



DEPARTMENT OF THE ARMY
13TH ARMORED CORPS SUSTAINMENT COMMAND
39009 SUPPORT AVE
FORT HOOD, TX 76544-5046

AFVG-CO

MEMORANDUM FOR 13th Armored Corps Sustainment Command

SUBJECT: Policy Letter #22, Barracks Policy

1. REFERENCES:

- a. Manual for Courts-Martial, United States, 2024 Edition
- b. Army Regulation 600-20, Army Command Policy, 24 July 2020
- c. Army Barracks Management Program Handbook, Headquarter, Department of the Army 9 January 2018

2. **PURPOSE:** This Policy establishes basic standards for Soldiers, leaders, and units in order to ensure the good order and discipline of all military personnel residing in Single Soldier Housing units (barracks) in the 13th Armored Corps Sustainment Command's area of responsibility.

3. **APPLICABILITY:** This policy applies to all Uniformed Service Members assigned or attached to, or otherwise performing duties in the 13th Armored Corps Sustainment Command area of responsibility, regardless of branch of military service or component (active, guard, reserve) when on active duty, inactive duty for training, or in a duty status under Title 10 of the U.S. Code, and is effective immediately.

4. **POLICY:**

- a. **Soldiers Residing in Barracks.**

(1) Alcohol. Service members under the age of twenty-one (21) years are prohibited from having alcohol in their assigned barracks room.

(2) Service members are prohibited from bringing non-DoD affiliated personnel (hereinafter "visitor(s)") into a barracks building or their assigned barracks room except under the following conditions:

(a) Service members may only sponsor a visitor between 0800-2300 daily. Commanders may further curtail visiting hours as necessary to meet mission requirements or maintain good order and discipline in their units.

(b) Before bringing a visitor into a barracks building or barracks room, Service members must sign the visitor in on the appropriate Staff Duty (SD) or Charge of Quarters (CQ) log and note the visitors full name, age, and form of identification.

(c) Service members are prohibited from sponsoring any visitor under the age of eighteen (18) years, unless the minor is the child or sibling of the service member, or is accompanied by a parent or guardian for the duration of the visit.

(d) The sponsoring service member must escort any sponsored visitor at all times while the visitor remains within the unit footprint and until the visitor is signed out with the appropriate SD or CQ desk.

(3) Quiet Hours and Overnight Guests. Service members are prohibited from having any overnight guest (this includes both visitors and other service members not assigned to a shared barracks room) during quiet hours unless conducting official business. Quiet hours are from 0001 to 0400 daily.

(4) Unit commanders may add additional requirements governing personnel assigned or residing in Single Soldier Housing units. Nothing in the policy relieves any service member from duties to comply with existing unit policies that are consistent with the requirements of this policy.

(5) Unit commanders will be authorized to have military police K-9 units conduct walkthrough to check for illegal drugs and unregistered weapons in the barracks and cars located in the barracks parking lot area.

b. Duties of Emergency Operations Center (EOC), SD, and CQ Personnel.

(1) All SD and CQ NonCommissioned officers (NCO) of the day will inspect all common areas (including walking all hallways, unit day rooms, laundry facilities, and bathrooms) twice daily between the hours of 2100 and 0400. The EOC will ensure the inspections are being conducted.

(2) All SD and CQ NCOs will note any deficiencies or Incidents {including misconduct} on the appropriate SD or CQ log, and promptly report misconduct to the immediate commander and, if appropriate military police.

(3) All SD and CO personnel will check identification cards (ID) of personnel entering barracks buildings in their footprint and ensure that SD or CQ personnel have recorded all visitors (non-DoD personnel and non-Common Access Card holders) on the appropriate SD or CQ log. Logs will include the full name, age, ID Type, and ID number of the visitor.

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(4) Unit commanders may add additional requirements for SD or CQ personnel. Nothing in the policy relieves any service member from duties to comply with existing unit policies that are consistent with this policy.

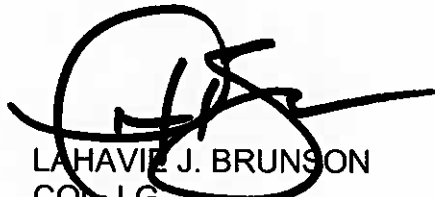
c. Unit Leadership. All company commanders (CDR), first sergeants (1SG), platoon leaders (PL), platoon sergeants (PSG), squad leaders, and section sergeants, will routinely inspect Single Soldier Housing units. As a minimum, these inspections will include the following.

(1) Weekend Walkthrough. Each company CDR, 1SG, PL, and PSG will walk through their assigned barracks building(s) once each weekend between 1800 Friday and before 0400 Monday. This will result in at least four senior leaders walking through unit barracks buildings each weekend. Immediately following completion of the walkthrough, each leader will make an entry in the appropriate SD or CQ log(s). This requirement does not apply while on pass, leave, temporary duty, or field training.

(2) Unit commanders may conduct health and welfare inspections as often as necessary to ensure good order and discipline in their units, but must conduct a health and welfare inspection at least once a quarter that includes Single Soldier Housing units assigned to Soldiers in their formation. Commanders will coordinate with their supporting command legal office before executing their health and welfare inspections.

5. Publication: Commanders will post a copy of this policy in all company-level orderly rooms and at the staff duty or charge of quarters desk in each barracks building under their control. Commanders will also ensure that ALL Soldiers residing in the barracks are counselled on this barracks policy and its punitive nature.

6. The point of contact for this memorandum is the 13th ACSC Legal office.



LAHAVIE J. BRUNSON
COL, LG
Commanding