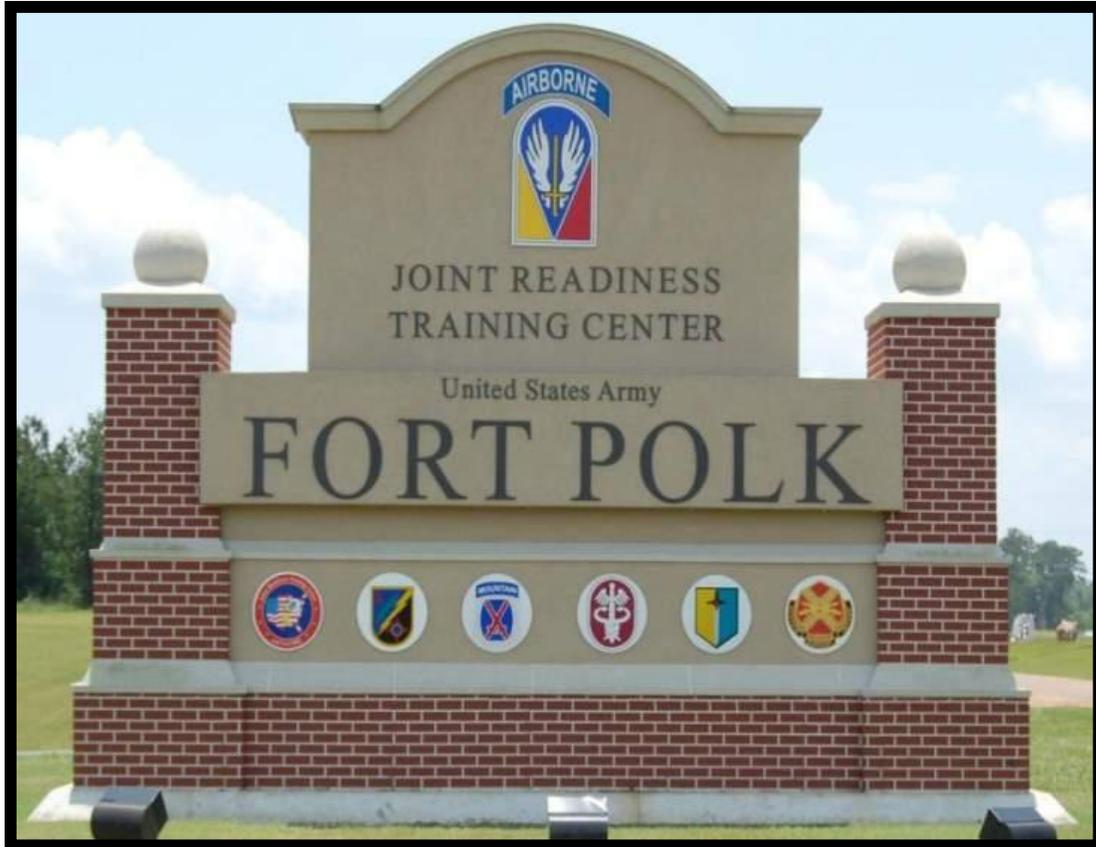


JRTC and Fort Polk



SOLDIER HANDBOOK
1 MAY 2010

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WELCOME LETTER

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FROM THE COMMANDER

Welcome to our Team!

Allow me to extend my personal welcome to you and your Family as you join our team. Regardless of what unit you serve in, this will be one of the most rewarding and satisfying assignments in your career.

If you haven't been to Fort Polk lately, you haven't been here at all. Since 2004 we've spent nearly \$750 million on improvements on a whole host of projects. We turned the bulldozers loose on the worst sets of Family quarters and built better ones for all ranks, completely renovated the others, and are building four neighborhood centers and swimming pools that don't cost you a dime to use. We've got one of the finest education centers of any installation, and multiple opportunities for you and your Family members to further their education with six different colleges & universities. We've put a lot of thought and effort into transforming our hospital into a state-of-the-art facility for everything from physical therapy to having a baby. And in the spring of 2010 we'll open up a brand-new \$20 million dollar PX mall. As you view the photos in the accompanying Newcomers' Brief, I have no doubt you will agree with me and Command Sergeant Major Greca that Fort Polk is one of the Army's best-kept secrets.

The Army has invested its money in our installation because our senior leaders recognize the importance of what we do here. We have eight colonel level commands, all with unique, yet critical missions. The 4th Brigade Combat Team of the 10th Mountain Division, the 1st Maneuver Enhancement Brigade, and the 115th Combat Support Hospital all recently returned from tours in both Iraq and Afghanistan. The Joint Readiness Training Center is a world-class training facility that gives deploying brigades a tough, realistic, and relevant experience before going into the fight. Half of the Army's deploying units—10 brigade combat teams annually totaling 50,000 Soldiers—conduct the most rigorous and realistic training event in their life cycle to certify them for their combat deployment. Adding to our mix, as of 1 September 2009, Fort Polk is now home to the Army's center of excellence for training combat advisors to conduct the Security Force Assistance mission. The 162d Infantry Brigade trains combat advisors from all services both here and at Army installations around the country. The difference we make as we train units for combat is measured in lives saved and missions accomplished.

Our strength as an installation lies in the diversity of our units and breadth of support we provide. In addition to the units I already listed, Fort Polk hosts a MEDDAC, a DENTAC, and a dedicated Garrison staff whose combined efforts ensure the highest-quality support to every member of our community. From Bayne-Jones Army Community Hospital to our dental clinics to the several technical directorates, our operating motto is, "Service First for Soldiers and Families!" Fort Polk truly is a crown jewel for the Army.

Our country is at war. While the Army expects us to provide a key and critical role, this is also an opportunity for you to catch your breath and strengthen your resilience and your relationships. This is a great installation to serve at and raise a Family. You'll see for yourself as you take advantage of our extensive quality-of-life programs—make us your home. I look forward to meeting you in person upon your arrival, and to working with you to achieve our mission. Congratulations on your assignment to Fort Polk!

James C. Yarbrough
BG, USA
Commanding

Hoosh!
Welcome to the
Home of Heroes!

AFZX-CG

MEMORANDUM FOR All US Military Personnel Assigned or Attached to Fort Polk

SUBJECT: Fort Polk Soldier's Handbook

1. Purpose: This handbook outlines the professional obligations and expectations of military personnel on and off duty.
2. Applicability: All US Army personnel of any component assigned or attached to JRTC and Fort Polk or any tenant unit.
3. Welcome to Fort Polk, the Home of Heroes!

JEFFERY A. HOF
CSM, USA
Post Command Sergeant Major

JAMES C. YARBROUGH
Brigadier General, USA
Commanding General

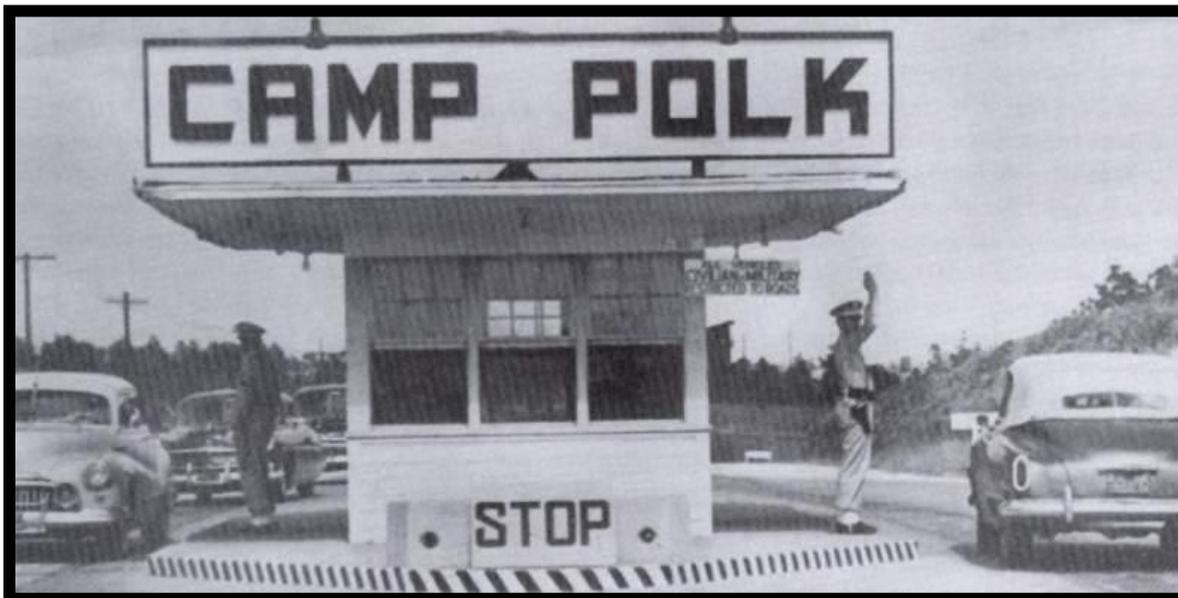
Distribution: 1 per Soldier

HISTORY OF FORT POLK



Fort Polk is named in honor of Leonidas K. Polk, USMA Class of 1827, Lieutenant General in the Confederate States Army, and bishop of the Episcopal Diocese of Louisiana. Polk served in the Western Theater during the Civil War and fell mortally wounded by artillery fire during the Atlanta Campaign in 1864.

Camp Polk officially opened on 1 August 1941, though construction began the previous January. Selected by the War Department as a training site for divisions bound for the North African, European, and Pacific theaters, the original cantonment and training areas included over 100,000 acres of virgin pine timber and little else. Arriving with a small cadre of support personnel, Colonel Otto Wagner assumed command of the post in March, 1941, and over the course of the next five months completed preparations to host the first Louisiana Maneuvers. This first-ever field army-level maneuver exercise conducted by the US Army ultimately involved 19 divisions divided into two opposing armies, each vying to win control of the Mississippi and Red Rivers. The lessons learned in this and subsequent exercises enabled the US Army to modernize its tactical doctrine and its organizations and set the conditions for victory over Nazi Germany and Imperial Japan.



Camp Polk was closed following VJ Day, but reopened briefly from 1950 to 1954 as a basic training facility. During this time the post was formally renamed Fort Polk. In the wake of the Berlin Crisis of 1961 it was again opened

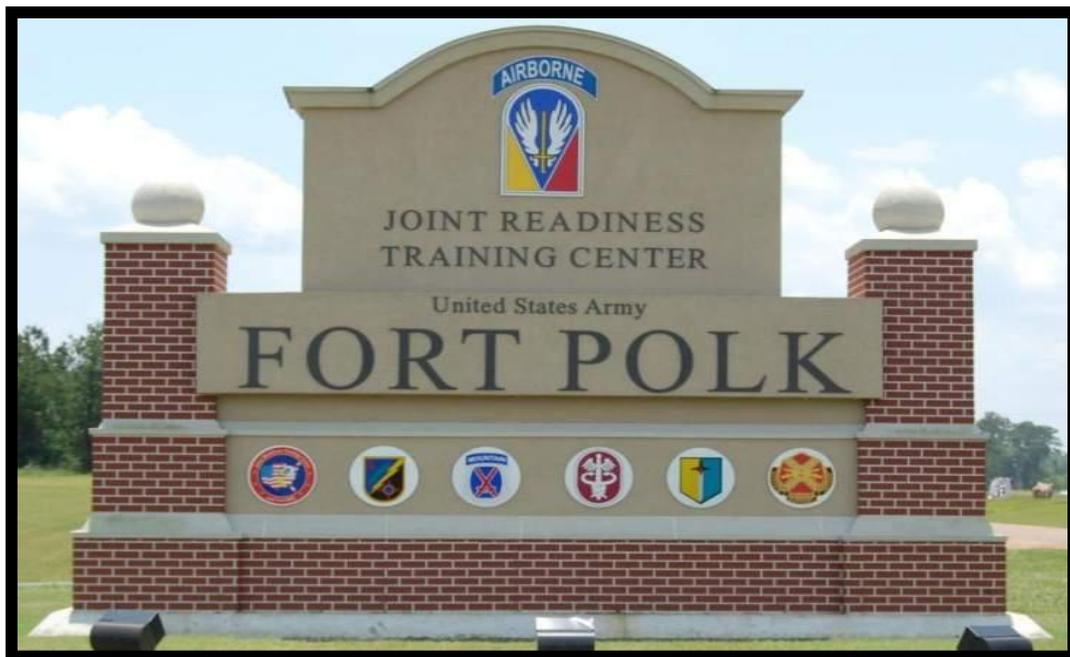
and a permanent basic training mission assigned to it. Over the next 14 years, more infantrymen who fought in Vietnam trained at Fort Polk's "Tigerland" than at any other Army installation.

When US combat units returned from Southeast Asia, the Department of the Army ordered the 5th Infantry Division (Mechanized) to Fort Polk. The 5th ID remained at Fort Polk from 1974 until its

inactivation in 1993, and deployed one brigade to the Republic of Panama in December 1989 in support of Operation JUST CAUSE.

With the inactivation of the 5th ID and transfer of its personnel and equipment to Fort Hood, Texas, Fort Polk returned to its roots as a training post. The Joint Readiness Training Center, the “Super Bowl” of infantry training, moved in 1993 from Fort Chaffee, Arkansas, to Fort Polk, where it remains today. Several units remained to garrison the post as well, including the Warrior Brigade, a multi-functional combat support and combat service support organization, and the 2d Armored Cavalry Regiment (Light).

The requirement to meet the attacks of September 11, 2001, led to further changes at Fort Polk. The return of 2d ACR to Fort Lewis allowed the activation of the 4th Brigade Combat Team, 10th Mountain Division (Light Infantry), one of the first “modular” brigades. Joining it as major tenants are the 1st Maneuver Enhancement Brigade (successor to the old Warrior Brigade), and the 162d Infantry Brigade, a unique organization whose mission is to train Combat Advisors to conduct Security Force Assistance missions alongside the security forces of allied and friendly nations. In addition, the 115th Combat Support Hospital, the 5th Aviation Battalion (Provisional), a DENTAC Detachment, and the 1st Battalion (Airborne) 509th Parachute Infantry Regiment also call Fort Polk home.



Fort Polk is also home to Bayne-Jones Army Community Hospital, a world-class treatment facility supporting over 25,000 active & reserve component Soldiers, Sailors, Airmen, and Marines and their family members. Various known as the 829th Station Hospital and the Polk Community Hospital, it was dedicated in honor of New Orleans native and Army bacteriologist Brigadier General Stanhope Bayne-Jones when the current facility opened in 1983.

Since 1941, US Soldiers, Marines, Sailors, and Airmen have trained at Fort Polk to fight and win America’s wars. They have set an example of dedication, selflessness, perseverance, and humility that is appropriate for a post named in honor of a bishop of the church and a professionally-trained warrior.

CHAPTER ONE

RESPONSIBILITIES

All personnel assigned or attached to Fort Polk will conduct themselves in a manner that reflects favorably on them, their unit, Fort Polk, and the United States Army.

1. Soldier's Responsibilities:

- a. Live the Army Values. Treat others with dignity and respect and do not tolerate or engage in sexual, racial, or other types of discrimination or harassment.
- b. Be technically and tactically proficient. Seek to become an expert in your MOS and assigned duty position.
- c. Obey all lawful orders.
- d. Be at the right place, at the right time, in the right uniform, looking sharp and prepared to excel.
- e. Maintain a professional appearance at all times.
- f. Maintain an appropriate level of physical conditioning and pass the Army Physical Fitness Test (APFT). Meet the height/weight and body fat standards prescribed in AR 600-9.
- g. Maintain weapons qualification on your assigned individual and crew-served weapons. Know mechanical functions, firing techniques, and the capabilities of your assigned weapons.
- h. Know and use your chain of command and NCO support channel.

2. Command Responsibilities:

- a. The chain of command is responsible for ensuring Soldier and Family welfare. This is accomplished by ensuring proper record keeping, correct and timely pay & allowances, adequate housing, and fair & timely access to professional development opportunities. Religious, medical, recreational, and educational needs must also be met. Commanders will ensure Soldiers and Families are treated with dignity and respect.
- b. The chain of command will conduct risk assessments as a part of all activities and will vigorously enforce safety standards.
- c. Leaders will know their Soldiers and will teach, coach, and mentor them to meet and maintain standards.
- d. Staff Sergeants and below should be counseled monthly for professional development and growth by their first-line supervisor. Senior NCOs and officers will be counseled quarterly.

e. First line supervisors will execute Pine Tree Counseling weekly of Soldiers PVT through SGT and will stay involved in the lives of their Soldiers.

f. First line supervisors will visit their Soldiers' living quarters at least semi-annually to ensure health, safety, and quality of life for Soldiers and Family members. This is a voluntary program; Soldiers may elect not to participate without repercussion.

CHAPTER TWO

SOLDIER READINESS

Soldier Readiness is a continuous individual and unit responsibility. All Soldiers are expected to be ready to deploy on short notice.

1. To meet this requirement, Soldiers are responsible for ensuring the following:

- a. ID Card: Must be correct and serviceable at all times with an active personal identification number (PIN).
- b. Identification (ID) tags. All Soldiers will possess a minimum of two ID tags at all times. If applicable, Soldiers will possess the red medical warning tag as well.
- c. Emergency Data. Update emergency data records (DD Form 93) as soon as a change occurs. Leaders will review during counseling and take action immediately to ensure emergency data remains up to date.
- d. Service members' Group Life Insurance (SGLI). Soldiers will update their SGLI forms at least annually. Soldiers are not required to purchase SGLI.
- e. Defense Eligibility Enrollment Record System (DEERS). Soldiers will ensure all legal dependents are properly enrolled in DEERS and that updates are done whenever a change to dependent status occurs.
- f. TRICARE enrollment. Dependents cannot receive funded medical treatment unless they are properly enrolled in the TRICARE health system database. Soldiers will accomplish this task upon inprocessing and first-line supervisors will verify at least semi-annually.
- g. Legal: Wills and powers of attorney must be kept current and correct. First-line supervisors will ensure Soldiers who need a will or POA are given timely opportunity to visit the Staff Judge Advocate.
- h. Family Readiness Groups (FRGs): AR 608-1 establishes the requirement for FRGs. Ensure your Family members, whether residing locally or not, are aware of your unit's FRG. These groups provide vital support and services to Family members. All Soldiers are encouraged to have their Family members participate in the FRG.
- i. Dental: Soldiers are required to have annual dental checks to remain deployable. Any dental condition likely to cause a dental emergency (Category III) must be treated to make the Soldier deployable. First-line supervisors will ensure Soldiers have the opportunity to see a dentist prior to becoming nondeployable by reason of outdated annual exams (Category IV). Leaders and organizations are responsible for Soldiers making all required appointments.

j. Family Care Plans: Service in the Army is a privilege, not a right. Soldiers with parental responsibilities are required by regulation to ensure their dependents are properly cared for in the event of their absence. It is the Soldier's responsibility to ensure all paperwork is complete, and all leaders need to subject each plan to a common sense test. All leaders will ensure single parents and dual military families submit complete and valid Family Care Plans within 30 days of being counseled by the unit commander. Commanders will review Family Care Plans on a quarterly basis to ensure they remain current, as required by AR 600-20.

h. Physical fitness is the foundation for being a successful Soldier in the US Army. Physical training is what starts a Soldier's day here at Fort Polk. Refer

(1) Typically unit PT is conduct for a minimum of one hour; 0630 to 0730 Monday through Friday.

(2) While walking on the one-ways in groups, Soldiers will conduct themselves in a military manner with a sense of purpose; No "mall walking"

(3) Maintain uniformity.

(4) Remember safety (e.g. road guard vests, belts, and flashlights).

(5) Pregnant Soldiers will conduct PPPT.

CHAPTER THREE

PERSONAL CONDUCT

Whether on- or off-duty, on- or off-post, Soldiers will conduct themselves in such a manner so as not to bring discredit upon themselves, Fort Polk, or the Army. Undesirable conduct includes but is not limited to drunk/reckless driving, drunk or disorderly conduct, offensive language or gestures, and failure to satisfy financial obligations.

Smoking is not permitted within 50 feet of any entrance to any building and only in authorized and designated smoking areas.

1. Conduct in Public Establishments

a. When visiting public establishments, Soldiers must be especially courteous to our civilian neighbors and conduct themselves in a manner that does not bring discredit upon themselves or the Army.

b. Wear proper clothing. Find out ahead of time what clothes are proper for the establishment or event you plan to visit and dress accordingly.

c. Watch your noise level. Always respect the rights of others to have a quiet meal or drink. Entering an establishment yelling and screaming at friends will create resentment.

d. Watch your language. The use of profanity and racial epithets are unacceptable anywhere, and reflect poorly on the speaker's education and upbringing. Profanity arouses resentment and disgust and degrades both civilian support for the military as well as military effectiveness. The use of profanity by Soldiers is prohibited in public areas on Fort Polk.

2. **SOLDIERS DO NOT DRINK AND DRIVE!**

a. The legal drinking age in Louisiana is 21. Soldiers under age 21 are prohibited from drinking on or off post at any time.

b. The drunken driving standard is a .08% BAC (over the age of 21) and .02% BAC (under the age of 21) in the state of Louisiana.

c. Watch your drinking. Drinking excessively is an indicator of poor judgment and poor discipline. Soldiers will not carry open containers while in uniform except in designated areas (e.g., Mulligan's).

d. Know and use the designated driver rule. Groups of Soldiers will designate a driver who will not drink. Use public transportation such as taxis, contact your friends, or use your chain of command.

3. Radios, Stereos, and Cassette/CD Players: Loud playing of radios, stereos, cassette/CD players, or similar devices in the housing areas, billets, public locations or while driving. Commanders have the authority to confiscate such devices on post when they are played in such a manner as to disturb others. Remember to be considerate of others and do not share your music. Loud music is a safety issue for Soldiers because they can't hear anything else. If it can be heard beyond 25 feet, then it is too loud. See Command Policy Memorandum DES-02.

Relationships between Soldiers of different ranks. Professional relationships between Soldiers are encouraged IAW AR 600-20, para 14-4. Relationships between Soldiers of different ranks that involve or give the appearance of partiality or preferential treatment or result in improper personal gain are prohibited. The Joint Ethics Regulation governs financial transactions between superiors and subordinates. Enlisted Soldiers and commissioned officers are prohibited from dating or marriage until one party is no longer a member of the military.

EO/Sexual Harassment. All Soldiers will be treated fairly without regard to their sex, race, religion, or ethnic background. This includes not being sexually harassed. A Soldier or civilian employee engages in sexual harassment when, through behavior of a sexual nature, they attempt to control, influence, or affect the career, pay, or job of a Soldier or civilian employee; or make deliberate or repeated verbal comments or gestures of a sexual nature that are offensive to the person to whom addressed; or make unwanted physical contact whether sexual in nature or not.

3. Military Courtesy.

a. A salute is rendering honor to an individual or nation, e.g our National Anthem. It is a visible sign of discipline and mutual respect. Saluting is an outward sign of unit pride and esprit de corps. Salutes at JRTC and Fort Polk should be the sharpest in the United States Army. Each salute should be rendered with a greeting and response. The JRTC and Fort Polk greeting is your, "Unit Motto, Sir or Ma'am!" The response from the officer will be "Unit Motto". When approaching an NCO the appropriate greeting of the day will be rendered, "Good morning Sergeant!" The response from the sergeant will be your "Unit Motto".

(1) Be alert for general officers and other senior officers' vehicles, which are identified with plates depicting their rank attached to the front of the vehicle. Proper military courtesy requires that you render a salute to these officers as they pass.

(2) If an officer approaches, wait until you are about six paces apart and render your salute. However, a salute is appropriate at any distance.

(3) Salutes will be exchanged during field training unless specified by the commander.

(4) Salutes will be exchanged outside the PX, post theater, and other congested areas to include under overhangs. All Soldiers, officer and enlisted, will render the salute unless the act would be impractical, i.e., arms full of packages, at which time render the appropriate verbal greeting.

(5) Headquarters, maintenance areas, and dining facilities will be called to attention/at ease, as appropriate, when a senior officer or NCO enters and leaves.

(6) The national flag is saluted during reveille and retreat ceremonies and when it passes in a parade. When the flag is trimmed on three sides with golden yellow fringe, it is referred to as our National Colors. The Colors are saluted when they pass or when you pass them within six paces.

c. Retired military personnel will be given the respect afforded their rank.

d. Soldiers will stand at attention and sing the Army Song whenever it is played. Soldiers will stand at attention when the songs of the US Marine Corps, the US Navy, the US Air Force, and the US Coast Guard are played.

e. Soldiers will stand at attention when the national anthems of allied and friendly nations are played.

CHAPTER FOUR

PERSONAL APPEARANCE

Your uniform identifies you as a member of the United States Armed Forces and Fort Polk; wear it with pride. Wearing a combination of civilian and military clothing is prohibited unless prescribed by AR 670-1, authorization documents approved by HQDA, or this handbook. Each Soldier is responsible for maintaining a sharp, Soldierly appearance. For example, hands in pockets, poorly fitted uniforms, poor shaving or grooming habits, and improperly worn equipment do not present a military appearance and reflect poorly on individuals, units, and the Army. **Any Soldier is authorized by AR 600-20 and this handbook to correct any Soldier regardless of rank regarding uniform and appearance standards. All Soldiers are directed to make tactful on-the-spot corrections whenever necessary.**

1. General:

a. The American people expect and deserve to see their Soldiers present a respectable, professional, and overtly military appearance at all times. The Army is a uniformed service where discipline is judged, in part, by the manner in which a Soldier wears a prescribed uniform, as well as by the individual's personal appearance. Additionally, a neat and well-groomed appearance teaches self-discipline and attention to detail—critical skills for battlefield success. Soldiers will ensure articles such as wallets, checkbooks, combs, keys, pens, headgear, etc., do not protrude from the pockets or present a bulky appearance. Soldiers in uniform will not walk while talking or texting on cell phones, nor will they eat or smoke while walking in uniform. First-line supervisors are accountable for their subordinates' appearance and conduct; unkempt, dirty, or improperly worn uniforms are a strong indicator of poor leadership at the small-unit level.

b. Cell Phone Hands Free Devices: Soldiers are not authorized to wear or use a hands free device (ear piece) while in uniform, except when operating a privately owned vehicle.

c. iPod/MP3 player use: Soldiers will not wear iPod or MP3 earpieces or headphones while in duty uniform. Soldiers are authorized to use iPods or MP3 players while in PT uniform or while conducting physical training when indoors at any time. Outside the PT hour, Soldiers may wear these devices when using the golf course track, Honor Field, or the running trails. Soldiers are not authorized to use iPods or MP3 players at anytime along roadways or in intersections or while bicycling.

d. ID Tags. Soldiers will wear ID tags at all times when in a field environment, while traveling in aircraft and when outside the continental United States. If applicable, the medical condition warning tags will be worn at all times. Commanders may prescribe more frequent wear. Religious medallions may be worn on the ID tag chain. When worn, personnel will wear ID tags around the neck, except when safety considerations apply (such as during physical training). ID Tags are not to be worn affixed to a belt loop on the trousers and stored in a pocket.

e. Security identification badges. For areas of restricted access, 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 the area for which they are required. Personnel will not hang other items from the security badge(s). Security badges will be worn from the pocket or similar location on the front of the uniform so as to be readily visible.

f. Commercial rucksacks, gym bags, or like articles in black, green, tan or the universal camouflage (ACU) pattern may be worn over one shoulder using a shoulder strap or over both shoulders using both shoulder straps while in uniform. Bags must be carried on the same side of the body as the shoulder strap. Soldiers may not carry the bag slung across the body with the strap over the opposite shoulder.

2. The Duty Uniform: The duty uniform for daily activities on Fort Polk is the ACU uniform with beret, unless directed by the MSC Commander the wear of the patrol cap. Allied and sister service personnel will wear their service's prescribed duty uniform according to their service regulations. Black or olive drab colored belts are not authorized for wear with the ACU.

a. Skill Badges. Soldiers are authorized to wear up to five special skill badges according to the following specifications: A total of five combat and special skill badges are authorized for wear at one time; this total does not include special skill tabs. Personnel may wear only one badge each from groups 1, 2, and 3, as listed in paragraph a, above. Personnel also may wear three badges from group 4, and two badges from group 5, but the total number of badges cannot exceed five.

(1) One badge, worn 1/8th inch above and centered on the US Army tape.

(2) Two badges, worn vertically and centered on the US Army tape, 1/8th inch above the Army tape and 1/4th inch between badges.

(3) Three badges, worn vertically only and centered on the US Army tape, 1/8th inch above the Army tape and 1/4th inch between badges.

(4) Four badges, worn square (2 vertical stacks of two badges), worn centered on the Army tape 1/8th inch above the tape and 1/4th inch between badges.

(5) Five badges, worn as above in (4) with the fifth badge centered above the two stacks, 1/4th inch above the stacks.

b. Fleece (Issued Black/Green jacket). The wear of fleece as an outer garment is prohibited for wear by anyone wearing body armor. Only the Velcro name, rank, and US Army tape will be worn on the fleece jacket. The fleece will be worn with zipper zipped at least $\frac{3}{4}$ of the way up with the collar folded down. Wear of the fleece jacket with the physical training uniform is prohibited.

c. Ballistic eyewear and hand protection. All personnel are required to wear ballistic eyewear and flame-retardant gloves when performing duties requiring IBA and helmets, inside or outside FOBs and base camps. The retention straps are authorized for wear with ballistic glasses. Only DOD approved ballistic eye wear may be worn.

d. Micro-fiber caps will not be worn underneath helmets at any time. Such wear interferes with the protective designs of the helmet and can lead to injury or death in the event of fire.

e. US Flag Cloth Replica. The infrared-sensitive subdued US flag replica will be worn by all Army personnel during tactical training or while deployed. Subdued cloth flags (green or tan) are not authorized for wear by any US personnel. The flag is worn on the right sleeve with the field of stars forward.

3. The Duty Uniform Off-Post:

a. Soldiers may wear the duty uniform (to include ACU/BDU) off-post unless prohibited by their commander.

b. Soldiers may wear the ACU's in conjunction with official travel (e.g., TDY or the combat R&R morale leave program.)

c. Personnel will not wear the duty uniform in any off-post establishments whose primary activity is the sale of alcoholic beverages. Soldiers may eat at establishments that serve both food and alcohol.

d. Soldiers may not wear camouflage face-paint off-post at any time, for any reason, except as specifically required in the conduct of off-post training. Soldiers will not wear camouflage face-paint in any AAFES retail store, commissary, or other establishments where Family member activities take place.

e. Soldiers will wear civilian clothes, the Class A uniform, or the Army Service Uniform for any off-post official activity whose prescribed attire is "coat and tie."

f. At no time may Soldiers enter establishments in **ANY** uniform where their presence would create the perception of behavior that is unbecoming a member of the US Armed Forces (e.g., clubs with public nudity.)

g. Civilians wearing the ACU uniform will comply with the standards established in AR 670-1. The uniform must have a nametape above the right breast pocket. Although not required, an affiliation tape (for example, "Ordnance Technician", "Safety" or "DOD Contractor") may be worn above the left breast pocket. US Army tapes are prohibited. Insignia for DOD civilians consisting of an equilateral triangle printed on an olive-green, khaki or tan cloth background will be worn directly above the left breast pocket or on the left shoulder. Other insignia, badges, flags, patches or accoutrements, attached or affixed to the uniform, are prohibited.

4. Items Authorized For Wear.

a. The beret (black, maroon, tan, or green) is the principle headgear for Soldiers assigned, attached, or TDY to Fort Polk. Other headgear such as the patrol cap or rigger cap will be worn by exception only.

b. The Patrol Cap (PC) is authorized for wear when the MSC Commander has authorize/prescribe the wear of the patrol cap, in lieu of the beret, as the principle duty headgear on Fort Polk Reservation.

c. ACH or CVC helmet will be worn by all occupants of tactical military vehicles with the chinstrap fastened.

d. Military headgear will be removed when indoors except when under arms or while participating in official ceremonies conducted indoors.

e. Name tapes will be affixed with Velcro to the ACU patrol cap. Only Ops Group personnel, Soldiers assigned to the 1st Battalion (Airborne) 509th Parachute Infantry Regiment, and Soldiers assigned to the 162d Infantry Brigade will attach luminous tape ("cat-eyes") to the patrol cap. This is authorized due to their normal wear of the patrol cap during tactical training and is intended for identification and safety purposes only.

f. PC's will not be rolled or front-crunched; rank must be visible.

g. NCO Academy cadre are authorized to wear an organizational black T-shirt as an outer garment while in the academy area during periods of warm weather. Cadre will wear the ACU top over the black T-shirt when outside of the academy area.

h. Cold Weather (Gortex) Parkas. Subdued rank and a nametape are the only items authorized for wear on the Gortex parkas. The nametape will be worn centered on the left sleeve pocket, 1/4 inch up from the bottom of the flap.

i. Gloves. Soldiers may wear any issued military glove and liner, conservative commercial gloves, or the aviator Nomex gloves with the ACU uniform. Gloves should present a military appearance; civilian gloves with multi-colored logos or patterns are not authorized. Personnel riding in tactical vehicles or aircraft will wear flame-retardant Nomex or equivalent gloves only. Any issued glove or liner authorized by the commander is permitted while conducting physical training – uniformity is encouraged.

5. Wear of Civilian Jewelry.

a. A wristwatch, a wrist identification bracelet, and not more than two rings may be worn when in uniform. Jewelry must be conservative and in good taste. An engagement/wedding ring set is considered one ring. Rings will not be worn on the thumb while wearing any Army uniform.

b. Soldiers will not attach, affix, or display objects, articles, jewelry or ornamentation to or through the skin, while in uniform or when wearing civilian clothing on duty, or in civilian clothes off duty on any military installation or other places under military control. Exceptions are earrings for females as outlined in AR 670-1, and hearing aids. Male Soldiers are not authorized to wear earrings or any other objects in or on the body while in uniform or when wearing civilian clothing on duty, or while on any military post or area under military control in any status.

c. Ankle bracelets, necklaces (other than those described in AR 670-1, para 1-7(b)), faddish devices, non-religious medallions, amulets, and personal talismans or icons are not authorized for wear in any military uniform or in civilian clothes on duty.

6. Combat Vehicle Crewman (CVC) Uniform:

a. CVC uniforms will be worn only during field training exercises or maintenance activities requiring operation of combat vehicles. The CVC will not be worn to any on-post or off-post retail establishment, restaurant, or dining facility.

7. Military Coverall.

- a. Soldiers performing duties in designated maintenance work areas may wear military coveralls. Soldiers will change into the ACU uniform prior to departing the maintenance area.
- b. Coveralls will not be worn in lieu of the proper field uniform, but may be worn in training areas while performing maintenance on equipment.

8. Flight Uniforms.

- a. The organizational flight uniform is worn on duty when flying or on standby awaiting flight.
- b. The flight uniform consists of the ACU flight suit and flight gloves. Flight uniform sleeves will be worn down. Pushing up the sleeves is not authorized at any time.
- c. Unit patches and nameplates will be worn IAW AR 670-1 (no other patches are authorized).

9. Improved Physical Fitness Uniform (IPFU).

a. The IPFU is the Army PT uniform. The uniform for physical training consists of portions of the summer and winter IPFU: long or short sleeve T-shirt, shorts, jacket, pants, hat/gloves and reflective belt. Commanders will determine the correct uniform for all members of their organization based on weather conditions and the training event for the day. The shirt will remain tucked in at all times (pregnant Soldiers are authorized to wear T-shirt un-tucked.) Crew cut white mid-calf high socks or above the ankle socks with no markings or logos will be worn with standard commercial running shoes.

(1) A reflective belt must be worn with the IPFU when conducting physical training. The reflective belt will be worn snugly around the waist if only a T-shirt is worn. The belt will be worn diagonally from the left shoulder to the right waist when the coat or organizational sweatshirt is worn

(2) The foliage green fleece knit cap is the only authorized IPFU headgear. If worn, it will not be folded or rolled.

(3) Organizational T-shirts/sweatshirts are authorized but not required. Units will maintain uniformity of design at the battalion level. Approval for wear of organizational T-shirts/sweatshirts will not be delegated below the battalion commander.

(4) The only insignia authorized for wear on the IPFU is the Physical Fitness Badge. When the Physical Fitness Badge is worn, it is sewn on the upper left front side of the IPFU T-shirt and jacket 1/2" above the word Army.

(5) The IPFU is authorized for wear on and off duty, on and off the installation, when authorized by the commander. Soldiers may wear all or part of the IPFU with civilian attire **off** the installation. When on the installation, the entire IPFU must be worn; it cannot be worn in part, nor mixed with civilian clothes while on the installation. The IPFU will be clean and serviceable when worn in public.

10. Tactical Training Uniform will be directed by the commander based on METT-TC; however, typically, the minimum personal protective equipment should consist of a ballistic helmet, individual body armor, ballistic eye protection, hearing protection, and flame retardant gloves (when conducting mounted operations).

11. Other uniform items.

a. Security identification badges must be displayed for access to restricted areas or facilities, and must be removed when departing the area for which required.

b. Only Military Police, CID, and EOD brassards may be worn. Only personnel actually performing these duties may wear the brassards. They are not an MOS badge.

c. Only name and rank may be worn on headgear and IBA. Other writing, embroidery, or sewing is prohibited, including the wearing of blood type tabs. Commanders may prescribe embroidery of rank, blood type, and/or battle roster numbers on the ACH band as long as uniformity is maintained at the battalion level.

d. Tactical equipment will be configured to meet the needs of the Soldier's duty position. At a minimum every Soldier will wear the Improved First Aid Kit (IFAK), ammunition pouches, and either the issue camelback-style bladder carrier or two canteens carriers with canteens. Commanders will prescribe additional items as dictated by mission requirements.

e. Sensitive items will be secured using a weapon lanyard/sling, lacing wire (fire control optics), or 550 cord IAW units SOP.

12. Grooming. All Soldiers will comply with Army grooming policies.

a. Male Grooming Standards.

(1) General. Many hairstyles are acceptable, as long as they are neat and conservative. Leaders at all levels will exercise good judgment in their enforcement of Army policy. Hair length will not exceed two inches and will be neatly trimmed. Soldiers whose hair does not part naturally may cut a part into the hair. The part will be one straight line, not slanted or curved, and will fall in the area where the Soldier would normally part the hair. Soldiers will not cut designs into their hair or scalp.

(2) Males will keep sideburns neatly trimmed. Sideburns will not be flared. The base of the sideburn will be a clean-shaven horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.

(3) Males will keep faces clean-shaven when in uniform or when wearing civilian clothes on duty. Mustaches are permitted. If worn, males will keep mustaches neatly trimmed, tapered, and tidy. Mustaches will not present a chopped off or bushy appearance and no portion of the mustache will cover the upper lip line or extend sideways beyond a vertical line drawn upward from the corners of the mouth. Handlebar mustaches, goatees, and beards are not authorized (except for those with valid shaving profiles or those that are required due to specific professional responsibilities in support of training). If appropriate medical authority prescribes beard growth, the length required for medical treatment must be specified (e.g., ¼ inch). Leaders will be held accountable and will ensure Soldiers keep beard growth trimmed to the level specified by appropriate medical authority. Shaping of beard growth into a goatee, handlebar or "Fu Manchu" mustache is not authorized.

b. Female Grooming Standards.

(1) Hair grooming. Females will ensure hair is neatly groomed, that the length and bulk of the hair are not excessive, and that the hair does not present a ragged, unkempt, or extreme appearance. Trendy styles that result in shaved portions of the scalp (other than the neckline) or designs cut into the hair are prohibited.

(2) Females may wear braids and cornrows as long as the braided style is conservative, the braids and cornrows lie snugly on the head, and any hair holding devices comply with the standards in paragraph (6) below. Hair styles must not interfere with the proper wear of headgear or chemical protective masks.

(3) Dreadlocks (unkempt, twisted, matted individual parts of hair) are prohibited in uniform or in civilian clothes on duty.

(4) Hair will not fall over the eyebrows or extend below the bottom edge of the collar at any time during normal activity or when standing in formation. Long hair that falls naturally below the bottom edge of the collar, to include braids, will be neatly and inconspicuously fastened or pinned, so that no free-hanging hair is visible. This includes styles worn with the improved physical fitness uniform.

(5) Hairstyles will not interfere with proper wear of military headgear and protective masks or equipment at any time. When headgear is worn, the hair will not extend below the bottom edge of the front of the headgear.

(6) 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 color as is possible, or clear. Authorized devices include, but are not limited to, elastic hair bands covered with material, barrettes, combs, pins, clips, rubber bands, and hair bands.

c. Cosmetics.

(1) Females are authorized to wear cosmetics with all uniforms, provided they are applied conservatively and in good taste and compliment the uniform. Leaders at all levels will exercise good judgment in the enforcement of this policy.

(2) Females will comply with the cosmetics policy while in any military uniform or while in civilian clothes on duty.

(3) Fingernail polish must be clear, or of a subdued tone that compliments the uniform. Bright colors and pattern appliqués are specifically prohibited.

(4) Males will not wear cosmetics while in uniform or when wearing civilian clothes on duty.

(5) Fingernails. All personnel will keep fingernails clean and neatly trimmed. Males will keep nails trimmed so as not to extend beyond the fingertip. Females will not exceed a nail length of 1/4 inch, as measured from the tip of the finger. Females will trim nails shorter if the commander determines that the longer length detracts from the military image, presents a safety concern, or interferes with the performance of duties.

13. Wear of Civilian Clothing On Post and Off-Post:

a. General. As a representative of the United States Armed Forces and Fort Polk, a Soldier's outward appearance and choice of civilian attire are an obvious and tangible display of personal attitudes and feelings about one's personal values, the military community, and the host community. Fort Polk Soldiers should consciously strive to portray self-respect and common courtesy by dressing in accordance with generally accepted rules of good taste.

b. Fort Polk Soldiers should wear civilian attire appropriate for the occasion, both on and off-post.

(1) Soldiers will not wear clothing with slogans or signs that are sexually explicit, profane, obscene, intentionally inflammatory, and/or glamorize the use of drugs or alcohol, or are demeaning to any person or group of people.

(2) Clothing not designed as outer garments (e.g., camisoles, tank tops, undershirts and spandex) will not be worn in public.

