

Department of the Army
Headquarters, United States Army
Maneuver Support Center of Excellence
Fort Leonard Wood, Missouri 65473-5000

FLW Regulation 210-23

10 September 2019

Installation
INSTALLATION POST DETAIL

FOR THE COMMANDER:

OFFICIAL:

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Chief of Staff


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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 use of post detail personnel.

Applicability. This regulation applies to all units assigned to FLW.

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.

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

This regulation supersedes FLW Reg 210-23, 25 March 2010.

Summary of Change

to
FLW REG 210-23, Installation Post Detail

FLW Reg 210-23, 25 March 2010 has undergone minor revision. This revised regulation includes updates from the Basic Combat Training (BCT) Program of Instruction (POI).

- Adds additional acronyms and definitions.
- Adds publication dates (paragraphs 2a, 2b and 2c).

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1. Purpose

To establish procedures for procurement, use, and control of personnel for post details.

2. References and Forms

- a. Basic Combat Training (BCT) Program of Instruction (POI), 4 June 2018. Referenced in the Summary of Changes and paragraph 5a.
- b. AR 210-22, 22 October 2001, Private Organizations on Department of The Army Installations, referenced in paragraph 7a (3).
- c. AR 230-3, 30 June 2016, Department of The Army Welfare Fund. Referenced in paragraph 7a (3).

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 post 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 BCT POI, each unit conducting BCT will schedule one day of post detail during a BCT cycle.
- b. Only Soldiers in initial military training (IMT) will conduct post detail.
- c. Each unit will be required to coordinate with the Installation Post Detail Noncommissioned Officer in Charge (NCOIC) for detail responsibilities, instructions, and requirements 72 hours prior to the post detail.
- d. During pre-coordination, the Installation Post Detail NCOIC will inform units of the number of Soldiers and the number of supervisory requirements needed for the detail day.
- e. Units will receive all equipment needed for detail responsibilities from the Installation Post Detail not later than (NLT) 0830 on the day of the detail.

6. Responsibilities

a. Garrison Command, Fort Leonard Wood. Provide appropriate manning and funding to Directorate of Plans, Training, Mobilization and Security (DPTMS) for the management of post detail.

b. DPTMS.

(1) Plan, coordinate, and manage the Installation Post Detail Program.

(2) Provide detailed instructions to units at least 72 hours prior to the detail day. Provide all equipment needed to complete details. Equipment should be signed over to the unit NLT 0830 on the day of the detail.

(3) Ensure, through proper supervision and assistance, that detail responsibilities are completed daily and correctly.

(4) Approve requests for one-time details based on projected availability of personnel scheduled for post detail support. Request for details made less than 72 hours from required date will be denied. Only legitimate details will be approved; the Installation Post Detail NCOIC will ensure that Soldiers on detail are not being used in an inappropriate manner. Only military or civilian personnel who have received the Support Cadre Training Course (SCTC) on the proper supervision of IMT Soldiers will be allowed to use privates on a detail.

c. All schools and units training BCT will—

(1) Schedule unit post detail through Range Facility Management Support System (RFMSS) (during Week 2 or Week 3 of the BCT; between Monday and Saturday) based upon the unit's training plan. This will be scheduled during the unit's laydown in RFMSS through DPTMS Scheduling.

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

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

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

d. Units and organizations wishing to utilize the Post Detail 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 Installation Post Detail NCOIC 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 by SCTC-trained personnel), and transport of detail personnel. After completion of duties, detail personnel will be returned to the Installation Post 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 finished with detail personnel prior to 1600, the agency supervisor will return detail personnel to the Installation Post Detail NCOIC or make arrangements for their return.

7. Restrictions

a. Details will not be provided for—

(1) Tasks that could cause damage to boots 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 in AR 210- 22 and Non-appropriated Funds Instrumentality (NAFI) as defined in AR 230-3.

b. DPTMS brigade/battalion commanders or their representatives will periodically inspect post support 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

IMT
Initial Military Training

NAFI
Non-appropriated Funds Instrumentality

NCOIC
Noncommissioned officer in charge

NLT
Not later than

POI
Program of instruction

POL
Petroleum Oil Lubricant

RFMSS
Range Facility Management Support System

SCTC
Support Cadre Training Course

Definitions:

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

Post Composite - A recurring detail composed of a specific company from a training brigade.

Post 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).

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