



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
16TH SPECIAL TROOPS BATTALION
UNIT 27503
APO AE 09139

AETS-SBB-CO

25 April 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Battalion Commander's Policy Letter #10, Barracks Visitation Policy

1. This policy letter sets forth the guideline for visitation.

a. General

(1) Entertaining visitors in barracks quarters is a privilege and not an inherent right. Soldiers who fail to adhere to the provisions of this policy, or who introduce unruly, uncooperative, or unregistered guests to the battalion area may have their visitation privileges revoked.

(2) Any Soldier residing in the barracks who violates the visitation policy is subject to action under the UCMJ, and may have their visitation privileges revoked.

(3) Any Soldier residing in the barracks who is involved in a serious incident involving a barracks visitor will have their visitation privileges suspended immediately until an investigation is conducted concerning the serious incident.

b. Visitation Procedures:

(1) All barracks visits by US ID cardholders outside of the 16th STB will be recorded with the Charge of Quarters.

(2) German nationals and all other non-U.S. ID cardholders must be escorted from the front gate and then immediately registered with the CQ NCO.

(3) Non-US ID card holders must be escorted at all times throughout the barracks by the Soldier who signed them in at the CQ Desk.

(4) Visitors/Guests under the age of 18 are not authorized in individual rooms in the barracks area.

(5) Soldiers bringing visitors into Battalion facilities are responsible for the conduct of their visitors.

c. Visitation Standards (Weekdays: Sunday-Thursday)

(1) Soldiers residing in the barracks are authorized appropriately registered visitors from 1800 to 2300 hours.

(2) This policy applies to Soldiers of opposite sex that resides within the battalion quarters.

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(3) Soldiers are responsible for ensuring that their visitors have checked out with the NCO/CQ and have physically departed the battalion area prior to 2300.

d. Visitation Standards (Weekends: Friday/Saturday/Sunday and holidays)

(1) Soldiers residing in the barracks are authorized appropriately registered visitors from 0900 until 0200 on Friday. Visitors may reenter the battalion area at 0900 and remain until 0200 on both Saturday and Sunday (as long as the Sunday is a holiday/training holiday).

(2) This policy applies to Soldiers of opposite sex that resides within the BN quarters.

(3) Soldiers are responsible for ensuring that their visitors have checked out of the battalion area with the SDNCO/CQ, and have physically departed the battalion area.

e. Visitation Standards (Married Soldiers)

(1) Married soldiers who reside in the barracks can request extended/modified (24 hour) visitation rules in order to accommodate their visiting spouse.

(2) The unit commander is the approving authority for modified visitation rules for married Soldiers. Approval must be secured in writing.

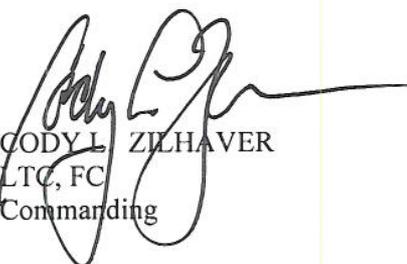
(3) Under no circumstances will visitation period exceed 4 calendar days.

(4) Married visitors are subject to all applicable registration rules.

2. Commanders and 1SGs will ensure all Soldiers who reside in the barracks read and understand the contents of this policy letter. Individual acknowledgment of this policy will be recorded on DA Form 4856 (General Counseling Form) and retained for record in the Soldier's counseling file. A copy of this policy will be posted on the interior side of all barracks doors.

3. The point of contact for this action is CSM Brown at 469-8492.

4. ***ON POINT!***


CODY L. ZILHAVER
LTC, FC
Commanding

DISTRIBUTION:
HHC, 16th STB
504th BDE SIG CO
106th FMCO