DEPARTMENT OF THE ARMY
HEADQUARTERS, 15TH REGIMENTAL SIGNAL BRIGADE
606 BARNES AVENUE
FORT GORDON, GEORGIA 30905-5729

REPLY TO
ATTENTION OF

ATZH-TB

22 November 2014

MEMORANDUM FOR All Assigned and Attached Military and Civilian Personnel

SUBJECT: Policy Letter #17 – Privileges and Limitations for Soldiers in Training

1. References.

a. Army Regulation (AR) 600-20, *Army Command Policy*, 18 March 2008 (RAR, 20 September 2012).

b. AR 614-200, *Enlisted Assignments and Utilization Management*, 26 February 2009, (RAR 11 October 2011).

c. TRADOC Regulation 350-6, *Enlisted Initial Entry Training Policies and Administration (with Change 1)*, 7 November 2013.

d. TRADOC Pamphlet 600-4, *The Guide for Initial Entry Training Soldiers* (*with Change 1*), 24 Feb 2014.

2. Purpose. This memorandum establishes Command policy regarding the privileges and limitations for Soldiers in training assigned to the 15th Regimental Signal Brigade (RSB).

3. Terms.

a. Soldiers in Training.

(1) MOS-I Soldiers. For the purpose of this policy, Initial Entry Training (IET) Soldiers will be referred to as MOS-I Soldiers.

(2) MOS-T Soldiers. MOS-T Soldiers are prior-Service Soldiers reclassifying or transitioning from one Military Occupational Specialty (MOS) to another. Such Soldiers also include are those attending an Additional Skill Identifier (ASI) course.

(a) MOS-T Soldiers are not considered IET/AIT Soldiers, but must still adhere to 15th RSB policies as students. MOS-T Soldiers are not subject to all of the same prohibitions as MOS-I Soldiers and may receive some of the same privileges provided to Permanent Party personnel.

(b) This definition does not apply to Soldiers who failed to complete the requirements to be awarded an MOS as part of the IET/AIT process.

b. The 15th RSB Area of Operations (AO) boundaries are: 25th Street, Lane Avenue, 8th Avenue, and Kilbourne Street, to include the Ordnance Training Detachment relocate-able barracks complex and the barracks for E/551 Signal Battalion (See Enclosure 2). USASSD areas on Fort Meade are defined by the 551st Signal Battalion policy.

4. Applicability. This policy applies to all MOS-I and MOS-T Soldiers assigned to the 15th RSB. This policy also applies to Permanent Party 15th RSB military personnel, as well as civilian personnel performing duty at 15th RSB.

5. General. In order to enhance the growth and development of Soldiers in training assigned and attached to the 15th RSB, Soldiers must earn their privileges – they are not rights.

6. All Soldiers in training (MOS-I and MOS-T Soldiers) will abide by the following provisions. Additional provisions specific to MOS-I (paragraph 8) or MOS-T (paragraph16) Soldiers are provided further in this policy.

a. All Soldiers are prohibited from using, possessing, manufacturing, selling, distributing, importing or exporting, or introducing into the 15th RSB AO or anywhere on post any illegal drug, expired prescription medication, prescription medication issued to another individual, or controlled substance (analogue/designer drugs or homologue). This includes, but is not limited to, "Spice," any THC substitute, or any synthetic cannabinoid. Soldiers are also prohibited for using over-the-counter medications in any way other than as directed. Soldiers in training will immediately turn in to an Amnesty Box any medication upon its expiration or when treatment no longer requires the medication. Coordination must be scheduled with DDEAMC for proper disposal of unused and expired medications. When prescription medication is found with no expiration date, the Company Commander will ascertain from the medical health provider, within the limits of a Soldier's privacy, the extent in which the medication is needed for the Soldier's medical treatment, including the time period it may be in the Soldier's possession.

b. All Soldiers in training are authorized to smoke and use tobacco products, IAW TR 350-6, dated 7 NOV 13, when permitted by Cadre. Designated smoke break areas are the only designated locations within the 15th RSB AO for smoking. This also applies to smokeless tobacco, chewing and dipping tobacco products, and electronic cigarettes.

c. Use and Possession of Mobile Telephones and Other Portable Electronic Devices.

(1) MOS-I and MOS-T Soldiers will not possess or utilize cell phones or other portable electronic devices including, but not limited to, small hand-held electronic games, DVD players, MP3 players, while attending school and/or scheduled training events, formed movements, medical/dental facilities and details. This prohibition also includes while at the Forward Operating Base (FOB) completing the final field training exercise. Exceptions to this include (a) student participation in a Brigade Commander-approved training course whose curriculum includes the use of personally owned electronic devices or (b) possession of a signed exception memorandum by the Battalion Commander. For the purpose of the exception, the electronic devices are only approved for use during classroom instructions and at the discretion of the instructor.

(2) Service Members in uniform will not use their cell phones in any capacity while walking or during official military duty/details. When in uniform, the use of cell phones may be conducted from the halt only. Furthermore, earpieces of any type (e.g., Bluetooth or stereo headphones) are not authorized for wear in any uniform.

(3) 15th RSB Soldiers are prohibited from wearing or listening to headphones while conducting physical fitness training while wearing the IPFU. This applies to both outdoor and indoor physical fitness training.

(4) Mobile telephones and portable electronic devices must be turned off during sleeping hours; however, mobile phones may be powered on for use as alarm clocks only.

d. The Improved Physical Fitness Uniform or Army Physical Fitness Uniform (IPFU/APFU) will be worn only within the Brigade AO and is not authorized for wear in any facility or for any activity except for gymnasiums and when conducting physical fitness training. The Battalion Commander is authorized to permit students and Cadre to enter Brigade DFACs while wearing the IPFU as mission dictates so long as an individual's IPFU is not extremely dirty or soiled. The only additional authorized exceptions for Soldiers in training are: (1) hospital appointments requiring the IPFU (e.g., physical therapy, casting, MRI/X-ray) where changing rooms are unavailable and (2) at installation gas stations when using the "Pay at Pump" option by those authorized to operate a POV (3) at the Military Clothing Sales when DX'ing uniforms during the IET Soldier DX period (Saturday 0700-0900).

e. All MOS-I Soldiers, except those authorized to move by military vehicle, will march to and from the classroom and training area under the control of unit Cadre or appointed personnel.

f. Any MOS-I Soldier movement in military uniform consisting of three MOS-I Soldiers or more will march in a formation. The senior Soldier will march the element in cadence.

g. All MOS-I Soldiers are prohibited from using, possessing, or purchasing alcoholic beverages on or off-post. An exception is provided for religious sacrament in the chapel areas.

h. All MOS-I Soldiers are authorized to wear appropriate swim attire during indoor pool use. Soldiers may not swim while wearing the IPFU. Swimming attire must be a conservative one or two-piece swimsuit. String bikinis and thongs are not authorized. Swimwear will not be visible while walking to or from the indoor pool. Phase IV Soldiers must wear the IPFU while traveling to and from the pool facility.

i. Barton Field is off limits to MOS-I Soldiers during hours of darkness to ensure safety and security. Designated formations, physical fitness training, and supervised athletic events are appropriate exceptions to this policy, and such activities may begin during or continue into hours of darkness. The Company Commander may authorize attendance of MWR events which occur during hours of darkness.

j. Personally Owned Electronic Equipment in the Barracks. Due to space limitations and security concerns, all MOS-I Soldiers are prohibited from possessing televisions with screens larger than 20 inches. Each television must be able to be secured in a wall locker. Laptop computers and tablets are authorized; however, each MOS-I Soldier must demonstrate the ability to secure such items and must list them on the unit high dollar inventory record. It is the owner's responsibility to physically secure all personal items. Neither the Company nor Cadre is liable for lost or stolen items. The Company Commander will establish security policies and procedures for their Company areas. Possession of other electronic devices not specified in this policy is at the discretion of the Company Commander.

7. Prohibited Relationships.

a. Permanent Party Soldiers and Civilians will not engage in personal relationships with MOS-I or MOS-T Soldiers that is not required by the training mission. MOS-T Soldiers are forbidden from engaging in non-duty related activities with MOS-I Soldiers. MOS-I Soldiers are also forbidden from engaging in personal relationships with permanent party personnel or MOS-T Soldiers.

(1) Prohibited personal relationships, non-duty related activities, or activities not required by the training include, but not limited to, dating, writing personal letters, writing emails, exchanging personal communications on social media, having personal telephone conversations or sending text messages unrelated to the training mission, playing cards, gambling, dancing, entertaining in personal residences, sharing accommodations in a hotel/motel, transporting in a POV, or any other conduct of a personal or sexual nature. Such interactions are prohibited both on- and off-post regardless of one's duty status.

(2) An exception is provided for Permanent Party Soldier or civilian who is the spouse, Family member, or loco parentis of a Soldier in training.

b. Social Media.

(1) Soldiers in Training. The "Friending" or request to be a "Friend" (or similar activity) between an MOS-T Soldier and an MOS-I Soldier through the use of a personal social media/networking website is prohibited, e.g., Facebook, Twitter, etc. Transmitting text messages, telephone calls, or email communication between an MOS-T Soldier and an MOS-I Soldier is also prohibited.

(2) Permanent Party Personnel.

(a) The "Friending" or request to be a "Friend" (or similar activity) between Permanent Party military/civilian personnel and a Soldier in training through the use of a personal social media/networking website is prohibited. Transmitting text messages, telephone calls, or emails between Permanent Party military/civilian personnel and a Soldier in training is also prohibited.

(b) An exception is provided for unit social media/networking websites, such as official unit-maintained websites, directed at conveying official Army unit information. Permanent Party military/civilian personnel and a Soldier in training may communicate through such media only for mission-related activities. These social media restrictions are lifted when Soldiers in training have signed into their new permanent duty station, but not immediately upon AIT graduation or during leave following graduation.

c. Relationship between MOS-I Soldiers. A relationship or association between MOS-I Soldiers that involve actual or attempted consensual contact or socializing is prohibited. Prohibited/Inappropriate relationships between MOS-I Soldiers are defined in "The Soldier's Blue Book," TRADOC Pam 600-4, 9 June 2010, on pages 100-101. They include, but not limited to:

(1) Consensual contact or socializing which involves handholding, embracing, caressing, kissing, touching, massaging or fondling of a sexual nature, engaging in sexual intercourse, or sodomy.

(2) Use of sexually explicit, suggestive, or obscene language or gestures directed towards, or with respect to another Soldier in training.

(3) Gender-based or race-based harassment or disparaging language or actions directed towards another Soldier or group of Soldiers in training.

(4) Entry into the living quarters, latrines, or other areas designated for the exclusive use of Soldiers of the opposite sex, unless required by training mission/official duties or for health or safety emergencies.

d. Note, language or socializing of a non-sexual, non-harassing nature between Soldiers in training is not illegal if the interaction is based on the esprit and enthusiasm generated by the training mission and the professional development associated with Soldiers in training.

e. There is no prohibition against Soldiers in training of the same or opposite gender talking to one another or developing friendships.

f. Physical contact between Cadre and Soldiers in training is forbidden for any reason other than to make necessary training-related corrections. Exception is when contact is required for the Soldier's safety (e.g., heat exhaustion, physical injury, etc.). Cadre are not required to ask for the Soldier's permission when making necessary corrections, however, effective trainers tell Soldiers what they are going to do prior to doing it.

g. Only MOS-I Soldiers authorized to live in local off-post quarters or on-post contract-managed housing are permitted to be in their particular housing area. Housing areas, on- and off-post, are off limits to all other MOS-I Soldiers regardless of phase or holdover status.

8. MOS-I Phases – Generally, MOS-I Soldiers' time and privileges at Fort Gordon are organized in phases, i.e., Phases IV through V+. Permissible conduct, privileges, and prohibitions (detailed further below in following paragraphs) are determined by the individual MOS-I Soldier phase.

a. Phase IV.

(1) Time: Phase IV begins upon the MOS-I Soldier's arrival to Fort Gordon and lasts through his/her first three weeks at a minimum. It ends when the Soldier demonstrates the proficiency to advance in phase. The first opportunity to phase up will be provided when the MOS-I Soldier completes his/her third week at Fort Gordon with subsequent opportunities provided weekly thereafter.

(2) Uniform. The standard uniform for Phase IV is ACU, White Phase Badge, and an approved hydration source. Soldiers will remain in the duty uniform unless sleeping, conducting physical fitness training, participating in unit sports, or conducting designated work details. A Phase IV badge will be given immediately upon the Soldier's arrival using the Phase Badge format (see Enclosure 1).

(3) Soldierization: To progress from Phase IV to Phase V, the MOS-I Soldier must pass a Knowledge Exam, recite the Soldier's Creed, sing their branch song, and pass ASU inspection, wall locker, and room inspections. Additionally, the Soldier must demonstrate proper discipline, pass all academic requirements, and pass an APFT.

(4) Privileges. The table below depicts Phase IV privileges.

Type of Pass	Hours of Pass
Off-Post First Weekend with Family Members or in loco parentis	Upon Completion of initial Company in-processing until 1800 on Sunday
On-Post Week Days	After training and unit tasks are completed – until 2100. Limited to the Brigade Area.
On-Post Weekends	After training and unit tasks are completed – until 2100 on Fridays 0800 until 2100 on Saturdays 0800 until 1800 on Sundays
Off-Post Passes Week Days	None.
Off-Post Passes Weekends and Holidays	None. Exceptions: Holiday Block Leave period

(5) Restrictions:

(a) Restricted to the Brigade Area Monday – Thursday (other than official business).

(b) On Friday – Sunday, Soldiers may frequent all authorized Phase IV areas IAW the above matrix.

(c) Driving or riding in a privately owned vehicle (POV) or rental car is prohibited. An exception may be provided for riding in a vehicle operated by a Family member or an individual authorized by the Command to sign the Phase IV MOS-I Soldier out for on-post activities (or off-post during the MOS-I Soldier's first weekend at Fort Gordon with Family or authorized individual). MOS-I Soldiers may, however, use taxicabs during all phases.

(d) Off-post pass privileges, except as provided below in paragraph 13a (first weekend with Family).

(e) Wear of civilian clothes, except as provided below in paragraph 13a (first weekend with Family).

(f) Use of civilian linen/bedding is not authorized while in Phase IV status.

b. Phase V.

(1) Time. Soldiers may begin Phase V privileges no earlier than the completion of Week Three and only be eligible for phase up when they meet Phase V+ standards.

(2) Uniform. The standard uniform for Phase V is ACU, Yellow Phase Badge (See Enclosure 1), and an approved hydration source.

(3) Soldierization: To progress from Phase V to Phase V+, the MOS-I Soldier must be a regular MOS-I or MOS-I Holdover Soldier who has been at AIT for at least 10 weeks, meets all Phase V requirements, and maintains proper discipline and academic standards. The Company Commander may "fast track" a Soldier who shows exceptional potential and exceeds unit standards; however, such a situation is the exception and not the rule. The MOS-I Soldier must pass a Knowledge Exam, recite the Soldier's Creed, sing their branch song, and pass ASU inspection, wall locker, and room inspections. Additionally, the Soldier must demonstrate proper discipline, pass all academic requirements, and pass an End of Course (EOC) APFT.

(4) Privileges. Phase V MOS-I Soldiers are authorized the following (unless noted, all prior prohibitions remain). All passes are subject to unit recall.

Type of Pass	Hours of Pass
On Post Week Days	After training and unit tasks are completed – until 2100 hours
Off Post Week Days	None.
On-Post Weekends	After training and unit tasks are completed – until 2100 on Fridays 0800 until 2100 on Saturdays 0800 until 1800 on Sundays
Off-Post Passes Weekends	1200 until 2100 on Saturdays 1200 until 1800 on Sundays
On/Off Post Holiday Weekends (Day Pass)	Same as On-Post/Off-Post Weekend Privledges

Off Post Overnight Holiday/Weekends	None. Exceptions: Holiday Block Leave period.

(a) On- and off-post pass privileges IAW paragraph 13 of this policy.

(b) Wear of civilian clothes IAW Policy Letter #19.

(c) Use of Fort Gordon's "Gordon Lakes" golf course. Wear of partial military uniform at the course is prohibited. Appropriate civilian clothes must be worn.

(d) Use of civilian linen/bedding IAW individual battalion policy.

(e) As an exception, the Battalion Commander may permit a Phase V MOS-I Soldier to drive a POV or rental car. Examples of when such an exception may be granted include, the Soldier is married and has dependent(s) living in local off-post quarters or on-post contract-managed housing, or the Soldier has completed 21 weeks of MOS training. Further details are provided below in paragraphs 15b and 15c.

c. Phase V+

(1) Time. Phase V+ generally begins at Week 11 of AIT and continues through a Soldier's completion / graduation from AIT.

(2) Uniform. The standard uniform for Phase V+ is ACU, Orange/Crimson Phase Badge (See Enclosure 1), and an approved hydration source.

(3) Privileges: Phase V+ permits the maximum privileges granted to an MOS-I Soldier. Phase V+ Soldiers are authorized all Phase V privileges, and are also permitted to frequent Bingo Palace.

Type of Pass	Hours of Pass
Off Post Weekdays	None
Off-Post Weekends	1200 until 2100 on Saturdays 1200 until 1800 on Sundays
Off-Post Overnight Weekends	Discretion of the Battalion Commander End Duty Day Friday until 1800 Sunday when signed out by a family member or in loco parentis individual.

9. Battle Buddy System.

a. The Battle Buddy system will be used to develop a sense of responsibility and accountability for fellow Soldiers, to improve safety, and to reduce the likelihood for sexual harassment, assault, and misconduct, and to be attentive suicidal gestures or attempts.

b. While on-post, to include on-post passes, all MOS-I Soldiers will have at least one Battle Buddy at all times. Mixed-gender Battle Buddy teams are ONLY AUTHORIZED when an MOS-I Soldier has no availability to a Battle Buddy of the same gender. In such a rare instance, a Cadre member must approve the teaming of a female Soldier with two male Soldiers or a male Soldier with two female Soldiers.

c. An MOS-I Soldier traveling off-post, including off-post passes but excluding approved leave, will have at least two Battle Buddies at all times. All off-post Battle Buddy teams will consist only of Soldiers of the same gender, i.e., the 2:1 ratio rule is not permitted. All off-post Battle Buddy teams must sign out of their unit together and then sign back in to the unit together as a group.

d. An MOS-I Soldier's spouse, parent, or "in loco parentis" individual (determined by the Soldier's SGLV and DD93 or listed on Enlistment Contract) can serve as an appropriate Battle Buddy off-post without an additional accompanying Soldier in training. In such case, the additional off-post Battle Buddy is not required. The spouse, parent, grandparent or "in loco parentis" individual will sign out with the MOS-I Soldier.

e. The Battalion Commander must approve "in loco parentis" status for an individual other than those stated above. If two MOS-I Soldiers are married to one another, they are prohibited from serving in the role of "spouse" as related to this policy and may not sign each other out for on- or off-post pass unless approved by the Battalion Commander.

10. Accountability Procedures. All MOS-I Soldiers will sign out with their Company CQ or Cadre in Charge when leaving the Company area for purposes other than class, physical fitness training, or chow formations during the duty day.

a. Companies will account for their Soldier within the Brigade footprint using an internal sign-in and sign-out log. When out of the Brigade area, one member of the Battle Buddy team will have a completed sign out slip in his/her possession at all times. At a minimum, the sign-out slip will include: (a) the Soldier's name and rank, (b) the time the Soldier signed out, (c) expected return time, (d) the name and rank of the Soldier's Battle Buddy/Buddies, and (e) the name, rank, and phone number of the Cadre member who signed the Soldier out.

b. All Soldiers in the Battle Buddy team will return the sign-out slip to the Cadre in Charge upon returning to the Company Area.

11. MOS-I Phase Badges.

a. Each MOS-I Soldier will be issued a Phase Badge that identifies the individual's current phase of training. Badges will be created IAW the diagrams in Enclosure 1.

b. The Phase Badge will be worn clipped on the top of the left front pocket, underneath the "US ARMY" of the ACU. It will be displayed on the IPFU shirt when worn during times other than physical fitness training and will be worn on the upper left portion of the shirt, near the "Y" in "ARMY." No Phase Badge will be present during physical fitness training.

c. MOS-I Soldiers will display their Phase Badges at all times while on Fort Gordon/Fort Meade, whether in military uniform or civilian clothes. When in civilian clothes on-post, the Phase Badge will be worn chest high and viewed from the front. MOS-I Soldiers will keep their Phase Badges in their possession when off-post but will not wear it visibly.

d. Each Company is responsible for generating and issuing the MOS-I Phase Badges to its Soldiers.

12. MOS-I Phase Privileges. A summary of facility privileges for MOS-I Soldiers is listed below (√ = privilege permitted):

Facility	Phase IV	Phase V	Phase V+
Barton Field during hours of darkness	OFF LIMITS TO ALL		
Class VI Store			
Gordon Club (except official functions)			
Outdoor Pool			
MWR Lounges/Sports Bars (incl. Kegler's)	CO CDR Approval Only		
Stinson Hall, Ring Hall, Griffith Hall			
AAFES Shoppettes	√	√	√
Barber Shops/Salon	√	√	√
Burger King locations		√	√
Clothing Sales	√	√	√
Commissary		√	√
Dinner Theater		√	√
Education Center		√	√
Godfather's Pizza/Subway		√	√
Gordon Lanes Bowling Center		√	√
Huddle House		√	√
ALT Escape Cafe		√	√
Indoor Pool	√*	√	√

Facility	Phase IV	Phase V	Phase V+
Library	√	√	√
Me Me & Bo Bo's		√	√
MWR Gyms	√	√	√
PX and stores within PX building	√	√	√
PXtra and Mini Mall Stores	√	√	√
Riding Stables		√	√
Starbucks (DDEAMC)		√	√
Teresa's (Courtyard complex restaurant)		√	√
TASC (Gun Range)		√	√
Gordon Lakes Golf Course		√	√
Pointes West		√	√
Bingo Palace			√

*Exceptions include German Armed Forces Training, Ranger School Training, or medically authorized Pool PT.

13. Pass Privileges.

a. MOS-I Soldier's First Weekend upon Arrival at Fort Gordon.

(1) Phase IV MOS-I Soldiers who arrive at Fort Gordon with their Family members or individuals in loco parentis may be granted off-post overnight privileges not to exceed a 150-mile radius during their first weekend at Fort Gordon. Such Soldiers are authorized to wear civilian clothes during this "first weekend" pass. Each Soldier must sign out on pass and sign back into the unit by 1800 on Sunday for accountability.

(2) Phase IV MOS-I Soldiers who arrive at Fort Gordon without Family members may be granted on-post pass privileges during their first weekend at Fort Gordon. Such Soldiers must remain in duty uniform and will have a Battle Buddy at all times while on pass. Each Soldier will sign out when leaving the company area and sign in upon return.

(a) Off-Post Day Passes. Commanders will document and maintain counseling statements for all MOS-I Soldiers granted off-post day passes. The counseling will include, at a minimum, accident prevention, safety, and a point of contact listing. MOS-I Soldiers involved in weekend training will not be permitted to go on such pass until the training is completed and all unit tasks/missions are completed.

(b) Off-Post Overnight Passes. Generally, overnight off-post passes are prohibited for regular two-day weekends for MOS-I Soldiers of all phases. Listed below are the guidelines for off-post overnight pass exceptions:

(3) The Battalion Commander maintains the authority to determine whether a Phase V+ MOS-I Soldier may be permitted to have an off-post overnight pass during: A

regular two-day weekend when signed out by a Family member or in loco parentis individual, or a four-day holiday weekend when signed out by a Family member or in loco parentis or travel to their authorized home of record. Phase IV and Phase V MOS-I Soldiers will not be granted overnight passes during holiday weekends. Unless authorized by the Battalion Commander, MOS-I Soldiers are not permitted to travel further than 250 miles from Fort Gordon/Fort Meade (i.e., Soldier's respective duty station) for an overnight pass, and not further than 150 miles for a day pass.

(4) An MOS-I Soldier may be granted an overnight pass if there has been a medical emergency related to a Family member verified through the Red Cross and if the Soldier desires to take a pass/leave because of this.

b. An MOS-I Soldier going on-post or off-post on pass must be signed out by a Spouse, Parent and SGLV Beneficiary. This individual serves as an MOS-I Soldiers Battle Buddy. Link up points between Soldiers in Training and Family members are the Battalion Staff Duty or Company Operations/CQ. **Family members are not authorized to enter the barracks.**

c. MOS-I Soldiers granted an off post pass are restricted from staying at or checking in to hotel/motel accommodations to help maintain good order and discipline, health, morale, safety and welfare of all Soldiers. This restriction is an attempt to prevent situations that may lead to underage drinking, inappropriate relationships, sexual assault and/or other misconduct.

14. Phase Privilege Suspension or Revocation.

a. Phase privileges for MOS-I Soldiers will be suspended or revoked based on legitimate reasons, such as pending UCMJ or adverse administrative action, immaturity, poor military bearing, and safety concerns. All phase suspensions or revocations will be documented using a DA Form 4856 counseling statement clearly stating the reasons for the suspension or revocation.

b. Immediately upon phase suspension or revocation, the MOS-I Soldier will be issued and required to wear the reduced phase badge.

c. Unit "lock-downs," meaning a complete or substantial suspension of phase privileges across a portion of the unit, will only be approved by the Battalion Commander or higher and will only be used for compelling and immediate reasons of health, safety, and welfare (to include assisting law enforcement investigatory activities and securing sensitive items). Lock-downs will be no longer than absolutely necessary.

d. Phase V and V+ MOS-I Soldiers facing involuntary administrative separation will revert to Phase IV status from the time the separation process is initiated until they depart the military or are retained by the separation authority. Phase IV Soldiers facing

involuntary administrative separation will remain in Phase IV and cannot move up in phase unless they are retained by the separation authority and meet the requirements to phase up.

e. At the Battalion Commander's discretion, Phase V and V+ Soldiers pending investigations or punitive actions under the UCMJ (to include non-judicial punishment and/or courts martial) may revert to – and remain in – Phase IV status until final adjudication or withdrawal of the action. Factors to consider whether to revert a MOS-I Soldier include, but not limited to, type of investigation, seriousness of offense, and affect on Family members if they reside with the Soldier.

f. Authority for Phase Privilege Suspension or Revocation within the Unit.

(1) The Squad Leader can suspend an MOS-I Soldier's phase privileges for up to 24 hours.

(2) The Platoon Sergeant can suspend an MOS-I Soldier's phase privileges for up to 48 hours or, when combined with Squad Leader suspension, for up to 72 hours (without the Company Commander's approval).

(3) The Company Commander can suspend an MOS-I Soldier's phase privileges for up to 14 days.

(4) The Battalion Commander can suspend an MOS-I Soldier's phase privileges for more than 14 days or can revoke phase privileges altogether.

15. Exceptions to Phase Privilege Policy.

a. Medical Profile. The Battalion Commander may authorize an MOS-I Soldier to advance in phase when such Soldier's inability to phase up is based solely on his/her medical hold status or he/she possesses a long-term, verified medical profile for the same, continuous injury. The MOS-I Soldier will, however, remain in his/her current phase if facts show subpar conduct, performance, or other relevant factor.

b. Authorized PCS and Residence Outside of Barracks with Dependent(s).

(1) Soldiers in training whose training exceeds 20 weeks are authorized a Permanent Change of Station (PCS) IAW AR 614-200, para. 4-5.

(2) The Battalion Commander may authorize a married Phase V+ MOS-I Soldier with PCS orders to Fort Gordon/Fort Meade to live in local off-post quarters or on-post contract-managed housing if such Soldier's dependant(s) reside in the respective local area. Once such authorization is granted, only the Battalion Commander may revoke

this privilege. If a Phase V+ Soldier has their Phase privileges suspended, they will return to living in the unit barracks until they regain Phase V+ status.

(3) If permitted to live outside of barracks, such Soldier may also be authorized off-post overnight and overnight weekend passes. The Soldiers' spouse will serve as the appropriate battle buddy. A sign-out slip is not required for the married MOS-I Soldier; however, they are still required to sign out with the CQ prior to taking such pass.

(4) Such MOS-I Soldier is dismissed after completion the duty/training day until the first recall formation the next duty/training day.

(5) The Battalion Commander will establish a policy to ensure these Soldiers in training are allotted time for delivery of household goods. No Soldier in training regardless of classification, however, is authorized to miss training to search for housing.

(6) Soldiers in training authorized to live in local off-post quarters or on-post contract-managed housing will not permit MOS-I Soldiers to these residences at any time.

(7) No single or geographical bachelor Soldier in training with PCS orders is authorized to reside in local off-post quarters or on-post contract-managed housing. Such Soldiers in training, including MOS-T Soldiers, will be housed in the barracks.

c. POV Use by MOS-I Soldiers.

(1) The Battalion Commander may authorize a married Phase V or V+ MOS-I Soldier to drive a POV or rental car when such Soldier has been permitted to live outside of barracks with dependent(s).

(2) The Battalion Commander may also authorize a Phase V or V+ MOS-I Soldier who completed 21 weeks of MOS training to drive a POV or rental car.

(3) Only the authorized MOS-I Soldier and his/her Family member(s) or civilian associates are permitted to ride in the Soldier's POV.

(4) Cadre conduct monthly joint inspections of the MOS-I Soldier's POV.

16. MOS-T Permissible Conduct and Privileges.

a. Uniform. The standard uniform for a MOS-T Soldier is the ACU with the 15th RSB patch on the left sleeve. National Guard members, Reservists, and Active Duty Soldiers on "TDY and Return" status are authorized to wear their assigned unit patches. MOS-T

Soldiers are not issued phase badges and such badges are not part of MOS-T Soldiers' uniform.

b. MOS-T Soldiers are authorized the following:

(1) Drive POVs or rental cars during the duty day with the authorization from their Company Commander and Course Chiefs.

(a) MOS-T Soldiers, however, are prohibited from offering or providing MOS-I Soldiers transportation in POVs or rental cars.

(b) MOS-T Soldiers are also prohibited from riding in a POV belonging to Cadre.

(2) Wear of civilian clothes at the end of the duty/training day when released by Cadre.

(3) Possess and use mobile telephones and portable electronic devices (e.g., handheld electronic games, DVD players, MP3 players, etc.) after the duty day. Such devices must be properly secured and annotated on the unit high dollar value inventory record.

(4) Purchase and consume alcohol after the duty day and the MOS-T Soldier is at least 21 years of age. Consumption of alcohol, however, within eight hours of duty is prohibited. An MOS-T Soldier will never purchase an alcoholic beverage for any MOS-I Soldier.

(5) Off-post pass privilege at the end of each duty/training day, and on weekends and holidays when no duty or training is scheduled. On weekdays, MOS-T Soldiers must remain within a 150-mile radius of Fort Gordon/Fort Meade. On weekends, a pass must be submitted for travel which will exceed a 250-mile radius.

17. Violation of this policy letter by a 15th RSB Soldier in training or Permanent Party Soldier is punitive and may be subject to the Uniform Code of Military Justice. Civilian personnel who violate this policy may be subject to adverse action or discipline in accordance with applicable laws and regulations.

18. POC for this policy is Brigade S3 Operations Officer at (706) 791-8603.

Marcus Reese

MARCUS A. REESE
COL, SC
Commanding

2 Encls
1. Phase Badge Format
2. Map of Brigade Footprint

Enclosure 1: Phase Badge Format
Phase Badges will be color coded by Phase:
Phase IV = White
Phase V = Yellow
Phase V+ = Orange (Signal) / Crimson (Ordnance)

Example of a Phase IV Badge:

Front

B 369th SIG BN

PHASE IV
15th Signal Brigade

Back

Contact Numbers:

Co CQ # 706-791-XXXX

Bn SDO # 706-791-XXXX

Bde SDO # 706-791-XXXX

SHARP Hotline
 # 706-791-6297

PHASE IV

Imin, Charge
CPT, SC
Commanding

Example of a Phase V Badge:

Front

PFC SMEDLEY, JOHN
1ST PLATOON
25L
B 369 SIG BN

PHASE V
15th Signal Brigade

Back

Contact Numbers:
Co CQ # 706-791-XXXX

Bn SDO # 706-791-XXXX

Bde SDO # 706-791-XXXX

SHARP Hotline
 # 706-791-6297

PHASE V

Imin, Charge
CPT, SC
Commanding

Example of a Phase V+ Badge:

Front

PFC SMEDLEY, JOHN
1ST PLATOON
25L
B 369 SIG BN

PHASE V+
15th Signal Brigade

Back

Contact Numbers:
Co CQ # 706-791-XXXX

Bn SDO # 706-791-XXXX

Bde SDO # 706-791-XXXX

SHARP Hotline
706-791-6297

PHASE V+

Imin, Charge
CPT, SC
Commanding

Example of an OTD-G Phase V+ Badge:

Front

SPC Lapina,
1st PLT
94F
A CO OTD-G

PHASE V+
59TH ORDNANCE
BRIGADE

Back

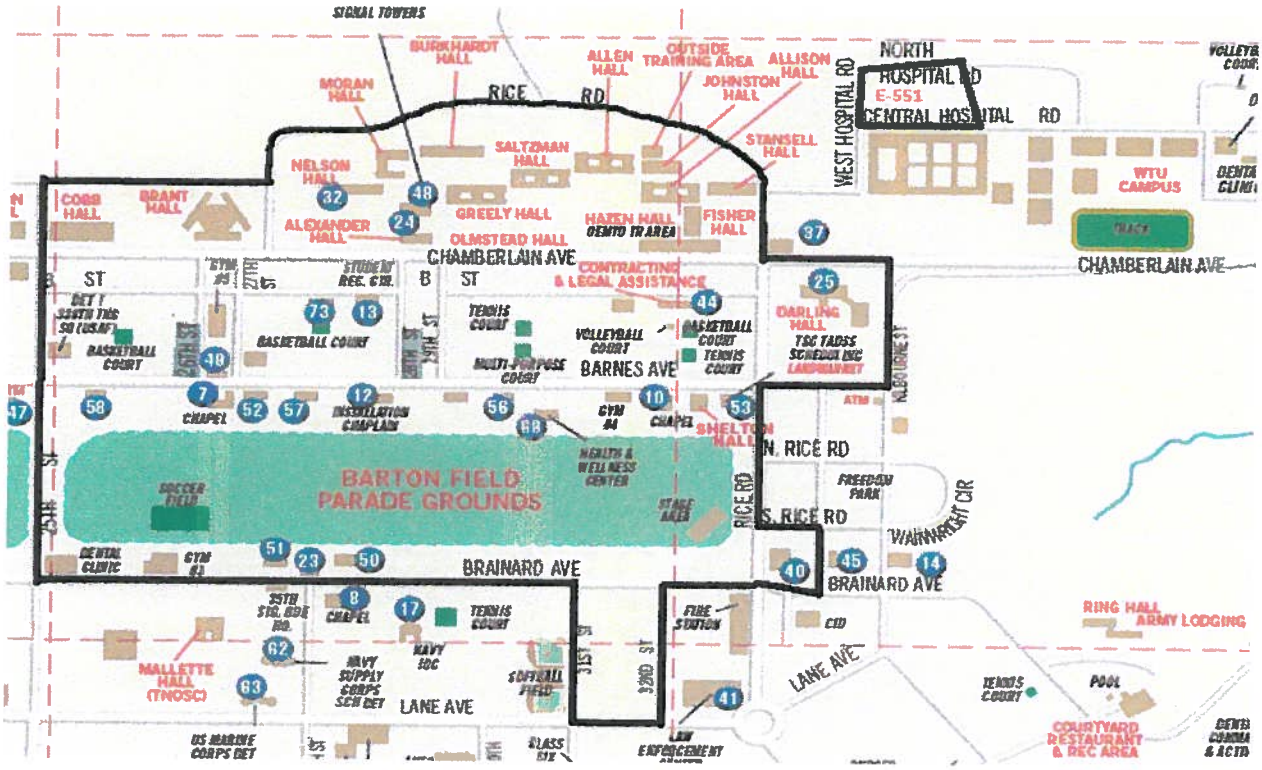
DAY CQ PHONE: 706-791-1521
07 CQ PHONE: 706-791-4004
08 CQ PHONE: 706-791-1746
09 CQ PHONE: 706-791-2791

FAX: 706-791-6588

OTD-G SDNCO: 706-791-2926

OPERATIONS: 706-791-1521

SHARP: 706-791-6297/7867

MARKENSON PIERRE
CPT, LG
COMMANDING

Enclosure 2: 15th Signal Brigade Area of Operations