DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
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FORT POLK, LOUISIANA 71459-5339

AFZX-GS

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum G2-01 Intelligence Oversight (IO) Policy

1. REFERENCES.

a. Executive Order 12333, 8 December 1981, amended by Executive Orders 13284 (2003), 13355 (2004), and 13470 (2008)

b. AR 381-10, US Army Intelligence Activities, 3 May 2007.

2. APPLICABILITY. This policy applies to Joint Readiness Training Center & Fort Polk units assigned and tenant; all G2/S2 staff sections and military intelligence units in their entirety; and individually to military personnel, Department of Defense civilians, and embedded contractors performing intelligence missions.

3. This policy establishes specific requirements regarding the Intelligence Oversight Program within JRTC & Fort Polk. Commanders are responsible for the IO Program within Military Intelligence units and all G2/S2 sections. They will establish and maintain an IO program which will include the following requirements:

a. Appointment of IO Officers. Units will appoint an Intelligence Oversight Officer and designate that appointment in writing. Units' IO officers should have sufficient rank to authoritatively address intelligence oversight concerns directly with the unit commander. A copy of the appointment orders will be provided to the higher headquarters IO officer.

b. IO Training Requirements. All soldiers/civilians assigned to intelligence activities will receive IO training within 30 days of assignment or employment and conduct refresher training annually.

c. Annual Formal IO Review. Commanders will ensure that subordinate units conduct a formal annual review of intelligence documents, files, and purge documents as required. Unit IO officers will conduct annual reviews and document results via memorandum, which will be retained until the next review.

d. Reporting Violations or Questionable Activity. Violations or questionable activities will initially be classified as a Serious Incident Report (SIR) and reported in accordance with JRTC & Fort Polk serious incident reporting procedures. Units shall

formalize a process to report violations or questionable activities and include that process in their unit policy books.

4. JRTC & Fort Polk G2 will produce and distribute standardized IO training including procedures listed in reference 1. b. and IO scenario training. Training resources are also available at http://www.dami.army.pentagon.mil/offices/dami-ch/io/io_home.html.

5. This remains in effect until superseded or rescinded.

CLARENCE K.K. CHINN
Brigadier General, USA
Commanding

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