

DEPARTMENT OF THE ARMY
U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL
AND FORT SAM HOUSTON
Fort Sam Houston, Texas 78234-5002

FSH Regulation
No. 5-1

5 Mar 98

Management
INSTALLATION SUPPORT REGULATION

Issue of supplements to this regulation is prohibited, unless specifically approved by the Commander, U.S. Army Medical Department Center and School (AMEDDC&S) and Fort Sam Houston (FSH).

1. PURPOSE. To establish policies, guidance, procedures, and responsibilities for requesting, tasking, coordinating, and controlling installation support requirements for the FSH/Camp Bullis military community. This includes active and reserve component (RC) units training at FSH/Camp Bullis, as well as Reserve Officers' Training Corps (ROTC), military, and federal activities within the FSH support area, as outlined in AR 5-9.

2. APPLICABILITY. This regulation applies to all units, agencies, or elements assigned or attached to FSH or Camp Bullis, all tenant/satellite units/organizations requesting support from the U.S. Army Garrison (USAG), and other installation activities at FSH. It is also applicable to civilian organizations or other federal agencies which require or are requesting support from FSH or Camp Bullis. Installation support will be shared by all units/organizations on the installation in order to maintain a satisfactory level of base operations support.

3. REFERENCES. Related publications and required forms outlined in appendix A.

4. CONCEPT.

a. The Directorate of Plans, Training, Mobilization, Security (DPTMSEC) serves as the Installation Commander's

*This regulation supersedes FSH Reg 5-1, 15 September 1994.

executive agent for all taskings and support requirements.

b. Requests for installation and community support are reviewed and processed by the Plans, Operations, and Mobilization (PO&M) Division, DPTMSEC. Additionally, support requests are required for all support, including the recurring ceremonies and activities identified in appendix B.

c. Requests for support are tasked to units/organizations based upon available assets, and current unit mission status. Support is defined as any request for resources from units or organizations to support a mission or event. The performance of these installation support missions benefits the total military community.

5. POLICIES.

a. General. The USAG and activities/units/organizations on FSH will support requests within their capabilities and resources. Requests received less than 90 days before the event (see paragraph 6) are less likely to receive favorable consideration due to competition for limited assets. The Director, DPTMSEC, or designated representative, will review late requests and recommend approval or disapproval on a case-by-case basis. All organizations must maximize the use of internal assets prior to requesting installation support.

b. Installation tasking responsibility. The DPTMSEC, except as specified by this regulation, serves as the Installation Commander's sole agency for receiving and processing all requests for installation support or details. All support requests received by other on-post units/organizations must be forwarded to DPTMSEC for action.

c. Support cycle. Units and organizations assigned or attached to FSH will normally be tasked to provide support during specific periods based upon military personnel strength as provided by the Standard Installation/Division Personnel System (SIDPERS) database. Support periods are established and published not later than (NLT) the end of the third quarter each Fiscal Year. During a unit's designated support period, the unit is the primary source for providing support. A unit may also be required to provide support outside the published time period when it is the sole source, support from a specific source is requested, or the Garrison Commander or DPTMSEC determines that the support will be provided from a specific source. During the

support period the designated unit will provide the Casualty Notification Officer (CNO), and as required, Casualty Assistance Officers (CAO). Responsibilities and support for the monthly Consolidated Retirement Ceremony are outlined in FSH Reg 600-25.

d. Taskings. Installation support requests will be forwarded to units/organizations by fax, electronic mail, through post distribution, or may require pick-up at DPTMSEC. To expedite support, telephonic notification will be made on a case-by-case basis, and will be made on all requests received less than 5 working days before the event. Upon receipt of a written request for support, the tasked organization will acknowledge receipt of the mission to the DPTMSEC by fax or electronic mail within 24 hours. Failure to acknowledge receipt constitutes acceptance of the mission/task.

e. Rank requirement. Installation support may require personnel in the rank of colonel and below. The following is a partial list of recurring installation support and rank requirements. It is to be used only as a guide and is subject to change by the Installation Commander.

<u>SUPPORT</u>	<u>FREQUENCY</u>	<u>GRADE(S)</u>
*NAF Property Inventory	Bi-Annual	MAJ-SPC
*AER Audit	Annual	CPT-WO1
*MP Depository Inventory	Quarterly	CPT-WO1
*CID Depository Inventory	Quarterly	CPT-WO1
MOS Medical Review Board	As Required	COL-SFC
Physical Evaluation Boards (Note 1)	As Required	COL-SFC
Casualty Assistance Officer (Note 2)	As Required	LTC-SFC
Casualty Notification Officer (Note 3)	As Required	LTC-MSG

*Duty/detail will be performed by USAG personnel/units. Units outside the USAG may be tasked only by the USAG Commander.

NOTE 1: Physical Evaluation Boards (PEB): Providing personnel to serve as voting members of a PEB is a regulatory requirement. While in the published support cycle period each unit must be prepared to provide personnel (Sergeant First Class - Colonel) to the PEB on very short notice. Due to the special requirements for members of a PEB it is possible that a unit not in the support cycle period may be required to provide PEB members.

NOTE 2: Appointment of a CAO, as outlined in AR 600-8-1,

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is required for any U.S. Army active duty soldier's or retiree's next-of-kin living within a 75-mile radius of San Antonio, Texas. For active duty soldiers assigned to FSH, a CAO will be requested from the soldier's unit by the FSH Casualty Area Command. All other requests for CAO will be executed by using the current installation support cycle. Tasked units will provide the name/grade information of the appointed CAO NLT 2 hours after telephonic notification of request.

NOTE 3: Units will provide CNO (formerly called Primary Notification Officer) personnel in accordance with the current installation support cycle. The unit with CNO duty will ensure that a CNO is appointed, and that he/she will report to the Casualty Assistance Office on the Thursday preceding assumption of duty. The unit responsible for providing the CNO will provide a by-name roster to the Casualty Assistance Office to ensure 24-hour coverage, 7 days a week. Qualifications for CNO are outlined in para 4-7b-d, AR 600-8-1.

f. Community support guidelines. In accordance with DOD 5500.7-R and AR 360-61, the following guidelines apply, and must be adhered to, when supporting civilian community requests for support:

(1) Army participation may not selectively benefit an organization, commercial venture, profit or nonprofit person, group or corporation (quasi-religious sectarian, ideological, fraternal or political).

(2) Army personnel will not be used for manual labor, serving food, bartending, ushers, guards, parking lot attendants, runners, messengers, baggage handlers, crowd controllers, administrative support, or in any demeaning or inappropriate capacities, to support unofficial programs conducted off the military installation for non-military functions.

(3) Army material or services will not be requested/ approved when in direct competition with commercially available sources in the civilian community. This includes such items as communications equipment, transportation, audio-visual support, ambulances, public address systems, food handling equipment, chairs, tables, canopies, tents, and construction equipment.

(4) Army policy allows for providing military support, including use of real property to national conventions of veterans' organizations. Support for other activities or organizations will depend upon the nature of the activity, and the resources required.

(5) Army musicians on official duty will not provide background, dinner or dance music at luncheons, dinners, receptions or dances, when held in the civilian community, and sponsored and attended by other than military or official government personnel, and their guests.

(6) Army participation and support are not authorized for parades or events designed primarily to support commercial interests or promotional aspects of a holiday or an event. Participation in a parade sponsored by the community as a whole may be authorized when oriented toward civic, patriotic or commemorative aspects rather than commercial.

(7) The Garrison Commander can approve static display of aircraft at locations other than military airfields and heliports to support community relations programs, and enhance recruiting awareness. Ground displays are authorized for official civil ceremonies and functions on national, state, or local holidays or events which encourage better public understanding of, and appreciation for, Army aviation. The Public Affairs Office (PAO) will obtain the concurrence of the Commander, USAG, and Staff Judge Advocate (SJA), if appropriate, before forwarding requests of this type to DPTMSEC for action.

(8) Government billeting and messing facilities may not be used by non-Department of Defense (DOD) personnel when such use would compete with commercial enterprises, except upon approval by the Garrison Commander.

(9) The approval for use of medical personnel in support of non-military sporting events or events not sanctioned by the Department of the Army (DA) Sports Office is not authorized below the DA level. Requests of this nature received by DPTMSEC will be forwarded to the DA Sports Coordinator for review prior to support being approved. A lead time of 180 days is required.

6. TYPES OF SUPPORT.

a. Community support. Requests for off-post community support from non-military organizations must reach the PAO

90 days prior and the PO&M Division **NLT 75 days prior** to the event. Requests not received 90 days prior to the event will most likely not be supported, due to increased competition for limited resources. Prior to DPTMSEC tasking for support, requests from non-military organizations must be reviewed by the PAO which will recommend approval/disapproval for support in coordination with SJA, as appropriate. All requests sent directly to DPTMSEC will be forwarded to the PAO for recommendations prior to any action being taken.

b. Active component support. Requests from active component military organizations must reach the PO&M Division **90 days prior** to the event. Late requests (those received with less than 90 days) must be forwarded with a letter of justification signed by the commander (Lieutenant Colonel/GS-13 or above) or the commander's designated representative (Major/GS-12 or above) detailing the reason the request was not submitted IAW the 90-day suspense period. The letter of justification will explain why the request is late and indicate that organizational resources are not available or adequate to meet the need. The letter of justification will be reviewed by the DPTMSEC and a recommendation forwarded to the Installation or Garrison Commander to approve/disapprove the support. Late requests not having a letter of justification will be returned by the DPTMSEC without action. At 45 days, training is locked in, and all support requests will require approval by the Installation or Garrison Commander.

c. Reserve component support. The DPTMSEC Training Support Division, hosts an Annual Reserve Component Training Conference to assist reserve components in scheduling and coordinating annual training at FSH (Ammunition, NBC, DEPMEDS, billets, etc.) Requests for support must be submitted in writing **NLT 90 days** prior to the start date. The Training Division also supports ROTC, JROTC and community activities on a space available basis. Reserve component and ROTC units requesting other than annual training support must comply with the same 90-day rule.

d. Food service support. Units requesting food service support will make every effort to use their own personnel to operate their dining facility. Other food service support for authorized personnel must be provided by a contract-operated dining facility, with the requester absorbing all incurred costs. Military food service personnel cannot be used to augment a contract-operated dining facility.

e. Transportation support. Units/organizations which only require transportation support will request/coordinate directly with the Directorate of Logistics (DOL) Transportation Motor Pool. Tenant units, organizations, and activities must submit transportation requirements (busses, vans, and sedans) to the DOL Transportation Motor Pool on FORSCOM Form 248-R, Request for Motor Transportation. Routine requests for transportation do not require DPTMSEC coordination or approval. The DPTMSEC will only task transportation requirements for support of major events and exercises.

f. Camp Bullis support. Active component training support requirements for Camp Bullis must be submitted on FSH Form 2070, Request for Training Support, directly to Camp Bullis, ATTN: Operations. Reserve component requests must be forwarded through the DPTMSEC Training Division, ATTN: RC Component Support, with an information copy to Camp Bullis, ATTN: Operations. Community organizations must send all requests for Camp Bullis support to the FSH PAO. If the requested support is authorized by the Garrison Commander the request will be forwarded to DPTMSEC for tasking.

g. Training aids support. The Visual Information Support Activity (VISA), Directorate of Information Management, will provide visual information products and equipment, to include instruction on their use, upon request. A DA Form 3903, DA Training Aids and Devices Support Request, will be submitted to Training Support Division (TSD), DPTMSEC. All support must be requested on DA Form 3903. Direct coordination with VISA or TSD is required for all training aid support. The requesting unit is responsible for pick up, set up, and return of the equipment.

h. Volunteer support: Fort Sam Houston, as a member of the community, may be asked to provide volunteers for activities or events both on and off the installation. No person or organization may solicit for volunteers at FSH or Camp Bullis without proper approval.

(1) Department of Defense personnel, in their capacity as a soldier or DOD civilian may not serve as a volunteer on duty time without approval of the Installation Commander.

(2) Soldiers and DOD civilian employees may volunteer while off duty without the Installation Commander's approval,

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provided there is no direct or implied inference of DOD sponsorship of the event as the result of the volunteer's actions.

(3) Private Organizations - AR 210-1, prescribes policy and procedures concerning private organizations operating on an installation. All private organizations operating or desiring to operate on FSH must have a permit to operate on the installation. Private organizations authorized to operate on FSH will address all volunteer support requirements to the Directorate of Community Activities (DCA), Community Programs Manager/Installation Volunteer Coordinator. A list of approved private organizations is maintained by the Community Programs Manager/Installation Volunteer Coordinator.

(4) Points of Contact

(a) The DCA is the point of contact for all volunteer actions/support requested by DOD or non-DOD activities **physically located on** FSH or Camp Bullis. The DCA address is:

Directorate of Community Activities
Army Community Service (ACS)
ATTN: Community Programs Manager/Installation
Volunteer Coordinator
Bldg 2797
2010 Stanley Road
Fort Sam Houston, TX 78234-5020

Phone: (210) 221-2418/2705 DSN 471-2418/2705
FAX: (210) 221-2040 DSN 471-2040
cc:Mail address: Thomas, Linda
E-Mail address:
linda_thomas@smtplink.medcom.amedd.army.mil

(b) The PAO is the point of contact for all volunteer actions/support requested by DOD and non DOD activities **not physically located** on FSH or Camp Bullis. The PAO address is:

Public Affairs Office
ATTN: Ms. Yolanda Hagberg
U.S. Army Garrison
Bldg. 124
1212 Stanley Road
Fort Sam Houston, TX 78234-5004

Phone: (210) 221-1139 DSN 471-1139
FAX: (210) 221-1198 DSN 471-1198
cc:Mail address: Hagberg, Yolanda
E-Mail address:
yolanda_hagberg@smtplink.medcom.amedd.army.mil

7. PROCEDURES.

a. Requests for support. Requests for support must be signed by the Commander, Operations Officer, or the commander's designated representative (E-7/GS-9 or above), as indicated in paragraph 6b (for late requests). Requests which do not provide or contain the information listed below, may be returned to the requester without action or for additional information:

- (1) Requesting unit/organization to include address)
- (2) Name of function(s) to be supported
- (3) Location of function(s) to be supported
- (4) Date(s) the support is required with reporting and ending date and time for the resources.
- (5) Number and type of personnel/equipment required
- (6) Requests for personnel must specify the specific duties the individuals will be required to perform, i.e., set up chairs, tables, etc. The request must also indicate exact transportation, messing, and billeting arrangements for detailed personnel, as applicable.
- (7) Military Occupational Specialty (MOS)/specialty and grade(s) of personnel requested, if applicable, i.e., Medical Specialist, etc.
- (8) Justification for support must identify/outline in detail all support requirements.

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(9) Certification that appropriate risk management/risk assessment actions have been completed. The Secretary of the Army's policy letter, subject: Risk Management Integration Responsibilities, 1 May 1997, and MEDCOM Pam 385-6, provide information on risk management and assessment.

(10) Point of contact for telephonic coordination, a fax number and electronic mail address (FSH personnel use cc:mail address; others use E-Mail address).

b. All requests for support should be sent to:

Directorate of Plans, Training,
Mobilization, and Security
ATTN: MCGA-PTM-PO
Bldg 155
1418 Stanley Road
Fort Sam Houston, Texas 78234-5002

Phone: DSN 471-0346 COMM (210)221-0346
FAX: DSN 471-1810 COMM (210)221-1810

cc:Mail: Lusk, Reece
E-Mail address:
reece_lusk@smtplink.medcom.army.mil

c. Requests for relief. Requests from units/organizations for relief from taskings must be fully justified, made in writing, and be signed by the commander or director. A request for relief must be submitted IAW the timelines of paragraph 7d below. Requests will be reviewed and evaluated by the DPTMSEC and forwarded to the Garrison Commander with a recommendation. The Garrison Commander will approve/disapprove the request for relief of a tasking. If approval for relief is granted, DPTMSEC will normally task the next unit in the support cycle which has the required assets or disapprove that specific area of support.

d. Suspense/relief dates: The following suspense timeline is established for support requirements. Units will be given the number of days specified below to inform DPTMSEC, in writing, that they accept the mission or request relief from support requirements.

(1) Requests received 1-45 days prior to execution.
Accept: ASAP to 3 working days. Relief Request: 1 working day.

(2) Requests received 46-60 days prior to execution
Accept: 5-7 working days. Relief Request: 3 working days.

(3) Requests received 61-90 days prior to execution
Accept: 7-10 working days. Relief Request: 5 working days

(4) Requests received more than 90 days prior to
execution. Accept: 14-21 working days. Relief Request:
7 working days.

(5) Units will provide a written reply to the DPTMSEC as
outlined in the tasking instructions NLT the original suspense
date.

(6) Extensions may be granted by the Chief, PO&M
Division, or the DPTMSEC. Missed suspenses are reported weekly
at the Garrison Commander's staff call.

(7) All Memorandums of Instruction (MOI)/Letters of
Instruction (LOI) must be received by the PO&M Division in draft
format 90 days prior to the event and suspense, as outlined in
paragraph 8b(7) below.

8. RESPONSIBILITIES

a. The DPTMSEC serves as the Installation Commander's
executive agent for taskings. Personnel and equipment support
for the installation, RC, ROTC, and civilian community
activities, as well as those requirements located in the FSH
installation support area (AR 5-9) will be received and processed
for approval/disapproval by the DPTMSEC. Additionally, the
DPTMSEC is responsible for tasking of non-recurring requirements
of other active and RC units/organizations arriving from other
Continental United States (CONUS) locations to train or
participate in exercises at FSH and Camp Bullis.

b. The PO&M Division, DPTMSEC will:

(1) Task for support within the functional capability of
the installation and its available resources.

(2) Serve as the central point of contact for receiving,
assessing, and processing all support requirements.

(3) Serve as liaison with the U.S. Army Reserve and the
Texas Army National Guard for equipment and support not readily
available at FSH.

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(4) Serve as liaison with III Corps/Fort Hood and other installations for support unique to that installation.

(5) Notify the requesting unit/organization of approval/disapproval. Requests from civilian organizations will be returned to the PAO who is responsible for notifying the requester.

(6) Provide a primary point of contact for coordination of support requirements. The requesting agency is responsible for providing a Project Officer to coordinate requirements, and provide overall guidance and supervision for the event or ceremony.

(7) Provide basic formats of MOIs, sequence of events, or other documents for tenant units/organizations in conducting ceremonies or related events. The proponent, as outlined in appendix B, i.e., Easter Sunrise Service (CHAPLAIN) is required to provide a draft MOI for the ceremony/event to the DPTMSEC for finalizing and publication IAW paragraph 7d(7).

c. The PAO is the agency for the initial receipt and the processing of requests for all support to civilian community activities. Army community relations programs develop public understanding of the Army, and appreciation of the Army's contributions to the nation. Units/organizations that receive support requests directly from civilian agencies will refer the agency to the PAO. The PAO will:

(1) Evaluate requests for community activity support to ensure they are IAW prescribed policies, guidance, procedures, and regulations.

(2) Obtain, from the SJA, a legal sufficiency determination, if appropriate, before forwarding a request to the DPTMSEC, PO&M Division.

(3) Inform organizations when an activity cannot or will not be supported.

(4) Inform the AMEDDC&S and FSH Executive Operations when a tasking involves distinguished visitors/VIPs or reflects upon the overall image of FSH.

d. The SJA will:

(1) Determine the legal and ethical sufficiency of a civilian organization's request to use the military installation, its equipment or personnel, and provide a recommendation to the PAO upon request.

(2) Provide the PO&M Division with a copy of a Hold-Harmless Agreement, Release of Liability, or other legal documents, as appropriate.

e. All units/organizations requesting support from the installation will:

(1) Provide DPTMSEC, in writing, a primary and alternate POC for all support issues.

(2) Provide personnel and equipment support, as tasked by the DPTMSEC PO&M Division.

(3) Serve as the lead agency, by providing the Project Officer or noncommissioned officer, for major FSH projects, as directed by the Commander, USAG or as outlined in appendix B. Appendix C outlines USAG and tenants organizations.

9. COORDINATING INSTRUCTIONS. Once tasked, direct coordination between the requesting activity and the supporting activity is authorized and required to ensure timely and accurate support. The DPTMSEC will assist in resolving any disagreement between the tasked unit and the organization being supported.

APPENDIX A

Related Publications and Required Forms

Related publications and required forms are listed below:

- a. DOD 5500.7-R, Standards of Conduct
- b. AR 5-9, Intra-Service Support Installation Area Coordination.
- c. AR 210-1, Private Organizations on Department of the Army Installations and Official Participation in Private Organizations.
- d. AR 220-90, Army Bands.
- e. AR 360-61, Community Relations.
- f. AR 405-80, Granting Use of Real Estate
- g. AR 600-8-1, Army Casualty Operations/Assistance/Insurance.
- h. AR 638-2, Care and Disposition of Remains and Disposition of Personal Effects.
- i. AR 735-5, Policies and Procedures for property Accountability.
- j. FSH Reg 600-25, Consolidated Retirement Ceremony
- k. Secretary of the Army Policy Letter, 1 May 97, subject: Risk Management Integration Responsibilities.
- l. FM 25-100, Training the Force
- m. FM 25-101, Battle Focused Training.
- n. FORSCOM Form 248-R, Request for Motor Transportation
- o. DA Form 3903-R, Visual Information (VI) Work Order
- p. FSH Form 2070, Request for Training Support at Camp Bullis.

APPENDIX B

Recurring Events
(Responsible unit/organization)

Event	Frequency
Martin Luther King Celebration (EO)	January
African American/Black History Month (EO)	February
Foulois Flight Ceremony (PAO/DPTMSEC)	March
Easter Sunrise Service (CHAP)	March
Easter Egg Hunt (USAG Units)	March
Fiesta San Antonio (PAO/USAG)	April
MEDCOM Marathon (MEDCOM)	April
Installation Volunteer Recognition Luncheon (DCA)	April
Asian Pacific Heritage Month (EO)	May
Memorial Day Activities (PAO/DPTMSEC)	May
Outdoor Catholic Service (CHAP)	May
Armed Forces Week Activities (PAO)	May
Confederation Interalliee des Officiers de Reserve (CIOR) (DPTMSEC)	May - July
Army Birthday Ceremony (PAO/DPTMSEC)	June
MG Billy Johnson Memorial Fun Run (AMEDDC&S)	June
Combat Medic Memorial Run (AMEDDC&S)	July
Fourth of July Cannon Salute (DPTMSEC)	July
Regimental Week (AMEDDC&S)	July
Women's Equality Month (EEO)	August
POW/MIA Ceremony (PAO/DPTMSEC)	September
BUSHMASTERS (DPTMSEC)	SEP/NOV/JAN
Day at Old Fort Sam Houston (DCA)	October
National Hispanic Month (EO)	October
Retiree Open House Activities (DCA)	October
Haunted House (USAG Unit)	October
Native American Heritage Month (EO)	November
Veterans Day Activities (PAO/DPTMSEC)	November
Christmas Tree Lighting (CHAP/DCA)	December
Post Police Support (GARRISON CSM)	Daily
Monthly Retirement Ceremonies (DPTMSEC)	Monthly
Fort Sam Houston Extravaganza (DCA)	Monthly
Immigration/Naturalization Ceremony (PAO)	Monthly
Spring/Fall Post Clean-up (DPW) (March/April, November)	Semiannually
Boy Scout Activities (DCA)	Annually

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Girl Scout Activities (DCA)	Annually
Day of Caring (DCA)	Annually
Expert Field Medical Competition (AMEDDC&S)	Annually
ROTC Summer Camp (DPTMSEC)	Annually
Reserve Component Training (DPTMSEC) (Throughout the year)	Annually
U.S. Modern Pentathlon/Competition Support World Class Athlete Program (DPTMSEC)	Annually
Army Family Action Plan Conference (March)	Biennially)
Special Recognition Events (EO/DCA)	As Required
Mentorship/La Salida (CHAP/DCA/DPTMSEC)	Spring/Fall
Summer Gazebo Concerts (PAO)	As Required

APPENDIX C

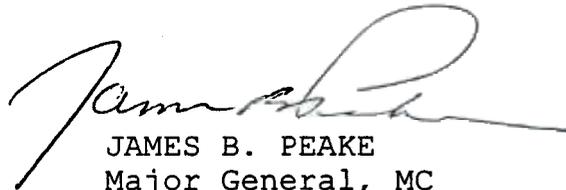
U. S. Army Garrison and Tenant Organizations
(Listed in Alpha Numeric Order)

FSH Resident Agency, 6th MP Group (CID)
41st Combat Support Hospital (CSH)
43d Medical Detachment (Veterinary)
79th Ordnance Battalion (EOD)
90th U.S. Army Regional Support Group
94th Medical Detachment (Veterinary Medicine)
120th Infantry Brigade
147th Medical Logistics Battalion (Rear)
321st Civil Affairs
323d U.S. Army Band
416th Engineer Command
797th Ordnance Company (EOD)
Army & Air Force Exchange Service
Army Civilian Training Education and Development Student
Detachment
Army Corps of Engineers
Army Corps of Engineers (BAMC)
Army Dental Activity
Army Frequency Management Office
Army Medical Command
Army Medical Department Center and School
Army Veterinary Clinic
Brooke Army Medical Center
BAMC Health Facility Project Office
Civilian Personnel Advisory Center
Defense Accounting Office
Defense Commissary Agency
Defense Investigative Service
Health Care Systems Support Activity
Defense Medical Readiness Training Institute
Fifth U.S. Army
Fifth Recruiting Brigade
FSH Military Intelligence Detachment
Camp Bullis
Special Troops Battalion, U.S. Army Garrison
Institute of Surgical Research
Navy Personnel Support Activity Detachment
Navy Reserve Readiness Center

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NSHS Bethesda Detachment, AMEDDC&S
Physical Evaluation Board
ROTC - HQ 5th Brigade
Special Security Detachment
Trial Defense Service

The proponent of this regulation is the Directorate of Plans, Training, Mobilization, and Security. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, U.S. Army Medical Department Center and School and Fort Sam Houston, ATTN: MCGA-PTM-O, Fort Sam Houston, TX 78234-5002.



JAMES B. PEAKE
Major General, MC
Installation Commander

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