



DEPARTMENT OF THE ARMY
HEADQUARTERS, 10TH MOUNTAIN DIVISION (LIGHT INFANTRY) AND FORT DRUM
FORT DRUM, NEW YORK 13602-5000

AFDR-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #23: Dissemination of Official Information

1. **Purpose.** To enable the 10th Mountain Division to regain ownership of predictability from the squad to the division level through the rigid enforcement of training management and reducing reliance on systems and processes that erode training management practices.

2. **Background.**

a. The overuse and reliance on cell phones causes unforeseen stress on Soldiers and families. Change is a constant around us, but not all change needs to be communicated via text, chat groups, or other messaging applications. The constant need to be tethered to one's phone for work-related information serves to keep Soldiers and leaders on edge, unable to function without the fear of missing something.

b. This policy only addresses the symptoms of a broader challenge—training management. The better we become at training management, using proper forms and forums for information dissemination and exchange, the less we have to rely on leadership by text. This then leads to less stress on our force as we stand to gain a higher level of predictability. We owe it to Soldiers to provide good leadership, great training, and predictability. Predictability helps to ensure uninterrupted personal time outside the standard duty day.

3. This policy is:

a. A method to increase predictability in accordance with and aligned to Army doctrine and regulations.

b. Designed to prevent the stress of "FOMO" and "FOBLO"- feeling of missing out and feeling of being left out by our Soldiers and leaders. Soldiers and leaders have consistently raised these concerns related to their work connection to their phone.

c. Encourage leaders to engage in direct, timely, and effective communication.

4. This policy is NOT:

a. A ban on cell phones.

b. Designed to make life harder for leaders.

c. An approach to limit personal freedoms.

5. **Guidelines for Cell Phone Use.** This policy is not punitive, but corrective counseling is required after the second violation by a Soldier's immediate supervisor. Any counseling should identify the violation, prescribe appropriately tailored corrective training, and reiterate compliance with this policy.

a. **Official Meetings.** No personal cell phones are permitted to be carried or used during official work-related meetings or unit training on Fort Drum. Official work-related meetings may take place in offices, motorpools, training areas, at ranges, or during field exercises. Units will identify a location in or near the conference room, office, or other work space where meetings are held to place cell phones for the duration of the meeting. Cell phones should be set to silent prior to the meeting start time. Exceptions to this rule may be granted by the most senior ranking member of the meeting for emergency circumstances or other good cause on a case by case basis. This policy applies to meetings during the standard duty day. The standard duty day for purposes of this policy is defined as 0630 – 1700 local time.

b. There should be no work-related texts, chats, or messages before 0500 or after 1800 local time, unless a unit or person is still working due to mission requirements. Every effort should then be made to avoid texting or messaging others that may not still be on duty before 0500 or after 1800 local time. This rule does NOT apply to personal messaging or for emergency circumstances. For example, this rule does not prohibit leaders from putting out information related to personal items such as "unit basketball tournament at 1500 tomorrow" or "three tickets left for the football game." This rule also does not prohibit messages related to life, health, or safety.

c. Specifically, information not allowed in group texts or chats pertains to changes to training, meetings, formations, etc. There is no need for hasty group messages if last minute requirements aren't being disseminated as a result of proper training management.

d. Soldiers in an authorized leave or pass status, to include weekends or a Day of No-Scheduled Activities (DONSAs), will not be contacted for official reasons unless for emergency circumstances related to life, health, or safety.

e. This policy does not apply to official government cell phones.

6. The ultimate aim of this policy is to stimulate the use of Army systems, processes, and doctrine to disseminate information and effectively use our training management process. Circumventing the process only adds to a lack of predictability if discipline, thought, and consideration are not applied. Our goal in the 10th Mountain Division is to break the cycle.

AFDR-CG

SUBJECT: Policy Letter #23: Dissemination of Official Information

7. Commanders will ensure charge of quarters (CQ) stations and personnel manning those stations have active and working landlines or other phones for official use.

8. Leaders are encouraged to:

a. Educate and conduct leader development on training management in accordance with Field Manual (FM) 7-0.

b. Conduct unit formations in which information can be disseminated face to face, in a timely manner and consistently.

c. Company, Battery, and Troop commanders are highly encouraged to conduct key leader huddles, to include end of day formations, to disseminate information and brief changes to upcoming events.

9. The point of contact for this memorandum is the undersigned.



MILFORD H. BEAGLE, JR.
Major General, U.S. Army
Commanding

*Let's break the cycle, improve predictability
And reduce stress on our Soldiers.*

DISTRIBUTION:

A