

# National Training Center and Fort Irwin



## DESERT STANDARDS HANDBOOK

(AS OF 1 October 2014)

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PURPOSE: The purpose of this pamphlet is to inform all Soldiers assigned or attached to Fort Irwin and the National Training Center of the basic standards of appearance and behavior established by Army Regulations and NTC policies. This publication only highlights and clarifies portions of those regulations and policies and in no way supersedes them or relieves any individual from complying with current regulations and policies.

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**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, NATIONAL TRAINING CENTER & FORT IRWIN  
FORT IRWIN, CA 92310-5000

REPLY TO  
ATTENTION OF

AFZJ-CG/CSM

15 December 2013

**MEMORANDUM FOR ALL SOLDIERS**

SUBJECT: Desert Standards

1. Standards, and compliance of standards, are what make our Army the best in training, readiness, and safety. Enforcement of standards helps us achieve Excellence, Competence, Confidence, Discipline, and Esprit-de-Corps.
2. The Desert Standard Handbook is required knowledge for all Soldiers. Our standards and history are the foundation for the Esprit-de-Corps of the unit and the panache of the leaders.
3. Leaders will maintain this knowledge and train new Soldiers in its content. Non-Commissioned Officers are an integral part to enforcing these and all standards, and do so with my full support.
4. The Noncommissioned Officers are the keeper of the standards and this handbook will assist us in accomplishing that mission. As a Soldier, each of us has a personal responsibility to know what the standards are and ensure we adhere by and enforce them. When Soldiers fail to comply with fundamental standards, the enforcement of standards in other areas begins to slip. This will affect training, maintenance, and everything else a unit does.
5. All Officers, Warrant Officers, Noncommissioned Officers and Enlisted Members of The National Training Center and Ft Irwin will ensure they and their Soldiers know the standards. No Leader will ever pass by a deficiency without correcting it. The instant we do so we no longer have an Army of excellence, but an Army of options.

TRAIN THE FORCE!

//ORIGINAL SIGNED//  
STEPHEN J. TRAVERS  
CSM, USA  
NTC Command Sergeant Major

//ORIGINAL SIGNED//  
THEODORE D. MARTIN  
Major General, US Army  
Commanding

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## CHAPTER 1: GENERAL INFORMATION

### ARMY VALUES

**LOYALTY**-Bear true faith and allegiance to the U.S. Constitution, the Army, your unit, and other Soldiers

**DUTY**-Fulfill your obligations

**RESPECT**-Treat people as they should be treated

**SELFLESS SERVICE**-Put the welfare of the Nation, the Army, and your subordinates before your own

**HONOR**-Live up to the Army values

**INTEGRITY**-Do what's right, legally and morally

**PERSONAL COURAGE**-Face fear, danger, or adversity (Physical or Moral)

### **SOLDIER'S CREED/WARRIOR ETHOS**

I am an American Soldier.

I am a Warrior and a part of a team. I serve the people of the United States and live the Army Values

*I will always place the mission first*

*I will never accept defeat*

*I will never quit*

*I will never leave a fallen comrade.*

I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills

I always maintain my arms, my equipment and myself

I am an expert and I am a professional

I stand ready to deploy, engage and destroy the enemies of the United States of America in close combat

I am a guardian of freedom and the American way of life

I am an American Soldier

## **CODE OF CONDUCT**

### **For members of the Armed Forces of the United States**

1. "I am an American fighting Soldier. I serve in the forces which guard my country and our way of life in their defense."
2. "I will never surrender of my own free will. If in command, I will never surrender my Soldiers while they still have means to resist."
3. "If I am captured, I will continue to resist by all means available. I will make every effort to escape and aid others to escape. I will accept neither parole nor special favors from the enemy."
4. "If I become a prisoner of war, I will keep faith with my fellow prisoners. I will give no information or take part in any action, which might be harmful to my comrades. If I am senior, I will take command. If not, I will obey the lawful orders of those appointed over me and will back them up in every way."
5. "When questioned, should I become a prisoner of war, I am required to give name, rank, service number and date of birth. I will evade answering further questions to the utmost of my ability. I will make no oral or written statements disloyal to my country and its allies or harmful to their cause."
6. "I will never forget that I am an American fighting Soldier, responsible for my actions and dedicated to the principles which made my country free. I will trust in my God and in the United States of America."

## **GENERAL ORDERS**

1. I will guard everything within the limits of my post and quit my post only when properly relieved.
2. I will obey my special orders and perform all my duties in a military manner.
3. I will report violations of my special orders, emergencies, and anything not covered in my instructions to the Commander of the relief.

## **NCO Creed**

**No one is more professional than I.** I am a Noncommissioned Officer, a leader of Soldiers. As a Noncommissioned Officer, I realize that I am a member of a time honored corps, which is known as "The Backbone of the Army". I am proud of the Corps of Noncommissioned Officers and will at all times conduct myself so as to bring credit upon the Corps, the Military Service and my country regardless of the situation in which I find myself. I will not use my grade or position to attain pleasure, profit, or personal safety.

**Competence is my watchword.** My two basic responsibilities will always be uppermost in my mind -- accomplishment of my mission and the welfare of my Soldiers. I will strive to remain tactically and technically proficient. I am aware of my role as a Noncommissioned Officer. I will fulfill my responsibilities inherent in that role. All Soldiers are entitled to outstanding leadership; I will provide that leadership. I know my Soldiers and I will always place their needs above my own. I will communicate consistently with my Soldiers and never leave them uninformed. I will be fair and impartial when recommending both rewards and punishment.

**Officers of my unit will have maximum time to accomplish their duties;** they will not have to accomplish mine. I will earn their respect and confidence as well as that of my Soldiers. I will be loyal to those with whom I serve; seniors, peers, and subordinates alike. I will exercise initiative by taking appropriate action in the absence of orders. I will not compromise my integrity, nor my moral courage. I will not forget, nor will I allow my comrades to forget that we are professionals, Noncommissioned Officers, leaders!

## **NATIONAL TRAINING CENTER**

### **MISSION**

*The National Training Center conducts tough, realistic, Unified Land Operations with our Unified Action Partners to prepare Brigade Combat Teams and other units for combat while taking care of Soldiers, Civilians, and Family members.*

### **COMMANDER'S TRAINING VISION**

*Develop Leaders at echelon who can prevail in conditions of ambiguity... Leaders that think fast, make sound decisions, exercise disciplined initiative, and give commands. We help leaders learn HOW to think, not WHAT to think.*

### **COMMANDER'S PRIORITIES**

- *Train BCTs and their Unified Action Partners across the full range of military operations.*
- *Attract and integrate the best leaders and workforce to support our mission.*
- *Develop at echelon agile adaptive leaders who understand the Army Profession.*
- *Create conditions that make Fort Irwin a community of choice.*
- *Transformation to NTC 2020 (Base 2014).*

## NATIONAL TRAINING CENTER AND FORT IRWIN HISTORY

**The Fort Irwin area is rich with history** dating back almost 15,000 years, when Indians of the Lake Mojave Period were believed to live in the area. Indian settlements and pioneer explorations in the area were first recorded when Father Francisco Barces, a Spaniard, traveled the Mojave Indian Trail in 1796. During his travels, he noted several small bands of Indians and is believed to have been the first European to make contact with the Indians of this area.

Jedediah Smith is thought to have been the first American to explore the area in 1826. A fur trapper, Smith was soon followed by other pioneers traveling the Old Spanish Trail between Santa Fe and Los Angeles. Bitter Springs, on the eastern edge of Fort Irwin, was a favorite stop over site.

In 1844, CPT John C. Fremont, accompanied by Kit Carson, was the first member of the US Army to visit the Fort Irwin area. CPT Fremont established a camp near Bitter Springs that served travelers on the Old Spanish Trail, and later the Mormon Trail, linking Salt Lake City to California. This camp was later to become an important supply center for pioneers during California's settlement and gold rush.

The California Gold Rush brought prosperous trade and unexpected trouble to the area. As California grew, and more travelers used the trails to enter the territory, raids and horse stealing became a problem. In 1846, the Army's "Mormon Battalion" patrolled the Fort Irwin area to control the raiding and horse stealing. During the Indian Wars the Army constructed a small stone fort overlooking Bitter Springs and patrolled the Fort Irwin area.

In the 1880's the area experienced an economic boom with the discovery of borax at Death Valley. From the late 1800's to the early 1900's, the area began to grow tremendously as mining operations of all types flourished. Soon railroads, workers, and businesses led to the establishment of the nearby town of Barstow.

The years following the Indian Wars were quiet militarily. In 1940, President Franklin Roosevelt established the Mojave Anti-Aircraft Range, a military reservation of approximately 1000 square miles in the area of the present Fort Irwin. In 1942, the Mojave Anti-Aircraft Range was renamed Camp Irwin, in honor of MG George LeRoy Irwin, commander of the 57th Field Artillery Brigade during World War I. Two years later, Camp Irwin was deactivated and placed on surplus status.

Camp Irwin reopened its gates in 1951 as the Armored Combat Training Area and served as a training center for combat units during the Korean War. Regimental tank companies of the 43d Infantry Division from Camp Pickett, Virginia were the first to train at the new facility. The post was designated a permanent installation on 1 August 1961 and renamed Fort Irwin. During the Vietnam buildup, many units, primarily artillery and engineer, trained and deployed from Fort Irwin.

In January 1971, the post was deactivated again and placed in maintenance status under the control of Fort MacArthur (Los Angeles), California. The California National Guard assumed full responsibility for the post in 1972. From 1972 to late 1980, Fort Irwin was used primarily as a training area by the National Guard and reserve components.

On August 9, 1979, the Department of the Army announced that Fort Irwin had been selected as the site for the National Training Center. With over 1000 square miles for

maneuver and ranges, an uncluttered electromagnetic spectrum, airspace restricted to military use, and its isolation from densely populated areas, Fort Irwin was an ideal site for a National Training Center. The National Training Center was officially activated October 16, 1980 and Fort Irwin returned to active status on July 1, 1981.

Since its activation, the National Training Center has witnessed many firsts. The first unit to train against the Opposing Force at the NTC were from 1st Brigade, 1st Infantry Division in January 1982. Infantry and engineer units first augmented the Opposing Force in 1984. June 1984 saw the first use of M1 Abrams tanks and M2 Bradley fighting vehicles on the National Training Center battle field. The first armored cavalry squadron rotation occurred in November 1984. Units from the 101st Airborne Division participated in the first light force rotation in March 1985. The 197th Infantry Brigade participated in the first extended rotation with brigade operations in June 1985. The first urban terrain mission was conducted at the National Training Center Pioneer Training Facility in December 1993. The first unit to conduct a Mission Rehearsal Exercise was the 1<sup>st</sup> Brigade of the 1<sup>st</sup> Cavalry Division in OCT/NOV 2003

The National Training Center and Fort Irwin continue to serve as the Army's premier training center preparing units from all over the globe in support of operations in Afghanistan, and for future contingencies worldwide. Officials from many countries have visited the National Training Center and use it as a model to build their own training centers. As in the past, Fort Irwin pits Soldiers against a harsh environment, but now adds a determined and formidable opposing force. As during World War II, Korea, Vietnam, Desert Storm, and the Global War on Terror, the National Training Center and Fort Irwin continue to train units to fight and win on the battlefield.

The NTC & 11th ACR Museum has exhibits depicting the Bitter Springs Area (NTC-Fort Irwin) from the first official government representatives, CPT John Fremont & Kit Carson through today's desert military training. The 11th ACR's portions of the gallery reflect its history from 1901 to the present. This is a unique museum with extensive artifacts and dioramas depicting both histories of today's Fort Irwin. Please visit the museum to learn more about your installation and the units' missions here at the National Training Center.

**National Training Center and Fort Irwin**

**Past Commanders**

BG JAMES T. BRAMLETT	1980-1982
BG THOMAS F. COLE	1982-1984
BG EDWIN S. LELAND	1984-1986
BG HORACE E. TAYLOR	1986-1988
BG PAUL E. FUNK	1988-1989
BG WESLEY K. CLARK	1989-1991
MG WILLIAM G. CARTER III	1991-1993
BG ROBERT S. COFFEY	1993-1994
BG LEON J. LaPORTE	1994-1995
BG WILIAM S. WALLACE	1995-1997
BG DEAN CASH	1997-1998
BG WILLIAM G. WEBSTER Jr.	1998-2000
BG JAMES D. THURMAN	2000-2002
MG JOSEPH F. FIL Jr.	2002-2004
BG ROBERT W. CONE	2004-2007
BG DANA J.H. PITTARD	2007-2009
BG ROBERT B. ABRAMS	2009-2010
BG TERRY R. FERRELL	2010-2013
BG THEODORE D. MARTIN	2013-

**Past Command Sergeants Major**

CSM THOMAS M. SHUMAKER	1980-1982
CSM JIMMIE JOHNSON	1982-1984
CSM ROBERT R. POOL	1984-1986
CSM HERMAN R. WHEELER	1986-1987
CSM JAMES D. RANDOLF	1987-1989
CSM JERRY T. ALLEY Jr.	1989-1991
CSM ROBERT WINDHAM	1991-1993
CSM JIMMIE G. BOWLES	1992-1996
CSM STEVEN A. MOHROR	1996-2001
CSM TERRANCE D. McWILLIAMS	2001-2002
CSM STEPHEN R. FLOOD	2002-2003
CSM KIM D. BOYINK	2003-2007
CSM ROBERT A. MOORE	2007-2009
CSM VICTOR MARTINEZ	2009-2010
CSM NATHAN E. BUCKNER	2010-2012
CSM LANCE P. LEHR	2012-2013
CSM STEPHEN J. TRAVERS	2013-

**UNITS OF THE NATIONAL TRAINING CENTER**

**11<sup>th</sup> ACR**



The 11th Armored Cavalry Regiment's unique mission is vital to the readiness of our army. That mission is to provide the US Army the most capable and lethal combined arms opposing force in the world. The 11th ACR is the Army's premier maneuver unit, the opposing force at the National Training Center at Fort Irwin, California. There, the Blackhorse trains the United States Army, one unit at a time in the brutally harsh climate of the Mojave Desert. Consequently, the tough and uncompromising standards of the 11th ACR have become the yardstick against which the rest of the Army measures itself.

**OPERATIONS GROUP**



Operations Group conducts Combined, Joint, Interagency, Intergovernmental, and Multinational Full Spectrum Operations training in a realistic, competitive environment and provides feedback to develop adaptive leaders and trained units to support the Army Campaign Plan all while taking care of Soldiers, Civilians and Family members.

## **916th SPT BDE MISSION**



The 916th Support Brigade is responsible for providing world class integrated Joint, Interagency, Intergovernmental, Multinational (JIIM), contracted support, and rotary-wing aviation sustainment to rotational units, NTC customers, and other government and civil agencies. Provide trained and ready warriors to support combat operations in the War on Terrorism while simultaneously providing exceptional quality of life to Soldiers, Civilians, and Family Members. Provide integrated sustainment operations at the NTC Forward Operating Bases and ensure seamless sustainment operations of the NTC PREPO and COB-V fleets.

## **MEDDAC**



The United States Army Medical Department Activity (MEDDAC) mission is healthcare in support of the National Training Center and Yuma Proving Ground. MEDDAC strives to meet the dynamic needs of the Ft Irwin community thru Emergency Medical Services, Behavioral Health initiatives, Population and Deployment Health, and timely access to care. MEDDAC supports rotational units thru ancillary services, Logistics, and the NTC Surgeons cell. Along with care to Soldiers and Family, USA MEDDAC has two Warrior Transition Units that enforce the Nations commitment to taking care of America's wounded.

## **Garrison**



Our mission is to provide the Army the installation capabilities and services to support expeditionary operations in a time of persistent conflict, and to provide a quality of life for Soldiers and Families commensurate with their service.

## CHAPTER 2: ASSISTANCE AND AVAILABLE SERVICES

### **1. Army Community Service (ACS)**

ACS is a social service agency that assists commanders in maintaining readiness of individuals, families, and communities within America's Army by developing, coordinating, and delivering services which promote self-reliance, resiliency, and stability during war and peace.

Services are offered to Active, Retired, and Reserve Component Soldiers and their Family Members, regardless of branch of service. Department of Defense Civilian Employees (both APF and NAF) are also eligible for most services, as are their Family Members. For more program and hours of operation information, go to the FMWR ACS website.

**Telephone:** (760) 380-4784

**Location:** Bldg. 1317, Normandy Drive, near the corner of Inner Loop and Goldstone Road

### **2. Army Emergency Relief (AER)**

AER's mission is to provide emergency financial assistance to active duty Soldiers, ARNG and USAR Soldiers on continuous active duty for more than 30 days; Soldiers retired from active duty for longevity or physical disability; ARNG and USAR Soldiers retired at age 60; family members of each group listed above, and surviving spouses and orphans of Soldiers who died while on active duty or after they retired.

**Telephone:** (760) 380-3513

**Location:** Bldg. 1317, Normandy Drive, near the corner of Inner Loop and Goldstone Road

### **3. American Red Cross**

The mission of the American Red Cross (ARC) is to improve the quality of human life and to enhance individual self-reliance and concern for others. American Red Cross services help people prevent emergencies, prepare for emergencies and cope with them when they do occur.

**Telephone:** (760) 380-3697

**Location:** Bldg. 1204, Normandy Drive

### **4. Chaplain**

The Religious Support Team (RST) welcomes all Soldiers, families, retirees and civilians to NTC and Fort Irwin. The Team is excited to offer diverse programming that will unquestionably address EVERYONE'S spiritual needs. They support and participate in a wide variety of worship opportunities for adults, children, teens, singles and couples. Make sure to visit the chapel on post to see which one suits your style. You can find services info by calling the chapel or reading a brochure.

Chaplains and assistants are here to help during times of need and happiness. Your first POC is your unit chaplain. If you do not know who he or she is please contact the Post Chaplain's Office.

**Telephone:** (760) 380-3562

**Location:** Bldg. 315 at Barstow Road and Second Street

### **5. Military Justice**

The NTC and Fort Irwin Military Justice Division provides advice to commanders and units regarding military justice, including but not limited to courts-martial, administrative separations, and other disciplinary matters. The Military Justice Division provides Trial Counsel who represent the United States at all special and general courts-martial as well as at administrative separation proceedings. The Military Justice Division also provides Judge

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Advocates to serve as Special Assistant United States Attorneys who represent the United States at misdemeanor criminal proceedings in United States Magistrate's Court.

**Telephone:** (760) 380-4414

**Location:** Building 241, on the corner of C Avenue and Third Street

## **6. Administrative Law**

The NTC and Fort Irwin Administrative and Civil Law Division provide legal advice to commanders, staff, and tenant organizations regarding administrative law matters. These include legal review of contract actions, labor and personnel actions, environmental law issues, AR 15-6 investigations, financial liability investigations, line of duty investigations, Freedom of Information Act and Privacy Act requests, and other matters involving installation activities.

**Telephone:** (760) 380-9664

**Location:** Building 241, on the corner of C Avenue and Third Street

## **7. Legal Assistance**

The NTC and Fort Irwin Legal Assistance Office serves active duty personnel, retirees, and eligible Family members. Legal assistance attorneys and staff provide legal counseling, draft letters, draft wills and powers of attorney, provide notary service, negotiate legal disputes with third parties, review and explain legal documents (sales contracts, leases, and court papers), provide *pro se* assistance in limited situations, and make referrals to civilian attorneys when appropriate. Legal assistance attorneys will not appear in civilian courts or give advice concerning private income-producing activities.

**Telephone:** (760) 380-5321

**Location:** Building 288, Barstow Road across from the Military Police Station

## **8. Claims**

The NTC and Fort Irwin Claims department can assist you with preparing HHG and POV shipment related claims. You have 70 days from the date of delivery to turn in your pink DD Form 1840 to Claims. Services are provided daily on a walk-in, first come first serve basis.

**Telephone:** (760) 380-3614

**Location:** Building 288, Barstow Road across from the Military Police Station

## **9. Trial Defense Service (TDS)**

The Mission of the Trial Defense Services is to support Soldiers pending adverse administrative actions and UCMJ punishment. Our first priority is to Soldiers facing courts-martial and separation boards. Priority two actions include chapters in which there will be no board and Article 15 actions. We also advise Soldiers who have been informed that they may be suspects and have requested counsel and Soldiers who reasonably believe they may face charges.

**Telephone:** (760) 380-3282

**Location:** Building 288, Barstow Road across from the Military Police Station

## **10. Education Center**

The NTC and Fort Irwin Army Education Center provides a full range of voluntary educational services.

Army Education Counselors can assist Soldiers, Family Members, and community members with educational goal clarification and degree/certificate program information, tuition assistance, financial aid, and VA education benefits. Contact the respective institution representative to determine the current tuition cost and program availability. Eligible students may use Army TA, GI Bill, grants, or student loan/educational benefits.

**Telephone:** (760) 380-4218

**Location:** Building 1020 at the corner of 3<sup>rd</sup> Street and F. Avenue

**11. Better Opportunities for Single Soldiers (BOSS)**

BOSS is a Single Unaccompanied Soldiers program. It is designed to support the Chain of Command and increase morale at the same time. All unit BOSS representatives attend a monthly council meeting and promote upcoming activities. Annual BOSS events include Single Soldier Day, The 5K Sun Fun Run, beach trips, local amusement park visits, Christmas Tree sales and various other community oriented activities.

**Telephone:** (760) 380-3586

**Location:** Bldg 361, Warrior Zone, and Third Street

**12. Army Career and Alumni Program (ACAP)**

The NTC and Fort Irwin ACAP office provides assistance to personnel in transitioning from the Army to civilian life. Transition services are Congressionally mandated and available for all transitioning personnel. Transitioners and their family members are authorized to start using ACAP services two years before retirement or one year prior to separation. Public law requires military transitioners to complete the first step of transition service Pre-separation Counseling and complete a DD Form 2648, Pre-separation Counseling Checklist, not less than 90 days prior to separation or retirement. Military members pending involuntary separation are required to receive pre-separation counseling as soon as their separation is anticipated. It is the command's responsibility to refer transitioners to ACAP in accordance with public law. Transitioners should register with ACAP.

**Telephone:** (760) 380-5644

**Location:** Bldg 111, 2nd Street, Corner of Langford Lake and B Avenue

**13. Army Substance Abuse Program (ASAP)**

Reinforces unit urinalysis and provides a full range of screening, treatment and prevention programs to support a sober and drug-free lifestyle for every Soldier, civilian employee, retiree and adult family member in the NTC area.

**Telephone:** (760) 380-4153

**Location:** Bldg 573, 3rd Street

**14. Suicide Intervention/Prevention**

Common triggers associated with suicidal behavior are relationship problems, legal and/or financial problems, and alcohol/drug related problems. In many cases, it is a combination of these problems linked with poor interpersonal coping skills that lead to suicidal behavior. Unit leaders should be prepared to monitor these individuals and utilize the community, spiritual, and medical assistance that is available.

Contact your Chaplain's office at (760) 380-3562. For emergency assistance after duty hours call the Emergency Operations Center (EOC) at (760) 380-3750. One important way to prevent suicide is to know your Soldiers. Ensure they know you care and are truly concerned about their well being, and if they need assistance, that you are there to get them the help they need.

**15. Family Morale Welfare and Recreation (FMWR)**

FMWR commitment is to contribute to Army Well-Being, which is the personal, physical, material, mental and spiritual state of Soldiers, Civilians, Retirees, Veterans and their Families that contributes to their preparedness to perform the NTC's mission.

**Telephone:** (760) 380-5111

**Location:** Bldg. 1317, Normandy Drive, near the corner of Inner Loop and Goldstone Road

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**16. Inspector General**

Office hours are Monday-Wednesday, Friday 0830-1630 Thursday 0830-1200

**Phone Numbers:** Commercial (760) 380-3038/3039, DSN 470-3038/3039

**Location:** Building 988A, located behind NTC Headquarters Building

**Commanding General's Hotline Number:** (760) 380-LINE (5463)

**17. Retention**

Post Retention Office	Bldg 340	760-380-3580 / 3581
National Guard / Army Reserve	Bldg 340	760-380-5250 / 4786
USAG Retention	Bldg 248	760-380-3841
MEDDAC Retention	Bldg 166	760-380-5215
11th ACR Retention	Bldg 189	760-380-3762
916 <sup>th</sup> SB Retention	Bldg 587	760-380-3841

**18. GARRISON SAFETY DIRECTOR (Motorcycle and ATV information)**

COM: (760) 380-1347

DSN: 470-1347

FAX: (760) 380-3239

## CHAPTER 3: UNIFORM POLICY

### 1. REFERENCES: AR 670-1 and DA PAM 670-1 dated 15 September 2014

### 2. GENERAL

a. While absolute uniformity of appearance cannot be expected, personnel must project a military image that leaves no doubt that they live by a common standard and are responsible to military order and discipline. Hands in pockets or poorly fitted and improperly worn uniforms do not present a good Soldierly appearance.

b. Items prescribed by AR 670-1, Wear and Appearance of Army Uniforms and Insignia or contained in current authorization documents will be the only uniforms, accessories and insignia prescribed to be worn by personnel assigned/attached to NTC and Fort Irwin. As an exception, Soldiers assigned to (or in support of) the 11 ACR during rotations are authorized to wear the issued COEFOR uniforms IAW 11ACR SOP.

c. Utilizing this booklet will provide the user with a basic understanding about what's expected at NTC and Fort Irwin and is applicable to all assigned/attached Soldiers. It is a synopsis of several current military regulations and enforces our Army's standards.

### 3. RESPONSIBILITY

a. All leaders are responsible for enforcing these standards. It is the Army's Standard! The Chain of Command will brief every Officer, NCO and Soldier assigned/attached to NTC and Fort Irwin on these standards and other NTC and Fort Irwin policies.

b. Mixed Uniforms. Wearing combinations of various articles of the uniform other than those prescribed by regulation, to include civilian clothes, is not authorized. However, the black overcoat/raincoat, black windbreaker and the pullover black sweater, may be worn with civilian clothes when the insignia of grade is removed.

c. The wear out date for the Army Green Service Uniform is 4<sup>th</sup> quarter of FY15. Soldiers are required to possess the Blue Army Service Uniform (ASU) by 4<sup>th</sup> quarter of FY15. Until the wear out date, Soldiers are authorized to wear both uniforms, but are encouraged to purchase the ASU as soon as possible.

d. Soldiers are reminded that many items are available for purchase through our AAFES Military Clothing Sales store which may not be authorized or wear with Army issued uniforms.

### 4. PERSONAL APPEARANCE

All personnel will maintain a high standard of dress and appearance. Uniforms will be properly fitted (trousers, pants or skirt should not fit tightly), clean, serviceable and pressed as necessary (ACUs are not authorized to be starched). ***At no time will the sleeves of the ACU/DCU Blouse be "cuffed or rolled".***

Personnel must project a military image that leaves no doubt that they live by a common military standard and are responsible to military order and discipline. Personnel will ensure that when articles are carried in pockets i.e., wallets, checkbooks, combs and keys, that these articles do not protrude from the pocket or present a bulky appearance.

Items such as keys and key chains will not be attached to belt loops or belts unless required for duties being performed; i.e., charge of quarters or armorer.

***Cell phones and pocket clip knives will not be exposed while in uniform.*** While in uniform, personnel will not place their hands in their pockets, except momentarily to place or

retrieve objects. Uniforms will be kept buttoned, zipped and snapped. Metallic devices such as metal insignia, belt buckles and belt tips will be kept in proper luster and be free of scratches and corrosion. Medals and ribbons will be clean and not frayed and shoes and boots will be clean and shined. Lapels and sleeves of jackets will be roll pressed, without creasing. Skirts will not be creased. Trousers, slacks and sleeves of shirts and blouses will be creased. Soldiers may add military creases to the AG shade 415 shirt.

See AR 670-1, para 3-6 (4) for additional information of creasing of uniform items. No other lines or creases will be ironed/sewn into the shirt. Although some uniform items are made of wash and wear materials or treated with permanent press finish, some pressing may be required to maintain a neat, military appearance. However, before pressing Soldiers should read and comply with care instruction labels attached to uniform items. ACU is a wash and wear uniform.

## **5. HAIRCUTS**

**Males:** The hair on top of the head must be neatly groomed. The length and bulk of the hair may not be excessive or present a ragged, unkempt, or extreme appearance. The hair must present a tapered appearance. A tapered appearance is one where the outline of the Soldier's hair conforms to the shape of the head, curving inward to the natural termination point at the base of the neck. When the hair is combed, it will not fall over the ears or eyebrows, or touch the collar, except for the closely cut hair at the back of the neck. The block-cut fullness in the back is permitted to a moderate degree, as long as the tapered look is maintained. Males are not authorized to wear braids, cornrows, or dreadlocks (unkempt, twisted, matted, individual parts of hair) while in uniform, or in civilian clothes on duty. Haircuts with a single, untapered patch of hair on the top of the head (not consistent with natural hair loss) are considered eccentric and are not authorized. Examples include, but are not limited to, when the head is shaved around a strip of hair down the center of the head (mohawk), around a u-shaped hair area (horseshoe), or around a patch of hair on the front top of the head (tear drop). Hair that is completely shaved or trimmed closely to the scalp is authorized.

**Females:** The requirements for hair regulations are to maintain uniformity within a military population for female Soldiers while in uniform, or in civilian clothes on duty, unless otherwise specified. Female hairstyles may not be eccentric or faddish and will present a conservative, professional appearance. For the purpose of these regulations, female hairstyles are organized into three basic categories: short length, medium length, and long length hair.

a. **Short length:** Short hair is defined as hair length that extends no more than 1 inch from the scalp (excluding bangs). Hair may be no shorter than 1/4 inch from the scalp (unless due to medical condition or injury), but may be evenly tapered to the scalp within 2 inches of the hair line edges. Bangs, if worn, may not fall below the eyebrows, may not interfere with the wear of all headgear, must lie neatly against the head, and not be visible underneath the front of the headgear. The width of the bangs may extend to the hairline at the temple.

b. **Medium length:** Medium hair is defined as hair length that does not extend beyond the lower edge of the collar (in all uniforms), and extends more than 1 inch from the scalp. Medium hair may fall naturally in uniform, and is not required to be secured. When worn loose, graduated hair styles are acceptable, but the length, as measured from the end of the total hair length to the base of the collar, may not exceed 1 inch difference in length, from the front to the back. Layered hairstyles are also authorized, so long as each hair's length, as measured from the scalp to the hair's end, is generally the same length giving a tapered appearance. The regulations for the wear of bangs detailed in paragraph (a), above, apply. No portion of the bulk of the hair, as measured from the scalp, will exceed 2 inches.

c. **Long length:** Long hair is defined as hair length that extends beyond the lower edge of the collar. Long hair will be neatly and inconspicuously fastened or pinned, except that bangs may be worn. The regulations for the wear of bangs detailed in paragraph (a), apply. No portion of the

bulk of the hair, as measured from the scalp, will exceed 2 inches (except a bun, which may extend a maximum of 3 inches from the scalp) and be no wider than the width of the head.

d. Additional hairstyle guidelines: Faddish and exaggerated styles, to include shaved portions of the scalp other than the neckline, designs cut in the hair, unsecured ponytails (except during physical training), and unbalanced or lopsided hairstyles are prohibited. Hair will be styled so as not to interfere with the proper wear of all uniform headgear. All headgear will fit snugly and comfortably around the largest part of the head without bulging or distortion from the intended shape of the headgear and without excessive gaps. When headgear is worn, hair should not protrude at distinct angles from under the edges. Hairstyles that do not allow the headgear to be worn in this manner are prohibited. Examples of hairstyles considered to be faddish or exaggerated and thus not authorized for wear while in uniform, or in civilian clothes on duty, include, but are not limited to hair sculpting (eccentric texture or directional flow of any hairstyle to include spiking); buns with loose hair extending at the end; hair styles with severe angles or designs; and loose unsecured hair (not to include bangs) when medium and long hair are worn up.

e. Devices: Hair holding devices are authorized only for the purpose of securing the hair. Soldiers will not place hair holding devices in the hair for decorative purposes. All hair holding devices must be plain and of a color as close to the Soldier's hair as is possible or clear. Authorized devices include, but are not limited to, small plain scrunchies (elastic hair bands covered with material), barrettes, combs, pins, clips, rubber bands, and hair/head bands. Such devices should conform to the natural shape of the head. Devices that are conspicuous, excessive, or decorative are prohibited. Some examples of prohibited devices include, but are not limited to: large, lacy scrunchies; beads, bows, or claw or alligator clips; clips, pins, or barrettes with butterflies, flowers, sparkles, gems, or scalloped edges; and bows made from hairpieces. Soldiers may not wear hairnets unless they are required for health or safety reasons, or in the performance of duties (such as those in a dining facility). No other type of hair covering is authorized in lieu of the hairnet. The commander will provide the hairnet to the Soldier at no cost to the Soldier.

f. Braids, Cornrows and Twists: Medium and long hair may be styled with braids, cornrows, or twists.

(1) Braids are defined as three or more portions/bunches of interwoven hair. Braids are worn free-hanging (loose) or against the scalp.

(2) Cornrows are defined as hair temporarily rolled, twisted, or braided closely to the scalp producing a continuous, raised row of hair. Cornrows are worn against the scalp.

(3) Twists are defined as the temporarily twisting of two distinct strands of hair around one another to create a twisted ropelike appearance. Only temporary twists (those that can be easily untwisted) are authorized. Twists are worn free-hanging (loose) or against the scalp.

Each braid, cornrow, or twist will be of uniform dimension, have a diameter no greater than 1/2 inch, and present a neat, professional, and well-groomed appearance. Each must have the same approximate size of spacing between the braids, cornrows, or twists. Each hairstyle may be worn against the scalp or loose (free-hanging). When worn loose, such hairstyles must be worn per medium hair length guidelines or secured to the head in the same manner as described for medium or long length hair styles. Ends must be secured inconspicuously. When multiple loose braids or twists are worn, they must encompass the whole head. When braids, twists, or cornrows are not worn loosely and instead worn close to the scalp, they may stop at one consistent location of the head and must follow the natural direction of the hair when worn back, which is either in general straight lines following the shape of the head or flowing with the natural direction of the hair when worn back with one primary part in the hair.

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Hairstyles may not be styled with designs, sharply curved lines, or zigzag lines. Only one distinctive style (braided, rolled, or twisted) may be worn at one time. Braids, cornrows, or twists that distinctly protrude (up or out) from the head are not authorized.

g. Dreadlocks or locks: Dreadlocks or locks are defined as any permanently twisted or locked coils or ropes of hair (or extensions) or hair tangled closely together. Any style of dreadlock or lock (against the scalp or free-hanging) is not authorized. Braids or cornrows that are unkempt or matted are considered dreadlocks and are not authorized.

h. Hair extensions: Hair extensions are authorized. Extensions must have the same general appearance as the individual's natural hair and otherwise conform to this regulation.

i. Wigs: Wigs, if worn in uniform, must look natural and conform to AR 670-1.

j. Physical training: Long length hair, as defined in paragraph 3–2a(3)(c), may be worn in a pony tail during physical training. A single pony tail centered on the back of the head is authorized in physical fitness uniforms only when within the scope of physical training, except when considered a safety hazard. The pony tail is not required to be worn above the collar. When hair securing devices are worn, they will comply with the guidelines set in paragraph 3–2a(3)(e). Hairstyles otherwise authorized in this chapter (such as braids and twists) may also be worn in a pony tail during physical training.

k. Physical training in utility uniforms: Pony tails are authorized using guidelines set forth in AR 670-1, paragraph 3–2a(3)(l), while conducting physical training in utility uniforms. However, if the helmet is worn during physical training, hair must be secured using guidelines in AR 670-1, paragraph 3–2a(3)(a) through (k).

## **6. SHAVING AND SHAVING PROFILES**

a. The face will be clean shaven when in uniform or in civilian clothes on duty except for mustaches which are permitted. If a mustache is worn, it will be kept neatly trimmed, tapered and tidy and will not present a chopped off appearance. No portion of the mustache will cover the lip line or extend horizontally beyond or below the corner points of the mouth where the upper and lower lips join.

b. Handlebar mustaches, goatees, unshaven hair under the lower lip and beards are not authorized. Personnel with shaving profiles will have a current valid medical profile (DA Form 3349) in their possession at all times and make it available for inspection. Beard length will not exceed ¼ inch. Beards will not be shaped, but rather be allowed to grow with the natural contour of the face.

## **7. SIDEBURNS**

Sideburns are hair grown in front of the ear and below the point where the top portion of the ear attaches to the head. Sideburns will not extend below the bottom of the opening of the ear. Sideburns will not be styled to taper, flair, or come to a point. The length of an individual hair of the sideburn will not exceed 1/8 inch when fully extended.

## **8. MAKE-UP AND NAIL POLISH**

Female personnel are authorized to wear make-up and nail polish, but it must be conservative and complement the uniform. Males are not authorized to wear nail polish and they must keep nails trimmed to the tip of the finger. Females must keep nails trimmed no longer than ¼ inch, as measured from the fingertip. Two-tone or multi-tone manicures and nail designs are prohibited. Prohibited nail polish colors include bright fire-engine red, khaki or camouflage, purple, gold, blue, black, white and neon colors.

## **9. JEWELRY/EYEGASSES/CONTACTS**

a. Soldiers may wear a wristwatch, a wrist identification bracelet, and a total of two rings (a wedding set is considered one ring) with Army uniforms, unless prohibited by the commander for safety or health reasons. Soldiers may also wear one activity tracker, pedometer, or heart rate monitor. Any jewelry or monitors worn by Soldiers while in uniform or in civilian clothes on duty must be conservative. Identification bracelets are limited to medical alert bracelets, and missing in action, prisoner of war, or killed in action (black or silver in color only) bracelets. Soldiers are only authorized to wear one item on each wrist while in uniform, or in civilian clothes on duty. An activity tracker, pedometer, or heart rate monitor may be worn, in addition to the one item (watch or identification bracelet) authorized to be worn on each wrist.

b. Earrings or ear posts of any size or shape, fad devices, vogue medallions and personal talismans or amulets are not authorized for wear by personnel in uniform or on duty. As an exception, female Soldiers are authorized optional wear of conservative screw-on, clip-on or post type earrings with the service, dress or mess uniforms. Only one earring per ear may be worn. *Male Soldiers are not authorized to wear earrings while in uniform or civilian clothes while on post or other places under military control, on duty or off.*

c. Conservative civilian prescription eyeglasses are authorized for wear. Conservative prescription and non-prescription sunglasses are authorized for wear in garrison except when in formation or when safety considerations apply. Eyeglasses or sunglasses that are faddish (e.g. mirrored or colored) or have lenses or frames with initials or other adornments are not authorized for wear.

d. Eye protection from the Army's Authorized Protective Eyewear List (APEL) must be worn at all times in the training area and may be worn with the IPFU while conducting PRT. Non-APEL or civilian sunglasses are not authorized for wear with the IPFU. Prescription eyewear alone is NOT eye protection! Soldiers must order and wear the appropriate prescription inserts for their issued APEL Spectacles, or wear APEL approved goggles over their prescription glasses while in the training area, or while conducting activities which could result in eye injury. For additional information, see CH 3-10.

e. Tinted or colored contacts or contacts that change the shape of the iris are prohibited, as they are not medically required. The only authorized contacts are opaque lenses (when prescribed for eye injuries) and clear corrective lenses.

f. Contact Lenses are NOT Authorized in a field environment.

## **10. BODY PIERCING**

Soldiers are prohibited from willful mutilation of the body or any body parts in any manner. Examples include, but are not limited to, tongue bifurcation (splitting of the tongue) or ear gauging (enlarged holes in the lobe of the ear, which are greater than 1.6mm).

No attaching, affixing or displaying objects, articles or jewelry ornamentation to or through the skin while in uniform or civilian clothes while on post or other places under military control, on duty or off; except as outlined in paragraph 3-4d, AR 670-1. The term "skin" is NOT confined to external skin, but includes skin inside the mouth, to the skin of the tongue and skin not readily visible.

## **11. TATTOOS OR BRANDS**

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a. The following types of tattoos or brands are prejudicial to good order and discipline and are, therefore, prohibited anywhere on a Soldier's body:

(1). Extremist: Extremist tattoos or brands are those affiliated with, depicting, or symbolizing extremist philosophies, organizations, or activities. Extremist philosophies, organizations, and activities are those which advocate racial, gender, or ethnic hatred or intolerance; advocate, create, or engage in illegal discrimination based on race, color, gender, ethnicity, religion, or national origin; or advocate violence or other unlawful means of depriving individual rights under the U.S. Constitution, and Federal or State law (see AR 600–20).

(2). Indecent: Indecent tattoos or brands are those that are grossly offensive to modesty, decency, propriety, or professionalism.

(3). Sexist: Sexist tattoos or brands are those that advocate a philosophy that degrades or demeans a person based on gender.

(4). Racist: Racist tattoos or brands are those that advocate a philosophy that degrades or demeans a person based on race, ethnicity, or national origin

b. Placement of Tattoos on the body:

(1). Soldiers are prohibited from having tattoos or brands on the head, face (except for permanent makeup, as provided in AR 670-1, paragraph 3–2b(2)) , neck (anything above the t-shirt neck line to include on/inside the eyelids, mouth, and ears), wrists, hands, or fingers. Accessing applicants must adhere to this same policy.

(2). Soldiers may have no more than four visible tattoos below the elbow (to the wrist bone) or below the knee. The tattoos in these areas must be smaller than the size of the wearer's hand with fingers extended and joined with the thumb touching the base of the index finger. The total count of all tattoos in these areas may not exceed a total of four.

(3). A single tattoo is defined as one or multiple tattoos spaced apart that can still be covered by a circle with a diameter of five inches. Tattoos spaced apart that cannot be covered by a circle with a diameter of five inches are considered separate tattoos.

## **12. DUTY UNIFORM**

*Team hats are to only be worn in the team/unit CPs and team events as prescribed by the COG. Once out of CP, authorized headgear must be worn (Beret/Patrol Cap/Kevlar helmet).*

a. ACU: Rank, Name and US ARMY service tape are mandatory, and may be Velcro or sewn on the ACU. Shoulder sleeve insignia (SSI or unit patch) and Full-color **CLOTH** US Flag will also be worn at all times. The IR flag may be worn in combat/field environment as directed by unit commander. **At no time will the sleeves of the ACU/DCU Blouse be "cuffed or rolled"**. Special skill tabs and shoulder sleeve insignia - former wartime service (SSI-FWTS or combat patch) are optional.

b. ACU modification. ACUs will not be modified (i.e. sterilizing, sewing or removing of pockets, embroidery, Arabic name tapes, etc.)

c. Skill and identification badges: Badges may be sewn on the ACU IAW DA PAM 670-1. **Pin- on metallic skill and identification badges (Drill Sergeant, Recruiter, etc.) are only permitted in garrison, and will not be worn in a field environment.**

d. Fleece Jacket: When the green fleece jacket is worn in garrison, rank and name tape will be affixed, and the ACU top will still be worn. Soldiers will not wear the fleece jacket in lieu of their ACU top unless in a field environment as directed by the commander. Black fleece may be worn in the same manner, but Soldiers are prohibited from affixing anything to it (rank, name tapes, etc).

e. Eye Protection: Only clear and neutral grey sunglass lenses are from the Army APEL will be worn, with the exception of products with approved laser protective lenses. Non-laser commercial lens tints, such as yellow, are not approved for use due to their impact on color perception. For more info on eye protection see CH 3-10.

f. Improved Physical Fitness Uniform (IPFU): Components of the IPFU are defined in DA PAM 670-1 (CH 12), and nothing can be added. For example, fleece will not be worn with the IPFU. Units will determine appropriate components (sweats, long sleeve, short sleeve, etc.) based on weather and scheduled activities, ensuring all Soldiers are in the same uniform. The IPFU is authorized for wear while conducting PRT at anytime, but is required from (0630-0745). The IPFU is not authorized to be worn in any on-post facility, except for the following: medical facilities as directed by unit policy, short stops at the 24 hour Shoppette before and after scheduled PRT, and the Dining Facility (DFAC).

g. Boots: Soldiers have the option of wearing either the CIF issue desert boot or the RFI issue improved hot weather boot. No Soldier should be wearing winter boots during summer months. Commercial desert boots must be IAW required standards. No zipper boots of any kind will be worn. See CH 20-3 of DA PAM 670-1.

h. Gloves: Issued gloves may be worn or plain civilian gloves of comparable color and design may be worn, but will not have logos, writing or stripes.

i. Camelbacks: Commercial hydration systems (Camelbacks) may be worn at the individual discretion, or as directed by the Unit Commander.

j. Accessories: Small utility knives may be worn on the belt. Medical ID, POW/MIA/KIA/FALLEN WARRIOR bracelets may be worn. All other bracelets (foundations, friendships, etc.) are prohibited.

k. Commercial travel: Travel CONUS in military uniform is permitted and encouraged. Travel in flight suits and coveralls is prohibited at all times.

### **13. UNIFORM ACCESSORIES**

Items prescribed by DA PAM 670-1 or contained in current authorization documents are the only uniforms, accessories, or insignia authorized for wear by personnel in the United States Army. No items governed by the regulation may be altered in any way that changes the design or intent of the item.

a. GLOVES: Optional purchased gloves are authorized for wear. However, they must be subdued with no other visible colors or designs. The Chain of Command is responsible for ensuring the gloves provide sufficient cold weather and/or fire protection. In a field/tactical environment all personnel must wear fire resistant gloves with leather palm protection, such as the nomex gloves issued from CIF. Additionally, the glove will be complete, meaning Soldiers will not cut off the trigger finger or any other portion of the glove.

b. FOOTGEAR: All Soldiers will wear the tan desert boots. Tan combat boots will be standard uniform issue. As an option, boots of a similar commercial design (8"-10") are authorized for wear. Low cut boots (< 8") are not authorized. Standard issue combat boots may have soles altered as long as they are not excessively thick and still meet the safety requirements

afforded by the original sole. Boots must be tan leather or suede with plain or capped toe. Boots made of patent leather or poromeric material are not authorized. Zippers, sneaker-style boots, or boots with thick soles and heels or metal taps are not authorized. Boot laces will be tan in color. Safety shoes may be worn only while personnel are performing duties requiring them, while commuting to and from work areas or while in dining facilities. Short stops while traveling to and from work are not authorized while wearing safety shoes. Trousers will not be bloused while wearing safety shoes. Black oxford shoes of nonporomeric material or leather are authorized for wear. Soldiers will not blouse boots any lower than the third eyelet from the top of the boot or the top strap of the tanker boot. Commercial desert boots may be worn as long as they are 8-10 inches in height, have a plain or capped toe and have a tan vulcanized rubber outsole. Commercial boots that have sewn in or laced in zippers are not authorized for wear.

c. UNDERSHIRTS: Issue-type tan undershirts will be worn by personnel in a field training environment or when wearing the Army Combat Uniform (ACU). This does not apply when wearing the Extended Cold Weather Clothing System (ECWCS). The Black/Brown Silk temperate suit is authorized for wear under the ACU. The white undershirt will be worn with the ASU, Army green service uniform, dress and mess uniforms, and hospital and food service duty uniforms. Females are authorized to wear the V-neck (white) T-shirt with all uniforms except the ACU, flight uniforms and combat vehicle crewman uniforms. The camisole may be worn with all uniforms but not in lieu of the tan T-shirt for ACUs. The white V-neck T-shirt and camisole are not substitutes for undergarment items as prescribed in DA PAM 670-1, para 20-28 (g). The GREEN fire resistant T-shirt is only authorized with the Flight suit or petroleum handlers or authorized by chain of command while in field environment.

d. HEADGEAR:

(1) **TEAM/UNIT BASEBALL HATS:** Team hats may only be worn in the team/unit CPs, or during events approved by the COG (Leader Call, etc.). Anywhere else, authorized headgear must be worn (Beret/Patrol Cap). For example, AUTHORIZED (unit areas) vs. UNAUTH ("Back 40").

(2) **BERET:** Although the Patrol Cap is the standard headgear for the duty uniform (ACU), the black beret with Army Flash will be worn with the ASU and dress uniforms. Commanders may also prescribe the beret for parades or ceremonies in ACUs. Airborne units at Fort Irwin (Tarantula Team) will wear the maroon beret as the standard headgear in garrison. **The beret is worn** so that the headband (edge binding) is straight across the forehead, 1 inch above the eyebrows. The flash is positioned over the left eye and the excess material is draped over to the right ear extending to at least the top of the ear, and no lower than the middle of the ear. Personnel will cut off the ends of the adjusting ribbon and secure the ribbon knot inside the edge binding at the back of the beret. When worn properly, the beret is form fitting to the head, therefore Soldiers may not wear hairstyles that cause distortion of the beret. **Storage of Headgear:** Soldiers will ensure that articles carried in pockets do not protrude from the pocket or present a bulky appearance. Soldiers will carry their headgear, when it is not worn, in their hand when wearing service dress or dress and mess uniforms. Soldiers are authorized storage of the headgear, when it is not worn, in the ACU cargo pockets. Soldiers must fold the headgear neatly as not to present a bulky appearance. Soldiers will not attach the headgear to the uniform or hang it from the belt.

(3) **PATROL CAP:** The patrol cap is the primary headgear for all Soldiers as the duty uniform headgear. Enlisted Soldiers will wear subdued rank and officers will wear subdued insignia centered on the cap. The patrol cap will be worn straight on the head so that the cap band creates a straight line around the head, parallel to the ground. The cap will not be blocked or rolled. The patrol cap will be kept clean and serviceable at all times. Only Army issue type patrol caps may be worn. Locally purchased patrol caps **will not** be worn.

(4) GREEN MICROFLEECE CAP: The green micro fleece cap may be worn as head gear with the duty uniform or IPFU during cold weather as determined by the commander. It will not be rolled. There is no published start/end date, but Soldiers and Leaders should be familiar with cold weather injuries and their likelihood at all times. The green micro fleece hat may be worn under the Kevlar/ACH. Like all headgear, it will not be worn indoors (garrison or field). However, it may be worn when sleeping in the field. The Bike Lake and Dagget Army Airfield OIC may authorize the knit cap to be worn on the flight line as the outer headgear for aircraft crew members.

e. EXTENDED COLD WEATHER CLOTHING SYSTEM (ECWCS) GORTEX JACKET: The gortex jacket (ECWCS) may be worn when wearing the ACU. When worn, the gortex jacket will be zipped and snapped and all pockets will be snapped. Soldiers will sew their name on the flap of the left sleeve pocket on the gortex jacket; ¼ inch above the bottom of the flap and centered left to right on the flap. The nametape will be 3 ½ inches long, ½ inch wide and the name will be embroidered in ¼ inch black block lettering. Insignia of rank/grade will be worn, whether pin on or embroidered on two inch green webbing with Velcro fasteners, on the front tab of the gortex jacket. Leadership tabs will be worn in accordance with AR 670-1. Chaplains will wear insignia of rank/grade on the tab of the gortex jacket. Soldiers who have had previous cold weather injuries will wear a white band on the center tab. The white band will be the same size as the leadership tab. The gortex jacket will not be worn with the PT uniform or civilian clothing.

f. NECK GAITER: The neck gaiter is authorized to be worn with both the duty uniform and the physical fitness uniform and is designed to protect the wearer's neck from the cold. It may also be pulled up over the head and ears from the neck, but will not be worn as standalone headgear. When worn this way, the patrol cap or green micro fleece cap will be worn over the gaiter. **NOTE**: Commanders may dictate when Soldiers are authorized to wear the neck gaiter based on weather conditions and type of activities being performed.

g. ID TAGS (See AR 600-8-14) and Identification (Security) Badges: ***Two identification tags will be worn with large and small metal necklace around the neck by all personnel when in uniform***, while traveling in an aircraft and when outside the continental United States. When in areas where wear of identification tags might create a hazard, they should be placed in the pocket of the uniform. ID tags will not be worn on boot laces as this poses a safety hazard. In restricted areas, Commanders may prescribe the wear of security identification badges, in accordance with AR 600-8-14 and other applicable regulations. Personnel will not wear security identification badges outside of the area for which they are required. Personnel will not hang other items from the security badges. Manner for wear will be IAW unit SOP as mandated by the Commander.

h. BELTS: The brass buckle is worn with the ASU and Army green service uniform. When the brass buckle is worn, the tip may be brass or black. Unit buckles may be worn rather than the open faced buckle with the ACU (eg the regimental/Team Buckle).

i. DUST MASKS/SCARVES: The wear of dust masks or dust scarves is only authorized while in vehicles moving on roads where dust conditions require them. They will not be worn around the neck, on the head, or attached to the uniform at any other time.

j. BALACLAVA: The balaclava (black-knit, cold weather mask) cannot be worn with the ACU unless specifically authorized by the Commander.

k. SWEAT RAGS: The wearing of sweat rags around the head, neck or other parts of the body is prohibited. One exception is when dust masks are not available; sweat rags may then be worn over the mouth when moving on dirt roads where dust conditions require them. Once road/trail movement is complete, the dust mask will be removed.

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l. TOTE BAGS: Tote bags, gym bags, “carry-all” bags, camouflage bags, map bags, radios and civilian rucksacks may be carried in a briefcase like manner while in uniform but not over the shoulder nor strapped across the body or back (See Note 1). Issue style bags may be worn or carried as designed (rucksack, assault pack, duffle bag, female purse). Official military photographers are exempt from this provision while performing official duties as a photographer. Backpacks may be worn with the uniform while riding a bicycle. For bags carried over the shoulder in uniform, no see-through (plastic or mesh) bags are authorized. Soldiers will not carry the bags with the strap draped across the body. Bags may be carried by hand, on one shoulder using a shoulder strap or over both shoulders using both shoulder straps when walking. If the Soldier opts to carry the bag over one shoulder, the bag must be carried on the same side of the body as the shoulder strap. Users are reminded that the bag policy applies only to bags purchased by Soldiers for personal use. The Commander governs use and/or wear of bags issued by the unit. **Note 1**: Black backpacks and shoulder bags without logos are authorized to be worn over one or both shoulders while in uniform. **Note 2**: Camelbacks are authorized for wear with the duty uniform in the training area, RUBA, RUFMA, and all post facilities.

m. USE OF CELLULAR PHONES AND OTHER ELECTRONIC DEVICES: Soldiers will not wear or attach any electronic device to their physical person when in uniform and on foot/in formation. An example of this is an electronic phone answering system device (blue tooth) attached to the ear or a walkie-talkie type hearing device. The ONLY exception to this rule is the use of a cellular phone “hands free” device used while in a Personally Owned Vehicle (POV). Soldiers are authorized the purchase and use cellular phones. No more than one official and one personal electronic device are authorized for wear on the uniform, in the performance of official duties.

**Cellular phones are prohibited from use**: When operating a military vehicle. Hands-free devices may be used when operating a POV. Soldiers are discouraged from driving and talking on a phone that requires the use of their hands, as it is illegal both on and off post. While performing guard duty, courtesy patrol or any other activity that inhibits security or safety. “Texting” is unauthorized while operation a vehicle.

n. RELIGIOUS APPAREL: See AR 670-1, para 1-7 and AR 600-20, para 5-6.

o. STETSONS AND SPURS: Stetsons and spurs are authorized for wear IAW the 11ACR wear policy.

## CHAPTER 4: PHYSICAL FITNESS AND DESERT STRONG

### 1. REFERENCES: AR 350-1, AR 600-9, NTC Regulation 350-1 and FM 7-22.

### 2. GENERAL:

CGs Guidance on Physical Readiness Training (PRT): Commanders and leaders must ensure that all Soldiers in their units maintain the highest level of physical fitness in accordance with FM 7-22 and with AR 350-1, which prescribes policies, procedures, and responsibilities for the Army physical fitness program. With all meaningful training, physical readiness training must be well thought out, planned, and resourced. It is imperative that Soldiers are physically fit and able to accomplish their war-time mission. The NTC individual Army Physical Fitness Test (APFT) goal is a minimum score of 240 points. The unit collective APFT goal is 260 points.

Physical Readiness Training is planned, resourced, executed, and evaluated training. Commanders will execute planned, supervised, and demanding daily physical training for all Soldiers, regardless of profile status, that ensures individual improvement and unit esprit. PRT is scheduled 0630-0745 every day (which includes 15 minutes to execute Desert Strong); Thursday PRT should focus on Warrior tasks. Only MSC Commanders may authorize a unit formation prior to 0630 on routine duty days. Company grade officers and NCOs conduct PRT with their Soldiers. PRT is led by Junior NCOs, supervised by Platoon Sergeants and Platoon Leaders, and evaluated by First Sergeants and Company Commanders. Units will not conduct PRT in the housing areas. The uniform during PRT hours (0630-0745) is the IFPU.

### 3. POLICY:

Physical fitness is the foundation of combat readiness and an integral part of every Soldier's life and is non-negotiable. Good PRT programs build esprit de corps and provide leadership opportunities for junior leaders. It is both a command and individual responsibility to ensure that every Soldier is physically fit and prepared for the demanding rigors of combat. Units will integrate **Desert Strong training** into their PRT plans – These are 5-15 minute training sessions conducted by junior leaders utilizing classes from the Desert Strong website at <http://www.irwin.army.mil/Pages/DesertStrong.aspx>.

**Desert Strong:** The NTC CG has officially adopted the Desert Strong Campaign to empower unit leaders with the relevant and simple material needed for them to teach their Soldiers on a host of emotional, social, family, spiritual, and physical fitness topics. After PT, small unit leaders will be inspected to ensure they are utilizing Desert Strong.

### 4. UNIT PROGRAMS:

a. During rotations some units will not be able to conduct organized PRT five days a week. Units on a "rotational schedule" will follow COG's, RCO's and 916th SB Commander's policy.

b. Units should incorporate the following fitness principles into their program: progression, overload, balance, variety, regularity, specificity, recovery and ability group runs. Units will ensure that a rigorous cardio respiratory fitness and muscular endurance/strength program are developed.

## **5. PARTICIPATION:**

a. Attendance is mandatory for all physically able Soldiers. Units will establish accountability procedures to ensure all personnel present for duty attend PT. When feasible, Soldiers detailed to special duty or borrowed military manpower will return to their unit for PT. Soldiers clearing will conduct PT with their unit. Soldiers with medical profiles will conduct supervised PT with the unit within the specific limitations of their profile.

b. For all Soldiers that reach the age of 40 on or after 1 Jan 2008 have no medical profile, and have successfully passed the APFT within the preceding 12 months, there is no need to require cardiovascular screening or a Health Risk Appraisal prior to continuing PT or prior to participation in the APFT. Soldiers reaching age 40 before 1 January 2008 must be cleared through the cardiovascular screening program before taking a record APFT. Prior to their Cardiovascular Screening Program (CVSP) Soldiers may take part in PT and diagnostic APFT. All over 40 Soldiers must undergo periodic physical examinations IAW AR 40-501.

## **6. PHYSICAL FITNESS TESTING:**

a. The record APFT will be administered semi-annually to all in the NTC & Ft Irwin.

(1) Commanders may administer the APFT as often as they wish (for record or for practice). The APFT is the Commander's tool for measuring minimum physical fitness. However, they must specify before hand when the results are for record purposes.

b. The test will be conducted IAW FM 7-22 Army Physical Readiness Training. To ensure standardization, those administering or evaluating the events will be properly trained.

c. The minimum passing standard for all Soldiers is 60 points in each event for record and diagnostic APFT. Commanders may establish higher goals to foster unit pride. Soldiers with medical permanent profiles will be tested on alternate APFT events consistent with their profiles and Soldiers with temporary profiles more than three (3) months may take an alternate test as determined by the Commander with input from health-care personnel.

d. Commanders are encouraged to establish incentives and physical fitness objectives to build unit pride. Unit Commander's are authorized to award the physical fitness badge to Soldiers who achieve a score of 270 points or higher on a record APFT, with at least 90 points in each event, and who are in compliance with the weight control requirements in AR 600-9.

## **7. SPECIAL CONDITIONING PROGRAMS:**

a. Commander's will develop Special Conditioning Programs. Soldiers, who fail to meet the minimum APFT standards, are in the Army Body Composition Program, or Reconditioning will be enrolled into a Special Conditioning Program to be run and executed by the unit's Reconditioning Program Leader (RPL). The Special Conditioning Program is not punitive in nature; it is designed to improve the physical readiness of Soldiers. This program will focus on the individual's needs to overcome specific weaknesses in order to meet Army Standards. The program will be designed and run by a qualified RPL.

b. Special Conditioning Programs may be scheduled during normal PRT hours, after duty hours, and on weekends, but not national or NTC & Fort Irwin training holidays. Soldiers who meet Army standards, but not unit standards may be considered for supplemental PRT. For that reason, this supplemental PRT program must be conducted IAW NTC REGULATION 350-1 during normal duty hours.

c. The Pregnancy Postpartum Physical Training (PPPT) Program assists pregnant and postpartum Soldiers in maintaining fitness throughout their pregnancy, and assists them in returning to pre-pregnancy fitness levels after pregnancy termination. Commanders must enroll pregnant Soldiers in the Installation Pregnancy Fitness Program and Soldiers are required to participate in the PPPT for the duration of the pregnancy up to 180 days past pregnancy termination. Postpartum soldiers will be cleared by their Physicians or Physician's Assistant prior to resuming physical fitness training or testing. The Installation will manage a consolidated Pregnancy Postpartum Physical Fitness Program for pregnant and postpartum Soldiers. This program will be executed under the supervision of the MEDDAC Commander, IAW AR 40-501.

#### **8. UNIFORM:**

The Improved Physical Fitness Uniform (IPFU) uniform will be worn while conducting PRT from 0600-0745 hours on duty days. **Soldiers are authorized to wear approved organizational T-Shirts, provided the entire formation is in the same uniform.** All T-Shirts will be tucked into shorts. Soldiers may wear black or gray spandex as undergarments with the IPFU. The length will not be longer than the knee below the shorts and without visible decals. The Army sweatsuit will be worn during cold weather periods at the discretion of the unit commander. Issued or approved optional purchase gloves and green micro fleece caps are optional based on unit policy. Plain white socks with no logos, calf-length or ankle-length socks will be worn. Appropriate footwear will be worn based on activity. In other words, running shoes for running, combat boots for conditioning marches, etc. See CH 3-12.f. Headphones are **NOT** authorized to be worn with the IPFU.

#### **9. PHYSICAL FITNESS TRAINING SAFETY:**

Commanders will ensure their programs are conducted in a safe manner. Platoon size or larger runs will follow prescribed routes.

#### **10. RUNNING:**

Following is extracted from MEMORANDUM FOR RECORD dated 1 AUG 2012.

#### **SUBJECT: PHYSICAL READINESS TRAINING RUNS**

1. This policy governs all physical training conducted on Fort Irwin. This applies to all personnel on Fort Irwin. References: NTC Regulation 190-5, NTC Safety Flash, AR 350-1, Army Training and Leader Development, 18 December 2009, AR 385-10, the Army Safety Program, 27 August 2007, AR 600-9. The Army Body Composition Program, 28 June 2013, FM 7-22 Army Physical Readiness Training, 26 October 2012.

2. Unit PRT runs in formation are an outstanding way to promote esprit de corps while maintaining physical fitness. A large amount of the civilian workforce arrives on Fort Irwin during this period, and we must ensure that our units are aware of this danger. All units assigned and training on Fort Irwin and individual runners, to include family members and civilians, will adhere to the following rules to ensure running on the Installation is conducted safely.

a. Units will conduct formation runs (Platoon size and larger) only in the authorized and control PRT areas which are blocked off. Authorization for units to conduct organized runs outside this area goes through the G3. This will ensure all agencies are notified for situational awareness.

(1) Units will not conduct formation runs at the following locations:

- (A) Residential streets (any street abutted by a residence driveway).
- (B) Langford Lake Road between Goldstone Road and South Loop Road.
- (C) Goldstone Road from North Loop Road to Langford Lake Road.
- (D) Barstow Road from Inner Loop Road to North Loop Road.
- (E) Fort Irwin and South Loop Road from 5<sup>th</sup> Street to the tanks.

(2) All assigned or attached Soldiers will wear the Improved Physical Fitness Uniform (IPFU) during the hours of PT (0600-0745).

(3) Road guards will wear reflective vests and carry flashlights if unit is running outside of blocked area during the hours of limited visibility.

(4) Running formations will not be wider than three columns.

(5) Cadence calls will not contain lewd, obscene, profane, or discriminatory remarks.

(6) Formations will run on the right side of the road, allowing adequate room for passing.

(7) Squad size elements and individual runners must use sidewalks or running trails.

(8) If an element needs to “cross roads” road guards will be emplaced.

(9) Headphones are only authorized in the Gyms or Blue running track while wearing civilian attire.

(10) All units will ensure that a “Straggler Control” plan is used.

3. Organization may submit requests for exception to this policy through the G3. Request must include a Risk Management worksheet.

4. The point of contact for this memo is the G3 SGM at 380-5587

5. Units will avoid the following areas:

- (1) All of Barstow Road from inner Loop Road to South Loop Road.
- (2) All of B Avenue from Lankford Lake Road to 9th Street.
- (3) Lankford Lake Road, 1st, 3rd, 5th, 7th, 8th, 9th, from B Avenue to Barstow Road.

6. Units planning to conduct special events, i.e., Brigade/Battalion size runs, marathons, relays, etc., along the authorized run routes will coordinate traffic control measures (if required) with the Provost Marshal Office (PMO) NLT two (2) weeks in advance of the scheduled date for the event. Events to be conducted on non-authorized routes must be submitted to the ACofS, G3, NLT three (3) weeks in advance for coordination and approval by the Command Group. The request should specify, as a minimum, the following:

- (1) Type of event and route.

(2) Date and time to be conducted.

(3) MP support desired.

7. All privately owned vehicles (POVs) that need to pass Soldiers while in PT formation will be handled by unit road guards -- speed limit while passing troops in formation is 10 m.p.h.

## CHAPTER 5: SAFETY

### 1. HOT WEATHER INJURIES/PREVENTION:

#### **Heat Cramps**

Symptoms: Painful cramping of the larger muscle groups: legs, arms, abdomen due to excessive loss of salt through heavy sweating plus several hours of sustained exertion, acclimatization decreases risk

Treatment: Move to a shaded area massage arms/legs to increase circulation 0.1% salt solution orally (1/2 tsp salt in 1-qt. Water), sports drink, or salted food (MRE) plus fluid.

#### **Heat Exhaustion**

Symptoms: Heavy sweating, headache, light-headed, nausea/vomiting, tingling sensations, Temperature 99-104 F.

Cause: Dehydration plus excessive salt depletion

Treatment: Shaded environment; loosen clothing, If suspect early heat stroke, treat as such. Oral fluids if can. Drink cold water, 0.1% salt solution, or 6% carbohydrate beverage 1-2 liters over 2-4 hours.

#### **EVAC.**

#### **Heat Stroke**

Symptoms: Elevated temperature plus central nervous system disturbance, absence of sweating is a late finding. Can begin as heat exhaustion and progress

End-organ damage: brain damage, kidney failure, liver failure, blood clotting abnormalities related to duration of elevated temperature,

#### **MEDICAL EMERGENCY Treatment:**

##### **ABC**

Unconscious patient may vomit and aspirate

**IV:** *no more than 2L* unless circulatory collapse

Lower the body temperature as fast as possible!

All clothes off

Cool water with fanning...increase evaporation  
Ice packs under groin or axilla

EVAC...open doors/windows in helicopter/vehicle

Keep cooling to temp 101-102 F.

Ice-water immersion: controversial

#### **Control Measures**

Water and sports drinks

Salt

Acclimatization

## **2. COLD WEATHER UNIFORM MARKINGS:**

Soldiers who have previously suffered a cold weather injury will wear a white band on the right epaulet of the Gortex jacket whenever an operation exposes them to a cold injury threat.

**NOTE:** Soldiers will dress properly during the winter months (1 Nov-31 Mar) to help prevent cold weather injuries while in civilian clothing.

## **3. REFLECTIVE VESTS/BELTS:**

Reflective vests/belts will be worn at all times when running/jogging or marching as an individual on post.

a. Units will use reflective vests/belts (front and rear) when running or marching and any Soldier outside the formation i.e. cadence callers.

b. All cyclists, as required by AR 190-5, will wear a reflective vest and helmet.

c. Reflective vests/belts and helmets will be worn when skateboarding and roller blading.

## **4. HEADPHONES:**

For safety reasons, personnel will not jog, run, walk, ride bicycles or operate machinery while wearing or using earphone-style audio systems. **Headphones/earphones may be used when working out or exercising inside of gymnasiums or running track while in civilian attire. They will NOT be worn with the IPFU at anytime.** Large portable radios and other sound systems will not be operated on public transportation or in public places at levels that will disturb others. Public places include but are not limited to the Post Exchange, shopping complexes, sidewalks, streets, ballparks, gymnasiums, banks and other commonly used facilities. Commanders may authorize the operation of these sound systems and radios at reasonable levels in unit areas.

## **5. VEHICLE SAFETY:**

a. A check of the vehicle's safety equipment is the first step in the Preventive Maintenance Checks and Services (PMCS) process.

b. Seatbelts are required by law and will be worn by all military personnel on and off the installation; both in POVs and military vehicles.

c. When passing Soldiers in formation (2 or more Soldiers) drivers (to include bicycles) must slow down to a maximum speed of 10 MPH.

d. Military vehicles will use ground guides when backing vehicles or operating in congested areas. One ground guide will be used when backing HMMWV vehicles and smaller and two will be used to ground guide larger vehicles.

e. Read and comply with unit SOPs regarding movement of unit generic equipment.

f. Consuming tobacco products in military vehicles is prohibited at all times.

g. The vehicle operator will not eat or drink while the vehicle is in motion.

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- h. Vehicle operator will not use cellular phones while operating a military vehicle, and will only use “hands free” devices such as Blue tooth when operating a POV.
- i. No iPods, MP3 players or earphones may be worn while operating a military vehicle.

## **6. MOTORCYCLE SAFETY:**

Operators of motorcycles, mopeds, motor scooters, or ATVs, and their passengers, on Fort Irwin will wear complete PPE (Personal Protective Equipment) and be current with a Motorcycle Safety Foundation Card. Soldiers operating any of these vehicles off post are required to wear the same PPE. Required PPE is per AR 190-5 and AR 385-10:

- a. A U.S. Department of Transportation (DOT) approved helmet properly fastened under the chin.
- b. Impact or shatter resistant goggles, wrap around glasses or a full-faced shield attached to the helmet.
- c. Full fingered gloves, long trousers, long sleeved shirt or jacket, and sturdy leather boots or over the ankle shoes.
- d. Riders are encouraged to select PPE that incorporates fluorescent colors and/or reflective material
- e. ATV and Dirt Bike riders are encouraged to wear knee and elbow pads, neck and chest protectors, and shin guards. See NTC Policy Letter #17 for more information.

## **7. LAWMOWER AND WEDEATER SAFETY:**

Powered lawn maintenance equipment can be dangerous when improperly used. Lawnmower and weed eater operators will be certified prior to using equipment. When operating lawnmowers and weed eaters, Soldiers must wear ear and eye protection. Power equipment will be used only for its intended purpose and operated in accordance with owner’s manual.

## **8. NOISE ABATEMENT:**

All personnel assigned or attached to NTC and Fort Irwin, both Soldiers and civilians, will not operate a vehicle or handheld stereo system at a level that can be heard at a distance of 50 feet. This practice is impolite, inconsiderate, offensive, and could be considered **disorderly conduct**. The driver may be cited by Military Police and/or be disciplined under the Uniform Code of Military Justice (UCMJ). Unruly conduct of this nature interferes with the rights of others and will not be tolerated. Soldiers should be aware of and abide by the policies governing quiet hours in the barracks.

## CHAPTER 6: MISCELLANEOUS

### 1. MILITARY COURTESY:

a. Military Courtesy is a continuing indication of mutual respect between the Soldiers of NTC and Fort Irwin. Military Courtesy includes the use of military titles, respect and saluting. Salutes will be exchanged outdoors, when officially reporting indoors and when in the field. Soldiers will salute whenever an officer is recognized. IAW

AR 600-25, dated 24 Oct 04, salutes are not required to be rendered when the senior or subordinate, or both are:

1. In civilian attire.
2. Engaged in routine work if the salute would interfere.
3. Carrying articles with both hands or occupied as to make saluting impracticable.
4. Working as a member of a detail, or engaged in sports or social functions where saluting would present a safety hazard
5. In public places such as theaters, churches, and in public conveyances.
6. In the ranks of a formation.

**Soldiers will salute when vehicles with license plates designating the presence of a senior officer pass. The vehicle's senior occupant/TC will also salute as required. There are no such areas as "no salute" areas on NTC and Fort Irwin.**

b. Reveille and Retreat: The retreat and reveille ceremonies are old military traditions symbolizing the respect Soldiers and citizens give to the National Flag and the Country. Reveille signifies the raising of the National Flag and the traditional start of the duty day. All Soldiers will stop and render the hand salute while in uniform, or stand at attention if in civilian clothes. Leaders of formations will take charge and issue the commands "Attention" and "Present Arms" in lieu of individual hand salutes. The Salute is held until the music is complete. Retreat is in two distinct parts; the bugle call "Retreat" followed by the bugle call "To the Colors" or if a band is available, the National Anthem. When outside (not in formation) and "Retreat" is heard, Soldiers will face toward the flag and assume the position of "Attention". If in formation, the formation stands at "Parade Rest" until Retreat is complete. During "To the Colors" or the National Anthem, Soldiers in uniform will remain at the position of "Attention" (Soldiers in formation will go to Attention) and render the hand salute. Active duty and retired military are authorized to salute while in civilian clothes during Reveille and To the Colors, but it is not required. During Reveille and Retreat, all vehicles will stop and occupants depart the vehicle and render the proper courtesy. If on a bus or truck, the senior occupant will dismount and render the proper courtesy. Patriotic civilians will stop and place their right hand over their hearts.

### 2. CONDUCT ON AND OFF DUTY:

a. NTC and Fort Irwin Soldiers will be courteous and respectful to others, both civilians and Soldiers, whether the Soldier is in an on-duty or off-duty status. Off-post conduct leaves a lasting impression on local citizens about our unit and Soldiers in general.

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b. Soldiers will maintain at all times, whether on or off post, a standard of dress, conduct and appearance consistent with their position as Soldiers. Leader conduct on and off duty will remain consistent with established regulations and guidelines. All Soldiers will maintain proper decorum. Particular attention will be given to language. Profanity will not be used in public forums. Leaders will remain standard bearers both on and off duty. Leaders are responsible to exercise general military authority to maintain proper conduct on post buses and public transportation.

c. Extremist Organizations and Gang Activity: IAW AR 600-20, Soldiers will not participate in extremist groups or unlawful gang activities. The following conduct is adverse to good order and discipline and, therefore is prohibited. Soldiers will not display extremist or gang related symbols, flags, posters or other displays either in their barracks area or elsewhere on or off post- this includes physical displays, such as hand symbols (e.g. while dancing or greeting others) or tattoos.

d. Off-duty employment: Off-duty employment must be approved by a Soldier's Commander.

### **3. CIVILIAN CLOTHING NOT AUTHORIZED FOR WEAR ON FORT IRWIN:**

a. Articles of clothing that by being cut out, transparent or excessively tight, serve to accentuate immodestly the sexual characteristics of the wearer. This provision does not prohibit tight clothing worn during physical training and appropriate activities at swimming pools, beauty pageants, body building competitions, fashion shows and athletic events.

b. Clothing worn as an outer garment that was manufactured to be worn as an undergarment. This does not include t-shirts.

c. Articles of clothing that are soiled, torn or otherwise present a ragged or unkempt appearance. Cut-off pants with ragged edges or torn areas may not be worn.

d. Cut-off ACU pants or shirt.

e. Shorts or trousers that expose any part of the buttocks or underwear or are otherwise immodest, whether worn by males or females.

f. Articles of clothing, including headgear, upon which appear words or pictures, imprints or drawings that:

(1) Are obscene, lewd, lascivious, or profane.

(2) Indicate support of a country, organization, or individual advocating the overthrow of the US government.

(3) Are degrading or insulting to US government agencies, government officials, or the local populace.

(4) Create disharmony, portray stigmatizing stereotypes, are offensive to any ethnic group, or promote discrimination.

(5) Advocate, glamorize, or promote the use of illicit drugs or alcohol abuse.

(6) Military issued rank on civilian clothing or headgear.

(7) Doo rags, sweat rags, sweat bands, skull caps with cloth draping, handkerchiefs and bandannas as headgear. Sweatbands may be worn while taking part in formal or informal athletic activities. This does not prohibit those scarves/bandanas worn by female Soldiers when in an off-duty status.

(8) Articles of clothing, jewelry, accessories and other items, whether carried or worn, that are known to be associated with any group which has engaged in or intends to engage in violence or disorderly conduct.

(9) Articles of clothing and accessories that might confuse other as to rank, grade, or military status. Attire that might confuse others whether the wearer is a member of or supports a military organization other than the one belonging to the United States, or another organization that would deal or has dealt in military operations.

(10) Tongue and body piercing anywhere on the body to include the wearing of earring type jewelry other than in the ear (female only) is prohibited; while on post and either on or off duty.

(11) Gang-related and extremist type items such as bandannas, rebel flags, swastikas and other such items are prohibited from being worn.

(12) When deployed, all Soldiers are considered to be in an "on-duty" status at all times. As such, male Soldiers will not wear earrings on or off-post or in any facilities under "military control" such as hotels, gymnasiums, etc.

## **CHAPTER 7: USE OF GOVERNMENT VEHICLES**

### **1. TACTICAL VEHICLES:**

Tactical vehicles will be dispatched and operated for official use only. Official use of vehicles is characterized as essential for the successful completion of a unit function, action or operation. In general, the use of tactical vehicles for administrative missions should be discouraged as not being cost effective. However, the Commander must use all resources available to accomplish the mission in the field and garrison. After the Commander determines that an administrative mission requires tactical vehicle support, the number and size of the vehicle(s) used must be commensurate with the mission. Personnel engaged in unauthorized use of government vehicles may be subject to prosecution under the Uniform Code of Military Justice (UCMJ) or administrative sanctions. The following apply:

- a. Movement of persons in tactical vehicles is prohibited overall or any part of the route between home and place of employment, except as provided for in AR 58-1, Chapter 4. This does not preclude movement of enlisted troops between troop billets and work areas.
- b. Use of tactical vehicles for the conduct of personal business by service members, civilian employees, members of their families, or official visitors is prohibited.
- c. Uniforms for drivers and passengers should be consistent with the mission as authorized by the Commander. This will be a duty uniform IAW AR 670-1 and DA PAM 670-1 or as authorized by the Commander unless specifically stated otherwise on the dispatch.
- d. Headgear and shirts will be worn at all times while traveling in a TMP/GSA or military vehicle.
- e. Authorized drivers for tactical vehicles are unit personnel only. Authorized passengers for vehicles are DOD personnel, military, or civilian. Non-DOD civilians may be transported when mission essential as determined by the Commander.
- e. Tactical vehicles are prohibited from the parking areas of banks, AAFES, commissary and morale, welfare and recreation facilities except for the parking spaces designated for tactical vehicle use.
- f. Tactical vehicles are prohibited in the Housing Area.

### **2. NON-TACTICAL VEHICLES:**

Official use of government non-tactical vehicles is defined as to be essential for the successful accomplishment of an official function, action or operation. Official use does not include transportation between domicile and place of employment except in cases of medical officers on outpatient medical service, and officers and employees engaged in field work, the character of whose duties make transportation necessary.

## CHAPTER 8: SOLDIER CHAIN OF COMMAND AND NCO SUPPORT CHANNEL

### CHAIN OF COMMAND

TEAM LEADER: \_\_\_\_\_

SQUAD LEADER/ SECTION SERGEANT:  
\_\_\_\_\_

PLATOON LEADER: \_\_\_\_\_

TROOP/COMPANY COMMANDER: \_\_\_\_\_

SQUADRON/BATTALION COMMANDER: \_\_\_\_\_

REGIMENT/BRIGADE COMMANDER: \_\_\_\_\_

POST COMMANDER: \_\_\_\_\_

### NCO SUPPORT CHANNEL

PLATOON SERGEANT: \_\_\_\_\_

FIRST SERGEANT: \_\_\_\_\_

SQUADRON/BATTALION CSM: \_\_\_\_\_

REGIMENT/BRIGADE CSM: \_\_\_\_\_

POST CSM: \_\_\_\_\_

**CHAPTER 9: POINT OF CONTACT AND EMERGENCY NUMBERS**

**Squad Leader:** \_\_\_\_\_

**Platoon Sergeant:** \_\_\_\_\_

**Platoon Leader:** \_\_\_\_\_

**First Sergeant:** \_\_\_\_\_

**Commander:** \_\_\_\_\_

**Unit Orderly Room:** \_\_\_\_\_

**Unit Staff Duty:** \_\_\_\_\_

**MPs:** \_\_\_\_\_

**Fire Department:** \_\_\_\_\_

**Chaplain's Office:** \_\_\_\_\_

**Sexual Harassment Assault Response Prevention (SHARP)  
24/7 Hotline:** \_\_\_\_\_

