

**U.S. Army Garrison  
Fort Hunter Liggett  
Regulation 1**

**U.S. Army Garrison  
Fort Hunter Liggett  
Standards and Discipline**

Department of the Army  
Headquarters, U.S. Army  
Garrison Fort Hunter Liggett  
Fort Hunter Liggett, CA  
01 August 2018

**UNCLASSIFIED**

Department of the Army  
Headquarters  
U.S. Army Garrison Fort Hunter Liggett  
Fort Hunter Liggett, California  
01 August 2018

## U.S. Army Garrison Fort Hunter Liggett Regulation 1

Effective 01 August 2018

### UNITED STATES ARMY STANDARDS AND DISCIPLINE

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By Order of the Commander, U.S. Army Garrison Fort Hunter Liggett:

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*Commanding*

Official:

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**History.** This is the inaugural release of this publication. This regulation supersedes the following policy memorandums:

Policy #4-2, Wood Collecting on Fort Hunter Liggett Installation, 23 Jul 15  
Policy #7-2, Physical Fitness Training, 23 Jul 15  
Policy #9-4, Qualified Recycling Program, 23 Jul 15  
Policy #10-1, Systematic Vehicle Inspections, 23 Jul 15  
Policy #10-2, Installation Fireworks, 23 Jul 15  
Policy #10-3, Imagery/Photography Activities, 23 July 2015  
Policy #10-4, Child Supervision and Juvenile Curfew Policy, 15 Mar 17  
Policy #10-5, Vehicle Accident Collision Reporting, 23 Jul 15  
Policy #10-6, USAG-FHL Disciplinary Control Board, 23 Jul 15  
Policy #12-1, Media Related Activities at USAG Fort Hunter Liggett, 23 Jul 15

**Summary.** This regulation provides provisions to and amplification of the California Code of Regulations assimilated on U.S. Army Garrison Fort Hunter Liggett installations of Fort Hunter Liggett (FHL) and Parks Reserve Forces Training Area (PRFTA).

**Applicability.** This regulation applies to all Service Members, Civilians, Family Members, contractors and other personnel who work on, reside on, or visit FHL, or PRFTA, or their associated installations, facilities, or work sites.

**Suggested Improvements.** The proponent of this regulation is the Directorate of Emergency Services (DES). Send comments and suggested improvements on a DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, U.S. Army Garrison Fort Hunter Liggett, ATTN: IMHL-ES, Fort Hunter Liggett, California 93928-7000.

**Distribution.** This regulation is distributed through electronic media at the U.S. Army Garrison Fort Hunter Liggett Homepage:  
<http://www.garrison.fhl.army.mil/command/documents..htm> under the publications tab.

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## **Chapter 1**

### **Introduction**

#### **1-1. Purpose.**

- a. This regulation establishes policy, responsibilities, and procedures to facilitate good order and discipline on all FHL, and PRFTA, sites and locations.
- b. This regulation applies to all Department of Defense (DoD) service members, Civilians, Family members, contractors, and other personnel who work on, reside on, or visit FHL or PRFTA, or their associated installations, facilities, or work sites.

#### **1-2. References.**

Required and related publications and prescribed and referenced forms are listed in Appendix A.

#### **1-3. Responsibilities.**

- a. Senior Commander (SC).
  - (1) Establishes command policy and designates responsibility for the enforcement of this regulation to the Director of Emergency Services, U.S. Army Garrison – Fort Hunter Liggett (USAG-FHL).
  - (2) Delegates the overall responsibility of the suspension, revocation, and reinstatement of installation driving privileges to the Garrison Commander for USAG-FHL installations and sites.
- b. Garrison Commander (GC).
  - (1) Overall responsible for the suspension, revocation, and reinstatement of installation driving privileges on FHL and PRFTA installations and sites.
  - (2) May delegate the authority to suspend, revoke, and reinstate installation driving privileges to the Community Compliance Office (CCO) on his or her behalf.
  - (3) Designated as the appellate authority for the reinstatement of installation driving privileges.
- c. Director of Emergency Services (DES). Has primary staff responsibility for establishing, administering, and enforcing the provisions of this regulation.
- d. Community Compliance Office. Has primary staff responsibility for the suspension, revocation, and reinstatement of installation driving privileges.
- e. Installation Safety Office (ILO). Participate and assist in developing traffic accident prevention initiatives in support of the installation traffic safety program.
- f. Army Substance Abuse Program (ASAP). Provide education and treatment referral services to personnel with alcohol or drug abuse problems.
- g. Unit Commanders. Ensure the provisions of this regulation are enforced.
- h. Sponsors. Service and civilian sponsors are responsible for their family members' and guests' awareness and understanding of this regulation.

i. Vehicle Operators. Vehicle operators are responsible for knowing, understanding, and complying with the provisions of this regulation.

j. Passengers. The senior Military or DoD civilian passenger of a government vehicle is responsible for ensuring the driver of such vehicle complies with the provisions of this regulation.

#### **1-4. Punitive Regulation.**

Violations of provisions found within Chapter 2 of this regulation may be punishable under the following:

a. Uniform Code of Service Justice (UCMJ).

b. United States Code (U.S.C.).

c. California Criminal and Traffic Law Manual. All changes and amendments to the California Criminal and Traffic Law Manual apply on USAG-FHL installations and sites through the Assimilative Crimes Act (18 U.S.C. §13).

#### **1-5. Exceptions.**

The Senior Commander may grant exceptions to the provisions of this policy.

#### **1-6. Severability of Provisions.**

If a provision of this policy is held invalid, all remaining severable provisions shall remain in effect. If a provision of this policy is held invalid in one or more of its applications, the provision shall remain in effect in all its valid applications that are severable.

#### **1-7. Definitions.**

a. Aggressive or Potentially Aggressive Dog Breed. Pit Bull Terriers, American Bull Terriers, American or English Staffordshire Terriers, Rottweilers, Doberman Pinschers, Chows, and wolf hybrids. This definition also extends to other dogs that demonstrate a propensity for dominant or aggressive behavior as indicated by any of the following types of conduct:

(1) Unprovoked barking, growling, or snarling at people approaching the animal.

(2) Aggressively running along fence lines when people are present.

(3) Biting or scratching people.

(4) Escaping confinement or restriction to chase people.

b. Alcoholic Beverage. Potable beverage containing any amount of ethyl alcohol. This includes malt beverages, wines, and distilled spirits.

c. Commercial Solicitation. The conduct of any private business, including the offering and sale of insurance on a service installation, whether initiated by the seller or buyer.

d. Demonstration. Any act, exhibition, manifestation, display of feelings, or

protest on any subject or any show-of-force.

e. Door-to-Door Solicitation. A sales method whereby an agent proceeds randomly or selectively from household-to-household without specific prior appointments or invitations.

f. Drug. Substances recognized in the official United States Pharmacopoeia, official Homeopathic Pharmacopoeia of the United States, or official National Formulary or any supplement to any of them. Substances intended for use in the diagnosis, care, mitigation, treatment, or prevention of any disease, illness, or infirmity in man or animals, excluding "over-the-counter" substances legally obtained without a prescription. Substances (other than food) intended to affect the structure of any function of the body of man or animals. Substances intended for use as a component in any specific substance as noted above.

g. Drug Paraphernalia. All equipment, products, and materials of any kind that are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, marketing, compounding, converting, processing, preparing, testing, analyzing, packaging, storing, containing, concealing, injecting, inhaling, or otherwise introducing into the human body a controlled substance in violation of this memorandum or any other Army regulation.

h. Explosives. A device that produces a rapid expansion of gases in a very short time, releasing the energy that is stored in the original material in various combinations of the forms of heat and light, and its breaking down into gases that occupy a much greater volume than its original form did. The expansion of the gases occurs at an accelerated speed and displaces great volumes of air. There are three principle types of explosives: mechanical, chemical, and nuclear.

i. Electronic Cigarette. A device used to simulate the experience of smoking, having a cartridge with a heater that vaporizes liquid nicotine or other liquid instead of burning tobacco. Due to the nature, appearance, and safety concerns of electronic cigarettes, they are considered to be in the same category as tobacco products. The use of electronic cigarettes is restricted in the same way that all tobacco is restricted.

j. Fireworks. Any composition or device containing chemical elements and chemical compounds capable of burning independently of the oxygen of the atmosphere and producing audible, visual, mechanical, or thermal effects which are useful as pyrotechnic devices or for entertainment. This includes, but is not limited to, devices designated by the manufacturer as fireworks, torpedoes, skyrockets, roman candles, rockets, Daygo bombs, sparklers, party poppers, paper caps, chasers, fountains, smoke sparks, aerial bombs, and fireworks kits.

k. Non-Partisan Political Activity. An activity in support of, or related to, candidates not representing national, state political parties, and associated or ancillary organizations. Issues relating to Constitutional amendments, referendums, or approval of municipal ordinances are deemed not specifically identified with national or state political parties.



l. Partisan Political Activity. An activity in support of candidates representing national or state political parties and associated or ancillary organizations.

m. Personally Owned Firearm. Weapons owned by an entity other than the Federal government for which the operating force is an explosive, including, but not limited to: pistols, revolvers, rifles, shotguns, automatic firearms, noxious gas projectors, mortars, bombs, and cannons.

n. Picketing. Any person or persons located outside, on, or approaching FHL or PRFTA to protest the installation's operation.

o. Service member. Military personnel of all services.

p. Tobacco Products. Tobacco products include, but are not limited to, cigarettes, cigars, pipe tobacco, smokeless tobacco (snuff, dip, chewing tobacco), and liquids used in electronic smoking devices such as e-cigarettes.

q. Unattended Child(ren). Children under 10 years of age left alone in motor vehicles, FHL Army Family Housing (AFH) and PRFTA privatized housing, at public transportation bus stops, playgrounds, parks, or recreation areas, when beyond the line of sight of a parent or child 12 years or older. Children are unattended when left alone in FHL AFH or PRFTA privatized housing even though an electronic monitoring device or intercom has been installed and is monitored by a neighbor in a nearby facility.

r. Weapons. Devices capable of inflicting destruction to property and/or injury to individuals through the application of kinetic force and which lack legitimate non-violent uses. All BB, pellet-type, paintball, and Airsoft rifles, pistols, or guns are included in this definition.

## **Chapter 2**

### **Punitive Policies**

#### **2-1. Violation Prevention.**

A service member who becomes aware that their Family member has violated this policy memorandum will ensure that their Family member is informed of the policy memorandum provisions and will seek to ensure that their Family member(s) comply with this policy memorandum in the future.

#### **2-2. Prohibited Items.**

No personnel shall have in his or her possession the following items unless authorized in accordance with (IAW) the performance of official duties:

- a. Dangerous weapons, items, or devices prohibited by Federal or California law.
- b. Except in the performance of official service duties, possession of shooting weapons with mounted lights is prohibited on FHL and PRFTA.
- c. The possession of handcuff keys is prohibited on FHL and PRFTA unless in the performance of law enforcement mission.

d. Lock bumping material or any material that may be used to manufacture lock-bypassing materials including, but not limited to: files, blank keys, instruction booklets, pamphlets, or videos.

e. A straight edge razor in Unaccompanied Personnel Housing (UPH) or the transient service barracks.

f. Fireworks. The use of fireworks by individuals or groups is prohibited unless organized and approved by the Garrison Commander. Commercial agencies or groups authorized to use fireworks for public display and entertainment value must be licensed or certified as professional pyrotechnic operators by the State of California's Office of the Fire Marshal in accordance with local laws and National Fire Protection Association (NFPA) Standard 1123.

g. Explosives, pyrotechnics, or blank ammunition except for authorized training, sports, or ceremonial purposes.

h. Any knife with a blade length over four inches, other than those used for food preparation, which are stored in food preparation areas. Outside of food preparation areas, individuals may carry larger knives under the following circumstances: (1) while hunting on post; (2) in the execution of military or governmental operations as authorized by the appropriate commander; and, (3) while performing field duty, if authorized by the company/troop/battery level commander. Commanders will retain the large knives of personnel residing in FHL AFH, PRFTA privatized housing, or UPH in the unit arms room, except when used under the circumstances stated in this paragraph.

i. State laws that authorize licensed individuals to carry concealed handguns do not apply on FHL and PRFTA; thus, state issued concealed handgun permits are not recognized or valid on Army Installations in the State of California.

### **2-3. Restrictions Governing Certain Substances.**

Individuals will not import, dispense, distribute, sell, transfer, or deliver any substances deemed illegal by the Federal Drug Enforcement Administration (DEA), or DoD on FHL and PRFTA. This paragraph includes items listed in the Secretary of the Army Memorandum, Prohibited Substances (Spice in Variations), dated 10 February 2011, and AR 600-85, paragraph 4-2p dated 28 December 2012.

### **2-4. Drug Paraphernalia.**

The purchase, importation, manufacture, possession, storage, use, sale, distribution, or transfer of drug paraphernalia is prohibited on FHL and PRFTA.

### **2-5. Alcoholic Beverages.**

a. The minimum age for possession and consumption of alcoholic beverages in the State of California is 21 years of age. Individuals under 21 years of age will not purchase, possess, or consume alcoholic beverages on FHL or PRFTA. Service members under 21 years of age will not purchase, possess, or consume alcoholic beverages. See AR 215-1 paragraph 10-1.

b. Individuals will not deliver, transfer, give, or distribute alcoholic beverages to anyone under 21 years of age. In addition, individuals will not sell or offer to sell alcoholic beverages to anyone, except as authorized by AR 215-1, chapter 10.

c. Service members will not consume any alcoholic beverage at any place, whether on or off FHL or PRFTA, while on duty. A service member's commander determines on-duty status.

d. Individuals will not possess, while in a vehicle or on a moped, motorcycle or bicycle, any bottle, can, or other receptacle containing any alcoholic beverage with a broken seal, an opened seal, or with contents partially removed.

e. Service personnel will not have a blood alcohol level of 0.05 percent or above when reporting for or while on duty.

f. On FHL and PRFTA, individuals may consume alcoholic beverages only in designated locations. Individuals may consume alcoholic beverages in quarters, including FHL AFH, PRFTA privatized housing, and UPH rooms. Individuals may consume alcohol in FHL transient barracks with company/troop/battery level commander approval. Alcohol will NOT be consumed in stairways or outside of transient barracks, except in authorized installation locations as outlined in paragraph. The maximum amount of alcohol that a service member may store in UPH or transient quarters is one bottle of wine or six bottles or cans of beer containing no more than 12 ounces per bottle.

g. Personnel may consume alcoholic beverages (e.g., distilled spirits, wine, beer, ale, and malt liquor) at the following locations: installation club system facilities (e.g., The Hacienda DFMWR Facility; PRFTA Recreation Center; post-operated bowling centers; permanently established outdoor recreation areas to include but not limited to Blackhawk Park, Spanish Oaks Park; softball, baseball and soccer fields, while such fields are in use for unit recreational activities; other premises while in use for unit recreational activities; and recreation centers on special occasions approved in writing by the Garrison Commander. The Villages at Parks Clubhouse is a privatized building and not owned by the government. To consume alcoholic beverages at The Villages at Parks Clubhouse, individuals must submit an Exception to Policy (ETP) request to the Residential Community Initiatives (RCI) representative to obtain written approval from the USAG Fort Irwin Commander.

h. Individuals may not consume or store alcoholic beverages in other locations, including government buildings unless authorized by the first O-6 in the chain of command.

i. Individuals may consume alcoholic beverages as part of officially sanctioned religious services under the supervision of assigned chaplains.

j. Exceptions. Nothing in the above paragraphs prohibits consumption or possession of alcohol: (1) pursuant to a valid medical prescription; or (2) in medicines lawfully sold in the U.S. when possessed or consumed for their intended purpose.

## **2-6. Tobacco.**

- a. Effective 1 January 2016, individuals under the age of 21 will not purchase, possess, consume, or introduce tobacco products on FHL and PRFTA.
- b. Tobacco products may not be used in UPH, transient barracks or in government buildings.

## **2-7. "Off-Limits" Structures and Areas.**

Individuals will not enter off-limits or restricted areas without authority. Off-limits areas include but are not limited to:

- a. FHL Milpitas and Spanish Oaks AFH residential areas, UPH, The Villages at Parks privatized housing, except for residents, invited guests, or other personnel authorized by the FHL or PRFTA Garrison Commander as having legitimate business in the area.
- b. Vacant structures and storage and supply buildings or areas.
- c. All ranges and training areas, unless specifically authorized.
- d. Specified parking areas when so marked or posted.
- e. Establishments placed off-limits by the Armed Forces Disciplinary Control Board under the provisions of AR 190-24.
- f. Other areas when so marked or posted.

## **2-8. Interfering with Law Enforcement Personnel.**

a. It is unlawful and a criminal offense for any person to knowingly interfere with, resist, obstruct, delay, hinder, or disobey (or attempt any of the foregoing actions) a civilian law enforcement agent, DoD police investigator, Criminal Investigation Division (CID) agent, federal law enforcement agent (including agents of the Federal Bureau of Investigation, DEA, Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), U.S. Marshals Service, and DoD or Department of the Army (DA) Civilian Police or Security Guard), U.S. Attorney, or any officer or non-commissioned officer (NCO) when engaged in law enforcement or disciplinary investigations.

b. It is a criminal offense for any person to knowingly destroy, conceal, damage, dispose of, or change in any manner (or attempt any of the foregoing actions) such article known to him to be the subject of law enforcement or disciplinary investigations by any of the foregoing DoD or federal authorities. Nothing in this paragraph authorizes law enforcement officials or anyone else to compel a person to incriminate himself or to answer any question which may tend to incriminate him/her in violation of UCMJ Article 31 or the Fifth Amendment to the U.S. Constitution.

## **2-9. Vehicle Accident and Collision Reporting.**

a. Collisions involving any government vehicle or government property on the installation that results in a fatality, personal injury or any property damage must immediately be reported to the installations' Directorate of Emergency Services (DES) Police Department. The operator of any government vehicle involved in a similar

collision off the installation must immediately notify the local civilian law enforcement agency having jurisdiction, as well as law enforcement personnel from the nearest DoD installation. All government vehicle accidents will also be reported to the appropriate transportation motor pool.

b. Any Privately Owned Vehicle (POV) collision on FHL or PRFTA involving a fatality, personal injury, hit and run collision or when a POV is inoperable, must immediately notify the DES, Police Department.

c. Drivers or owners of any POV involved in a collision on the installation not meeting the criteria in paragraph 2-9.b. will report the incident to the DES, Police Department within 24 hours of the event.

d. Failure to comply with these provisions may be punishable under UCMJ, federal law or applicable state and county laws or local ordinances. Failure to remain at the scene of a hit and run with the vehicle may result in the Police Department's inability to substantiate a report.

## **Chapter 3**

### **Non-Punitive Policies**

#### **3-1. Unaccompanied Personnel Housing (UPH).**

Service members may entertain guests in their UPH room or in transient barracks two-man or single rooms and common living area; guests may also use the marked UPH or transient barracks latrines. The following restrictions apply:

a. Overnight visitation in the FHL/PRFTA transient barracks is prohibited. Visitors must leave the transient barracks prior to 2230 on weekdays and 0030 on weekends. Visitors are not permitted before 0800 on any day of the week.

b. A parent or legal guardian must accompany any non-military visitor below the age of 18, who is not a member of the service member's immediate family (e.g., brother or sister).

c. Service members will ensure their visitors comply with UPH and billeting Standing Operating Procedures (SOP), respect the privacy rights of other service members, and do not engage in loud, dangerous, or otherwise tumultuous conduct while visiting UPH or transient barracks areas.

d. Service members will comply with additional restrictions contained in the UPH SOP.

#### **3-2. Fire Prevention and Safety.**

Individuals will not, nor knowingly allow their Family members to:

a. Smoke in bed in any USAG-FHL communities quarters, UPH, transient barracks or in any other U.S. Government facility used for sleeping.

b. Smoke in fuel storage areas, fuel disbursing points, storage areas in warehouses, areas where oxygen is stored or administered, paint shops, carpenter

shops, ammunition and explosive storage and handling areas, motor repair shops, or in other hazardous areas where smoking restrictions are posted.

c. Use gasoline for any purpose other than as motor fuel or as fuel for an appliance that is designed to burn gasoline as a fuel.

d. Only authorized fire department personnel may use fire hydrants for fire-fighting purposes. Any other use of fire hydrants must be specifically approved in writing by the Directorate of Public Works (DPW).

e. In accordance with AR 600-63, smoking is prohibited in all DA occupied workplaces, with the exception of recreation facilities requiring approval. If possible, designated smoking areas will provide a reasonable measure of protection from the elements. However, the designated areas will be at least 50 feet from common points of ingress into the workplace and will not be located in areas that are commonly used by non-smokers.

f. Service members will not smoke in any room or common area of UPH or the transient/training barracks.

### **3-3. Production of Identification.**

Upon the request of a civilian Police Officer, Military Police, DA security guard or access control officer, or any commissioned, warrant, petty, or non-commissioned officer (E-5 and above), any service member on a USAG-FHL installation must produce and allow inspection of his/her government issued Common Access Card (CAC), Armed Forces of the United States Geneva Conventions Identification Card.

a. The service member must also state his/her current unit of assignment or attachment, and whether he/she is on active duty or inactive duty for training.

b. In lieu of a CAC, the service member must produce an alternate form of government issued picture identification.

c. Before responding to any request for identification, a service member may ask to see proof of the law enforcement official's status or the requester's rank, e.g., badge or DD Form 2 (Active).

### **3-4. Standards of Dress and Prohibited Attire.**

All service members must wear the prescribed uniform of the day while conducting military business at FHL and PRFTA. Exceptions include emergent situations, personnel in a leave status, and service members on permissive house hunting TDY, provided they have leave documents in their possession. Also, excepted from this policy are service members whose medical profiles preclude their ability to wear the prescribed uniform of the day. In this case, a clean physical training (PT) uniform is approved, provided the service member has in his/her possession documentation relating to their profile. The mixing of uniforms is prohibited; the only items of military clothing acceptable for wear with civilian attire, without insignia or rank, are windbreakers, sweaters, black all-weather coats, and overcoats.

a. Service members will not remove their Army Combat Uniform (ACU) jacket or equivalent services top while driving their POV. The only item that may be removed while driving a POV is the headgear. While operating or riding in a tactical service vehicle, appropriate headgear will always be worn.

b. Civilian attire worn on post will be clean, well-maintained, properly fitted and present a neat, orderly appearance (buttoned, belted, zipped, or fastened). Shirts should provide complete, conservative coverage, with or without pockets. Shorts and skirts of conservative length are suitable for casual wear. All headgear worn by service members will be worn appropriately, with the bill to the front of the head and will be removed indoors absent a religious exemption. Athletic or walking shoes or sandals, with or without socks are authorized, as are thong-type footwear. Examples of prohibited attire are listed below:

- (1) Clothing that is excessively brief, short, revealing, tight, baggy, or loose.
- (2) Clothing containing obscene, discriminating, harassing, offensive, or suggestive images or words.
- (3) Clothing and accessories intended to present a para-military appearance or accessories that appear to be weapons.
- (4) Clothing that is torn, ragged, or dirty.
- (5) Clothing not specifically designed as headgear (bandannas, do-rags).
- (6) Clothing that is nightwear or sleepwear.
- (7) Soiled or sweaty athletic clothing except while engaging in physical fitness or sports activities in recreation areas.
- (8) Underwear as outerwear, or clearly visible (sports bras, boxers).
- (9) Swimwear (bikinis, Speedos, bathing suits) except in swimming and recreation areas.
- (10) Bare chest or shirtless men except in swimming and recreation areas.
- (11) Bare feet except in swimming and recreation areas.

### **3-5. Obscene/Racial T-Shirts, Bumper Stickers and Similar Items.**

Individuals will not wear clothing on USAG-FHL installations that displays an obscene, racial, extremist or any other offensive message that is prejudicial to good order and discipline. Similarly, POV operated on USAG-FHL installations are prohibited from displaying any sign, bumper sticker, or other item that is patently obscene, racial, or extremist in nature.

### **3-6. Privately Owned, Commercial and Government Owned Vehicles.**

a. Registration.

- (1) Unit Commanders are responsible for ensuring all POVs are properly registered with a state, have the required state safety sticker, and that vehicle owners



have current valid auto insurance.

(2) Civilian employees will ensure that their POVs are properly registered with a state, have the required state registration stickers, and that the vehicle has current valid automobile insurance, covering minimum required insurance for the State of California.

b. Random Inspection. All vehicles entering USAG-FHL are subject to random vehicle inspections.

(1) The Garrison Antiterrorism Officer develops recommendations for random antiterrorism vehicle inspections in accordance with the Random Antiterrorism Measures (RAM) program. Random vehicle inspection times, dates, and frequencies are forwarded through appropriate channels to the Garrison Commander for approval.

(2) Inspections are carried out IAW DoD and DA regulations and USAG-FHL DES Law Enforcement SOPs, which outlines specific instructions on how RAM inspections are organized and conducted.

### **3-7. Service Courtesy.**

Service members in uniform or civilian attire will render honors during the raising and lowering of the U.S. flag or the playing of the national anthem at public events in accordance with AR 600-25.

a. All vehicle drivers, military or civilian, will halt vehicles during flag ceremonies. Service members will dismount and render the hand salute. The senior Soldier aboard any bus or truck transporting personnel will be the only party required to dismount and render appropriate courtesy in accordance with AR 600-25.

b. Service members in uniform will render a salute to a senior officer in open-air lanais, unless the appropriate authority posts signs establishing the area as a no-salute area.

### **3-8. Disruptive Music and Noise.**

Individuals will not play radios and other audio equipment loudly enough to be heard more than 30 feet away. This prohibition does not apply to musical performances or other entertainment events authorized by the Garrison Commander. The following are prohibited:

a. Vehicles causing unnecessary noise because of improper loading, defects, or lack of a proper muffler.

b. Animals causing frequent or continued noise disturbing the comfort of other persons. An example of frequent noise is a dog barking on and off, unprovoked for thirty minutes. An example of continued noise is a dog barking consistently, unprovoked for ten minutes.

c. Operational use of equipment (including but not limited to washers, dryers, power tools, hand tools, etc.) causing loud or unusual noise between the hours of 2200 and 0630.



### **3-9. Physical Fitness Training.**

a. Reflective clothing. All persons engaged in physical training activities during hours of darkness or periods of reduced visibility will wear reflective clothing. Reflective clothing must possess reflective qualities that allow an individual to be seen in the light of approaching vehicles. Patches of reflective material on shoes and/or headbands are not sufficient. Reflective belts are available on an individual basis from the Fitness Center, Lodging Office, and Range Scheduling Office.

b. Vehicle traffic. Individuals must remain alert to vehicular traffic and observe basic rules to ensure a safe environment for all. The speed limit for vehicles passing formations or individual personnel performing physical fitness training is 10 MPH.

c. Formations. During organized unit formation physical training, participants will run, jog, or walk in the same direction as vehicular traffic. The width of formations will not exceed three abreast with the person in charge being on the left side of the formation. All road guards and front and rear ranks will wear reflective vests. During hours of darkness or periods of reduced visibility, formations will employ front and rear lights (head lights and tail lights). Formation runs will be scheduled and approved through Range Control.

d. Single runners and walkers. Individuals performing physical fitness training will run or walk facing approaching traffic close to the shoulder whenever possible. Individuals are encouraged to utilize the running tracks on the installation, especially during hours of reduced visibility. If there is insufficient shoulder width to allow facing approaching traffic, the runner may run with the traffic and should stay on the shoulders as far as possible. No more than two people running abreast on sidewalks or authorized roadways. Walkers should use sidewalks where available.

e. Cadence. Formations moving through housing communities areas will not call cadence. Jody cadence employing profane, foul or sexist language is prohibited.

f. Headphones. Use of headphones or earphones while walking, jogging, running, skating, or bicycling on roadways and sidewalks is prohibited.

g. Approved Routes:

(1) Approved FHL running routes are:

(a) Hunter Liggett Road. Individual running on Hunter Liggett Road is prohibited from the Check Point Charlie Access Control Point (ACP) entrance to the intersection of Hunter Liggett Road with Bradley Drive. Running on Hunter Liggett Road north of the Main ACP intersection with Bradley Drive is authorized.

(b) Family housing. Family housing areas are off-limits to formation running.

(c) Routes. 7<sup>th</sup> Division Road-Blackhawk Road-Infantry Road-Hunter Liggett Road (North of Bradley Drive Intersection), and the sports field track are authorized.

(d) Roads outside the cantonment area. Coordinate with Range Control during normal business hours and the Directorate of Emergency Services during non-

business hours for running outside the cantonment area. Running on Mission Road is prohibited.

(e) Waiver/Deviations. Units will submit a request for deviation to Range Scheduling Office with the following information: Unit identification, date, times, reason for the alternate route.

(f) Large Unit Formation Runs. Unit formation runs of over 60 service members must request use of all routes with the FHL Range Scheduling Office to ensure Composite Risk Management principles are adequately applied.

(2) Approved PRFTA running routes are:

(a) Family housing. Family housing areas are off-limits to formation running and racing, unless previously authorized, in writing, by PRFTA Garrison Commander.

(b) Roads outside the cantonment area. Coordinate with Range Control during normal business hours and the Directorate of Emergency Services during non-business hours for running outside the cantonment area.

(c) Authorized range run/walk routes (subject to change based on on-going berm building and terrain adjustments in the PRFTA range training areas). All run/walk routes from the garrison area, start along Cromwell Avenue and enter through West Gate and into the range training areas, including:

(1) AREA-F/E, DOUGHERTY ROAD TO HILL TOP, Continue (North) along Cromwell Avenue to the Rope Bridge Site. Turn left (West) toward the overhead water point and continue to the San Ramon pump house. Turn right (North) at the fence line, along Dougherty Road, and keep the fence to your left as you continue toward the northwest corner of PRFTA, in Area-E. This route continues to the top of a tall, steep, and curvy hill. At any point, return back. Note: Only Police, Emergency, and Range Control vehicles are allowed up or down this steep and curvy hill.

(2) AREA-E, TO HILL AND BACK, Continue (North) along Cromwell Avenue to the Rope Bridge Site. Initially turn left (West) but quickly turn right (North) at the overhead water point and continue past the amphitheater seating, to the left, along North Cromwell Avenue. Keep left (North by Northwest) into Area E, and continue straight up the tall and steep hill. At any point and return back.

(3) AREA-E/D/K/J/A, TO VICTORY LOOP, Continue (North) along Cromwell Avenue to the Rope Bridge Site. Initially turn left (West) but quickly turn right (North) at the overhead water point and continue past the amphitheater seating along North Cromwell Avenue. Veer right (North by Northeast) into Area E, along Victory Loop, circle (and avoid) the impact area to the right. This route continues ("Loops") around to the northern and northwestern perimeter of PRFTA. At any point return back, however this route will eventually head south and merge with Frog Bend Road. Frog Bend Road runs toward the MOUT Site and leads (East) to the shoot house (and then South), before it intersects with the main Range Road, to exit.

(4) AREA-A, WEST GATE TO EAST GATE, Continue (North) along Cromwell Avenue and stay on Range Road (name change) through the long curve (westward) to the right. The firing ranges, parking lots, and wetlands are to the left, and range wood shop (Quonset huts) are to the right. Continue past the airfield's wind sock to the right and the NBC Chamber, also to the right. Turn right (South) at road intersection, at Seville Road, and continue toward the Warrior Task Training (WTT) Site. East Gate (closed) is straight ahead. At any point, return back.

(5) AREA-A/J/M, WEST GATE TO GATE-7, Continue (North) along Cromwell Avenue and stay on Range Road (name change) through the long curve (westward) to the right. The firing ranges are to the left and the NBC Chamber is ahead and to the right. Turn left (North) at road intersection, at Seville Road, and continue through the Area-J Land Navigation start points. Turn right (West) at road intersection, at Albrook Drive, and continue through M-Gate and onto Eagle Road. Continue uphill (West by Northwest) toward Air Force Site, and turn right (South) at Barnett Boulevard. The road gets very steep and narrows as it curves toward Gate-7, at the southeast perimeter of PRFTA, at Area-M. At any point return back.

(6) AREA-A/J/M/K, WEST GATE TO FROG BEND ROAD, Continue (North) along Cromwell Avenue and stay on Range Road (name change) through the long curve (westward) to the right. The firing ranges are to the left and the NBC Chamber is ahead and to the right. Turn left (North) at road intersection, at Seville Road, and continue through the Area-J Land Navigation start points. Turn right (West) at road intersection, at Albrook Drive, and continue now (North) through the Area-K Land Navigation start points. Follow the route as it curves left (eastward) along towards "Special-K" Training Area and again left (South) to Frog Bend Road. Frog Bend Road runs toward the MOUT Site and leads (East) to the shoot house (and then South), before it intersects with the main Range Road, to exit.

(d) Waiver/Deviations. Units will submit a request for deviation to Range Scheduling Office with the following information: Unit identification, date, times, reason for the alternate route.

(e) Large Unit Formation Runs. Unit formation runs of over 60 Service members must request use of all routes with the PRFTA Range Scheduling Office to ensure Deliberate Risk Assessment principles are adequately applied.

### **3-10. Use of Headphones.**

The use of headphones or earphones while walking, jogging, skating, skate boarding, riding scooters, rollerblading, or bicycling including pocket bike, motorcycle or moped on or adjacent to roadways or roadway intersections on DoD installations is prohibited.

a. The wearing of any portable headphones, earphones or other listening devices while operating a motor vehicle is prohibited with the exception of hands free cellular phones.

b. Motorcycle operators may wear motorcycle helmets equipped with operator-passenger intercom systems.

### **3-11. Littering, Scavenging or Wood Collecting.**

Individuals must deposit trash and garbage only in receptacles provided for that purpose. Individuals will not scavenge in dumpsters, garbage cans, garrison trash receptacles, or landfill areas without the prior approval of the FHL and/or PRFTA Garrison Commander.

a. Prohibited Dumping. Disposal of personal waste/trash, generated off of FHL and PRFTA, in waste receptacles located on FHL and PRFTA is prohibited.

b. Wood Collecting. Wood cutting or collecting for personal or commercial use on FHL or PRFTA is prohibited. Transfer or resale of wood to other parties or transport of unprocessed wood outside Monterey County is prohibited.

c. Non-consumptive use of dead and downed wood for military training, such as road blocking, and site restoration is allowed.

d. Cutting of live or standing dead trees is permitted only for maintenance activities reviewed by the Directorate of Public Works (DPW), Environmental Division and approved by the Director DPW.

e. Wood collecting is allowed for organizational functions that support on-post activities for FHL and tenant activities. Examples include barbeques, creative projects such as primitive benches and plaques, firewood at the Hacienda, and similar activities.

(1) The FHL Fire Department (FD) maintains a cut wood pile derived from installation operations and maintenance actions. The proponent of an organizational function wanting wood collection privileges can contact the FD to request permission to remove wood from the storage site.

(2) If the site does not have sufficient wood stored to accommodate the request, the requestor can apply for a no-fee wood collecting permit from the FHL DPW Environmental Division. Permits will be issued by the Environmental Division, Conservation Branch Tuesday – Thursday from 0900-1130 and 1330-1500.

(3) Permits issued will describe limitations and requirements of the wood collecting program and are a signature agreement from the permit requestor.

(4) Permit holders will obtain a training area pass from Range Control prior to entering training areas and will abide by all training area access restrictions and requirements.

### **3-12. Qualified Recycling Program (QRP)**

All units, activities and personnel on FHL and PRFTA shall actively participate in the installation's QRP.

a. The QRP benefits the installations and all activities and persons on it, by reducing waste streams, preventing pollution, encouraging recycling and conserving natural resources. QRP also supports Net Zero Waste objective and environmental sustainment programs.

b. The efforts of all participants result in direct revenue to the QRP that independently sustains the program. If a revenue positive balance exists, remaining funds can be used at FHL and PRFTA for pollution abatement, energy conservation, occupational safety and health activities, and can be transferred to the Directorate of Family Morale, Welfare, and Recreation's (DFMWR) non-appropriated funds account to be used for any morale and welfare activity to benefit the community.

### **3-13. Distributing Written Materials, Demonstrating or Congregating.**

a. Individuals will not distribute publications, including pamphlets, newspapers, magazines, handbills, flyers, or other printed material, on FHL or PRFTA without the prior approval of the Director of Family and Morale, Welfare, and Recreation (DFMWR). (This prohibition does not preclude distribution through regularly established and approved outlets.)

b. Individuals will not picket, demonstrate, conduct sit-ins, congregate, conduct protest marches, make political speeches, hold political rallies, engage in partisan or non-partisan political activity, or engage in other similar activities on FHL or PRFTA. Posting or displaying candidate or party name signs or marquees anywhere on installation owned property is not permitted.

### **3-14. Meetings on Army Installations.**

Individuals will not participate in, hold, or cause to be held any assembly, gathering, or meeting on FHL or PRFTA, which:

- a. Is prohibited by law or lawful regulation.
- b. Could interfere with or prevent the orderly accomplishment of the installation's mission or that represents a clear danger to the loyalty, morale, or discipline of the troops.

### **3-15. Solicitation.**

Individuals will not conduct commercial solicitations on FHL or PRFTA, except as authorized under AR 210-7. Government officials and government contractor are authorized to conduct door-to-door solicitation when carrying out official government business.

a. Residents of FHL AFH or The Villages at Parks privatized housing who wish to engage in home based businesses will seek permission from the USAG-FHL DFMWR Business Operations at (831) 386-2710.

b. Individuals will not use an official bulletin or any other notice, official or unofficial, to announce the presence and availability of a commercial agent.

c. Individuals may conduct authorized solicitations on an individual basis and by appointment only; individuals will not solicit military personnel and Civilian employees during the hours they are on duty. Any approved solicitation of military personnel who live in AFH or privatized housing will occur only at their respective quarters. Individuals may conduct authorized solicitation of enlisted personnel quartered in UPH only upon approval of, and at a place designated by, the unit

commander. Solicitors must comply with AR 210-7, to include the prohibition against door-to-door sales.

d. Individuals subjected to improper solicitations should promptly inform the DEA.

### **3-16. Fundraising.**

Fundraising activities on FHL or PRFTA requires prior written approval of the USAG-FHL DFMWR, except for Army Emergency Relief Fund drives authorized by AR 930-4 and Combined Federal Campaign drives in compliance with Chapter 3, AR 600-29.

### **3-17. Posting or Display of Advertisements.**

Permission from the respective Garrison Commander is required for posting or displaying advertisements or banners on FHL or PRFTA. Advertisements must be of community or troop interest and of weather-resistant construction.

### **3-18. Resale of Exchange and Commissary Goods.**

Items purchased from commissaries or exchanges are for the personal use of the authorized purchaser, his or her Family Members, or for use as bona fide gifts. Bona fide gifts are personal in nature and given for a customary or special occasion. Purchasers will not transfer merchandise obtained from a commissary or Post Exchange to unauthorized persons. Purchasers will not resell items purchased from exchanges or commissaries to unauthorized persons, whether or not the resale is for a profit. Individuals will not purchase items from exchanges or commissaries with the intent to sell or give such items to unauthorized persons.

### **3-19. Use of Bicycle, Skateboard, Scooter, Hover Boards, Segway's, Roller or In-Line Skates.**

Bicycle helmets approved by the Consumer Product Safety Commission (CPSC) will be worn by all personnel, including Family members, who ride bicycles on FHL or PRFTA. Wearing approved protective headgear is mandatory while using powered and non-powered scooters, skateboards, roller skates, and roller blades. Hand, elbow, and knee protection is highly recommended for these type of activities. Skateboarding, riding child/toy scooters, roller and in-line skating are prohibited on FHL or PRFTA as follows:

- a. Upon any roadway with a speed limit of 20 MPH or greater.
- b. Inside public buildings or along the walkways of public buildings.
- c. In or on drainage ditches.
- d. On sidewalks.
- e. Upon any roadway portion or other place designated and posted as a "No Skateboarding" zone.
- f. Upon roadways between sunset and sunrise.
- g. Upon the PX and commissary parking lots during hours of business.



### **3-20. Control of Children.**

Civilian and military personnel and/or their spouses with Family members on FHL or PRFTA must properly control and supervise their family members at all times. Parents have the ultimate responsibility for the welfare and actions of their children. Parents will use sound judgement and consider the physical, emotional, and psychological maturity of their children when determining the level of supervision their children require. Failure to exercise those parental responsibilities may constitute neglect.

a. Children, other than groups with an adult sponsor present, will not camp out on FHL or PRFTA, except in yards of quarters. Service/Civilian sponsors are responsible for the conduct of children camping in their yard. Written requests for sponsored groups to use training areas for camping must go through the Public Affairs Office (PAO), the DFMWR Office and the DPW, Real Estate Office for a permit. The group will then coordinate with the Directorate of Plans, Training Mobilization and Security Range Control on mobilization and security ensuring they meet all of our requirements to use training areas.

b. Children who meet the criteria for the Exceptional Family Member Program (EFMP) (as defined by AR 608-75) require special levels of supervision. These guidelines for supervision and babysitting are to be modified in accordance with their special needs. Parents must consult with their primary care physician to determine the appropriate level of supervision. Parents should not give the degree of self-management and responsibility allowed in this guidance to children with special needs.

c. Primary Child Supervision (see Appendix B for a matrix of these guidelines).

(1) Children 9 years old and younger must be directly supervised at FHL and PRFTA facilities. This includes residences, bus stops, playgrounds, in vehicles, recreational areas and retail establishments. Children must be in direct line of site of the supervising adult.

(2) Adult Supervision. Defined as someone 18 years or older who has assumed responsibility for the child (i.e. parent, guardian, care provider, designated adult).

(3) Children. Defined as individuals under the age of 18 who are not U.S. Armed Forces services members or emancipated minors.

d. Additional special age/supervision policies:

#### **Sports Center:**

(1) Main Gym. Children 13 years old and younger require direct adult supervision.

(2) Weight Room. Children 15 years old and younger are not allowed regardless of supervision.

(3) Cardio Rooms. Children 15 years old and younger are not allowed regardless of supervision.

(4) Racquetball Court. Children 13 years old and younger require direct adult supervision.

(5) Swimming Pool. Children 15 years old and younger require direct adult supervision.

(6) Track & Field Complex. Children 13 years old and younger require direct adult supervision.

**Theater:**

(1) A supervising adult must accompany children 11 years old and younger.

(2) Children must meet the age guidance of the film.

e. Children 17 years of age and younger must adhere to the following restrictions for staying home alone. Child must remain within their residence.

(1) Children under 10 years of age: Not allowed to stay home alone.

(2) Children 10 – 11 years. Up to three daylight hours in a 24-hour period. Child must have ready access to adult supervision.

(3) Children 12 – 13 years. Up to four daylight hours in a 24-hour period. Child must have ready access to adult supervision.

(4) Children 14 – 15 years. Up to 8 hours but not overnight (2400-0500 daily). Child must have ready access to adult supervision.

(5) Children 16 - 18 years old or older, may be left alone (self-monitored care) for up to 48 hours. Minors will have telephone access to an adult in case of emergency. Minor children may not be left in their care overnight unless they are 18 years or older.

(6) Ready access to an adult is defined, at a minimum, as telephone access and the telephone number of the person designated as the supervising adult that can be present within 15 minutes in case of an emergency.

f. Enforcement. The DES Police Department will be notified when a child is left unattended or is improperly supervised. Police reports will be generated for violations and/or negligent circumstances.

(1) First offense. FHL/PRFTA – family will receive a warning from the Garrison.

(2) Second offense. FHL ONLY - family will forfeit their eligibility to reside in FHL AFH.

(3) Second offense. PRFTA ONLY – will be referred to The Villages at Parks Housing Manager and could possibly result in a bar to the installation.

g. Curfew. Children under the age of 18 will not be present in public places during curfew hours. Curfew is from 2200-0500 and during the hours of the day when the school attended by the minor is in session unless excused. Juveniles will not involve



themselves in wanton destruction, vandalism, violation of existing Army regulations, or violation of existing California laws while on FHL or PRFTA. The following exceptions apply:

- (1) The minor is accompanied by a parent, guardian, other adult person authorized by the parent or guardian having the care or custody of the minor; or
- (2) The minor is on an emergency errand directed by his or her parent, guardian or other adult person having the care or custody of the minor; or
- (3) The minor is going directly to or coming directly from their place of gainful employment; or
- (4) The minor is going directly to or coming directly from a medical appointment; or
- (5) The minor is involved in an emergency such as a fire, natural disaster, automobile accident, a situation requiring immediate action to prevent serious bodily injury or loss of life, or any unforeseen combination of circumstances or the resulting state, which calls for immediate action; or
- (6) The minor is emancipated pursuant to law.

h. Curfew enforcement.

(1) First Offense. A juvenile violating the curfew will be taken to the FHL or PRFTA Police Station where the parent will be notified and requested to take control of the juvenile. In addition, the sponsor's chain of command is notified. A police report will be generated to document the offense, and will be entered in the police blotter.

(2) Subsequent Offense(s). Subsequent curfew violations may provide evidence of misconduct on the part of the sponsor(s) and their Family members. At the discretion of the Garrison Commander, a bar to housing or base access memorandum may be initiated.

(3) Unescorted non-dependent juveniles. Such individuals will not be allowed on-post during the curfew hours. If a non-affiliated juvenile is found on-post between these hours, police will take necessary action to ensure they are removed from post and delivered to their parents, a responsible party, or to proper authorities.

i. All dependent children and/or Family members, ages 10-17 years of age, must have their military issued dependent ID card in their possession at all times while outside their family housing unless they are under the supervision of a parent, guardian, or Family member 18 years of age or older.

**3-21. Unauthorized Guests in FHL Army Family Housing (AFH) or The Villages at Parks privatized housing.**

a. Only service members, spouses, dependents, or other authorized residents may reside in housing on FHL and PRFTA.

b. Service members and authorized residents will request written approval for guests to reside in FHL AFH quarters when guest(s) stay(s) more than five days.

Service members and authorized resident's will submit requests including the guest's name, age, sex, relationship, and duration of stay, and reason to the FHL Housing Office.

c. Residents of The Villages at Parks privatized housing are allowed to have non-immediate family and guest for up to thirty (30) consecutive days. The Villages residents must submit a written request for stays longer than (30) days in one calendar year, through The Villages at Parks Housing Office for approval by the PRFTA Garrison Commander.

### **3-22. Pets. General Prohibitions.**

- a. Individuals will not abandon animals on or outside FHL or PRFTA.
- b. Feeding of feral animals is prohibited.
- c. Individuals will not raise or breed pets housed on FHL or PRFTA for consumption or commercial purposes.
- d. Aquarium fish are the only authorized pets in UPH. Aquarium tanks in UPH must be smaller than 5 gallons or have dimensions smaller than 16 inches in length, 8 inches in width and 10 inches in height.
- e. The housing or boarding of wild animals, farm animals, and exotic animals (examples: pigs, rats, mice, chickens, monkeys, reptiles, spiders, snakes) in or outside FHL AFH or The Villages at Parks privatized housing is prohibited.
- f. The housing or boarding of any aggressive or potentially aggressive dog breed, unless the dog is a certified military working dog that is being boarded by its handler/trainer, in or outside AFH or RCI quarters is prohibited.
- g. Dog fighting for sport or dogs participating in canine "blood sport" fighting is illegal in California.
- h. Individuals will not intentionally maul, torture, mutilate, injure, or kill any domestic animal. Euthanasia of a domestic animal by a veterinarian is authorized.
- i. Licensing and Registration.
  - (1) Pet owners residing on FHL and PRFTA will register dogs and cats with the DES law enforcement office within 14 days after the pet arrives on the installation. At the time of registration, owners must present a rabies certificate of vaccination to the DES law enforcement office or a written statement by the pet's Veterinary Treatment Facility (VTF) outlining why the pet cannot be vaccinated.
  - (2) Owners must immediately report changes to pet registration to the appropriate DES Law Enforcement Office.
  - (3) Community residents will register pets with the DPW Housing Office or The Villages community office, as appropriate, during quarter's acceptance.
- j. Control and Care of Domestic Animals. Owners of domestic animals are responsible for the security, care, and behavior of their pets.

(1) Pets must be completely under control at all times. Outdoor pets that are unsupervised must be contained within a fenced area. Pets leashed, but not contained within a fenced area must be supervised at all times. Pets must not be left tied anywhere or left unattended in carports or garages. Pets are strictly prohibited from running loose.

(2) Control animals to the extent necessary to prevent loud or continuous noises, annoyance, littering, destruction of plants or other property, and injury or disease to people and other animals.

(3) Report animal bite or scratch incidents to the DES law enforcement officer. Following an incident, such animals may be subject to a 10-day quarantine at home or at the county Animal Control facility.

(4) Ensure close control of female pets in season (heat) to prevent a gathering of other animals.

(5) Ensure that animals defecate only in the owner's yard. Owners must also pick up, bag, and place feces in a garbage can daily. In the event an animal owned by, or under the control of, a person defecates upon other grounds, the person will immediately pick up, bag, and place the feces in a garbage can.

(6) All dogs and cats on FHL and PRFTA, in AFH or RCI communities are required to wear pet collars. Pet collars must have a current rabies immunization tag attached.

(7) Ensure maintenance of pets is humane. Provide adequate shelter from heat, cold, sun, and rain while kept outside; maintain a high level of sanitation where animals are housed; provide adequate quantities of food and water; immunize pets; do not leave pets unattended inside motor vehicles; arrange for pets to receive care while the owners are away from home longer than 24 hours.

k. Penalties. Failure to comply with pet ownership and control requirements may, in addition to other administrative or punitive action, result in impoundment or removal of pets and loss of the privilege to have pets in community housing on FHL and PRFTA, or termination of AFH or The Villages at Camp Parks privatized housing. The respective Garrison Commander retains authority to require the removal of any animal from FHL AFH or PRFTA privatized housing.

### **3-23. Photography.**

Photography is allowed on the installation except as noted below:

a. The Garrison Commander or designated representative must provide approval, in writing, to make graphic representations of the following:

(1) Commercial photography, videography and/or global positioning surveys.

(2) Photographing or videotaping military operations including training.

(3) Photographing or videotaping of defense facilities, specifically of critical facilities, designated restricted areas, high risk targets, access control points including vehicle search areas, and mission essential vulnerable areas. Check with the Directorate of Emergency Services (DES) Physical Security Officer FHL (831) 386-3882, PRFTA (925) 875-4658.

(4) Photographing or videotaping of Child Development Centers (CDC) and Child, Youth, and School aged Services (CYSS).

(5) Photographing or videotaping around housing and housing areas. Residents and authorized guests are allowed to take pictures in housing areas.

b. Requests for photography will be routed by the receiving organization to the DES Physical Security Officer at FHL (831) 386-3882 or PRFTA (925) 875-4658.

c. All persons are subject to immediate questioning as well as confiscation or deletion of any notes, photographs, digital imagery, sketches, maps, cameras, photography equipment or other material describing the installations. Violators may be subject to prosecution.

d. All photographs, digital imagery, sketches, maps must be reviewed by the DES Physical Security Officer prior to leaving the installation.

### **3-24. Media Related Activities.**

It is the command's policy to provide accurate information to the media and the public on maximum disclosure, minimum delay basis. To accomplish this, all media and external inquiries involving FHL, its activities, employees, and/or residents must be directed to the Public Affairs Officer (PAO) for response. The Garrison Commander (or his appointed representative) and the PAO are the only official information release authority for FHL. This ensures the FHL command responses accurately and with one voice, and that media representatives and community members are assisted properly and promptly.

a. The FHL PAO is the sole point of contact and release authority for guidance on all matters of common concern to the installation and tenants; information which the installation has primary interest, including that which may have a negative impact on the community, and may likely cause media interest.

b. All directors and tenant organizations will ensure their staff contacts the FHL PAO immediately of incidents or events that may receive potential media, local, state or federal government, or the general public's attention. The FHL PAO contact numbers are: Office (831) 386-2690.

c. All directors will ensure their staff refers all media queries to the PAO. Information or announcements of any kind that need to be publicized through external media or organizations will be forwarded to the PAO for review and release, as appropriate.

d. All tenant organizations will contact the FHL PAO as a courtesy and for the GC's situational awareness when media-related activities are planned. Tenants and visiting units must provide the FHL PAO an advanced copy of all news releases.

e. Service members, DoD Civilians, and DoD contractors who are contacted by media shall refer all queries to FHL PAO, especially if the query is in regards to policy, procedures, programs of the DoD, U.S. Army, or USAG-FHL. If the query is in a general sense about an individual's participation in a community event or other such general query, the individual is encouraged to use good judgment in responding to all such inquiries. If appropriate, individuals should answer questions based only on their specific official duties, and should not comment on issues or policies outside their scope of responsibility, or on issues or concerns that could define command policy. These queries should be reported to the FHL PAO for historical documentation. The intent of this guidance is not to limit individuals' voices as public citizens, but to help ensure the media and general population has access to the most current and relevant information about government programs. Individual service members, DoD Civilians and DoD contractors may not at any time authorize media activities without approval from the PAO.

f. Military Family members are frequently approached by the media for information about the military or the installation, and should, in general, follow the guidelines outlined in subparagraph 5.e. above. Family members may not at any time authorize media activities without approval from the PAO. Family members will notify the PAO of any media requests for on-post media access and activities.

## **Chapter 4**

### **Debarments**

#### **4-1. Purpose.**

This chapter sets forth guidance for issuing prohibited entry orders to individuals who are titled or charged for misconduct, or whose presence is contrary to good order and discipline. Such individuals include DoD affiliated and non-affiliated individuals, active and reserve component military personnel, military retirees, Family members, appropriated and non-appropriated fund federal government employees, non-affiliated recipients, and all others identified as persons to be excluded from the installation for cause.

#### **4-2. Policy.**

A bar order may be issued when an individual's behavior, whether on or off post, establishes that his or her continued presence on the installation is not in the best interests of the Army or adversely affects the maintenance of good order and discipline. A bar order becomes effective the date the order is issued. If an individual violates an order not to reenter an installation, he or she may be prosecuted for criminal trespass and subject to both fine and imprisonment. Title U.S.C. § 1382 makes it unlawful to reenter an Army post after having been "ordered not to reenter by any officer or person in command or charge" of the installation.

### **4-3. Responsibilities.**

a. The Senior Commander retains the authority to exclude individuals from FHL and PRFTA to assure the health, safety, and security of those who live and work on the installation or to protect property. The Senior Commander also retains the authority to review whether a case with compelling circumstances warrants imposing a penalty more or less severe than the normal course of action. Such alternative course of actions may include issuing a warning letter in lieu of barring an individual or issuing a longer debarment period than typically prescribed to the offense.

b. The USAG-FHL, and PRFTA Garrison Commanders, are authorized to issue bar orders following the procedures below. The DES, and the Law Enforcement Community Compliance Office are authorized to carry out the administrative and ministerial functions necessary to process bar orders. These offices will review incidents of misconduct and requests for bar orders from units or law enforcement personnel within their areas of responsibility.

c. Commanders in the grade of O6 are authorized to issue bar orders to enlisted personnel in their command who are separated pursuant to AR 635-200, chapter 14. Commanders will demonstrate discretion in issuing bars and determining their duration, considering all relevant case-specific factors to include the nature and gravity of the underlying offenses which form the basis of the separation. The unit's servicing legal office will obtain and use template bar orders from the USAG-FHL Community Compliance Office. If the service member is present for their separation, units will obtain written acknowledgment of the bar orders, effective upon discharge, from the separated service member and provide a copy of the bar order and written acknowledgment to and the DES, Provost Marshal Office, and the USAG-FHL Community Compliance Office pursuant to paragraph 4-4 of this regulation.

### **4-4. Procedures.**

a. Types of Bars: Generally, there are 2 types of bars: (1) Standard Bar, that bars an individual from any access to the installation and (2) Limited Bar, which is where an individual retains limited privileges to reenter the installation under certain circumstances. The type of bar an individual receives depends on his status. For individuals with more than one status, the least restrictive type of bar should be issued. Bars should be issued as follows:

(1) A civilian not affiliated with the military receives a standard bar order.

(2) Military Family members and retirees receive limited bar orders that are narrowly tailored to authorize the individual access directly to and from emergency medical treatment and scheduled medical appointments. Except for urgent or emergency medical treatment, notification must be made to the Emergency Services Dispatch Center to coordinate access with the on duty Police Watch Commander. This notification will be conducted not less than 24 hours prior to entering the installation for any of the aforementioned reasons and again when leaving the installation.

(3) DoD appropriated employees receive limited bar orders authorizing access to Army installations to the extent necessary to perform their official duties or to

defend against related adverse actions. Any other government employee, such as non-appropriated DoD, non-DoD Federal, State of California and City and County employees with installation access should be brought to the USAG-FHL Commander to determine the type of bar or whether their employing agency would prefer to relieve them of their on-post duties before issuing a bar.

(4) Service members receive a narrowly tailored bar providing exceptions that may be applicable to that person, and the bar cannot prohibit entry to the installation he or she is assigned or attached. Moreover, if a Soldier is being involuntarily separated from service with a punitive discharge or unfavorable characterization of service, commanders should submit a request to bar if the underlying misconduct warrants. Ideally, such a request should be made in advance of the separation date so that the memorandum can be presented to the Soldier in person.

b. Predetermined length of bar for particular offenses. A single act of misconduct, occurring on or off post, may justify a bar order. For offenses listed below in which a Central Violations Bureau form (previously DD Form 1805) is issued, a Military Police Report (MPR) (DA Form 3975) is generated, or equivalent reports are prepared by civilian law enforcement authorities, the period of exclusion is specified below:

(1) Indefinite Bar (until Senior Commander gives individual written permission for reentry):

- (a) Arson
- (b) Aggravated Assault Offenses (felonies) Burglary/Housebreaking
- (c) Counterfeiting/Forgery
- (d) Property Destruction or Damage (\$500 and over)
- (e) Drug/Narcotic Distribution Offenses
- (f) Embezzlement/Fraud Offense
- (g) Criminal Homicide (murder and non-negligent homicide)
- (h) Kidnapping/Abduction
- (i) Motor Vehicle Theft
- (j) Prostitution
- (k) Robbery
- (l) Sexual Offenses (i.e. rape, sodomy, sexual assault, sexual abuse, sex with a minor, possession or production of child pornography)

(2) Period Specified Bar (3 Years)

- (a) Assault (simple battery)
- (b) Bad Checks
- (c) Disorderly Conduct/Public Drunkenness/Liquor Law Violations
- (d) Driving Under the Influence
- (e) Illegal Drug Possession/Paraphernalia



- (f) Indecent Exposure, Voyeurism
- (g) Larceny/Theft/Shoplifting Offenses (\$100 or over)
- (h) Destruction or Damage Under \$500
- (i) Receiving Stolen Property Resisting Arrest
- (j) Repeated pattern of minor criminal misconduct-three or more titled (or charged) offenses
- (k) Terroristic Threats, Trespassing, Vandalism (mischief)

(3) Period Specified Bar (2 Years) Larceny/Theft/Shoplifting Offenses (Under \$100)

(4) All other instances warranting exclusion from the installation, including bar orders issued by other services, will be reviewed by the USAG-FHL, Installation Legal Office, prior to forwarding for appropriate further action, if any.

c. Upon issuance of a bar, service police desk personnel will enter the information in the Army Law Enforcement Reporting and Tracking System (ALERTS) system. A copy of the bar will be attached to the MPR, one copy forwarded to the issuing commander's office with supporting documentation, and one copy issued to the offender being barred. Ensure the personal delivery of the bar order to the offender when released from police custody, or dispatch the bar order by certified mail, return receipt requested. Once the bar order has been issued, provide copies of the bar order to the "Copy Furnished" addressees on the bar order. If the bar order is returned by the Postmaster as undeliverable, send a copy of the letter to the DES operations section responsible for police operation in the area where the incident that led to a bar order occurred. If the offender of the bar order reappears on post, law enforcement personnel will serve the bar letter to him or her, and obtain a signed receipt as proof of delivery. The recipient will immediately be escorted off post. The DES will then notify the initiating commander of the details of the delivery. After receiving this notification, the initiating commander will provide a copy to each of the "Copy Furnished" addressees.

d. Maintain a copy of the signed order, supporting evidence, proof of delivery, and all other related documents. Retain the documentation, even if the order is not approved or delivered, as it may support a later bar order if the individual commits further misconduct. Bar actions will be maintained on file for at least one year after the bar letter expires.

e. Notify individuals receiving bar orders of their right to submit evidence requesting modification from standard bar to a limited bar based on their current status or future change in status (e.g., civilian enters active duty or marries a service member). Individuals may submit a request for reconsideration at any time. USAG-FHL and PRFTA Garrison Commanders, in conjunction with the Installation Legal Office will evaluate reconsideration responses submitted by individuals who receive orders, and recommend appropriate action.



## **Chapter 5**

### **Armed Forces Disciplinary Control Board (AFDCB)**

#### **5-1. Purpose.**

The USAG-FHL Armed Force Disciplinary Control Board (AFDCB) makes recommendations to the Garrison Commander regarding issues of health, safety, welfare, morale, and discipline of the Armed Forces. This includes development of an off-limits area list. The AFDCB hears appeals to lift installation bars and suspension/revocation of driving privileges.

#### **5-2. Procedures.**

- a. AFDCB area of responsibility is the area of San Luis Obispo County, Monterey County, San Benito County, Alameda County and Contra Costa County.
- b. AFDCB meetings shall be held quarterly, unless otherwise directed by the USAG Garrison Commander.

#### **5-3. Responsibilities.**

- a. Garrison Command Sergeant Major (CSM). Distribute an agenda to AFDCB members no later than three business days prior to upcoming meetings. Provide notice of upcoming AFDCB meeting to business establishments that could be affected by off-limit establishment decisions.
- b. Directorate of Emergency Services (DES). Provides notice of upcoming AFDCB meetings to individuals requesting appeal from installation debarment or suspension/revocation of driving privileges. Coordinates with local jurisdictions for crime data and presents crime data to the AFDCB. Collects and delivers information of concern regarding fire safety to the AFDCB.
- c. Installation Legal Office (ILO). Provide legal advice to the AFDCB. Collect and deliver information of concern regarding legal issues to the AFDCB.
- d. Installation Safety Office (ISO). Collect and present information of concern regarding safety, health, and alcohol and drug abuse to the AFDCB.
- e. DPW Environmental Division Chief. Collect and present information of concern regarding environmental protection to the AFDCB.
- f. Public Affairs Office (PAO). Provide public affairs support to the AFDCB. Collect and deliver information of concern regarding media and public affairs to the AFDCB.
- g. Installation Chaplain (CH). Collect and deliver information of concern regarding Chaplain's service to the AFDCB.
- h. Directorate of Human Resources (DHR). Collect and deliver information of concern regarding equal opportunity to the AFDCB.
- i. Chief, Army Community Services (ACS). Collect and deliver information of concern regarding consumer affairs and personnel and community activities to the

AFDCB.

j. Chief, Plans, Analysis & Integration (PAIO). Collect and deliver information of concern regarding ongoing oversight of assigned programs and conduct analytical reviews.

k. AFDCB Membership. The AFDCB is chaired by the Garrison CSM and is comprised of voting members listed in Table 5-1. This group will provide recommendations to the Garrison Commander. A simple majority vote will be used for AFDCB decisions. Voting shall be facilitated by a non-voting member, outlined in Table 5-2.

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**Table 5-1: Armed Forces Disciplinary Control Board (AFDCB)  
Voting Members**

Position	Office	Voting Member
President	USAG	Garrison CSM
	ISO	Safety Officer
	DPW	Environmental Chief or his/her designee
	PAO	Public Affairs Officer
	DHR	Director Human Resources or his/her designee
	DFMWR	Army Community Services Chief or his/her designee
	PAIO	Chief, Plans, Analysis & Integration Office

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**Table 5-2: Armed Forces Disciplinary Control Board (AFDCB)  
Advisors (Non-Voting Members)**

Position	Office	Non- Voting Member
Director	DES	Director or his/her designee
Chief of Police	DES	Fire Chief or his/her designee
SJA	ILO	Legal Officer
Chaplain	RSO	Chaplain
Directors/Special Staff/Tenant Organizations		As Invited
Invited Guests (Local Agencies, Media, Etc.)		As Invited

## **Appendix A References**

### **Section I.**

#### **Required References**

##### **10 U.S.C. § 2241**

Availability of Appropriations for Certain Purposes

##### **10 U.S.C. § 831**

Armed Forces, Uniform Code of Service Justice (UCMJ), Article 31, Compulsory self-incrimination prohibited

##### **10 U.S.C. § 912a**

Armed Forces, UCMJ, Article 112a, Wrongful use, possession, etc., of controlled substances

##### **18 U.S.C. § 13**

Crimes and Criminal Procedure, Laws of States adopted for areas within Federal jurisdiction

##### **18 U.S.C. § 1382**

Crimes and Criminal Procedure, Entering Service, naval, or Coast Guard property

##### **18 U.S.C. § 793**

Gathering, Transmitting or Losing Defense Information, as amended

##### **21 U.S.C. § 812**

Food and Drugs, Schedule of Controlled Substances

##### **21 U.S.C. § 813**

Food and Drugs, Treatment of Controlled Substance Analogues

##### **50 U.S.C. § 797**

Penalty for Violation of Security Regulations and Orders, as amended

##### **7 Code of Federal Regulations Part 301**

*Phytophthora Ramorum*; Quarantine and Regulations

**Army Regulation (AR) 190-11**, Physical Security of Arms, Ammunition, and Explosives

##### **AR 190-5**

Motor Vehicle Traffic Supervision

**AR 190-13**

Army Physical Security Program

**AR 190-56**

Army Civilian Police and Security Guard Program

**AR 200-1**

Environmental Quality

**AR 210-7**

Personal Commercial Solicitation on Army Installations

**AR 215-1**

Service Morale, Welfare, and Recreation Programs and Non-appropriated Fund Instrumentalities

**AR 215-8**

Army and Air Force Exchange Service Operations

**AR 360-1**

The Army Public Affairs Program

**AR 385-10**

The Army Safety Program

**AR 420-1**

Army Facilities Management

**AR 525-13**

Antiterrorism

**AR 600-20**

Army Command Policy

**AR 600-25**

Salutes, Honors, and Visits of Courtesy

**AR 600-63**

Army Health Promotion

**AR 608-18**

The Army Family Advocacy Program

**Secretary of the Army Memorandum**

Subject: Prohibited Substances (Spice in Variations), 10 Feb 2011

**DA Message 241751Z**

Subject: Prohibition on Commercial Image Collection and Surveillance

**Memorandum, U.S. Army Garrison, Fort Hunter Liggett (USAG-FHL)**

Installation Legal Office, IMHL-IL, subject: FHL Woodcutting Program, 30 March 2010

**California Code of Regulations, Title 3, Division 4, Chapter 4, Subchapter 6,  
Section 3700,**

Oak Mortality Disease Control

**Section II**

**Referenced Forms**

Unless otherwise indicated, DD forms are available on the Office of the Secretary of Defense (OSD) Web site

(<http://www.dtic.mil/whs/directives/infomgmt/forms/index.htm>).

**Appendix B**  
**USAG Fort Hunter Liggett Child Supervision Matrix**

<b>Age of Child</b>	<b>May Be Left Alone at Home</b>	<b>May Be Left Alone Overnight</b>	<b>May Be Left Outside Unattended (including Playing)</b>	<b>May Be Left Unattended in a Car</b>	<b>May Babysit Siblings</b>	<b>May Babysit Others (Besides Siblings)</b>
Newborn to age 6	No	No	No	No	No	No
6-9 years	No. Children less than 10 years will not be left unsupervised at bus stops, playgrounds, public facilities, residences, in vehicles or recreational areas and cannot walk/bike to facilities unsupervised.	No	No, children must be in direct line of site of a supervising adult.	No	No	No
10-11 years	Yes, not more than 3 daylight hours in 24-hour period with ready access to adult supervision.	No	Yes, in playground only, within own family housing area. Parent must physically see the child every hour.	Yes, up to 15 minutes if the keys have been removed and handbrake has been applied.	No	No

## Appendix B

### USAG Fort Hunter Liggett Child Supervision Matrix (Continued)

Age of Child	May Be Left Alone at Home	May Be Left Alone Overnight	May Be Left Outside Unattended (including Playing)	May Be Left Unattended in a Car	May Babysit Siblings	May Babysit Others (Besides Siblings)
12-13 years	Yes, not more than 4 daylight hours in a 24-hour period with ready access to adult supervision.	No	Yes, up to 6 hours with ready access to an adult.	Yes	Yes, up to 4 daylight hours with ready access to an adult. Children must be over 2 years. Must remain in residence.	Yes, for up to 4 day light hours with ready access to adult. Children must be over 2 years. Must remain in residence.
14-15 years	Yes, up to 8 hours but not overnight. Must have an adult in the home from 2400-0500 hours.	No	Yes	Yes	Yes, up to 6 hours (but not overnight) with ready access to an adult. Children must be over 2 years. Must remain in the residence.	Yes, for up to 6 hours (but not overnight) with ready access to adult. Children must be over 2 years. Must remain in the residence.
16-18 years	Yes, minors will have telephone access to an adult in case of emergency.	Yes, for up to 48 hours	Yes	Yes	Yes	Yes, but not overnight unless they are 18 years of age and certified.

## **Appendix B**

### **USAG Fort Hunter Liggett Child Supervision Matrix (Continued)**

1. Parents must make an informed choice (considering weather, potential hazards, and amount of time).
2. Parents are responsible for assessing the individual capabilities of their children. Questions to consider may include “can your child solve problems independently?”, “Does your child think through consequences before behaving in a certain way?”, “How does your child occupy themselves when left with free time?”.
3. Adult supervision is defined as ‘someone that has verbally assumed responsibility for the child’ (for example a parent, guardian, care provider or friend).
4. Ready access is defined as ‘at minimum, telephone access and telephone number for individual designated as adult supervisor’ (individual must be physically available to respond within 15 minutes to an emergency).
5. Children less than 16 years old cannot provide care in an overnight situation (2400-0500). An older child or adult must be in the home to provide care from 2400-0500.
6. Child Youth & School Services babysitting and CPR/First Aid training is required for babysitters under the age of 18. Contact CYSS for class offerings (831) 386-2945.



## **Glossary**

### **Abbreviations**

#### **AAFES**

Army and Air Force Exchange Service

#### **ACU**

Army Combat Uniform / Airman Combat Uniform

#### **AD**

Active Duty

#### **ADT**

Active Duty for Training

#### **AFDCB**

Armed Forces Disciplinary Control Board

#### **AFH**

Army Family Housing

#### **AR**

Army Regulation

#### **ATF**

Bureau of Alcohol, Tobacco, Firearms and Explosives

#### **ASAP**

Army Substance Abuse Program

#### **CAC**

Command Access Card

#### **CCO**

Community Compliance Office

#### **COL**

Colonel

#### **CSM**

Command Sergeant Major

#### **DA**

Department of the Army

**DACP**

Department of the Army Civilian Police

**DASG**

Department of the Army Security Guard

**DEA**

Drug Enforcement Administration

**DEERS**

Defense Enrollment Eligibility Reporting System

**DES**

Director/Directorate of Emergency Services

**DFMWR**

Directorate of Family and Morale, Welfare, and Recreation

**DoD**

Department of Defense

**DPW**

Directorate of Public Works

**EFMP**

Exceptional Family Member Program

**FD**

Fire Department

**FHL**

Fort Hunter Liggett

**FP**

Force Protection

**GC**

Garrison Commander

**IAW**

In Accordance With

**IMCOM**

U.S. Army Installation Management Command

**ISO**

Installation Safety Office

**MOA**

Memorandum of Agreement

**MOU**

Memorandum of Understanding

**MP**

Military Police

**NCO**

Noncommissioned officer

**NFPA**

National Fire Protection Association

**PAO**

Public Affairs Office

**PCS**

Permanent Change of Station

**POV**

Privately Owned Vehicle

**PRFTA**

Parks Reserve Forces Training Area

**PT**

Physical Training

**PX**

Post Exchange

**RAM**

Random Access Measures

**RCI**

U.S. Army Residential Communities Initiative

**SC**

Senior Commander

**SOP**

Standard Operating Procedures

**UCMJ**

Uniform Code of Military Justice

**UPH**

Unaccompanied Personnel Housing

**USAG**

United States Army Garrison

**USC**

United States Code