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Installation
Installation Detail Support (IDS)

FOR THE COMMANDER:

OFFICIAL:

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History. This is an administrative change to Fort Leonard Wood (FLW) Regulation 210-23. The portions affected by this revision are listed in the summary of change.

Summary. This regulation revises the previous FLW Reg 210-23. It establishes procedures for the procurement and utilization of Installation Detail Support.

Applicability. This regulation applies to all units assigned to Fort Leonard Wood.

Proponent and Exception Authority. The proponent of this regulation is the Directorate of Plans, Training, Mobilization, and Security (DPTMS).

Supplementation. Supplementation. Supplementation of this regulation is prohibited unless specifically approved by Headquarters, United States Army Maneuver Support Center of Excellence.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, MSCoE (IMLD-LNW), Fort Leonard Wood, MO 65473-5000.

Distribution. Electronic medium only and posted on the FLW Web site.

*This regulation supersedes FLW Reg 210-23, 10 September 2019.

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1. Purpose

Establish procedures for procurement, utilization, and control of personnel for Installation Detail Support.

2. References and Forms

- a. Basic Combat Training (BCT) Program of Instruction (POI) TLO-LSA 6, 07 March 2022.
- b. AR 210-22 (Support for Non-Federal Entities Authorized to Operate on a Department of the Army Installation).
- c. AR 230-3 (Department of The Army Welfare Fund).
- d. TR 350-6 (Enlisted Initial Entry Training Policies and Administration).
- e. A Form 2062, (Hand Receipt/Annex Number) 01 January 1982.

3. Explanation of acronyms, abbreviations, and terms

Acronyms, abbreviations, and special terms used in this regulation are explained in the glossary.

4. Objectives

Administration and operation of installation details will be accomplished in accordance with statutory and regulatory requirements, promulgated by higher headquarters to-

- a. Accomplish required tasks that are inherent functions assigned to installation agencies for which no personnel assets are provided on authorization documents.
- b. Accomplish required manual labor tasks of a nonrecurring nature for which no personnel assets are provided on authorization documents.
- c. Provide an equitable distribution of detail personnel based on requirements and availability of personnel.

5. General

- a. In accordance with current BCT-POI, ref 2a., each unit conducting BCT or OSUT will schedule one day of installation detail support during their cycle.
- b. Each supporting unit's Noncommissioned Officer in Charge (NCOIC) will be required to make direct coordination with the Installation Detail NCOIC. Detailed responsibilities, instructions, and requirements will be provided at a minimum of 72 hours prior to the scheduled event. During pre-coordination, the Installation Detail NCOIC will inform units of the number of Soldiers and the number of supervisory requirements needed for the detail day

c. Units will receive all equipment needed for support responsibilities from the installation detail no later than (NLT) 0830 on the day of the detail.

6. Responsibilities

a. U.S. Army Garrison, Fort Leonard Wood. Provide appropriate personnel, equipment, and funding to Directorate of Planning, Training, Mobilization, and Security (DPTMS) for the management of Installation Support Details.

b. DPTMS.

(1) Plan, coordinate, and manage the installation detail program.

(2) Installation Detail NCOIC will provide all instruction and guidance known to supporting unit at least 72 hours prior to execution day. Provide all equipment needed to complete detail(s). Installation Detail NCOIC will conduct an inventory of equipment needed with supporting unit NCOIC. Unit NCOIC will sign for all equipment inventoried on a DA Form 2062. This action will be accomplished NLT 0830 on execution day.

(3) Installation Detail NCOIC will ensure, through proper supervision and assistance, that detail responsibilities are completed daily and correctly.

(4) DPTMS Operations NCO will provide oversight of the Installation Detail NCOIC, approve requests for one-time details based on projected availability of personnel scheduled for Installation Detail Support. Request for details made less than 72 hours from required date will be denied. Only legitimate details will be approved. DPTMS Operations NCO will ensure that Soldiers on detail are not being utilized in an inappropriate manner and are properly supervised in accordance with current TR 350-6.

(5) To the maximum amount feasible, IET cadre will supervise IET Soldiers on detail. In cases where non-IET cadre are/will be supervising IET Soldiers, the military or civilian supervisor must be certified to supervise IET Soldiers through attending the requisite training outlined in TR 350-6. If there is no available supervisor with the proper certification, a certified cadre member from the scheduled unit (if available) will accompany the detail to supervise the IET Soldiers.

c. Schools and Units training BCT will-

(1) Schedule unit Installation Detail Support in Range Facility Management Support System (RFMSS). RFMSS scheduling days and times will be Monday thru Friday, 0800-1600hrs, based upon the unit's training plan and resource availability. RFMSS scheduling will be made during the unit's laydown through DPTMS scheduling.

(2) Provide appropriate coordination with the installation detail at least 72 hours prior for detail responsibilities, instructions, and requirements.

(3) Ensure IET Soldiers on detail have issued Personal Protective Equipment (PPE); at a minimum IET Soldiers on detail will have a water source, work gloves, hearing protection, eye protection, and appropriate cold/wet weather equipment for the conditions. Installation detail will be conducted in the Army Combat Uniform with boots. Any additional issued equipment that may be required will be conveyed by the Installation Detail NCOIC during coordination.

(4) Procure appropriate detail equipment from the Installation Detail NCOIC NLT 0830 on the day of the detail. Unit personnel procuring equipment will be required to operate a military vehicle with a trailer and be responsible for appropriate accountability and cleanliness of equipment upon return to the installation detail.

(5) Provide appropriate hot and cold weather mitigation measures based on current conditions.

(6) Plan and coordinate transportation and meal requirements for the detail day.

(7) Not schedule any other operations that conflict with the installation detail hours (0800-1600) on the date of execution. Not schedule operations that will significantly limit the number of available Soldiers.

d. Using units and organizations will-

(1) Carefully plan work requirements in advance to achieve maximum utilization.

(2) Submit a request at least 72 hours prior for one-time details to the DPTMS Operations NCO, providing basic information of who, what, where, and when, as well as a brief justification as to why the detail cannot be performed with available assets. The requesting agency will be notified of approval/disapproval of their request.

(3) Arrange for pick up, supervision (only if the requesting individual is properly certified to supervise trainees in accordance with TR 350-6, ref 2d., and transport of detail personnel. After completion of duties, detail personnel will be returned to the Installation Detail NCOIC. All detail personnel who have not been picked up by the using agencies by 1000 will automatically be returned to their unit.

(4) If using agencies have concluded with detail personnel prior to 1600, the agency supervisor will return detail personnel to the Installation Detail NCOIC or make arrangements for their return.

7. Restrictions

a. Details will not be provided for-

(1) Tasks that could cause damage to boot or uniform (for example, POL).

(2) Janitorial duties or other local projects that can normally be accomplished by unit personnel or contracted privately.

(3) Private organizations as defined references 2b. and 2c.

b. DPTMS, brigade, and battalion commanders, or their representatives, will periodically inspect installation details to ensure compliance with these restrictions.

Glossary

Section I. Abbreviations and Acronyms

AR	Army Regulation
BCT	Basic Combat Training
DPTMS	Directorate of Plans, Training, Mobilization, and Security
FLW	Fort Leonard Wood
IET	Initial Entry Training
NCOIC	Noncommissioned Officer In Charge
NLT	Not Later Than
POI	Program of Instruction
POL	Petroleum Oil Lubricant
PPE	Personal Protective Equipment
RFMSS	Range Facility Management Support System

Definitions

One-Time Detail - Those requested for the accomplishment of a specific task for a designated period.

Installation Detail - A Soldier or group of Soldiers detailed to a post level staff agency to accomplish a task that requires only a minimum skill common to all or most Soldiers. Details normally require only unskilled labor (for example, an area police detail, grass cutting, leaf raking, or moving equipment or furniture).

Installation Support - Recurring detail to accomplish a specific task for a specific period.

Summary of Change

FLW Reg 210-23 has undergone a revision. This revised regulation includes updates from the Basic Combat Training (BCT) Program of Instruction (POI).

- Changes document name from Installation Post Detail to Installation Detail Support.
- Adds additional acronyms and definitions.
- Updates references (paragraph 2).