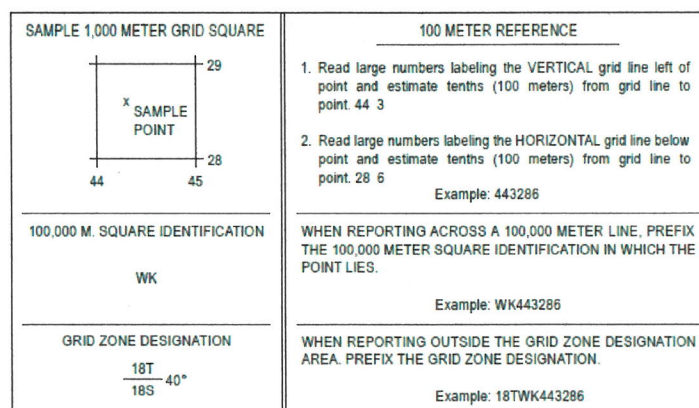


Figure 3-3: Map Grid Information – JB MDL

3-16. Aviation Training and Utilization

a. The ASA Fort Dix Aviation Operations is located at Bldg. 4421 and can be contacted at (609) 562-3451/4688. After duty hours contact (609) 649-3743.

(1) The Aviation Section provides information briefings to aviation unit commanders and operation officers prior to units operating in the local area. If this cannot be accomplished before the start of training, a telephonic briefing is conducted followed by a face-to-face meeting on the day that training begins. The briefing covers use of landing areas and firing points in the vicinity of the restricted area as well as procedures for acquiring weather information, filing flight plans, and coordinating with McGuire Air Force Base Operations, Tower, and Transient Alert.

(2) The Aviation Section is capable of providing the following services at the ASA Army Ramp and operations Bldg. 4421:

(a) Parking: the number of aircraft spaces available is dependent upon the type and number of aircraft arriving; 5ea UH-60s, 2ea CH-47s, 2ea CH-53s, and 1 ea C-130.

(b) POL: fuel is provided by McGuire Airfield at the Army Ramp. An aircraft fuel card is required. It is recommended that units use their organic aviation fuel vehicles and handler(s).

(c) Weather Services Assistance: for flight planning purposes, weather may be obtained from the 15th Weather Squadron, Scott Air Force Base, Illinois at <https://owsjet15.us.af.mil/portal/private/questjbmdl/sensor>.

(d) Prior to commencing flight operations: the aviation section will ensure that all necessary coordination with McGuire Field agencies requiring specific mission data, Military Flight Plans, DD Form 1801 have been filed prior to departing the Army Ramp.

(e) Aviation Office will schedule required coordination briefing with Range Control Safety Office for missions scheduled within the Range Complex.

b. Facilities:

(1) Aviation units training at USASA Fort Dix without aviation assets that desire to utilize the Army Ramp and/or Bldg. 4421 and/or Aviation Facility, to conduct training will note in the communication block of their RFMSS request:

(a) Type of mission(s) being conducted

(b) Number of personnel utilizing the facilities

(2) Units with organic aviation assets that desire to utilize the Army Ramp and/or Bldg. 4421, Aviation Facility and LZs to conduct training will note the following information in the communication block of their RFMSS request:

(a) Type(s) of aircraft

(b) Number of aircraft

(c) Number of support personnel

(d) Type(s) of mission(s) being conducted include NVG utilization

(e) List points of contact and telephone numbers

(3) For all aviation facilities, units and or agencies with approved requests are required to attend the 10-Day Out Final Coordination Meeting.

c. Landing Zones (LZ)

(1) LZs are designated throughout the USASA Fort Dix and are located by 6 digit coordinates on the JB MDL Military Installation Map.

(2) To request and/or establish a LZ that has not been approved by the USASA Fort Dix Aviation Section, submit a request on a memorandum justifying the request, listing the type of mission to be conducted along with a landing site survey checklist, AE Form 95-3A-R, to USASA Fort Dix Aviation no later than 30 days prior to the requested date of use. The LZ will then be surveyed by the USASA Fort Dix Aviation and RSO along with the unit's Aviation Safety Officer.

d. Nap-of-the Earth (NOE) Routes: NOE Routes are located on Lakehurst and are controlled by the New Jersey National Guard; contact (732) 323-2028 to coordinate use.

e. Aircraft Operations: Aircraft operating within the USASA Fort Dix Special Use Airspace (SUA) R5001 A&B to avoid conflicts and to provide safe operations will adhere to the following procedures. These procedures do not offer positive aircraft control nor do they relieve the individual aviator of the responsibility for detailed preflight planning nor seeing and avoiding other aircraft, hot ranges, and firing points. Extreme caution will be used by all aircrews during operations in and around SUA R5001A&B.

(1) SUA R5001A&B lies directly East of McGuire Airfield with the Western most boundary as close as 6250 feet from the easterly edge of McGuire Airfield Runway 06/23. The Eastern edge of the area extends to Hornerstown Road just West of Lakehurst's catapult runway. (Figure 3-4. Range Complex Area R5001A&B)

(2) All aircraft will carry a current copy of the JB MDL Military Installation Map during all operations being conducted within the USASA Fort Dix local area.

(3) FLIPS and LOCAL NOTAMS: All aviators operating within the local area must be familiar with and have available while in flight all current FLIPS and local NOTAMS.

(4) Prior to the flight, a local area coordination briefing is required with the USASA Fort Dix Aviation Officer. To schedule a briefing during duty hours call (609) 562-3451/4688, after duty hours contact (609) 649-3743. This coordination will include flight crew briefings and will be conducted at least 10 days prior to the flight.

(5) USASA Fort Dix Prior Permission Required (PPR) must be submitted and approved for flights using LZs, the USASA Fort Dix Ramp, or operating within the USASA Fort Dix Range Area.

(6) A Risk Assessment is required for air operations and must be forwarded to the USASA Fort Dix Aviation Section prior to the issuing of the PPR.

(7) Flight Plans, to include a current Weather Briefing, will be filed with appropriate authorities and a copy filed with the unit's operations section.

(8) Aircraft operating within the USASA Fort Dix training areas are required to contact McGuire Tower prior to entering McGuire traffic area and or McGuire Air Space (see Table G-2, Aviation Communication Card for contact information).

(9) Flights entering SUA R5001A/B will contact the Range Control Fire Desk (see Table G-2, Aviation Communication Card for contact information).

(10) Tactical/Administrative aircraft operations are conducted under VFR conditions. Operations under IFR conditions are prohibited. When operations are being conducted in McGuire Control Zone, McGuire Approach may grant a Special IFR clearance.

(11) Rotary wing aircraft flying in the USASA Range area must fly no lower than 300 feet AGL and no higher than 800 feet AGL.

f. Aircraft Refueling:

(1) Aircraft refueling in the range area is conducted IAW with ATP 3-04.17 (Tactics, Techniques, and Procedures for the Forward Arming & Refueling Points) and the appropriate operator's manual; unit procedures certified by the unit's Aviation Safety Officer and included in the Risk Assessment will be submitted to the USASA Aviation Office.

(2) Units may set up temporary refueling points with approval from Range Control.

(3) Hot refueling is permitted in the range area and must be conducted IAW ATP 3-04.17 (Tactics, Techniques, and Procedures for the Forward Arming & Refueling Points) and the appropriate operator's manual, be certified by the unit's Aviation Safety Officer, and included in the Risk Analysis/Management Assessment submitted to Range Control. It is a requirement for the USASA Fort Dix Fire Department to be notified when hot refueling occurs.

g. Aircraft Pre-Accident Plan: the USASA Fort Dix pre-accident plan is located at the USASA Army Aviation Bldg. 4421 operations desk. The unit conducting aviation operations is responsible for creating their own pre-accident plan.

h. Small Unmanned Aircraft Systems (sUAS) Operations: sUAS operations will be IAW with USASA Fort Dix Regulation 95-1.

(1) The preferred location for sUAS operations is Range 86.

(2) The ground facility (where the flight is to take place) must be requested in RFMSS, in the communication block the following information must be included: type and quantity of sUAS, wing span, length of fuselage, weight (to include payload), launch

method, recovery method, primary frequency of control link, max altitude of flight, flight range, and cruising speed.

(3) The required documentation to conduct sUAS missions in SUA R5001A&B consists of Flight Restricted Operations Zone (ROZ) to include the Latitude and Longitude and flight path, a completed ASA Army Aviation Prior Permission Request (PPR), a commander's letter of training proficiency certification, a risk assessment, and a certification of airworthiness for the sUAS. Attach the documentation in the documents tab of RFMSS no later than 30 days before the training date.

Figure 3-4. Range Complex Area R5001 A/B

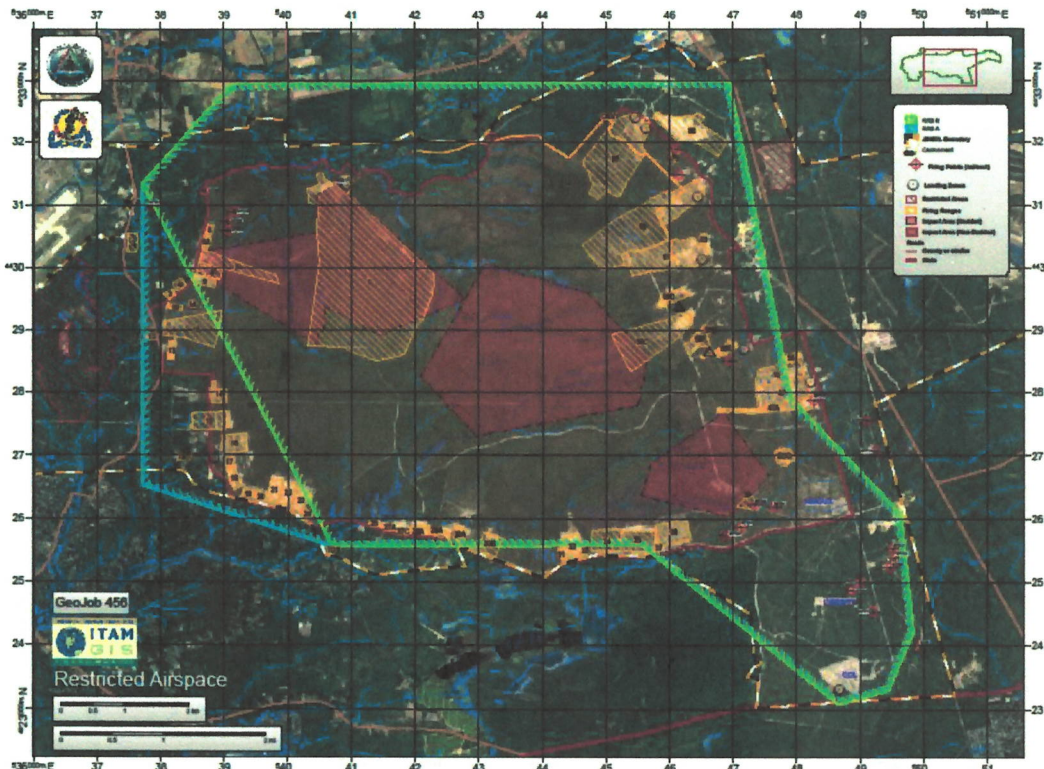


Table 3-2. Aviation Communication Card

1. McGuire Airfield
 - a. ATIS - 270.1
 - b. APPROACH CONTROL
 - (1) 270.090 120.25 363.8
 - (2) 091.269 127.5 259.3
 - c. TOWER - 119.8 255.6 118.65
 - d. GROUND - 121.8 275.8
 - e. CLNC DEL - 135.2 335.8
 - f. AMOPS Land Line - (609) 754-2712
 - g. Transient Alert Land Line - (609) 754-2631

- 2. ASA Fort Dix
 - a. Army Aviation Operations:
 - (1) 36.30
 - (2) 139.3 265.6 41.35
 - (3) Land Line - (609) 562-3451/6377
 - b. Range Control:
 - (1) 148.875
 - (2) Primary FM - 34.30
 - (3) Alternate FM - 36.30
 - (4) Land Line - (609) 562-4600/4650
 - c. Training Division (TD): Land Line - (609) 562-2001/2002/2003
 - d. ASA Fort Dix EOC: Land Line - (609) 562-3011
- 3. Lakehurst NAS:
 - a. Tower - 127.77 360.20
 - b. Land Line - (732) 323-4995/2438
- 4. Warren Grove:
 - a. Tactical - 286.2
 - b. Admin - 296.20
- 5. JEMSTAR Communication Frequency:
 - a. NJ Fire Net: 154.265
 - b. JEMS 2: 155.340
 - c. JEMS/SPENS: 153.785

Chapter 4

Billeting

4-1. General

Training Billeting Support Activity (TBSA), Bldg. 5505 Tennessee Avenue, USASA Fort Dix, NJ (609-562-4427), manages 32 barracks, one dining facility, administration rooms, classrooms, and weapons storage areas which are available for both AC and RC unit use. TBSA is open 7 days a week, including holidays. Normal hours of operation are 0745-1630 with the last unit issue/clearance beginning at 1530. TBSA has after-hours operations from 1630-2359 solely for individual walk-ins requesting a bed or room lockout services. 24 hour lockout services are provided.

4-2. Policies

a. Scheduling

(1) Units must request billeting by submitting USASA Fort Dix Training Support Request Form 2203 IAW TD policies and procedures. Units are not authorized to request billeting via RFMSS. Units should not request more than one location for billeting (i.e., billets, COL, BIV areas).

(2) Walk-ins. Units with 3 or less service members requiring billets will be assigned a room by walking into TBSA between the hours of 0745-2345, providing official military orders with duty "outside the commuting distance", and an approved DD Form 1610, Request and Authorization for TDY Travel of DoD Personnel. Service members on a PCS order must report to the Unaccompanied Housing Manager (609) 754-2670, 2616 Tuskegee Airman Avenue, Room 110, JB MDL during normal duty hours.

(3) Service members traveling within the normal commuting distance (50 miles) to USASA Fort Dix are not authorized billeting. Exceptions to policy may be requested via a justification memorandum signed by the first O-6 in the chain of command and submitted NLT 30 days prior to requirement for billets to the TBSA Chief.

b. Assignment of Housing to Reserve Component Personnel:

(1) Transient training billeting assignments will maximize unit integrity to the greatest extent possible. Units will determine individual room assignments in the rooms assigned to the unit by TBSA.

(2) Flammable materials will not be stored nor will weapons or field gear be cleaned inside any Transient Training Billeting Facility.

(3) Barracks furniture will not be moved by occupying units without the prior consent of the TBSA Chief.

(4) Establishment of Charge-of-Quarters and/or fire guards are unit responsibilities.

(5) Units and service members will not cause excessive noise. Music will not be played in common areas without ear buds. Music within the individual living space will not be played at a volume which can be heard outside the individual living space.

(6) Annual Training (AT): Personnel in this category will be billeted in government quarters, regardless of adequacy standards IAW AR 420-1. Personnel performing AT as individuals will be housed on the same basis as Active Component (AC) personnel providing their orders authorize appropriate per diem. AC personnel will be provided adequate quarters or a certificate of non-availability if adequate quarters are not available. As an exception to this policy, the installation commander or the commander directing the TDY travel may direct the individual to live on post to effectively complete mission/training requirements. Under these conditions, personnel may be assigned to quarters that are less than adequate.

(7) Active Duty for Training (ADT)/Active Duty for Operational Support (ADOS)-TDY: Unless performing duty with a unit, Reserve Component (RC) personnel in this category, which includes ADOS personnel in a TDY status, will be billeted on the same basis as AC personnel.

(8) Battle Assembly Training (BAT): RC personnel in this category will be assigned government quarters, when required, on the same basis as AT personnel.

(9) Mobilization/Temporary Change of Station (TCS): Units and personnel with mobilization or TCS orders will be provided appropriate quarters after reporting for mobilization in-processing.

(10) Active Component (AC) and Active Guard Reserve (AGR): AC and AGR personnel conducting training activities, exercises, maneuvers, etc. during AT and/or IDT will be billeted the same as RC personnel without regard to adequacy.

(11) Protocol Quarters - Colonels (O-6) and above: Accommodations can be scheduled through the All American Inn based on availability, (609) 754-4667.

c. Permanent Party (PP) Housing:

(1) Unaccompanied Permanent Party AC, AGR, or ADOS personnel on Permanent Change of Station (PCS) orders report to the Unaccompanied Personnel Housing (UPH) Manager (609) 754-2670, 2616 Tuskegee Airman Avenue, Room 110, JB MDL.

(2) Permanent Party AC, AGR, or ADOS personnel on PCS order, who are eligible for Army Family Housing, report to the JB MDL Family Housing Office, (609) 754-2264, 2616 Tuskegee Airman Avenue. Family Housing on JB MDL is privatized and under the management of United Communities. Information regarding on-post housing can be readily obtained from the United Communities website at: www.mcguiredixus.com.

(3) All requests for Exceptions to Policy (ETP) to not reside in Permanent Party housing must be formally submitted to the JB MDL UPH Manager (609) 754-2670, 2616 Tuskegee Airmen Avenue, Room 110, JB MDL. These exceptions must be requested via a justification memorandum signed by the first O-6 in the chain of command.

(4) Upon approval of UPH eligibility at JB MDL, the service member may be assigned to a Transient Training Barracks on a space availability basis without regard to adequate standards.

d. Alcohol Policy. The possession or consumption of alcohol in barracks or any adjacent area between or around the barracks is unauthorized IAW US Army Support Activity Fort Dix Command Policy Memorandum #6, Alcohol Use Policy. Requests for exception to policy may be submitted IAW the policy and procedures of the Alcohol Use Policy.

e. Parking Areas:

(1) Privately owned vehicles (POVs) will be parked in designated parking areas.

- (2) Vehicles will not be parked or driven over lawns.
- (3) Units with fuel tankers will ensure that parking is IAW ATP 4-43.

4-3. Troop Billets

a. Issue Procedures:

(1) All units must have current commander's assumption of command orders and DA Form 1687, Notice of Delegation of Authority - Receipt for Supplies, on file to be issued property from TBSA (i.e. barracks). Units will not be issued property without these on file.

(2) All contents of the designated area, to include bunks, mattresses, mattress covers, lockers, fans, etc., will be inventoried and assigned to the requesting unit by formal hand receipt.

(3) Units requesting linen must notify TBSA NLT 14 days prior to issuance of linen requirements. Linen will be issued as required. Service members may utilize their own linen or component issued sleeping bags.

(4) Units must be prepared to draw linen and self-transport linen to the barracks being issued.

b. Clearance Procedures:

(1) The unit will be provided a Facilities Clearance Checklist at the time of issue.

(2) The service member who signs for property is required to turn in the property upon completion of training.

(3) Unit billet areas, to include latrines and common use areas, will be swept, mopped, and free of trash. A police call around the building will also be conducted.

(4) All linen issued to the unit must be collected and returned to TBSA.

(5) Unit leadership will conduct a walk through inspection prior to requesting a TBSA final clearance inspection.

(6) Unit will call TBSA and request a final clearance inspection once standards in the TBSA Facility Clearing Checklist are met and all unit personnel and equipment are out of the facility.

(7) A unit representative will conduct a joint walk through inspection of the facility during the final clearance inspection.

(8) Unit will not be released from Hand Receipt responsibility until all property is turned in and any deficiencies identified during the final clearance inspection are fixed. Lost or damaged property will be reconciled prior to the unit being released from the Hand Receipt.

c. Linen Exchange:

(1) During AT, units desiring to exchange linen will coordinate with TBSA at least 2 days in advance.

(2) The unit must return all dirty linen to Bldg. 5505 and will be issued clean linen.

d. Loss / Damage of Government Property & Safeguarding Personal Property:

(1) Government property will be safeguarded at all times. USASA Fort Dix property lost or destroyed by using units will undergo relief from accountability procedures IAW AR 710-2.

(2) Accountability of room keys is an individual responsibility. A Statement of Charges will be issued to all individuals reporting the loss of a key for the replacement costs of the lock core and key. Payment (Cashier's Check or Money Order made payable

to the U.S. Department of the Treasury) will be turned into TBSA prior to the making of a new key or unit clearance.

(3) Security of personal property is an individual/unit responsibility. Unit members should be advised to bring a padlock with them to secure personal property in wall lockers.

e. Barracks Maintenance / Work Orders:

(1) Units will ensure that barracks are maintained in a high state of cleanliness, to include common use areas and latrines. Cleaning equipment is located in the supply closets on each floor, which will also be maintained in an orderly fashion. Units can pick up cleaning products at TBSA.

(2) Routine maintenance and repairs will be coordinated through TBSA. Any damage or routine maintenance repairs of assigned facilities will be reported immediately to the TBSA (609) 562-2247/4798.

(3) Emergency work requests must be reported immediately to the Emergency Work Order Section (609) 562-6021 with follow-up notification to TBSA.

f. Emergency Procedures:

(1) Units will call 911 for any emergency in the barracks.

(2) Fire evacuation plans are posted in the barracks.

(3) Unit commanders are responsible for briefing the posted fire evacuation plan to their unit.

(4) Fire extinguishers will be used for their designated purpose only. If a fire extinguisher is discharged or requires recharging, notify TBSA immediately.

(5) Units will not remove fire extinguishers from the barracks.

g. TBSA Managed Dining Facility (DFAC):

(1) Request via USASA Fort Dix Training Support Request Form 2203 for unit cooking operations.

(2) DFAC is equipped for storage of perishable rations and the preparation of meals; however, units may supplement in place kitchen accessories through use of TOE/TOA equipment or Self Service Supply Center (Paperclips, Etc.) purchases.

(3) Advance party personnel will inspect/inventory all DFAC equipment and, when satisfied, a unit representative will receipt for the facility, in-place equipment, and keys.

Chapter 5

Logistics

5-1. Subsistence

The Subsistence Supply Management Office (SSMO) is located in Bldg. 3140 (Dry/Cold Storage). Hours of operation are 0745-1630, Monday through Friday, (609) 562-2246.

a. Units operating field messes will submit the following forms, as applicable, to the Subsistence Supply Management Office (SSMO) and annotate this on the USASA Fort Dix Training Support Request Form 2203:

(1) DA Form 3294-R, Ration Request/Issue/Turn-In Slip - 3 copies (for AT)

(2) DA Form 3161, Request for Issue or Turn-In - 3 copies

(3) DD Form 577, Notice of Delegation of Authority - Receipt for Supplies – 1 copy

b. USAR and ARNG units will receive, store, prepare, and account for subsistence under the Field Ration Issue System.

c. Subsistence items are issued IAW with Supply Bulletin 10-263, 14-day US Army Reserve Component and Field Training Menu. Each unit is responsible to obtain copies of the 14-day menu. Notice of changes and/or adjustments will be provided by the SSMO, (609) 562-4154/2246. Changes to the 14-day menu will be submitted using DA Form 3161.

d. The ration issue cycle is 2-2-3 (Monday, Wednesday, and Friday). No issues will be made on weekends and national holidays. There will be no changes on the first, second, and third issues of subsistence and a 48-hour notification must be made on all other changes. Changes must be made on a memorandum, stating changes and delivery dates.

e. Rations will be issued from Bldg. 3140 (Dry/Cold Storage). Hours of operation are 0730-1600. Units will provide clean and covered military transportation with standard pallets or duck-boards to elevate the subsistence items three to four inches above the bed of the vehicle. Individuals authorized to receive on DD Form 577 must pick-up subsistence from both Dry and Cold Storage on ration issue cycle days. There will be no delivery to dining facilities.

5-2. Cash Collection Procedures

a. Mess officers are responsible for effecting cash collections for meals consumed by individuals required to reimburse the government. Officers, warrant officers, enlisted personnel on separate rations, and all personnel in a per diem status will be charged at the most recent rate established by DA or DA Message or per AR 30-22 requirements. Under no circumstances will officers and civilians receiving per diem allowances be exempt from paying standard rate.

b. The DOL Management Division, Bldg. 5418, phone (609) 562-3557, will issue Cash Meal Payment Books/Sheets (DD Form 1544) to personnel authorized on DA Form 1687. DD Forms 1544 are issued by serial number and must be accounted for. Mess officers must exercise extreme care to use pages in consecutive order to preclude the chance of lost or missing sheets.

c. All cash meal payment books and cash collection vouchers will be returned to the DOL Support Branch before the unit departs USASA Fort Dix. Unit will keep one copy of DD Form 1131 for their records. This procedure applies to units drawing cash books and sheets from DOL USASA Fort Dix. Units that bring cash books and cash sheets from home station may not make cash turn-ins at USASA Fort Dix. This must be done at their home station.

5-3. Food Service

a. JB MDL operates several dining facilities for personnel training at USASA Fort Dix. Units without an organic mess section or performing incremental training may subsist in these facilities by identifying requirements on the USASA Fort Dix Training Support Request Form 2203. By the 10-Day Out Final Coordination Meeting (for IDT), the unit should be informed of the dining facility which they will use and be provided a control number. Entitlement to use these facilities will be verified by requiring the Soldiers to

present a valid military identification card.

b. Changes to scheduled meal requests or types of meals must be coordinated as far in advance as possible by coordination through TD scheduling, (609) 562-2001. Food service personnel will provide the most appropriate support available.

c. Units authorized to subsist in USASA Fort Dix dining facilities will fall in behind Soldiers already in line. Units will not move to the head of a serving line unless approval has been granted in writing by the installation Food Service Officer.

d. Units desiring hot meals in mermitees to transport to remote field locations must request them using the USASA Fort Dix Training Support Request Form 2203. Due to limited availability, units may want to provide their own insulated food containers, vacuum jugs, paper products, and flatware.

e. USASA Fort Dix dining facilities can honor unit requests for food items to support picnics or organizational day meals if coordinated well in advance. Unit picnics must be supported with unit assets.

f. USAR units are authorized, at no charge, civilian dining facility attendant Kitchen Police (KP) support during Annual Training when operating a dining facility. KP support is available to National Guard units upon request; however, a DD Form 448, Military Interdepartmental Purchase Request, is required. Units provided KP support must adhere to the serving hours scheduled and forward any changes to the Food Service Officer for approval.

5-4. Transportation

a. TD has a limited fleet of 44-pax buses and 15-pax vans. GSA/TMP vehicle(s) must be submitted on the USASA Fort Dix Training Support Request Form 2203. Pending availability, units will receive a response from the Training Coordinator to complete the AF 868, the Memorandum of Agreement (MOA), and return to usarmy.ibmdl.id-readiness.mbx.ft-dix-training-division@army.mil.

b. Units will ensure motor vehicle operators are licensed IAW AR 600-55 and AFI 24-301 prior to arrival at USASA Fort Dix. All military operators must have in their possession a valid state Driver's License, ID card, Defensive Drivers Card, or Accident Avoidance Certificate, and OF 346, US Government Motor Vehicle Operators Identification Card, applicable for the vehicle(s) requested. Civilian operators of 5-ton stake body vehicles and/or 44-passenger buses must have the same above noted documentation with a valid state commercial driver's license.

c. Operators must be familiar with AFI 24-301, AR 600-55, and Chapter 2 of AR 58-1. Operators will perform Preventive Maintenance Check and Services (PMCS) before, during, and after operation IAW paragraph 6-3, TM 38-600. A preprinted AF Form 1800 (Operators Inspection Guide and Trouble Report) is provided for each TMP vehicle.

d. The Training Coordinator will endorse the documents and send to the 87 LRS for final approval. The Training Coordinator will send the POC the confirmation number by email or have it available at the 10-Day Out Final Coordination Meeting. Documents are available for pick-up at TD Bldg. 5513 Texas Avenue, Fort Dix, NJ. Units are not allowed to draw vehicles without this from. TMP hours of operation are 0600-2230 hours daily, 7 days a week.

e. POL issued by the TMP is reimbursable at the current standard rates, which vary and may change without notice. Units will identify requirements on USASA Fort Dix

Training Support Request Form 2203 and arrange for pick-up of "Pro-Kee" with the Supply Management Activity, (609) 562-3515.

f. If TMP drivers are required to operate vehicles, an additional charge may be required.

5-5. Convoy and Special Handling Permits

a. All off-post convoy operations will be conducted as prescribed by AR 55-29, AR 55-162, FORSCOM Regulation 55-1, and FM 55-312. Contact the Installation Transportation Officer at (609) 562-4451 for assistance.

b. Special hauling permits are required for movement of any over-dimensional or overweight equipment to or from this installation.

c. Convoy clearances and special hauling permits for travel to and from USASA Fort Dix must be obtained from home station through unit respective STARC, OMC.

d. RC commanders are requested to coordinate convoy operations to and through this installation with JB MDL Security. If access to the range complex is required from highways 539 or 70, coordination must also be made with Range Control. Coordination may, at a minimum, be telephonic notification with the following information:

- (1) Unit Designation
- (2) Convoy Commander
- (3) Start Time/ Start Point
- (4) End Time/ End Point
- (5) Route
- (6) Number/Type of Vehicles

e. Units will provide escorts and traffic control points during convoy movement. JB MDL Security will provide assistance when available.

5-6. Maintenance

a. The performance of preventive and organizational maintenance is the responsibility of the unit commander. RC units will transport to this installation all equipment, tools, and repair parts essential for normal organizational maintenance.

b. All Direct/General Support Maintenance is reimbursable on a per hour plus parts basis. Units desiring these services must provide a DD Form 448 (Military Interdepartmental Purchase Request) and ensure that the unit Property Book Office hand carries a copy of the appointment orders and six copies of DA Form 1687, Notice of Delegation of Authority - Receipt for Supplies, to Maintenance Division, DOL, Bldg. 8411.

c. Prior to bringing equipment to the DOL Maintenance Division for repair, units will perform all required organizational maintenance, have equipment cleaned, and prepare a properly completed and authenticated ULLS Automated Maintenance Request or DA Form 2407, Maintenance Request. In preparing DA Form 2407, the Julian date will be used and the unit APC and DODAAC will be shown, in addition to the line number of the equipment per DA Pamphlet 738-750. To ensure proper routing of the "control copy" of DA Form 2407, the reporting installation code must be entered. This code can be obtained from the maintenance shop that normally supports the unit.

d. Work Orders will be submitted to the PR&C Section of Bldg. 8411 for the following:

<u>Shop</u>	<u>Building</u>	<u>Phone Ext</u>
Automotive	8411	2687
Tactical	8411	2264
Weapons	3109	2271
Communication/Electronics	8411	5654

e. Organizations desiring technical maintenance assistance should submit requests to Maintenance Division, DOL in sufficient detail to identify the scope of assistance required.

5-7. Ammunition

a. Units submit their annual ammunition forecasts through the electronic TAMIS-R system IAW with USASA Fort Dix Regulation 700-26. Forecasts will be approved by the unit commander, forwarded through command channels, and consolidated at the RRC or Division level as appropriate.

b. Training ammunition will be issued to using units within the limits of authorized allowances and availability. The Unit Identification Code (UIC) and Training Event Code (TEC) must be entered on all requests for issue or turn-in (electronic DA Forms 581, Request for Issue and Turn-In of Ammunition) to facilitate TAMIS processing. Ammunition drawn at this installation is drawn for consumption at USASA Fort Dix unless other arrangements are made in writing with the Chief, Ammunition Section, DOL. Units processing electronic DA Forms 581 through the TAMIS-R system should follow-up through their approving chain of command if an acknowledged electronic receipt of acceptance is not received from the USASA Fort Dix Training Ammunition Manager, (609) 562-6248 or the Ammunition Supply Point, (609) 562-2272/3850. DA Form 581 must be in the automated TAMIS system in order for a unit to draw ammunition. It is a unit responsibility to verify this prior to showing up to draw ammunition.

c. Unit commanders will furnish transportation and loading details when drawing ammunition. Security will be provided IAW AR 190-11. Ammunition will be loaded on vehicles during normal duty hours, Monday through Friday. The using unit will inspect all vehicles transporting ammunition and will document this inspection on DD Form 626 (Motor Vehicle Inspection). A vehicle will not be used to transport ammunition if an unsatisfactory condition exists. Two 10 lb. BC fire extinguishers and four explosive placards are required for each vehicle transporting ammunition. Units/activities transporting arms and live ammunition or explosives on USASA Fort Dix will provide an armed guard regardless of the mode of transportation. Guard(s) must be qualified with the issued guard weapon within 12 months of guard assignment and must be familiar with the provisions of AR 190-28, "use of force". Ammunition will not be issued to any individual who does not possess a valid Hazmat certificate (within 2 years) (per 49 CFR).

d. Dummy, drill, and inert ammunition items will be requested on DA Form 581, which will cite the applicable authority for issue: CT A 23-100-1 or pertinent regulation giving the basis for issue and the purpose for which the items are being requested. Such items will be picked up on appropriate unit supply records.

e. Commanders are responsible for returning all unused ammunition, packing materials and components, including reusable ammunition boxes, and will furnish details to unload vehicles. DA Form 581 will be used to turn-in unused ammunition with a separate document number for each turn-in. For turn-in of residue, the DA Form 581 will

contain a certification that contents have been inspected and contain no live rounds, unfired primers, explosives, or other dangerous material as required by paragraph 11-15b, DA Pamphlet 710-2-1. Missing ammunition will require that action be initiated by the unit under the provisions of AR 190-11 and NGR 190-11.

f. Units may only store ammunition overnight on ranges provided the following procedures are strictly enforced:

(1) Ammunition will be guarded at all times. Arming of the guard(s), with the exception of Category I ammunition (which will be provided armed guard protection at all times), will be at the discretion of the unit/activity commander.

(2) Guard details will consist of at least one NCO and two Soldiers who will be provided with instructions as to what to do in an emergency.

(3) If telephone or radio communications are not readily available, guards will have transportation available at all times.

(4) Smoking will not be permitted within 60 feet of ammunition.

g. Ammunition storage is prohibited in BIV, TAC, and COL sites in the Training Area.

h. Ammunition items will be issued and used only under the supervision of an officer or NCO while the unit is participating in range firing or supervised training.

i. Appointments are required for pick-up and turn-in of Ammunition. The date and time are provided on the approved DA Form 581. Changes must be coordinated with the Ammunition Supply Point (ASP), Bldg. 8531, (609) 562-3850, as soon as possible. The ASP is open only on weekdays from 0800-1600, except by special request on Saturdays and Sundays.

j. Ammunition will not be stored in troop billets or in unit field ammunition points, but may be secured on assigned ranges. Overnight storage on assigned ranges will be IAW AR 190-11.

k. Tear gas, pyrotechnics, simulators, and other similar items will be tightly controlled and accounted for to ensure that only authorized use is made of these items.

l. Unit commanders will ensure that shakedown inspections are conducted prior to leaving ranges and training areas to prevent ammunition from being transported to troop billets.

5-8. Ammunition Handlers Certification Program

a. IAW DA Pam 385-64, Ammunition and Explosives Safety Standards, Certification is required for any ammunition activities in and around USASA Fort Dix; effective date is FY22 (1 Oct 2021). Five online classes are required; a 24-month Fort Dix Ammo Handler certificate will be issued:

(1) Ammo 45: Introduction to Ammunition

(2) Ammo 64: Class V Issue and Turn-in Procedures for Using Units

(3) Ammo 67: Hazmat Familiarization/Safety in Transport

(4) Ammo 68: Military Munitions Rule

(5) Ammo 108: Ammo Handlers

b. To take the Ammo courses above, go to: <http://www.dactes.org/index.php>.

Chapter 6

Information Management

6-1. General

The Network Enterprise Center (NEC) provides all standard post, camp, and station communications services required by USASA Fort Dix and supported units to include: telephone service, radio frequency allocation, and mail.

6-2. Telephone Service

a. Administrative Areas. Telephones have been installed in all offices and billets that are issued to units that train at USASA Fort Dix. Additional services may be requested on a reimbursable basis. Requests will be submitted on DA Form 3938, Local Service Request, through the DPTMS TD to the NEC, Bldg. 6530.

b. Training Areas.

(1) Telephones are installed for use on all ranges and bivouac sites. Advance parties must identify telephone numbers of assigned ranges and/or bivouac sites in advance and inform unit personnel of these numbers for use in emergencies.

(2) Field wire will not be connected to the post range telephone system; however, it may be installed for internal use with unit equipment, provided that it is completely removed before the unit clears the training area.

c. Telephone System. The JB MDL telephone system is for official use only. Personal calls are strictly prohibited. For local calls, dial "97" then the seven (7) digit commercial number. For long distance, dial "99" followed by area code and telephone number. For on-post calls to a 562- prefix, dial 562 then the four (4) digit extension. For CON US DSN calls, dial "98 then the seven (7) digit DSN number. For OCON US DSN calls, dial 98 and the 10-digit DSN number.

d. Collect Calls. Use of third party billing or acceptance of incoming collect calls on official telephones is strictly forbidden. Individuals identified will be responsible for all charges incurred, including federal tax, and are subject to disciplinary action for fraud.

6-3. Frequency Allocation

Units planning to use organic radios while in convoy to USASA Fort Dix or when on station must ensure the frequency allocation section of the USASA Fort Dix Training Support Request Form 2203 is completed. This section must include type of radios, frequency range, and dates to be employed.

6-4. Secure Communications

Secure communications (SIPRNET, STE, FAX, etc.) are available on a very limited basis within DPTMS, Bldg. 5435.

6-5. Video Teleconferencing (VTC)

VTC capabilities on USASA Fort Dix are a NEC responsibility. Units requiring VTC support must contact the NEC, Help/Support Desk, and (609) 562-6039.

Chapter 7

Engineer Services

7-1. Fire Prevention

a. Duties and Responsibilities.

(1) Commanders of units training at this installation are responsible for briefing all unit personnel on the below fire prevention policies prior to arrival at USASA Fort Dix.

(2) Unit fire marshals performing Annual Training will contact the 87th Civil Engineer Fire Prevention Office at (609) 562-5484 within 24 hours of arrival at the training site.

b. Alarm. The person discovering a fire will immediately report the fire as follows:

(1) In a barracks, pull the alarm on an alarm box in a hallway; this alerts occupants of the fire. Then dial 911; provide the emergency operator with the location and details about the fire.

(2) In administrative buildings in the cantonment area, dial 911; provide the emergency operator with the location of the fire and what is on fire, for example, warehouse, vehicle, etc.

c. Range Fires. Units must extinguish all fires that start in their training areas. Cease training immediately if a fire is observed, regardless of size, and take the following actions:

(1) The OIC, using available troops, immediately starts fighting the fire with all resources available unless the fire is in an impact area where the presence of duds is known or suspected.

(2) Report the fire to the Range Control Desk Operator at (609) 562-4600.

(3) The Fire Chief assumes responsibility of directing firefighting activities upon arrival.

d. Prevention Measures. The following activities are prohibited:

(1) Open fires, unless prior permission is granted by the Fire Inspector for use in connection with training; written permission will be presented to Range Control when signing for facilities.

(2) Use of open flame lights or lanterns of any type in buildings.

(3) Use of gasoline, kerosene, or flammable liquids to start fires or for cleaning purposes.

(4) Smoking in bed.

(5) Blocking, covering, or locking fire doors or ladders of fire escapes.

(6) Bypassing or preventing the intended function of any electrical fuse.

7-2. Pest Management Control

a. Units conducting field exercises or training in bivouac sites shall request Tick Spraying services. Treated areas cannot be occupied until 24 hours after application.

b. All training areas will be surveyed prior to any pesticide application.

c. Training areas will not be routinely treated.

d. Range Control will contact the 87 CES Work Order Section, (609) 562-6021, to submit the request.

e. Work request should be made at least two weeks prior to entering affected training areas.

7-3. Environmental Management

a. Water Resources.

(1) Waste and pollutants will be disposed of only in containment receptacles provided by JB MDL and never disposed of into installation lakes or streams.

(2) Grey water used for cleaning field kitchen utensils and mess kits will be disposed of in a wet well bladder. Coordination of bladders will be made at the 10-Day Out Final Coordination Meeting.

(3) Washing vehicles is only authorized at the Tactical Vehicle Wash Rack, which will be scheduled in RFMSS by all organizations. Washing TMP and personal vehicles is prohibited in the range and training areas.

b. Solid Waste.

(1) The use of sump holes for garbage and trash, to include grease sumps, is prohibited.

(2) Cardboard, cans, and bottles will be deposited in appropriate recycling containers located at the JB MDL Recycle Center at 2321 Radin Road in the cantonment area or at Range Control Headquarters for the ranges.

(3) Trash and other non-recyclable refuse will be placed in dumpsters/containers located in each unit area for collection and disposal by cantonment contractors. Units in the field will deposit their materials in the dumpsters/containers stationed at Range Control Headquarters.

(4) Requests for dumpsters in the training areas for exercises or annual training will be made at the 10-Day Out Final Coordination Meeting.

(5) All batteries must be disposed of in the special recycling containers located at HAZMAT Storage Bldg. 8131 Old Range Road and TBSA, Bldg. 5505; no vehicle batteries are allowed in battery containers. Privately Owned Vehicle (POV) batteries must be disposed of at AAFES. Military vehicle batteries will be disposed of by the DOL. Questions may be addressed to the Chief, Maintenance Division, DOL, (609) 562-2264.

c. Hazardous Waste Spills.

(1) In the range area, immediately report all spills of hazardous waste (POL, JP-4, solvents, battery acid, etc.) to Range Control, (609) 562-4600. Units will immediately begin to stem the flow of contaminants and attempt to recover and contain the spilled material; Range Control will notify Hazardous Waste Spill Team(s) as required.

(2) In cantonment, notify the Fire Department first, 911, then JB MDL Environmental, (609) 754-1806.

7-4. Troop Construction Program (TCP)

a. TCP objectives are to:

(1) Stress Units - Develop situations requiring groups and battalions to create task force organizations as well as execute around-the-clock operations.

(2) Support the Mission Essential Task List (METL) - Units will be able to perform METL tasks and other identified training needs.

(3) TCP is a key training opportunity for Engineer battalions and companies.

(4) Site Support - TCP enhances the USASA Fort Dix capability to support Reserve Component units by providing improved facilities needed for training and mobilization.

b. Range and Training Area Development Plan. USASA Fort Dix maintains an updated five year Range and Training Development Plan containing projects that Engineer units can accomplish during BAT and/or AT. The TD TCP Engineer POC can be reached at (609) 562-3569/5736.

c. Responsibilities.

(1) Under TCP, USASA Fort Dix will:

(a) Provide necessary guidance, design, and construction specifications to ensure preliminary project design.

(b) Review and approve all final designs.

(c) Review and approve all plans, specifications, estimates, and bills of materials (BOM).

(d) Ensure sufficient funds are included in the installation Command Operating Budget (COB) for project design and construction supplies/materials.

(e) Ensure that all materials required for a project are ordered or contracted for in sufficient time to support initial construction.

(f) Ensure quality control during project construction.

(g) Ensure that necessary environmental actions are accomplished.

(h) Receive and maintain final project files on completed projects for purposes of accountability and audit.

(2) The Executing Engineer Brigade/Group will:

(a) Thoroughly review project designs and preliminary estimates and write a detailed plan for phased construction, including detailed BOM and estimates.

(b) Identify any special equipment or support requirements.

(c) Present preconstruction briefings to DPW and installation staff.

(d) Command and control each assigned or attached unit, as well as execute on-site quality control, during execution of the project.

(e) Ensure sufficient funds are included in the unit (or higher command) COB to fund training costs including billeting fees (as appropriate); POL; PLL/repair parts for equipment utilized in training; Office Supplies; Paper Clips, etc.; and DS/GS maintenance.

(f) Upon conclusion of each phase of construction, provide an after action report (AAR) to the installation and final summary reports to include design drawings of structures as built.

Chapter 8

Medical

8-1. Medical Emergencies and Evacuation

a. The nearest emergency room service used by JB MDL and USASA Fort Dix is Capital Health at Deborah - Emergency Services, at Deborah Heart and Lung Center, 200 Trenton Road, Browns Mills, NJ 08015. It is a self-contained, state-of-the-art,

emergency department operating separate from Deborah Hospital. For hospital admissions, this emergency department provides transfer to other facilities as needed. Transportation is not available back to JB MDL and USASA Fort Dix.

b. Training Areas.

(1) For emergencies in the range complex or adjoining training areas, contact Range Control at (609) 562-4600 for evacuation guidance. Units with organic ambulance support SHOULD NOT transport injured personnel without guidance from Range Control. Units may want to follow the Range Ambulance as return transportation is not available.

(2) Aeromedical evacuation is initiated by contacting Range Control.

c. Cantonment. For emergencies occurring on main post, dial 911 and an ambulance will be dispatched for evacuation to the nearest facility, normally Capital Health at Deborah - Emergency Services.

8-2. Medical-Mobilization

a. To provide Role I medical service support for mobilization and demobilization activities for COMPO 2/3 Soldiers processing through USASA Fort Dix MFGI site.

b. The Medical Training Coordinating Officer, located in Bldg. 5513, assigned to USASA Fort Dix, acts as the local representative/liaison for the Medical Support Force regarding deploying units out of USASA Fort Dix.

c. Joint Readiness Center (JRC)/Soldier Readiness Processing (SRP) Site is located at 5631 Baltimore Ave. Hours of operation: Monday through Saturday from 0800-2400.

d. Troop Medical Center (TMC) is located at Bldg. 5437 8th Ave. Hours of operation: Monday through Saturday from 0700-2400.

e. Pharmacy is located at Bldg. 5633 Baltimore Ave. Hours of operation: Monday through Saturday from 0800-2400.

f. Mills Dental Clinic is located at Bldg. 5660 Doughboy Loop. Hours of operation: Monday through Saturday from 0800-2400.

g. Care beyond the capability of the Medical Support Unit on USASA Fort Dix will be provided through the local civilian hospitals and urgent care centers.

8-3. Facilities and Staffing

a. All units with a medical detachment, section, or platoon, within their MTOE, will deploy with it fully equipped and staffed and will establish a primary treatment facility in their unit area.

b. All incoming units with or without medical personnel will send a representative from their AT advance party to the DPTMS TD, Bldg. 5513, for a medical briefing by the Medical Training Coordinating Officer.

c. Each unit will have a medic, combat lifesaver, or equivalent, present when in training areas or on ranges.

8-4. Credentialing Requirements

a. All health care providers must be credentialed by the Commander, Keller Army Community Hospital (KACH), West Point, NY, prior to treating any patients in Army facilities at Fort Dix (in either a field or garrison environment). If personnel are currently credentialed through a military medical facility, the two page Transfer Brief may be used.

b. The following health care providers must be credentialed:

- (1) Physicians
 - (2) Dentists
 - (3) Podiatrists
 - (4) Advanced Practice Registered Nurse
 - (a) Certified Nurse Midwife
 - (b) Certified Registered Nurse Anesthetist
 - (c) Clinical Nurse Specialist
 - (d) Nurse Practitioner to include family, adult, pediatric, women's health care, acute care, geriatric, emergency, and so forth
 - (5) Physical Therapist
 - (6) Physician Assistant
 - (7) Optometrist
 - (8) Clinical Psychologist
 - (9) Behavioral Health Practitioner
 - (10) Clinical Social Worker
 - (11) Psychological Associate
 - (12) Speech Pathologist
 - (13) Audiologist
 - (14) Chiropractor
 - (15) Dietitian
 - (16) Clinical Pharmacist
 - (17) Occupational Therapist
- c. Completed Practitioners Credentials Files (PCF) or Transfer Briefs must be received by the Credentials Coordinator, KACH, West Point, NY, no later than 45 days prior to scheduled duty. PCFs must contain the documents listed in Appendix H to this regulation.

8-5. Sick Call/Injury Procedures

- a. Military personnel reporting for sick call must present the following documents:
 - (1) Copy of orders
 - (2) Valid U.S. Armed Forces Identification Card
- b. Units process the Line of Duty (LOD) through Chain of Command.

8-6. Injury during Annual Training

The unit commander initiates an LOD, DA Form 2173, on all Soldiers injured while performing AT duties. The LOD must be presented to health care providers at the time of treatment. A copy of the accident report will be forwarded through Range Control to the Installation Safety Office.

8-7. Hospitalization beyond AT Period

The unit commander will initiate retention procedures for individuals hospitalized beyond the AT period.

8-8. Medical Supply Procedures

- a. Medical supply support for units attending AT at USASA Fort Dix will be provided by the Installation Medical Supply Activity (IMSA), West Point.

b. Units will contact the West Point Medical Supply Officer, DSN 688-6864, Commercial (845) 938-1364; Fax 688-2150, to request a stockage list at least 90 days prior to the AT start date. Items required but not on the list will be requested at least 60 days prior to AT.

c. Medical supplies are stock funded and will be issued on a reimbursable basis.

d. Medical supplies will be requested through Defense Customer Assistance Module (DCAM) only. Per the Defense Health Agency (DHA), all external units have to request medical supply through DCAM.

e. A medical supply account must be established prior to issuing any supplies. The following documents are required to establish an account: Letter of Funding Authority with dollar amount, appointment orders of accountable officer, unit DODAAC, APC/FC, and DA Form 1687.

8-9. Preventive Medicine/Health and Environmental Procedures

a. Unit commanders will train their personnel in the prevention and first aid treatment of heat injury and will plan and schedule training to minimize the effects of heat category restrictions.

b. Unit commanders will be proactive, warning all unit members to avoid contact with wild or stray animals in training areas. Stray dogs or cats may carry rabies and will be reported to JB MDL Security if observed in training areas. Report and obtain medical evaluation of all animal bites/scratches through the Chief, Preventive Medicine, 87th Medical Group, JB MDL.

c. All foodstuffs will be stored, issued, handled, prepared, and served IAW AR 40-5. Commanders will ensure that all personnel engaged in the stockage, preparation, or serving of foods will have a valid Food Handler's Certificate available for inspection.

d. Unit commanders will ensure their personnel have received training in the prevention and control of tick and mosquito borne diseases (Lyme, Rocky Mountain spotted fever, and West Nile Virus) and rodent borne diseases (Hantavirus). Training should include the use of personal protective equipment and site survey and preparation. Units may schedule training by contacting Preventive Medical Service, 87th Medical Group Public Health, (609) 754-9753.

e. Unit commanders will train their personnel in Preventive Medicine/Field Sanitation prior to AT. Units may schedule training by contacting the 87th Medical Group Preventative Medicine team at (609) 754-9753.

f. Unit commanders will take positive actions to ensure all members of their units are warned of potential hazards of ingesting or inhaling lead based paints.

Chapter 9

Discipline, Military Law and Order

9-1. Traffic Regulations

a. Personnel are subject to trial by the U.S. Magistrate for violations of the New Jersey Motor Vehicle and Traffic Regulations, Title 39, New Jersey Statutes annotated under Section 13, Title 18, US Code (assimilative crimes).

b. All traffic accidents on JB MDL will be investigated by JB MDL Security, who will be notified immediately of any traffic accident by calling (609) 562-6001/6002. The vehicles involved will not be moved until authorized by the JB MDL Security investigator.

c. Wearing safety belts is mandatory at JB MDL for all personnel to include visitors.

d. There is no cell phone usage without hands free devices authorized while operating any motor vehicle.

e. Vehicle operators must observe pedestrian cross-walk laws and pedestrian right-of-way.

f. POVs equipped with sirens, bells, whistles, and/or red, yellow, or blue lights must be in compliance with appropriate state codes and operators must be able to show emergency equipment permits. Such equipment will not be used on JB MDL.

g. All Government Vehicles operating on JB MDL are subject to Air Force Instruction (AFI) 24-301, Transportation - Vehicle Operations.

h. Maximum Speed limits are as follows:

(1) 25 miles per hour (MPH) - All of USASA Fort Dix except where otherwise posted

(2) 10 MPH - When meeting or passing troops marching in formation

(3) 10 MPH - All parking lots

(4) 5 MPH - All motor pools

i. Parking:

(1) No vehicle will be parked within 50 feet of an intersection, crosswalk, traffic sign, stop sign, or in such a manner as to obstruct a driveway, street, or alley.

(2) No vehicle will be parked within 10 feet of any fire hydrant.

(3) No vehicle will be parked on any seeded or grass areas on main post.

(4) No vehicle will be parked on the left side of the street facing oncoming traffic.

There are no authorized places on USASA Fort Dix to park which face oncoming traffic.

(5) Government vehicles will be secured IAW paragraph 3-5, AR 190-51, i.e., lock and chain is used to secure a tactical vehicle steering wheel so that it cannot be turned. Non-tactical government vehicles will be secured by removing ignition keys and locking vehicle doors. Government or personal property will not be left in unattended government vehicles.

(6) Ignition keys will be removed from POVs and will be locked. Items such as clothing, cameras, etc., will be removed from vehicles and secured out of sight.

j. Searches. Driving a vehicle on JB MDL are subjected to a search when authorized by law or regulation. Periodic spot checks are made by JB MDL Security at strategic locations. Such checks consist of Safety inspections; verifying valid state driver's license, inspection, registration, and proof of insurance, and other official inspections as required or dictated by military necessity as determined by the installation commander.

9-2. Security

AR 190-13, AR 190-16, and AR 190-51 apply during training conducted at USASA Fort Dix. Commanders will ensure appropriate actions and documentation are completed and up to date.

9-3. Firearms, Lethal Weapons, and Explosives

a. Personnel not stationed at or residing on USASA Fort Dix are prohibited from bringing privately-owned firearms or other unauthorized weapons onto this installation as per AR 190-11.

b. The below listed items are strictly prohibited on USASA Fort Dix. This list is not all inclusive, but gives a few examples of items classified as weapons:

- (1) Knives with blades six inches or more in length
- (2) Blackjacks or bludgeon
- (3) Pellets, starter pistols, and other gas discharging weapons
- (4) Brass knuckles or similar devices

c. No person shall possess or carry on his person or in any vehicle or cause to be introduced into any USASA Fort Dix building/facility firecrackers, bombs, duds, or explosive items of any type (does not apply to authorized items transported in authorized vehicles for authorized training).

d. No person, except Law Enforcement Officers, in performance of official duties, will carry a weapon into a dining facility, the PX, theater, Class VI store, other recreational facilities, or any building displaying the weapons prohibited warning, as cited in USASA Fort Dix Regulation 190-11.

e. No person, except as authorized by the JB MDL Chief of Police, shall carry any weapon concealed on his/her person or in a POV, either on or off-post, at any time.

f. Personnel occupying troop billets will not keep any weapons in their personal possession. All weapons must be turned in to the assigned arms room upon return to the cantonment area.

9-4. Security of Small Arms

a. Small arms, to include crew-served weapons, will be secured in approved arms rooms, except when in use at training sites. At training sites, provide security using approved arms racks or containers kept under continuous surveillance of a responsible individual, armed at discretion of the commander, designated to assure protection of weapons when not secured in an approved arms room with a functioning J-SIIDS, Joint-Service Interior Intrusion Detection System.

b. When operating in the field or during training, small arms will be secured overnight or during extended breaks in locked racks or containers which, in turn, will be secured to each other. Continuous surveillance will be maintained using guard(s).

c. Bayonets, as sensitive items, may be stored in the arms room with the prior written approval of the respective Unit/Activity Commander when other secure areas are not available.

d. Units performing AT or training for an extended period of time may request issue of an arms room with intrusion detection system (J-SIIDS) from TBSA.

e. A daily inventory, by physical count, will be conducted and documented to ensure that all weapons are properly accounted for and are on hand.

f. Night Vision Devices, when not in active use during training exercises, will be secured in an approved arms room.

9-5. Loss of Government Weapons

a. Report any loss/theft of weapon(s) or ammunition IAW Chapter 8, AR 190-11, only after a 100% serial number/lot inventory of weapons/ammunition has been completed to verify that a loss actually occurred. Once confirmed, report the loss/theft immediately to JB MDL Security, (609) 562-6001/6002.

b. Commanders, using available unit personnel, will conduct an immediate search of all areas where a loss may have occurred, including unit vehicles, billets, and supply rooms.

c. Commanders or responsible individuals will conduct shakedown inspections in order to search each individual, wall lockers, duffel bags, laundry bags, and POV(s).

9-6. Intoxicating Beverages

a. The sale, possession, storage, and dispensing of intoxicating beverages will be in strict compliance with the provisions of AR 210-65 as supplemented. The sale of alcoholic beverages by any agency except the club system or AAFES is prohibited.

b. No person under age 21 is permitted to introduce, possess, purchase, or consume alcoholic beverages on USASA Fort Dix.

c. Units are not authorized to create clubs or other facilities designed to accommodate the sale or consumption of intoxicating beverages.

d. No intoxicating beverage of any kind will be consumed in public places, except in specifically designated areas of clubs and sites approved for unit functions.

e. Unit/AT Parties:

(1) Commanders desiring to serve alcoholic beverages to Soldiers at unit parties must have written approval from the Installation Commander. See Appendix I for a sample request. Submit requests to DMWR prior to the activity, but no later than Tuesday of the first week of training.

(2) Commanders will be held accountable for the actions of their Soldiers and must implement appropriate controls to prevent drunk driving and misbehavior related to the consumption of alcoholic beverages.

9-7. Hunting and Fishing

a. Designated JB MDL Security patrols and perform duties of game enforcement, when available. New Jersey laws and Joint Base Hunting, Fishing, Trapping, and Boating Rules are enforced on USASA Fort Dix. JB MDL Hunting and Fishing information and rules may be obtained by contacting Range 14, Bldg. 9060, (609) 562-4676 and at <http://www.range-14.com/home.html>.

b. Violators are subject to appropriate disciplinary and/or administrative action. Military personnel, dependents, DoD civil servants, and other civilians will be cited on DD Form 1805 to appear before the United States Magistrate.

c. DPTMS annually designates authorized hunting/trapping areas.

d. During hunting season, DPTMS publishes schedules of special areas open for hunting.

e. Hunting, fishing, and trapping permits are sold at Outdoor Recreation, (609) 562-6667.

f. Hunting and trapping permit/tag requirements:

(1) A valid New Jersey hunting and trapping license and a JB MDL Hunting and Fishing permit are mandatory for all personnel.

(2) A valid Federal Migratory Bird Stamp is required for hunting migratory waterfowl.

(3) A New Jersey Pheasant/quail stamp is not required for hunting these fowl on JB MDL.

(4) Juveniles 10-14 years of age must have a valid State of New Jersey Junior License.

(5) All juveniles 10-14 years of age hunting on JB MDL must be accompanied by an adult 21 years of age or older.

(6) The holder of a New Jersey hunting license must have a valid tag, which must be filled out and attached to the deer immediately upon killing the deer. The deer must then be reported to Range 14 for inspection and processing.

g. Fishing requirements:

(1) Valid New Jersey and JB MDL Hunting/Fishing Permits are mandatory for all personnel 14 years of age and over and must be in possession while fishing.

(2) All juveniles under 14 years of age will be supervised by an adult at all times.

(3) Bona-fide house guests of military personnel may fish with their sponsor on a one time basis without an installation permit; however, a valid state fishing license is mandatory.

h. Safety regulations:

(1) Hunters must wear a daylight florescent orange colored cap or an outer garment containing at least 200 square inches of orange florescent material visible from all sides. This requirement applies to all persons while hunting deer and small game other than waterfowl and wild turkey. This requirement is not applicable to bow hunters.

(2) Shotguns (10 gauge or smaller, three shell capacity or less) and bows (34 pounds or more) may be used reservation wide. Muzzle loading rifle barrels of .40 caliber minimum and .58 caliber maximum are permitted for hunting.

(3) All hunters desiring to hunt on JB MDL will utilize the ISportsman application to sign in and sign out of hunting areas and report any game killed.

9-8. Detention

a. Individuals apprehended on JB MDL will be taken to JB MDL Security, USASA Fort Dix Bldg. 6049, for processing.

b. Upon completion of processing, the member will be released to an appropriate unit representative using DD Form 629, Receipt for Prisoner or Detained Person. Military family members will be released to their sponsor/guardian. Civilian personnel, based on the offense committed, may be released to an appropriate government/civilian agency, parent/guardian, adult family member, or on their own recognizance.

c. JB MDL Security will not transport detainees to their unit. The unit commander or a designated representative (E5 and above) will pick up detainees at the Joint Base Police Desk. NCOs and officers will be released to the commander or an NCO of senior rank, as appropriate.

d. The detention cell, located in the JB MDL Security, Bldg. 6049, is intended to hold an individual pending release or transfer to an approved confinement facility.

e. The JB MDL Security Desk Sergeant, upon receiving approval of Chief, Uniform

Branch; Chief, Operations Branch; or Chief of Police is authorized to place an individual in the detention cell to prevent escape or to assure the safety of the detainee or others.

9-9. Retreat Courtesies

a. The Retreat ceremony honors the National flag at the end of the duty day. At the last note of retreat, a gun may be fired, at which time the national anthem or sounding of "To the Color" will begin, and the flag will start to be lowered. The lowering of the flag will be regulated so as to be completed at the last note of the music. The same respect will be observed by all personnel whether the national anthem is played or "To the Color" is sounded.

b. The following courtesies will be rendered by all personnel during retreat ceremonies:

- (1) Halt moving vehicles.
- (2) Military personnel in uniform (with or without headdress). Face the flag (or music if the flag is not in view) and stand at attention. Execute the hand salute. Remain at attention until the last note of the music has been played.
- (3) Military personnel (in civilian attire) and civilians. Face the flag (or music if the flag is not in view) and stand at attention. Place the right hand over the heart. Remain at attention until the last note of the music has been played.

Chapter 10 Administration

10-1. Protocol

a. The JB MDL Protocol Office is located at the Bldg. 2901, (609) 754-2933/8305.

b. Prior Distinguished Visitors (DV) notification should be provided to the JB MDL Protocol Office with a list of proposed visits/tours and itineraries. Itineraries require command review or approval. Itineraries should be coordinated by the action office or obtain assistance from the Protocol Office. DVs include Colonel (O-6 and above), Command Sergeant Major (E-9), Senior Executive Service (SES) personnel, special visitors from foreign nations, elected or appointed officials, any person commonly accorded courtesy by the government of the United States, and civilian equivalents to general officers.

c. Appendix I is a sample itinerary format. Distinguished Visitor Itineraries must be marked Controlled Unclassified Information (CUI) and can only be transmitted via secure means. NIPR email is not acceptable unless dates or names are removed. Request units use this or a similar document with the following information for visits, tours, and distinguished visitor itineraries:

- (1) Name of visitor
- (2) Official position
- (3) Organization
- (4) Date/time and place of arrival and departure
- (5) Purpose of visit
- (6) Mode of transportation for arrival/departure (POV, commercial air, military air)
- (7) Name and telephone number of point of contact for coordination

d. The Protocol Officer can also assist in transient billeting of distinguished guests (3-5 days maximum), VIP transportation, and the loan of star plates and star flags.

10-2. Courtesy Calls

a. Unit commanders of brigade-level or separate battalion units performing extended or Annual Training at USASA Fort Dix should plan to visit the USASA Commander. Contact TD, (609) 562-2001, and the USASA Fort Dix Operations Center, (609) 562-3011 to coordinate these visits.

b. Command Sergeants Major are encouraged to contact the USASA Fort Dix Command Sergeant Major on initial visits to USASA Fort Dix and when commencing Annual Training.

10-3. Conference Room

DPTMS coordinates the use of the Command Conference Room (CCR). The POC may be reached at (609) 562-3361/2756.

10-4. Public Affairs

a. Public Affairs operations are the responsibility of the JB MDL commander and coordinated by the 87th Air Mobility Wing Public Affairs Officer (PAO). Operational responsibilities are divided based on type of coverage. In the case of training coverage, coordination is made with higher commands for approvals to allow media to talk to Soldiers. Media and coverage for other than training is normally handled by the JB MDL Public Affairs Officer, Bldg. 2901, (609) 754-2104.

b. Unit PAOs should contact JB MDL Public Affairs to coordinate requirements during the first week of training.

c. USASA Fort Dix PAO is the news release authority for JB MDL and training related releases to hometown news media.

d. Serious accidents or serious incidents during training should be reported to both Public Affairs Offices if possible. Information on fatalities is released by DoD PAO only.

e. Units should refer local media seeking to cover training to Public Affairs for scheduling, approval by relevant commands, and escort. Units should alert PAO as far in advance as possible if VIP visitors will be accompanied by media. Prior coordination must also be made with Range Control if media will be present in Main Range Complex.

10-5. Safety

a. The JB MDL Safety Office at (609) 754-5024, provides safety professionals who support the USASA Fort Dix safety program, to include facility and explosive safety functions. This office provides technical and professional advice to eliminate or control unsafe behavior and environmental conditions and assist commanders in conducting effective and realistic training by providing safety and risk management services. Additionally, this office can coordinate with the JB MDL Safety Office for training in Defensive Driving, Winter Driving, HAZMAT (Hazardous Materials) and HAZCOM (Hazard Communication/ Right-to-Know).

b. For all recordable accidents, DA Form 285, US Army Accident Report, will be prepared and a copy furnished to the Safety Office prior to unit departure, with special attention given to item 65, "corrective action." The report must reflect specific corrective

action taken or planned by the unit and the nature and extent of remedial training given or planned to prevent a similar occurrence. All unit members should be made aware of each accident that occurs within the unit and measures that might have been taken to prevent the accident from occurring or reoccurring.

c. Class A or B accidents or those accident involving a weapon or munitions. The site must be secured and can only be released by the Installation Commander or their authorized representative. Class A accidents consist of \$1,000,000 (damage to equipment or property), fatality, or permanent total disability. Class B accidents \$200,000 - \$999,999 (damage to equipment or property), permanent partial disability, and five or more personnel hospitalized.

d. Unit commander responsibilities:

(1) Ensure that pre-accident and accident prevention plans have been prepared for operations to be conducted and are available for inspection by Installation Safety Officer.

(2) Ensure that risk analysis and hazards assessments have been completed for all operations to be conducted and are available for inspection by Installation Safety Officer.

(3) Ensure that all drivers of military vehicles have had accident avoidance or defensive driving training IAW AR 600-55.

(4) Ensure that all drivers of military vehicles scheduled to transport munitions or hazardous materials have a military driver's license with current HAZMAT Certification and a copy of their defensive driving certificate or a letter signed by their commander certifying that they have completed accident avoidance training.

10-6. Religious Services

a. Unit Representatives, Chaplains, or Chaplain Assistants will coordinate all their religious services with the Installation Chaplain or his representative NLT Tuesday of the week that they require services. The Soldiers Chapel is located at Bldg. 5950 Church Street.

b. Unit Chaplains and Chaplain Assistants will meet with the Soldier's Chapel Staff Chaplain or his representative at (609) 562-2020, upon their arrival at USASA Fort Dix.

c. Worship services are conducted under the umbrella of the JB MDL Installation Chaplain.

d. Unit Chaplains may conduct and provide services and other religious area coverage as needed upon coordination with and supervision by the Soldier's Chapel Staff Chaplain.

e. Offerings are collected only at regularly scheduled Installation services. No offerings will be collected at field or impromptu services conducted by Unit Chaplains.

10-7. American Red Cross

a. The JB MDL Red Cross Office is located at Bldg. 6051, Doughboy Loop, (609) 562-2258 or DSN 562-2258. Duty hours are 0900-1600, Monday-Friday. During non-duty hours, one may contact Red Cross Armed Forces Emergency Services toll free at 1-877-272-7337.

b. The American Red Cross provides the same services to RC personnel on AT or BAT as are provided to AC Soldiers, including emergency communications between

service members and their families, financial assistance in emergency situations, and international tracing service.

10-8. Non-Appropriated Unit Funds

a. The DMWR Financial Management Division is responsible for distributing RC dividends. The office is located in Bldg. 6043, Doughboy Loop.

b. Requests for dividends must be initiated by the unit fund custodian and delivered to the DMWR Financial Management Division by the first Tuesday of AT. Request must include the following support documents:

- (1) Appointment order of unit fund custodian
- (2) Matrix with attached orders for all personnel attending Annual Training
- (3) Telephone number of custodian during training

c. Appendix K is a sample request for non-appropriated unit funds.

10-9. Personnel and Administrative Services

a. The Directorate of Human Resources Military (DHRM) provides the following services to units and individuals training at USASA Fort Dix:

- (1) Identification cards
- (2) DEERS registration
- (3) Identification tags
- (4) Plastic name tags
- (5) Passport information

b. Units desiring to avail themselves of these services are requested to contact the DHRM Customer Service Representative at (609) 562-4355.

c. Postage is not normally supported by the USASA Fort Dix Postal Officer.

Units must bring their own postage stamps with them if needed for official mail during training. Units desiring to purchase stamps at USASA Fort Dix must submit a MIPR to DHRM identifying requirements.

10-10. Reimbursement Policy

a. The policy is applicable to all units and organizations training at USASA Fort Dix. Army units aligned to USASA Fort Dix are not required to reimburse for the use of facilities/training areas/ranges/billeting however; all organizations are required to pay costs associated with utilizing the COL. Reimbursement methods include the following methods of payment:

- (1) DRCH WBS through GFEBS
- (2) MIPR. The consolidated MIPR must contain sufficient budget information, the associated individual support categories, and the applicable federal accounting information.
- (3) Official Agency Check or Money Order

b. The USASA Fort Dix Reimbursement Policy Standard Operating Procedures (SOP) can be found in the RFMSS Library under Training Services. All forms associated with payments are also found in the RFMSS Library.

c. Non-Aligned units and organizations are required to establish General Terms and Conditions (GTC) Agreements with USASA Fort Dix. In order to initiate a GTC, units and

organizations should contact the USASA Fort Dix Management Analyst and Agreements Manager at (609) 562-5269.

d. Use Appendix B of the SOP to calculate/estimate costs of facilities, training areas, and ranges.

10-11. After Action Report

a. All units of battalion size or larger, separate companies, and detachments that conduct AT or extended training at USASA Fort Dix will submit an AAR, see example in Appendix L.

b. Commanders should be prepared to discuss all unfavorable comments with the Chief, TD, prior to unit departure. This discussion will ensure that deficiencies are clearly understood so that remedial action is taken, if possible.

c. All units and personnel performing training at USASA Fort Dix are encouraged to fill out an Interactive Customer Evaluation (ICE) providing feedback in order to improve training/services. Cards and ICE Comment boxes are located throughout the training facilities.

Appendix A

References

Section I Required Publications

AR 25-2
Army Cybersecurity

AR 25-162
Permits for Oversize, Overweight, or Other Special Military Movements on Public Highway in the United States

AR 58-1
Management, Acquisition, and Use of Motor Vehicles (Commander/Driver/Operator)

AR 95-1
Flight Regulations

AR 165-1
Army Chaplain Corps Activities

AR 190-11
Physical Security of Arms, Ammunition and Explosives

AR 190-13
The Army Physical Security Program

AR 190-14
Carrying of Fire Arms and Use of Force for Law Enforcement and Security Duties

AR 190-51
Security of Unclassified Army Resources (Sensitive and Non-Sensitive)

AR 350-1
Army Training and Leadership Development

AR 350-38
Policies and Management of Training Aids Devices Simulators and Simulations

AR 350-52
Army Training Support Systems

AR 385-10
The Army Safety Program

AR 385-55
Prevention of Motor Vehicle Accidents

AR 385-63
Range Safety

AR 600-55
The Army Driver and Operator Standardization Program (Selection, Training, Testing, & Licensing)

AR 670-1
Uniform Policy

AR 735-5
Property Accountability Policies

AR 640-30
Official Army Photos

DA PAM 25-91
Visual Information Procedures

DA PAM 190-51
Risk Analysis for Unclassified Army Resources (Procedure to complete DA Form 7278- R)

DA PAM 350-38
Standards in Weapons Training

USASA Fort Dix PAM 350-3
Range/Training Area Operating Procedures and Usage Guide

USASA Fort Dix Regulation 55-1
Military Convoy Operations

USASA Fort Dix Regulation 55-3
Transportation and Travel Non-Tactical Vehicles

USASA Fort Dix Regulation 190-11
Physical Security of Arms, Ammunition, and Explosive Control of Privately Owned Weapons

USASA Fort Dix Regulation 215-8
Morale, Welfare, and Recreation - Hunting, Fishing, Trapping, and Boating

USASA Fort Dix Regulation 700-26
Logistics Ammunition Procedures

FM 5-19
Composite Risk Management (Procedure to complete DA Form 7566)

FM 10-67-1
Concepts and Equipment of Petroleum Products

FORSCOM Regulation 55-1
Unit Movement Planning

FORSCOM Regulation 350-2
Reserve Component Training

IMCOM Regulation 350-1
Training and Leadership Development

Range Map
USASA Fort Dix Map (JB MDL-USASA 001), 1:50,000 Scale

TM 38-600
Management of Administration Use Motor Vehicles

Section II Related Publications

AR 25-52
Authorized Abbreviations, Brevity Codes, and Acronyms

AR 30-22
The Army Food Program

AR 40-3
Medical, Dental, and Veterinary Care

AR 40-5
Preventive Medicine

AR 40-68
Clinical Quality Management (Medical Units Only)

AR 95-2
Air Traffic Control, Airspace, Airfields, Flight Activities, and Navigation Aids

AR 135-200
Active Duty for Missions, Projects, and Training for Reserve Component Soldiers

AR 190-5
Motor Vehicle Traffic Supervision

AR 200-1
Environmental Protection and Enhancement

AR 210-50
Housing Management

AR 350-1
Army Training and Leader Development w/USARC Supplement

AR 635-200
Active Duty Enlisted Administrative Separations

USASA Fort Dix Regulation 95-1
Local Procedures and Flight Rules. (Aviation Units)

USASA Fort Dix Policy Memorandum, March 1997
Night Vision Devices

Joint Pub 1-02
DoD Dictionary of Military and Associated Terms

Appendix B
USASA Fort Dix Training Support Request Form 2203

The USASA Fort Dix Training Support Request Form 2203 can be found in the RFMSS Library under Training Services or by contacting TD at (609) 562-2001. The training support form is used to request billets, to include admin rooms, classrooms, Arms Rooms, and DFAC for preparing your own meals, classrooms outside of billets and computer labs, Timmermann Center, TMP and GSA support, food service support, TADS equipment, and frequency support.

Units should complete the USASA Fort Dix Training Support Request Form 2203 in its entirety. For the "Requesting Unit" block, use the "Unit ID" information from RFMSS. Completed forms should be submitted to usarmy.jbmdl.id-readiness.mbx.ft-dix-training-division@army.mil 60 days prior to training start date.

Appendix C Simulations

The Joint Base McGuire-Dix-Lakehurst Training Complex (MTC) is located in Bldg. 5523, (609) 562-7313. The MTC supports the development, integration, and synchronization of unit staffs with Mission Command (MC) solutions, building readiness and stimulating leaders & units to successfully exercise Mission Command in support of Unified Land Operations.

MTC capabilities include MCIS Staff & Operator Training, Simulation Support, Scenario Development, Simulation Database Build, BCCS Configuration Support, CPOF, JDLM, WARSIM, JCR, JBC-P. The employment of digital training systems and peripheral equipment to simulate mission conditions permits units to train the tasks required to successfully employ large echelon formations (Division, Brigade, Battalion) on the battlefield without the fiscal and land resources required to deploy and maneuver these echelons in the field. As an added benefit, many of these simulation platforms are able to link with other MTCs and simulations nationwide. Using Army/Joint Mission Command Systems and digital Military Health Systems in a linked environment allows users to build a simulated mission environment to exercise command and control and create a common operating picture (COP) that provides situational awareness.

Appendix D
Cantonment Map and Telephone Guide

Figure D-1: Cantonment Area-ASA Fort Dix

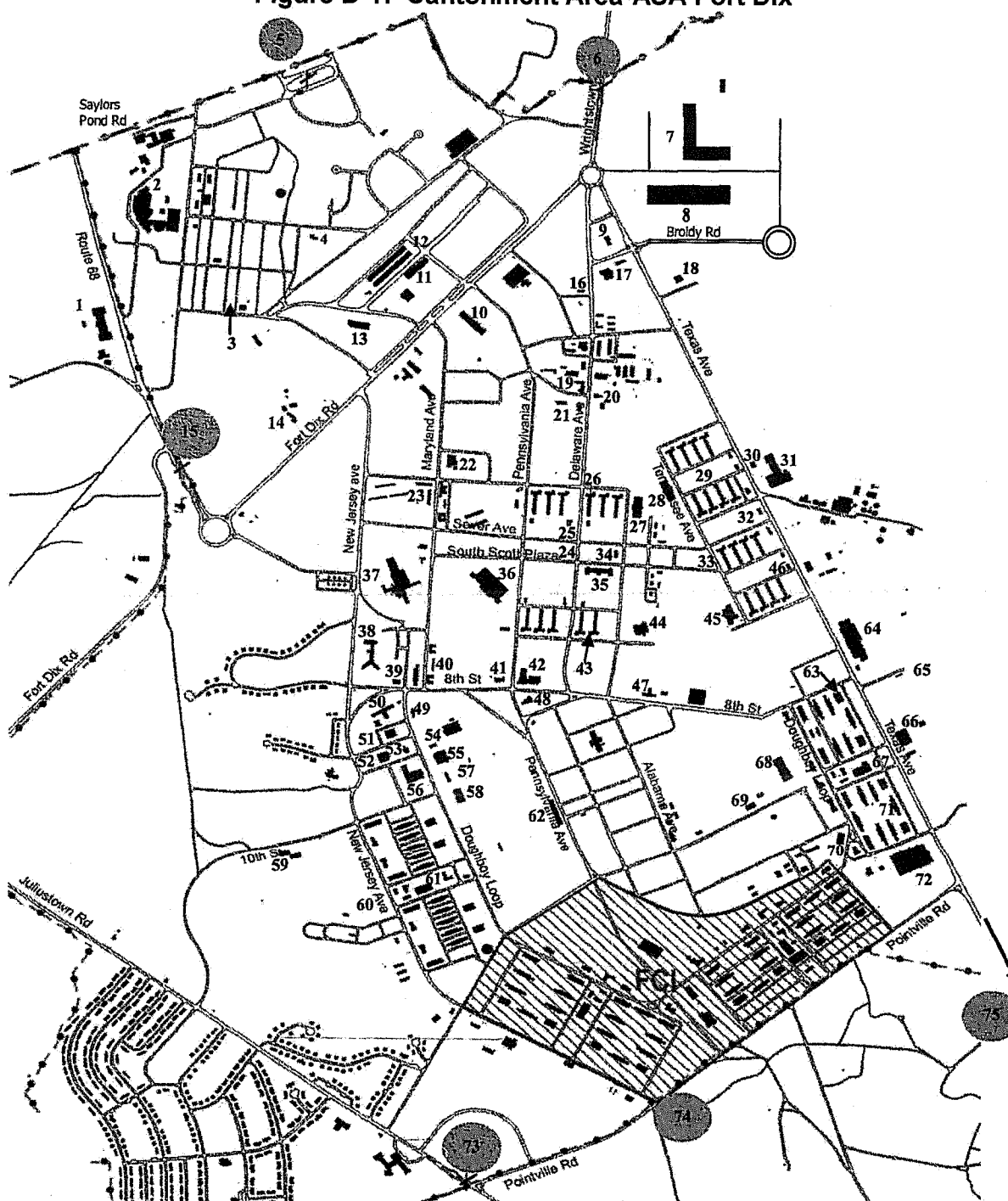


TABLE D-1: Telephone Guide for ASA Fort Dix

EMERG AMB/FIRE/POL	N/A	911	87 CIV ENG SQDN (DPW)	5320	562-3255	19
OPERATOR - JBMDL	N/A	562-1011	87 MED GP / TRICARE	MG3458-9	754-9200	7
OPERATOR - JBMDL	N/A	754-1100	99THRSC	5231	562-7411	36
ALL-AMERICAN INN	MG2786	288-7901	A/DACG	4455	562-4884	66
AMMO SUP PT	8531	562-3850	AAFESBX/PX	3453	754-5858	8
AUTO HOBBY SHOP	MG2416	754-4316	ACS/AER/ADAP/SARP	5201-3	562-2767	40
DEBORAH/LOURDES ER-Browns Mills		735-2950	ALL-AMERICAN INN	MG2786	288-7901	
EDUC CTR	MG2903	754-3019	AMERICAN RED CROSS	6051	562-2258	49
FALCON'S NEST GR	MG2007	754-3663	AMMO SUP PT	8531	562-3850	
LIBRARY	MG2603	754-2079	ANDREWS FED CU	34056	758-1500	8
PUDGY'S PUB	MG2508	724-0443	ARMED FORCES BANK	3453	723-0707	8
RG 14 ROD & GUN	RG14	562-4676	ARMY AVN RAMP	4427	562-3451	65
RGCONTROL	9013	562-4600	ARTS & CRAFTS	6039	562-5691	52
RICKENBACKER'S	MG2786	723-2211	AUTO HOBBY SHOP	MG2416	754-4316	
SATO TRAVEL		1-800-269-2356	BANK	6040	724-7570	53
SUBWAY	MG2502	723-7700	BOWLING CTR	6054	562-6895	55
THEATER	MG2909	754-2964	BURGERKING	5399	723-8937	9
VIRTUA HOSPITAL-Mount Holly		267-0700	CAR WASH	5391	562-2803	16
1 KELLY RES CTR	2101	562-3581	CHAPEL	5240	562-2020	38
2 NJNGBLDGS	3601-52	N/A	CHILD DEV CTR	5523	562-2371	45
3 JT2DC	3601	562-0540	CIF	3136	562-5487	12
4 MSTC	3211	634-6527	CLOTHING SALES	5601	562-5688	63
5 VETERINARY CLINIC	3259	562-6636	CMD CONF RM / VTC	5435	562-2082	43
6 GATE-CMML		N/A	CMDHELIPAD	5491	N/A	24
7 GATE-Wrightstown		N/A	COMMISSARY	3452	723-6100	8
8 87 MED GP / TRICARE	MG3458-9	754-9200	CPAC	5418	562-2507	35
8 AAFESBX/PX	3453	754-5858	CREDIT UNION	5408	723-4115	25
8 ANDREWS FED CU	34056	758-1500	DAPS	6044	562-6150	56
8 ARMED FORCES BANK	3453	723-0707	DEBORAH/LOURDES ER-Browns Mills		735-2950	
8 COMMISSARY	3452	723-6100	DIX HQ BLDG	5417	562-2458	34
9 BURGERKING	5399	723-8937	DIX MUSEUM	6501	562-6983	62
10 TRANSPORTATION	5139	562-4451	DIXOPNSCTR	5435	562-3011	43
11 PAPER CLIPS	3104	562-3059	DOUGHBOY GYM	5953	562-5780	61
12 CIF	3136	562-5487	DOUGHBOYINN	5997	562-3188	59
13 TISA	3140	562-2246	DPTMS / SAFETY	5435	562-5024	43
14 FOUNTAIN GRN GOLF	3152	562-5443	EDUC CTR	MG2903	754-3019	
14 MULLIGAN'S	3152	562-2044	EDUC CTR	5403	562-5001	26
15 GATE - MAINNIS/DBID	2121	562-6601	EMERG AMB/FIRE/POL	N/A	911	
16 CAR WASH	5391	562-2803	FALCON'S NEST GR	MG2007	754-3663	
17 GAS STA/SHOPPETTE	5359-60	723-0469	FIRE STATION	5353	562-2640	20
18 FIRESTONE AUTO SVC	4201	723-0464	FIRE STATION	5226	562-2580	41
19 87 CIV ENG SQDN(DPW)	5320	562-3255	FIRESTONE AUTO SVC	4201	723-0464	18
20 FIRE STATION	5353	562-2640	FOUNTAIN GRN GOLF	3152	562-5443	14
21 TMP	5389	562-5888	GAS STA/SHOPPETTE	5359-60	723-0469	17
22 PAO	5165	562-4035	GATE- Browns Mills			75
23 LODGING	5254/5	754-4667	GATE-CMML		N/A	5
24 CMDHELIPAD	5491	N/A	GATE - MAIN/VIS/DBID	2121	562-6601	15
25 CREDIT UNION	5408	723-4115	GATE - PEMB - 06-1800			73
26 EDUC CTR	5403	562-5001	GATE- SPEC EVTS			74
26 RTC-E	5403	562-2004	GATE- Wrightstown		N/A	6
27 TSCNIC/PHOTO/K-MAR	5411	562-3340	GRIFFITHFH	6053/46	562-4888	54
28 MILES EQUIP	5505	562-6633	HRDIR	5418	562-4355	35
28 TBSA & UPH BILLETING	5505	562-4704	ID CARDS	5418	562-2177	35
29 MSSA - SCHOOLS	5506-9	562-3216	INDOORPL	5901	562-2808	58
30 VERTICAL SKILLS	4309	562-2254	ITT	6045	562-4208	57
31 NAVYFLTRDNS	4390	N/A	JBMDLPOL	6049	562-6001	50
32 TNG MGT DIV (TMD)	5513	562-2001	JOHN MANN PARK	6045	562-6667	57
33 NCO ACADEMY	5517	562-3001	JRC	5631	562-3801	67
34 DIX HQ BLDG	5417	562-2458	JT2DC	3601	562-0540	2
35 CPAC	5418	562-2507	KELLY RES CTR	2101	562-3581	1
35 HRDIR	5418	562-4355	LIBRARY	MG2603	754-2079	
35 ID CARDS	5418	562-2177	LODGING	5254/5	754-4667	23
35 MIL PERS	5418	562-3088	MEPS	5645	562-2303	71
35 RESOURCE MGT	5418	562-2698	MIL PERS	5418	562-3088	35
36 99THRSC	5231	562-7411	MILES EQUIP	5505	562-6633	28
37 WALSON BLDG	5250	N/A	MILLS DENTAL CLINIC	5660	562-2680	70
38 CHAPEL	5240	562-2020	MORGAN'S	5455	723-3272	44
39 SCHOOL AGE SVCS	5219	562-3873	MSSA - SCHOOLS	5506-9	562-3216	29
40 ACS/AER/ADAP/SARP	5201-3	562-2767	MSTC	3211	634-6527	3

41	FIRE STATION	5226	562-2580	MULLIGAN'S	3152	562-2044	14
42	TIMMERMANN CTR	5441	562-3218	MWR	6043	N/A	66
43	CMD CONF RM / VTC	5435	562-2082	NAVY	5951	723-7160	60
43	DIX OPNS CTR	5435	562-3011	NAVY FLT RDNS	4390	N/A	31
43	DPTMS / SAFETY	5435	562-5024	NBC SCHOOL	5525	562-3389	46
44	MORGAN'S	5455	723-3272	NCO ACADEMY	5517	562-3001	33
45	CIDLD DEV CTR	5523	562-2371	NEC	6530	562-2064	48
46	NBC SCHOOL	5525	562-3389	NEC	6044	562-2283	66
47	VA BLDG	5438	562-2999	NJ ARNG / CST	6749	477-8201	69
48	NEC	6530	562-2064	NJ NG BLDGS	3601-52	N/A	2
49	AMERICAN RED CROSS	6051	562-2258	OPERATOR-ID MDL	N/A	562-1011	
50	JBMDLPOL	6049	562-6001	OPERATOR-JBMDL	N/A	754-1100	
51	POST OFFICE - 09640	6038	723-2089	OUTDOOR REC	6045	562-4210	57
52	ARTS & CRAFTS	6039	562-5691	PAO	5165	562-4035	22
53	BANK	6040	724-7570	PAPER CLIPS	3104	562-3059	11
54	GRIFFITH FH	6053/46	562-4888	POST OFFICE - 09640	6038	723-2089	51
56	BOWLING CTR	6054	562-6895	PUBS	6044	562-3698	66
56	PUBS	6044	562-3698		MG2508	724-0443	
56	DAPS	6044	562-6150		5418	562-2698	35
56	NEC	6044	562-2283	RG 14 ROD & GUN	RG 14	562-4676	
56	MWR	6043	N/A		9013	562-4600	
57	OUTDOOR REC	6045	562-4210		MG2786	723-2211	
57	ITT	6045	562-4208		5403	562-2004	26
57	JOHNMANNPARK	6045	562-6667	SATOTRAVEL		1-800-269-2356	
58	INDOOR PL	5901	562-2808	SCHOOL AGE SVCS	5219	562-3873	39
59	DOUGHBOYINN	5997	562-3188		MG2502	723-7700	
60	NAVY	5951	723-7160		5505	562-4704	28
61	DOUGHBOY GYM	5953	562-5780		MG2909	754-2964	
62	DIX MUSEUM	6501	562-6983		6501	723-2683	62
62	THRIFT SHOP	6501	723-2683		5441	562-3218	42
63	CLOTHING SALES	5601	562-5688	TISA	3140	562-2246	13
64	USMC AYN		N/A	TMP	5389	562-5888	21
65	ARMY AVNRAMP	4427	562-3451	TNG DIV (TD)	5513	562-2001	32
66	AIDACG	4455	562-4884	TRANSPORTATION	5139	562-4451	H)
67	JRC	5631	562-3801	TSCNIPHOIOIK-MAR	5411	562-3340	27
68	USCG	5614	724-0008	USAF EXPED CTR	5656	754-7010	72
69	NJ ARNG/CST	6749	477-8201	USCG	5614	724-0008	68
70	MILLS DENTAL CLINIC	5660	562-2680	USMCAVN		N/A	64
71	MEPS	5645	562-2303	VA BLDG	5438	562-2999	47
72	USAF EXPED CTR	5656	754-7010	VERTICAL SKILLS	4309	562-2254	30
73	GATE-PEMB- 06-1800			VETERINARY CLINIC	3259	562-6636	4
74	GATE- SPEC EVTS			VIRTUA HOSPITAL-Mount Holly		267-0700	
75	GATE - Browns Mills			WALSON BLDG	5250	N/A	37

Appendix E
Range Complex Map

JB MDL Military Installation Map (FORTSIXMIM) Map (Sheet FORTDIXXMIM-V722S, Edition 2-SRP), 1:50,000 Scale

The JB MDL Military Installation Map on the following page is a 1:50,000 scale map with geographic features and data concerning the entire JB MDL to include USASA Fort Dix and its range areas. This map is available at Training Division (Bldg. 5513).

Appendix F
ITAM Map Request Form



Fort Dix ITAM Map Request Form



Map Contents	
Base Map	Airfield Layers
<input checked="" type="checkbox"/> Aerial Photography <input type="checkbox"/> Topographic	<input type="checkbox"/> Aerial Obstructions
Hybrid Map Version	<input type="checkbox"/> Military Local Training Areas
<input type="checkbox"/> GeoJob 833 <input type="checkbox"/> GeoJob 834 <input type="checkbox"/> GeoJob 836	<input type="checkbox"/> Regulated Airspace
Page Size	<input type="checkbox"/> Special Use Airspace
<input type="checkbox"/> Letter (8.5" x 11") <input type="checkbox"/> Portrait <input type="checkbox"/> Landscape	Military Ranges and Training Layers
<input type="checkbox"/> Ledger (11" x 17") <input type="checkbox"/> Portrait <input type="checkbox"/> Landscape	<input type="checkbox"/> Ammunition Storage Areas
<input type="checkbox"/> C-Size (17" x 22") <input type="checkbox"/> Portrait <input type="checkbox"/> Landscape	<input type="checkbox"/> Ammunition Storage Locations
<input type="checkbox"/> Other Specify: <input type="text"/>	<input type="checkbox"/> Military Range Berms
Map Scale/Extent	<input type="checkbox"/> ESQD Areas
<input type="checkbox"/> Standard 1:25000	<input type="checkbox"/> Firing Sites (linear)
<input type="checkbox"/> Standard: 1:50000	<input type="checkbox"/> Firing Sites (fixed location)
<input type="checkbox"/> Other Specify: <input type="text"/>	<input type="checkbox"/> Forward Arming and Refueling Point
or Area of Interest	<input type="checkbox"/> Topographic Line Map reference
Describe a route from/to; or site description; for example, Firing Range(s) or Training Area(s).	<input type="checkbox"/> MGRS Grid
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	<input type="checkbox"/> MGRS reference points
	<input type="checkbox"/> Impact Area
	<input type="checkbox"/> Military Incidents
	<input type="checkbox"/> LRAM Sites (large area)
	<input type="checkbox"/> LRAM Sites (roads, trails, etc.)
	<input type="checkbox"/> LRAM Sites (small area)
	<input type="checkbox"/> Military Drop Zone
	<input type="checkbox"/> Military Landing Zones
	<input type="checkbox"/> Military Observation Positions
	<input type="checkbox"/> Military Ranges
Additional legend notes/graphics:	<input type="checkbox"/> Military Reporting Points
<div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<input type="checkbox"/> Military Targets (mobile)
	<input type="checkbox"/> Military Targets (fixed)
	<input type="checkbox"/> Military Training Sites
	<input type="checkbox"/> Military Training Areas
	<input type="checkbox"/> Range Controller Positions
	<input type="checkbox"/> Range Entrances
	<input type="checkbox"/> Range Limit Markers
	<input type="checkbox"/> Military Range Restricted Areas
Map Delivery Form	<input type="checkbox"/> <input type="text"/>
<input type="checkbox"/> Hard Copy <input checked="" type="checkbox"/> Digital	<input type="checkbox"/> <input type="text"/>

Appendix G

Practitioners Credentials File

Completed practitioners credentials files for RC practitioners will contain the following:

Section I

DA Form 5754 - Completed Malpractice History and Clinical Privileges Questionnaire

DA Form 4691 - Completed Initial Application for Clinical Privileges and Staff Appointment

DA Form 5753-R- This is obsolete and replaced by revised DA Form 4691

DA Form 537 4 - Completed Performance Assessment

DA Form 5440-XX - Completed (appropriate) delineation of clinical Privileges - NOTE: All privileges/procedures requested must be initialed

DA Form 5440-22 - Delineation of Clinical Privileges/Staff Appointment - NOTE: Provider should only complete section I

If a non-physician health care provider (i.e., PAs, nurse practitioners, etc.), medication lists and treatment protocols as appropriate must be included with the delineation - specific delineations will inform you what is needed.

Section H

Performance assessments and evaluations of privileges from previous facilities. Credentials and privileges granted (scope of practice) from civilian facilities where RC member is employed or practicing.

Section HI

-Documents of adverse action by Army MEDDAC, MEDCEN or DENTAC Letters of acknowledgment

-Hearing summary or minutes Investigations

-Adverse statements

-Letters of Decision

-Malpractice claims together with peer review determination whether the standard of care was met and Data Bank Reports

-Copies of any other adverse information

Section IV

Medical/dental continuing education credits Lectures given, papers published, etc.

Section V

DA Forms 5440 series; 5441 series and 5374 from previous MTFs/DTFs or privileges granted at a civilian facility, if applicable

Section VI

Copies of **all** state licenses, inactive and active, and prime source verification of each license

Certified true copies of CPR card (front and back). If provider has ACLS, ATLS, PALS, etc., a certified true copy of those cards. **NOTE: CPR certification is a MANDATORY requirement for ALL health care providers. ACLS certification is a mandatory requirement for all providers requesting Emergency Medicine privileges.**

Certified true copy of Federal DEA registration and state narcotics registration (if applicable)

Copy of (civilian) malpractice insurance and original letter from malpractice insurance company verifying coverage and claim history. If provider is covered by their place of employment, a letter from the employer verifying coverage and claim history. If provider does not have coverage, a statement from them to that effect is required.

Copy of medical school diploma and prime source verification (if US school)

Copy of ECFMG or 5th Pathway and prime source verification

Copy of internship/residency/fellowship certificates and prime source verification

Documentation of any other special training and prime source verification

Copy of board certification and prime source verification

A current CV Letters of reference

Completed PCFs or TBs with requests for clinical privileges would be sent, via certified mail, to the following address:

Commander
Keller Army Community Hospital Credentials Management Office
900 Washington Road West Point, NY 10996-1197

NOTE: PCFs or TBs must be received at this facility 45 days prior to scheduled training. Credentials Coordinator can be reached at DSN 688-0153 or Commercial 845-938-0153.
REFERENCE: AR 40-68 - Clinical Quality Management - 02 February 2004
(RAR: 22 May 2009): Chapters 4 and 7

Appendix H Request for Approval of Unit Function

Figure I-1. Request for Approval of Unit Function

(Office Symbol)

(Date)

MEMORANDUM THRU ADCO, ARMY SUPPORT ACTIVITY FORT DIX, NEW JERSEY
FOR DMWR, FORT DIX, NEW JERSEY

SUBJECT: Request for Approval of Use of Alcohol at Unit Function IAW Fort Dix Policy #6

1. On (date) from _____ to _____, the (unit) will conduct its _____

day celebration at (name of facility, include building number if appropriate). For this function, all personnel will be in an off-duty status. Request approval to serve list the specific types of alcohol to be served to those in attendance who are 21 years of age or older. There will/will not be family members in attendance.

2. The Commander will publicize the fact that the abuse of alcohol or other drugs will not be condoned within the unit. Officers and NCOs who choose to drink will set the example of responsible drinking practices. (AR 600-85)

3. The Command will ensure that:

a. A prevention plan is in place for those who choose to drink alcohol. Designated drivers will be clearly identified by command/management and available to anyone without repercussion.

b. A variety of non-alcoholic beverages will be readily available.

c. If a unit function is organized around the concept of "bring your own", limits to quantities will be made clear.

d. No persons under the legal age of 21 will be allowed to serve, possess, or consume alcoholic beverages.

4. For additional information, contact

Signature Block of Commander

ADCO	Approved/Disapproved
DMWR	Approved/Disapproved
CPAC/CPO	Approved/Disapproved
DPS	Approved/Disapproved
DPTMS/MRB	Approved/Disapproved

Post Commander or Representative

Approved/Disapproved

Appendix I Distinguished Visitor Sample Itinerary

Figure I-1. SAMPLE Distinguished Visitor Sample Itinerary:

(CLASSIFICATION - Minimum, CUI protection)

ITINERARY FOR
CHAPLAIN (MAJOR GENERAL) JOHN R. CROIX
TUESDAY, 3 JUNE- WEDNESDAY, 4 JUNE 2014

ESCORT/ACCOMPANIED BY: CH (LTC) Mills

PARTY OF 2

AS OF: DD MMM YYYY

TUESDAY, 3 JUNE

	<u>EVENT</u>	<u>LOCATION</u>	<u>RESPONSIBLE</u>
1617	Arrive Newark Airport via Continental Flt #316	Newark Aprt	CH(LTC) name
1645-1745	Enroute to JB MDL DVQ/Check In via rental car	Bldg 5256 Apt "X"	CH(LTC) name

TUESDAY, 4 JUNE

0745-0800	Pick up at DVQ (Apt N)/Enroute Garden State Diner via Protocol Van	Enroute	CH (LTC) name
0800-0900	Breakfast at Garden State Diner	Garden State	CH (LTC) name
0900-0920	Enroute to USUSASA Fort Dix Command Conference Room	Bldg 5435	CH (LTC) name
0920-1100	Command Briefing	Bldg 5435	COL name
1100-1130	Windshield Tour/Enroute to Morgan's	Enroute	TSC CH (LTC) name
1130-1235	Guest Speaker at Chaplaincy Anniversary Luncheon	Club Dix	CH (MG) name
1235-1310	Enroute to DVQ/Check Out	Bldg 5256	CH (LTC) name
1310-1440	Enroute to Newark Airport (via rental car)	Enroute	CH (LTC) name
1500	Depart Continental Flt #317		

Appendix J
Unit Fund Request

Figure J-1. Sample Unit Fund Request

(Unit Letterhead)

Office Symbol

Date

MEMORANDUM FOR Director of Morale, Welfare and Recreation, ATTN: FMD

SUBJECT: Reserve Component Unit Funds

1. The 1st Battalion, 2d Infantry is performing annual training at USASA Fort Dix during the period 24 April - 8 May YYYY.
2. Request unit fund dividends in the amount of \$28.00 as computed on attached matrix (Encl 1) with supporting orders in numeric sequence. Supporting spreadsheet (EXCEL format) is at Encl 2.
3. Orders appointing unit fund custodian are at Encl 3.
4. POC is CPT Smith, (609) 562-2152/3744.

3 Encls:

- 1.
- 2.
- 3.

JOHN SMITH
CPT, IN, USAR
Adjutant

Figure J-2. Additional Duty Appointment Sample

Office Symbol

Date

MEMORANDUM FOR CPT John Smith, HHD, 1st BN, 2d IN

SUBJECT: Additional Duty Appointment

1. Effective 10 January YYYY, you are appointed as Unit Fund Custodian.
2. Authority: Paragraph 5-2., AR 215-1.
3. Period: Indefinite
4. Special Instructions: (as required)

JAMES JONES
LTC, IN, USAR
Commanding

DISTRIBUTION:

- 1 -MPRJ
- 1 - Indiv
- 1 - Additional Duty Book
- 1 -USASA Fort Dix DMWR/FMD

Appendix K After Action Report

Figure K. 1 After Action Report

(Unit)		
(Office Symbol)	(Address)	(Date)

MEMORANDUM FOR Commander, Army Support Activity Fort Dix, ATTN: IMNE-DIX-PLT, Fort Dix, NJ 08640

SUBJECT: After Action Report (AAR) IAW USASA Fort Dix Regulation 350-3

Identify only those problem areas which could not be resolved. Circle rating (1=poor; 5=excellent)

1. Facilities and Training Areas:	1	2	3	4	5
Comments: _____					
2. Scheduling:	1	2	3	4	5
Comments: _____					
3. Range Operations:	1	2	3	4	5
Comments: _____					
4. Training Support Center: (Training aids/devices)	1	2	3	4	5
Comments: _____					
5. Billeting:	1	2	3	4	5
Comments: _____					
6. Medical (Medical assistance, evacuations procedures, preventive medicine):	1	2	3	4	5
Comments: _____					
7. Ammo:	1	2	3	4	5
Comments: _____					
8. TMP (GSA Vehicles/ POL):	1	2	3	4	5
Comments: _____					
9. Dining Facility/ TISA :	1	2	3	4	5
Comments: _____					
10. Commo (Telephone, radio frequencies):	1	2	3	4	5
Comments: _____					
11. Community Activities (Recreation, Club, Post VOQNEQ/Guest Housing):	1	2	3	4	5
Comments: _____					
12. Training event/ purpose (AT, IDT/ FTX, Weapons Familiarization, etc.):	1	2	3	4	5
Comments: _____					
13. Observations requiring work orders: _____					
Comments: _____					

(Unit Commander)	
(Telephone)	

Appendix L

Range Forms

USASA Fort Dix Commonly Used Forms:

Figure L-1. Artillery Safety Card

Figure L-2. Bivouac Inspection Checklist

Figure L-3. CACTF Inspection Checklist

Figure L-4. CS Chamber Qualification Statement

Figure L-5. CS Chamber Safety Checklist

Figure L-6. Mortar Safety Card

Figure L-7. Range Control Safety Certification Card

Figure L-8. Range Inspection Checklist

Figure L-9. Rappel Checklist

Figure L-10. Rappel Master Certification Statement

Figure L-11. Road March Strip Map

Figure L-12. Shoot House Inspection Checklist

Figure L-13. Training Area Inspection Checklist

Figure L-1. Artillery Safety Card

UNIT: _____

OIC: _____

DATES OF FIRING: _____

ARTILLERY NOMENCLATURE: _____

ARTILLERY FIRING POINT: _____

ORDNANCE DODIC & NOMENCLATURE: _____

MAXIMUM CHARGE: _____

MAXIMUM RANGE: _____ MINIMUM RANGE: _____

MAXIMUM ORDNANCE ELEVATION IN FEET: _____
(HEIGHT MAY NOT EXCEED 8,000 feet)

<u>CHARGE /</u>	<u>MAXIMUM ELEVATION /</u>	<u>FUZE /</u>	<u>TIME</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

	<u>LEFT LIMIT</u>
AZIMUTH	_____
DEFLECTION	_____

	<u>RIGHT LIMIT</u>
AZIMUTH	_____
DEFLECTION	_____

FIRING POSITION GRID COORDINATES: _____

MOUNTING AZIMUTH: _____ REFERRED DEFLECTION: _____

(FRONT)

ASAFD Form 2254-R, 1 Nov 2010

Separate Safety Fan will be prepared for each Firing Position

MAXIMUM ORD: _____ (FEET)

MAXIMUM RANGE: _____ (METERS)

MOUNTING AZIMUTH: _____

L _____ Mils

R _____ Mils

REFERRED DEFLECTION

LEFT LIMIT
AZIMUTH: _____
DEFLECTION: _____

RIGHT LIMIT
AZIMUTH: _____
DEFLECTION: _____

MINIMUM RANGE: _____ (METERS)

(BACK)

ASAFD Form 2254-R, 1 Nov 2010

Separate Safety Fan will be prepared for each Firing Position

Figure L-2. Bivouac Inspection Checklist

INSPECTION CHECKLIST FOR BIVOUAC INSPECTORS AND TRAINING UNITS		
For use of this form see Ft. Dix Pam 350-3 The proponent agency is Range Control		
1. To ensure that bivouac sites are maintained and prepared for the next unit's use. Each unit will be inspected by a representative from Range Control on the date and time indicated for departure. 2. If a unit occupies a range without signing for it or fails to conduct a pre-inspection the unit at that time takes full responsibility for the cleanliness and maintenance of the site. Units that conduct a pre-inspection and notify Range Control of pre-existing conditions at the time of occupation will not be required to correct those conditions in order to clear the site. 3. This pre-inspection checklist must be completed prior to requesting an inspector. If the checklist is not completed prior to arrival of the inspector, the inspector will not conduct the final inspection at that time. You will be placed at the bottom of the list for inspection and the inspector will return at his convenience.		
CLEARANCE STANDARDS		
TASK	Pass	Fail
Police entire bivouac site to include 100 meters into the wood line of the site boundaries.		
Remove all trash and residue from the site. (Garbage containers at Range Control)		
Tent frames serviceable, safe and raked.		
Telephone plugs/hookups serviceable.		
Mess area clean.		
Latrine swept, mopped and urinals/commode seats and floor disinfected.		
Portable latrines clean. Need Servicing?		
All fighting positions filled in and materials used restored to their natural state.		
All barrier materials removed and properly disposed of.		
All buildings clean and free of graffiti swept and mopped as necessary, secured, power turned off.		
Completed Customer Survey.		
Remarks:		
BIVOUAC AREA:		
UNIT:	OIC:	
INSPECTOR:	DATE:	

ASAFD Form 2227-R, 1 JUL 10

Figure L-3. CACTF Inspection Checklist

INSPECTION CHECKLIST FOR COMBINED ARMS COLLECTIVE TRAINING FACILITY (CACTF) RG 59E For use of this form see Ft. Dix Pam 350-3 The proponent agency is Range Control									
1. To ensure that the CACTAF is maintained and prepared for the next units use, each unit will be inspected by the CACTAF support personnel on the date and time of departure.									
2. If a unit fails to conduct a pre-inspection, the unit takes full responsibility for the cleanliness and maintenance of the facility. Units that conduct a pre-inspection will report all pre-existing conditions to CACTAF support personnel.									
CLEARANCE STANDARDS									
GLOBAL TASKS								Pass	Fail
Entire facility policed, including 100 meters into the wood line									
All brass, trash, and residue, to include large branches, removed from the facility.									
Range support building swept, clean, and secure									
Mess area clean									
AAR swept and clean									
Parking area policed									
Bleacher Enclosure clean and serviceable									
Underground tunnel complex clean, exhaust fan breaker off, and gate secured									
All HUTS, Smell generators, and smoke canisters accounted for									
BUILDING TASKS	Service	Bank	Office	Church	Police	Hotel	Business 2	Business 1	Warehouse
Entire building policed, including trash, brass, and large amounts of sand and/or dirt.									
Furniture restored to original configuration.									
All shutters secure									
Fire Extinguishers present and charged									
Access grates returned to original stow position									
Building secured									
Rooftop access hatches secured with snap link.	N/A			N/A					
Remarks:									
Unit:					OIC:				
Date:					Inspector(s):				

ASAFD Form 2230-R, 1 JUL 10

Figure L-4. CS Chamber Qualification Statement

OFFICE SYMBOL

DATE:

MEMORANDUM FROM:

MEMORANDUM FOR US Army Support Activity Fort Dix, Range Safety Officer

SUBJECT: CS Chamber Qualification Statement

1. The following individual is certified to run the CS Chamber (HF-11) at US Army Support Activity Dix:

NAME

RANK

RANGE CARD#

2. The above named individual has been trained and is authorized to operate the CS Chamber by virtue of:

_____ Branch /MOS of 74A or 74D

_____ Attended accredited CBRN Defense School;

Location: _____ Date: _____

3. They have read and fully understand all range and CS Operational requirements located in USASA Fort Dix Pam 350-3 and applicable chemical training operation publications and will comply with all requirements.

Certifying Official Signature _____

Printed Name

Rank

Position of Certifying Official

Figure L-5. CS Chamber Safety Checklist

CS CHAMBER SAFETY CHECKLIST (HF-11)

DATE: _____ UNIT: _____

<u>ITEM</u>	<u>INITIAL</u>
1. OIC/RSO signed the Qualification Statement, Annex 2?	_____
2. Combat Lifesaver or qualified medical personnel on site?	_____
3. OIC has observed the wind direction, speed and potential downwind hazards prior to charging the chamber?	_____
4. Operational Checks:	
a. OIC/RSO checked the medical support personnel masks for serviceability prior to beginning CS operations?	_____
b. A 5 gallon container of water is readily available for decontamination?	_____
c. Only CS capsules or CS powder is used in the chamber?	_____
d. An individual is positioned at the entrance and exit to assist entry and exit?	_____
e. Two personnel operating inside the chamber; OIC or RSO must be present?	_____
f. Each mask is checked for serviceability prior to entering chamber?	_____
g. Repair parts are on hand to perform operator/organizational maintenance?	_____
h. Personnel entering chamber have been screened for profiles and medical problems prior to entering?	_____
i. Personnel are not subjected to CS exposure unnecessarily?	_____
j. No more than ten personnel authorized in the chamber at any time?	_____
k. Chamber initially charged with no more than six CS capsules or 1 to 1 ½ teaspoons of CS powder?	_____
l. No more than one capsule or 1 to ¼ teaspoons of CS powder is used to recharge the chamber?	_____
m. Personnel leaving the chamber are escorted out of the chamber and directed upwind, told to unmask, face into the wind, open their eyes but do not rub them. Personnel are also informed to shower with cool water initially then warm soapy water when they bathe?	_____
n. Only 1 door is opened at any time during operations?	_____

5. Clearing the CS Chamber:

a. OIC/RSO checks inside the chamber for excess concentration/buildup of CS? _____

b. OIC/RSO checks wind speed and direction for possible downwind hazards prior to aeration. Particular attention must be given to exposing Range Road to significant concentrations; Range Road is a shared thoroughfare with the State of New Jersey and is travelled by non-affiliated personnel. _____

c. Upon completion of the exercise, **BEFORE AERATION**, notify range control and wait until a range control representative arrives to authorize aeration of the chamber? Options for aeration are;

- (1) Not to aerate.
- (2) Wait to aerate.
- (3) Open 1 door for a short period; shut the door, reopen, etc., releasing small amounts of CS at a time.
- (4) Open both doors and aerate the Chamber.

d. Range Control will conduct a joint inspection of the CS Chamber and training area prior to releasing the unit.

OIC NAME: _____

RANK: _____

Signature: _____

Figure L-6. Mortar Safety Card

UNIT: _____

OIC: _____

DATES OF FIRING: _____

MORTAR NOMENCLATURE: _____

MORTAR FIRING POINT: _____

ORDNANCE DODIC & NOMENCLATURE: _____

MAXIMUM CHARGE: _____

MAXIMUM RANGE: _____ MINIMUM RANGE: _____

MAXIMUM ORDNANCE ELEVATION IN FEET: _____
(HEIGHT MAY NOT EXCEED 8,000 feet)

<u>CHARGE</u> /	<u>MAXIMUM</u> <u>ELEVATION</u> /	<u>FUZE</u> /	<u>TIME</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

LEFT LIMIT
AZIMUTH _____
DEFLECTION _____

RIGHT LIMIT
AZIMUTH _____
DEFLECTION _____

FIRING POSITION GRID COORDINATES: _____

MOUNTING AZIMUTH: _____ REFERRED DEFLECTION: _____

(FRONT)

ASAFD Form 2255-R, 1 Nov 2010

Separate Safety Fan will be prepared for each Firing Position

MAXIMUM ORD: _____ (FEET)

MAXIMUM RANGE: _____ (METERS)

MOUNTING AZIMUTH: _____

L _____ Mils

R _____ Mils

REFERRED DEFLECTION

LEFT LIMIT
AZIMUTH: _____
DEFLECTION: _____

RIGHT LIMIT
AZIMUTH: _____
DEFLECTION: _____

MINIMUM RANGE: _____ (METERS)

(BACK)

ASAFD Form 2255-R, 1 Nov 2010

Separate Safety Fan will be prepared for each Firing Position

Figure L-7. Range Control Safety Certification Card

RANGE CONTROL SAFETY CERTIFICATION CARD	
THIS IS TO CERTIFY:	
NAME: _____	RANK: _____
ORGANIZATION: _____	
HAS ATTENDED THE RANGE CONTROL SAFETY BRIEFING ON: _____ EXPIRATION DATE: _____	
CARD NUMBER: _____	RANGE REPRESENTATIVE: _____
<p>The signature of the Range Representative attests that the individual named hereon has received the USASA Fort Dix Safety Briefing and is advised of local operating procedures and policies. It does not certify an individual to perform the duties as OIC or RSO on any range or facility. Certification to perform as OIC or RSO is directed by the first O-5 in the chain of command and for Nonmilitary organizations it is the training officer or organization commander as certified on the Command Certification memorandum.</p>	
USASA Fort Dix FORM 1794 JUL 2015 – REPLACES FD FORM 1794, 1 NOV 1999, WHICH IS OBSOLETE	

Figure L-9. Rappel Checklist

DATE: _____ UNIT: _____

1. The following Rappel Tower safety checks will be performed before beginning operations and any deficiencies that cannot be corrected by the unit will be reported to range control immediately; when deficiencies cannot be corrected rappel operations will not begin until JB-MDL, ASA Range Safety Office grants permission:

<u>ITEM</u>	<u>INITIAL</u>
a. Surface area adjacent to tower where Rappel will impact;	
(1) Are there any holes? If yes fill them in.	_____
(2) Are there any foreign objects present? If yes remove them.	_____
(3) Is there anything present posing a hazard to Rappel?	_____
b. General supporting structure of the tower;	
(1) Is there any structural damage?	_____
(2) If yes will the damage endanger personnel utilizing facility?	_____
c. Stairs/Ladder leading to the top of the tower;	
(1) Is the structure sturdy?	_____
(2) Are any steps missing?	_____
(3) Are any steps slippery?	_____
(4) Are handrails present?	_____
(5) Will stairs/ladder support the weight of personnel?	_____
(6) Does the stairwell pose a danger to personnel?	_____
d. Rappel wall:	
(1) Is the lumber of the wall rotted?	_____
(2) Are any nails protruding from the wall?	_____
(3) Are any boards missing or gaps between boards where Rappel could get his foot caught?	_____
(4) Are there any hazards posing a danger to rappel?	_____
e. Tower Platform:	
(1) Are any boards missing?	_____
(2) Are any boards rotted to where personnel could break through?	_____
(3) Is there anything present that may pose a tripping hazard?	_____
f. Anchor Points:	
(1) Are both primary and secondary anchor points present?	_____
(2) Primary and secondary anchor points independent of each other?	_____
(3) Are they secure enough to hold the rappel?	_____
(4) Is padding present at each anchor point and will the padding prevent the ropes from making contact with sharp edges?	_____
2. Unit Pre Operational checks:	
a. Personnel requirements IAW ASAD Pam 350-3:	
(1) Rappel OIC/NCOIC?	_____
(2) Rappel Master/RSO?	_____
(3) Rappel Lane NCO?	_____
(4) Belay Controller?	_____
(5) Belay Man?	_____
(6) Medic/CLS?	_____

b. Safety Briefing:

- (1) All clothing and equipment will be secured at all times. Helmets with chin strap fastened and heavy duty gloves will be worn at all times by Rappel.
- (2) Miles gear will not be worn during rappelling.
- (3) Rappel seats will be tied by the soldier and inspected by rappel master before climbing the tower.
- (4) Rappel will climb the tower only when directed by the OIC/Safety Officer. Only one person at a time will be on the ladder.
- (5) Rappel will stay on the center of the tower until instructed to move to a rappelling point.
- (6) No more than two personnel will be behind each rappelling point.
- (7) All cadres on the tower will be secured with a safety line attached to an eyebolt on the floor.
- (8) No one will lean on or sit on the railings and banisters of the tower.
- (9) No one will be allowed within three feet of the edge of the tower without being secured unless moving to a hook up point.
- (10) All tower rappels will be done with a double rope. All personnel weighing in excess of 190 pounds will have two turns around the snap link (for a total of six ropes in the snap link). No slack rappels will be allowed.
- (11) While on the tower all Rappel will maintain eye contact with the rappel master and take all directions from him/her.
- (12) The rappel master will check all Rappel prior to descent.
- (13) Rappel will ensure they have a belay man on their rope before descent.
- (14) Individuals will not rappel before yelling, "ON RAPPEL," and receiving back from the belay man, "ON BELAY."
- (15) The belay man will not wear gloves but will wear a helmet. The belay man will keep both hands on the rope and keep their head and eyes on the Rappel at all times.
- (16) There will be no running on the tower, no eating, drinking or smoking on or near the tower. (Point out the designated smoking point)
- (17) The OIC/Safety Officer will explain procedures for entanglements, freezing on the rope and other potential problems than can occur.

c. Equipment:

- (1) Rappelling Rope (at least 120' in length, 4,500 lbs. tensile strength nylon, 7/16th in diameter, 3 strand, multi-filament twisted rope with a right hand lay)?
- (2) Snap link (steel, non-locking, mountain piton, 2,000 lbs. capacity with gate closed; snap links must be checked for spring pressure, proper locking, rust, nicks, burrs, lateral gate movement and pressure of gate pin)?
- (3) Gloves leather workman and wool inserts (must be inspected for holes or tears in friction bearing surfaces, rips or tears in seams and present of any petroleum products)?
- (4) Sling rope used to construct rappelling and Australian rappel seats must be twelve to fifteen foot in length)?
- (5) Rappelling ropes and sling ropes must be checked for excessive wear, cuts exceeding 1/2 of one strand, fraying, mildew, presence of petroleum products and any disruption in the strands of the right hand lay of the rope?
- (6) Organizational helmets will be equivalent to the Army Combat Helmet (ACH) with proper suspension or padding and chin strap?
- (7) All ropes, snap links and gloves found unserviceable are marked, segregated and cannot be used for rappelling?

d. Anchor Points:

- (1) Two or more independent anchor points will be used for all rappelling and should be able to withhold 3,000 lbs.?
- (2) All end of line anchor knots must be a bowline with a half-hitch and there will be a middle of rope anchor knot on each set of rappel ropes?
- (3) All rappelling is done with two ropes?
- (4) When snap links are used for attaching the rappel ropes to an anchor point, they are installed in pairs on each anchoring knot with the gates of the two snap links opposite one another and both gates opening away from the knot?

3. Unit during operational checks:

a. Rappel preparation;

- (1) Rappel must tuck in/secure shirt tails, loose clothing, equipment straps and long hair to ensure these items do not get caught in the snap link and sleeves are worn down. _____
- (2) Miles equipment will not be worn during rappelling. _____
- (3) Helmet chin straps will be fastened during all rappelling operations. _____
- (4) Leather workman gloves with inserts must be worn when rappelling. _____
- (5) Rappel seats must be secured with a square knot and two over-hand knots. Tails are secured in the Rappel pockets. _____
- (6) Rappel will remove all jewelry, i.e. necklaces, rings etc. prior to any rappelling operations. _____
- (7) Rappel will have their ID cards and ID tags in their possession during all rappel operations. _____
- (8) Rappel will receive a safety briefing prior to all rappel operations. _____
- (9) Rappel will be inspected by rappel master prior to each rappel. _____
- (10) When rappelling with equipment, LBE or LBV should be unfastened in the front or fastened loosely behind the back of the Rappel. The ruck-sack should be worn high and tight on the back of the Rappel to allow the brake hand to reach the small of the back. Ruck-sack adjustment straps will be tied across the chest or tucked away. _____
- (11) The Rappel weapon will be slung diagonally across the back, muzzle down near hip on guide hand side, with the weapons butt stock on the brake hand side near the shoulder. _____

b. Tower rappelling:

- (1) All cadres on the tower must be secured with a safety line or monkey harness at all times. _____
- (2) All cadres must have in their possession a knife capable of cutting rappelling ropes in the event Rappel become entangled. _____
- (3) Rappelling ropes must be of sufficient length to reach the ground with an additional ten feet on the ground. _____
- (4) There must be a rappel Lane NCO at each point on the tower to hook up and coach Rappel during the rappel. _____
- (5) There must be a belay controller for every four ropes. _____
- (6) There must be a belay man on each rappel rope. Belay men will wear a helmet and no gloves. _____
- (7) Cadre must not permit Rappel to rappel without a verbal statement of, "on belay," from the belay man. _____
- (8) There must be a recovery rope available on the tower in case Rappel become entangled during their decent. _____
- (9) After each rappel, the Rappel must un-tie, re-tie, and be re-inspected before conducting another rappel. _____

OIC NAME: _____

RANK: _____

Signature: _____

RSO NAME: _____

RANK: _____

Signature: _____

Figure L-10. Rappel Master Certification Statement

OFFICE SYMBOL

DATE:

MEMORANDUM FROM:

MEMORANDUM FOR US Army Support Activity Dix, Range Safety Officer

SUBJECT: Rappel Master Certification Statement

1. The following individual is a certified Rappel Master:

NAME

RANK

RANGE CARD#

2. They have read and fully understand all range and rappel operational requirements located in ASAD Pam 350-3 and all applicable publications and will comply with all requirements.

Certifying Official Signature _____

Printed Name _____

Rank _____

Position of Certifying Official _____

Figure L-11. Road March Strip Map

<p>STRIP MAP REQUIREMENTS</p> <p>For all vehicle/foot marches of approximately three miles or greater length, e.g., cantonment area to the ranges will complete a request.</p> <p>-For troop movement in the cantonment area, all units will march on the right shoulder of the street or road, with the flow of traffic. Units should get off the street whenever possible so as not to interfere with the flow of traffic.</p> <p>-A minimum of one hand-held radio will be present, the frequency will be set to Channel-1 Range Control Net. The radio will be used to notify Range Control of Start Point (SP) departure/Release Point (RP) completion and any emergency requests.</p> <p>-Operations under black out conditions are restricted to tank trails and dirt surface roads within the TAC areas. An overlay of the convey route will be turned in to Range Safety 10 days prior in order to coordinate with DOD Police. The overlay will list SP/RP/Checkpoints, type and number of vehicles in convey, and start time with projected end time. Vehicles will maintain a speed of 5-10 MPH with an interval distance of 60-180 feet.</p> <p>-Ambush sites will be indicated with scheduled times. Units will request approval for the use of pyrotechnics and smoke during ambushes from Range Safety Office.</p> <p>-All entries on strip map will be completed by units with the route of March highlighted. A copy will be retained by the unit.</p>	<p>UNIT POC: _____</p> <p>PHONE #: _____</p> <p>START POINT: _____</p> <p>RELEASE POINT: _____</p> <p>START TIME: _____</p> <p>END TIME: _____</p> <p>CALL SIGN: _____</p> <p>#PERSONNEL: _____</p> <p>#VEHICLES: _____</p> <p>AMBUSH SITES: 1. _____</p> <p>2. _____</p> <p>3. _____</p> <p style="text-align: center;">FOR EMERGENCIES CONTACT RANGE CONTROL 609-562-4600 MOTOROLA RADIO CHANNEL-1</p>	<p>JB McGUIRE/DIX/LAKEHURST NEW JERSEY ROAD MARCH STRIP MAP</p> <p>UNIT: _____</p> <p>DATE: _____</p> <p><small>For use of this form, see ASA Dix Pam 350-3, Range Guide and ASA Dix Reg 350-3, Policies and Procedures. Procedures listed on this form and in ASA Dix Pam 350-3 do not negate the requirements in FM 21-20 and FM 21-18.</small></p> <div style="text-align: center;">  <p><small>USASA Fort Dix Form 2070, 1 June 2010 This Form Supersedes FDGC Form 2070, 1 May 1996</small></p> </div>
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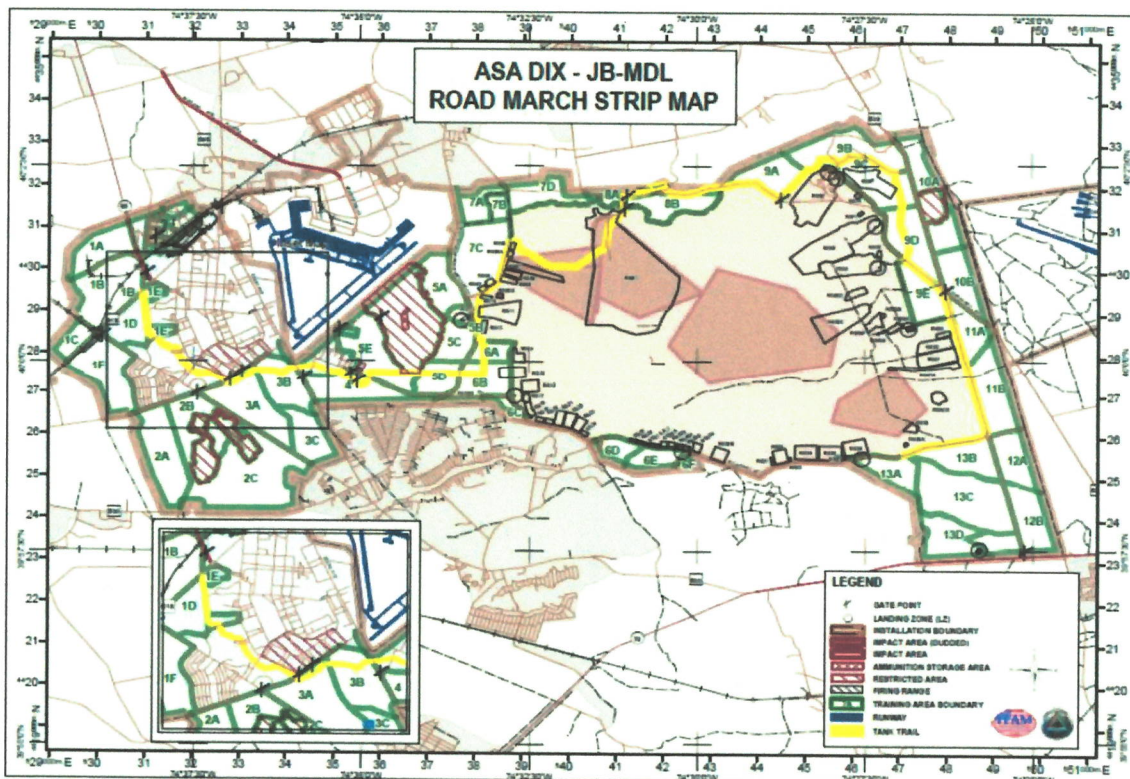


Figure L-13. Training Area Inspection Checklist

INSPECTION CHECKLIST FOR TRAINING AREA INSPECTORS AND TRAINING UNITS		
For use of this form see Ft. Dix Pam 350-3		
The proponent agency is Range Control		
1. To ensure that training areas are maintained and prepared for the next unit's use. Each unit will be inspected by a representative from Range Control on the date and time indicated for departure. 2. If a unit occupies a training area without signing for it or fails to conduct a pre-inspection the unit at that time takes full responsibility for the cleanliness and maintenance of the site. Units that conduct a pre-inspection and notify Range Control of pre-existing conditions at the time of occupation will not be required to correct those conditions in order to clear the site. 3. This pre-inspection checklist must be completed prior to requesting an inspector. If the checklist is not completed prior to arrival of the inspector, the inspector will not conduct the final inspection at that time. You will be placed at the bottom of the list for inspection and the inspector will return at his convenience.		
CLEARANCE STANDARDS		
TASK	Pass	Fail
Police entire training area to include 50 meters from the road.		
Remove all trash and residue from the site. (Garbage containers located at Range Control)		
Buildings cleaned, free of graffiti mopped and secured.		
Mess area clean.		
Chemical latrine swept, mopped and urinals/commode seats and floor disinfected.		
Portable latrines clean. Need Servicing?		
All fighting positions filled in and materials used restored to their natural state.		
All barrier materials removed and properly disposed of.		
All pyrotechnics and ammo brass policed and properly disposed of.		
All training area structures (i.e. obstacle course, confidence course) deficiencies found during training are identified in remarks below.		
Completed Customer Survey.		
Remarks:		
TRAINING AREA:		
UNIT:	OIC:	
INSPECTOR:	DATE:	

ASAFD Form 2228-R, 1 JUL 10

Glossary

Section I Abbreviations/Acronyms

AAR
After Action Report, After Action Review

AC
Active Components

ADOS
Active Duty for Operational Support

ADT
Active Duty for Training

AGR
Active Guard Reserve

AR
Army Regulation

ARNG
Army National Guard

USASA
United States Army Support Activity

AT
Annual Training

BA
Battle Assembly

BAT
Battle Assembly Training

Bldg
Building

BOM
Bills of Materials

BOMARC

Missile system; developers: Boeing, and Michigan Aerospace Research Center

CCR

Command Conference Room

COB

Command Operating Budget

DA

Department of the Army

DAPS

Defense Automated Printing Service

DFAC

Dining Facility

DHRM

Directorate of Human Resources Military

DLA

Defense Logistics Agency

DMWR

Directorate of Morale, Welfare, and Recreation

DoD

Department of Defense

DODAAC

Department of Defense Activity Address Code

DOL

Directorate of Logistics

DPS

Directorate of Public Safety

DPTMS

Directorate of Plans, Training, Mobilization and Security

DS

Direct Support

DSCR
Defense Supply Center - Richmond

DSN
Defense System Network

DV
Distinguished Visitor

ENRD
Environmental/Natural Resources Division

FORSCOM
Forces Command

GIS
Geographic Information System

Greywater
Water that has been used in normal cleaning procedures that contains no hazardous materials

GS
General Support

HAZCOM
Hazard Communication/Right-to-Know

HAZMAT
Hazardous Materials

IAW
In accordance with

IDT
Inactive Duty Training

IMSA
Installation Medical Supply Activity

ITAM
Integrated Training Area Management

IRC
Installation Related Construction

J-SIIDS
Joint-Service Interior Intrusion Detection System

JB MDL
Joint Base McGuire-Dix-Lakehurst

KACH
Keller Army Community Hospital at West Point

LOD
Line of Duty

MACOM
Major Command

METL
Mission Essential Task List

MIPR
Military Interdepartmental Purchase Request (DD Form 448)

MOBEX
Mobilization Exercise

MPH
Miles per hour

MSL
Mean Sea Level

NCOIC
Noncommissioned Officer-In-Charge

NG
National Guard

NLT
No later than

NVG
Night Vision Goggles

OIC
Officer-in-Charge

PAO
Public Affairs Officer

PCF
Practitioners Credentials Files

PCS
Permanent Change of Station

PMCS
Preventive Maintenance Check and Services

POC
Point of Contact

POL
Petroleum, Oil, and Lubricants

POV
Privately Owned Vehicle

PPR
Prior Permission Required

RC
Reserve Components

RFMSS
Range Facility Management Support System

RRC
Regional Readiness Command, Regional Reporting Center

RSO
Range Safety Officer

SIPRNET
SECRET Internet Protocol Router Network

STARC, OMC
State Area Coordinators

STE
Secure Telephone Equipment

TAC
Tactical Training Area

TADS
Training Aids, Devices, and Simulators

TAG/MUSARC

The Adjutant General / Major United States Army Reserve Command

TAMIS-R

Training Ammunition Management Information System-Redesigned

TEC

Training Event Code

TBSA

Training Billeting Services Activity

TCS

Temporary Change of Station

TDA

Tables of Distribution and Allowances

TISA

The Troop Issue Supply Activity

TD

Training Division

TOE

Table of Organization and Equipment

TSC

Training Support Center

UIC

Unit Identification Code

USAR

United States Army Reserve

USARC

United States Army Reserve Command

USASAFD

United States Army Support Activity Fort Dix

VOQ

Visiting Officers Quarters

VTC

Video Teleconferencing Center