



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON FORT HUNTER LIGGETT
BUILDING 238 CALIFORNIA AVENUE
FORT HUNTER LIGGETT, CA 93928-7000

AMIM-HLG-PA (360-1c)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG FHL Policy #12-1 - Public Requests for Support or Use of Fort Hunter Liggett Facilities

1. REFERENCES.

- a. Army Regulation 350-19 (The Army Sustainable Range Program).
- b. Army Regulation 360-1 (The Army Public Affairs Program).
- c. DA PAM 385-63 (Range Safety).
- d. Fort Hunter Liggett Regulation 350-2 (Training at Fort Hunter Liggett).

2. PURPOSE. To establish guidance for authorizing public requests for support or use of FHL Facilities.

3. APPLICABILITY. This policy applies to all external organizations and private citizens requesting support or use of FHL facilities. This policy does not apply to Department of Defense access privileges previously granted to affiliated organizations, hunting and fishing programs, licensed real property agreements, or support to civil authorities as consistent with public law and Army Regulation.

4. POLICY. FHL regularly receives requests from external organizations and individuals for support and use of FHL, however, many of the proposed activities are inconsistent with FHL or the Army's mission and do not provide a clear benefit to the Army. In addition, public use of Army facilities presents numerous safety, security, and resource management concerns that could adversely affect the Installation's mission. The Garrison Commander or designated representatives approve requests for support or use of FHL facilities.

a. Requests for community event support are submitted using DD Form 2536, Request for Armed Forces Participation in Public Events (Non-Aviation). Completed form must be submitted at least 30 days in advance of event. This form is found at home.army.mil/liggett/index.php/about/Garrison/public-affairs/request-support-or-access

b. Request for media interviews or coverage of on-post events. Media must contact the Public Affairs Officer (PAO), and complete PAO Forms 1 and 2, if request approved. Information and forms available at <https://home.army.mil/liggett/index.php/aboutUGarrison/public-affairs/request-support-or-access>.

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c. The PAO will notify the requester of the final decision in writing and will address special conditions that apply. The Army may revoke approved requests with no notice.

5. PROPONENT. The PAO is the proponent for this policy. POC is the FHL Public Affairs Officer at (831) 386-2690.

LISA M. LAMB
COL, LG
Commanding

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