



**DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON HUMPHREYS  
UNIT #15228  
APO AP 96271-5228**

AMIM-HML (RN 100)

12 Oct 2023

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Command Policy # 15, Prohibiting the Non-consensual Use of Recording Devices in the Work Environment**

1. References. AR 190-53, Interception of Wire and Oral Communications for Law Enforcement Purposes, 16 July 2018.
2. Purpose: To establish policy for the use of recording devices on Camp Humphreys, Area III and the local community.
3. Applicability: This policy applies to all units/activities and personnel assigned to or present for duty at all facilities on USAG Humphreys and in Area III. This policy does not apply to recording or interceptions conducted for law enforcement purposes or for formal legal proceedings, to include, but not limited to, recording and interceptions done by other Federal Agencies under the authority provided in AR 190-53.
4. Policy: Fostering trust and mutual respect within the work place promotes an effective and safe work environment. An effective work environment can be compromised by the secretive use of recording devices. Using recording devices to secretly record the conversations of fellow employees or managers and supervisors causes a loss of trust and mutual respect among the work force. Effective immediately, recording devices will not be used in the work environment to record conversations unless:
  - a. All parties to the conversation know the conversation is recorded;
  - b. All parties to the conversation consent to the recording; and
  - c. The recording device is in plain view of all participants to the conversation, at all times; and
  - d. Use of the recording will be for the intended purpose of the meeting only.
5. Failure to obey this policy may subject Servicemembers to discipline under the Uniform Code of Military Justice and/or adverse administrative action. Civilian employees may be subject to appropriate civilian criminal charges and/or adverse administrative action.

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6. The proponent for this policy memorandum is Directorate of Emergency Services, DSN 315-755-9919.



RYAN K. WORKMAN  
COL, AR  
Commanding

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