

Headquarters
United States Army Europe
Wiesbaden, Germany

Headquarters
United States Army Installation Management Command,
Europe Region
Sembach, Germany

Army in Europe Regulation 10-18*

27 February 2014

Organizations and Functions

USAREUR Liaison Office, Berlin

***This regulation supersedes AE Regulation 10-18, 5 January 2006.**

For the Commander:

JAMES B. MINGO
Colonel, GS
Chief of Staff

Official:



DWAYNE J. VIERGUTZ
Chief, Army in Europe
Document Management

Summary. This regulation explains the responsibilities of the USAREUR Liaison Office, Berlin.

Summary of Change. This regulation has been revised to incorporate administrative updates.

Applicability. This regulation applies to USAREUR and IMCOM-Europe.

Supplementation. Organizations will not supplement this regulation without approval of the USAREUR Liaison Officer (LO) to Berlin.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are on the Army Records Information Management System website at <https://www.arims.army.mil>.

Suggested Improvements. The proponent of this regulation is the USAREUR LO to Berlin (DACS-AEG-LO, civ 030-83052149). Users may suggest improvements to this regulation by sending DA Form 2028 to the USAREUR LO, U.S. Embassy, Berlin, Unit 5090, Box 1000, APO AE 09265-1000.

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1. PURPOSE

This regulation prescribes the responsibilities of the USAREUR Liaison Office (LO), Berlin, and explains the services offered by the USAREUR LO, Berlin.

2. REFERENCES

a. Agreement Between the Parties to the North Atlantic Treaty Regarding the Status of Their Forces (NATO SOFA), 19 June 1951.

b. Agreement to Amend the Agreement of 3 August 1959, as amended by the Agreements of 21 October 1971 and 18 May 1981, to Supplement the Agreement Between the Parties to the North Atlantic Treaty Regarding the Status of Their Forces with Respect to Foreign Forces Stationed in the Federal Republic of Germany (Supplementary Agreement Revisions, signed 18 March 1993, effective 29 March 1998).

c. The Treaty on the Final Settlement with Respect to Germany (also known as the Two-Plus-Four Agreement), 12 September 1990.

d. German Ministry of Defense (*BMVg*) SE I 4 Publication - Guide for the Cooperation Between Sending States Forces and the Federal Ministry of Defence [sic], updated 27 June 2013.

e. DOD Foreign Clearance Guide (<https://www.fcg.pentagon.mil/fcg.cfm>).

f. USEUCOM Directive 56-4, Responsibilities Relating to the Federal Republic of Germany.

g. AE Regulation 1-3, International and Other Agreements.

h. AE Regulation 10-5, Headquarters, United States Army Europe.

i. AE Regulation 27-3, Sending State Forces Activities and Coordination.

j. AE Regulation 550-140, Conduct of Government Liaison Activities in German States.

3. EXPLANATION OF ABBREVIATIONS AND TERMS

a. Abbreviations.

AE	Army in Europe
AMEMB	American Embassy
<i>BMVg</i>	<i>Bundesministerium der Verteidigung</i> (German Federal Ministry of Defense)
CG, USAREUR	Commanding General, United States Army Europe
DA	Department of the Army
DCG, USAREUR	Deputy Commanding General, United States Army Europe
DOD	Department of Defense
HQ USAREUR	Headquarters, United States Army Europe
IMCOM-Europe	United States Army Installation Management Command, Europe Region
LO	liaison office; liaison officer
NATO	North Atlantic Treaty Organization
POC	point of contact
SOFA	Status of Forces Agreement
U.S.	United States
USAFE/AFAFRICA	United States Air Forces in Europe/United States Air Forces Africa
USAREUR	United States Army Europe
USAREUR G2	Deputy Chief of Staff, G2, United States Army Europe
USEUCOM	United States European Command

b. Terms.

***neue Bundesländer* (new German States)**

Federal German States that were part of the former German Democratic Republic (that is, Brandenburg, Mecklenburg-Vorpommern, Saxony, Saxony-Anhalt, Thuringia)

U.S. Diplomatic Mission

The U.S. Embassy in Berlin, Germany, its outlying offices and activities, and U.S. consulates in Germany

U.S. Forces

Units, organizations, and entities worldwide that are within the United States Department of Defense (DOD) organizational structure

4. DUTIES

The USAREUR LO, Berlin, is under the operational control of the CoS, HQ USAREUR, and represents the CG, USAREUR, in dealings with the—

- a. U.S. Ambassador to Germany.
- b. German Federal Government in Berlin.
- c. German State (*Land*) governments of the *neue Bundesländer* (para 3b).

5. RESPONSIBILITIES

The USAREUR LO, Berlin, is primarily responsible for—

- a. Representing the U.S. Forces on stationing issues with the U.S. Embassy and German Federal ministries and agencies located predominantly in Berlin and Bonn.
- b. Participating in country team meetings with the U.S. Ambassador to Germany and the AMEMB staff, and coordinating USAREUR positions on matters affecting relations between the U.S. Forces and the German Government (excluding areas under the purview of the USAREUR G2).
- c. Coordinating and facilitating negotiations with appropriate German civil and military authorities on requirements of U.S. DOD activities for labor, services, facilities, real estate, and supplies provided by Germany. These requirements must not conflict with AE Regulation 1-3.
- d. Acting as the POC for German Federal ministries and the U.S. Embassy for questions and issues regarding the NATO SOFA and Supplementary Agreement and the rights and responsibilities of the U.S. Forces in Germany.
- e. Submitting periodic reports on issues and events significant to the CG, USAREUR, and applicable staff members of U.S. Forces organizations in Germany (for example, USEUCOM, USAREUR, USAFE/AFAFRICA, IMCOM-Europe).
- f. Responding (through the Political Section of the U.S. Embassy) to directions provided by the U.S. Ambassador to Germany and ensuring that liaison activities conform to the rules and practices prescribed by the U.S. Ambassador.
- g. Coordinating with applicable German Federal ministries and providing support to members of the U.S. Forces seeking to obtain German approval of the following types of activities:
 - (1) Foreign military visitors.
 - (2) U.S. award nominations of German local nationals.
 - (3) Entry or transit of the new German states.
 - (4) Weapons clearances for border crossings.
 - (5) Medical evacuation clearances for medical treatment of nationals requiring a visa.
 - (6) Other operational requirements as needed.
- h. Coordinating and providing USAREUR administrative and logistic support to USAREUR units, other U.S. Forces organizations, and the U.S. Diplomatic Mission to Germany, as resources permit.
- i. Coordinating and supporting other issues as directed by the CG, USAREUR.
- j. Providing support services for official Army executive-level visitors and exercising general administrative supervision of USAREUR personnel assigned to or on temporary duty at the U.S. Embassy in Berlin.

6. CORRESPONDENCE PROCEDURES

a. When Army in Europe organizations (for example, USAREUR major subordinate commands, HQ USAREUR staff offices, IMCOM-Europe) correspond with the U.S. Embassy or with authorities of the German Federal Government, correspondence (except for correspondence that concerns activities of the USAREUR G2) will be sent through the USAREUR LO, Berlin (para 8). The USAREUR LO will, if applicable—

(1) Obtain U.S. Embassy concurrence, approval, or support as appropriate.

(2) Coordinate intergovernmental activities with the AMEMB as appropriate.

(3) Coordinate and obtain German Federal Government concurrence, approval, or support as appropriate.

b. When a series or exchange of letters becomes routine between an Army in Europe organization and the U.S. Embassy or a German Federal ministry, the Army in Europe organization will send copies of the letters to the USAREUR LO.

7. OFFICIAL VISITS

Army in Europe organizations (excluding those under the purview of the USAREUR G2) will notify the USAREUR LO, Berlin, of official visits to—

a. The U.S Embassy in Berlin.

b. German Federal Government agencies.

c. Diplomatic missions and military liaison offices of other countries in Berlin (excluding USAREUR G2 activities).

8. ADDRESSES

The following are the addresses for the USAREUR LO, Berlin:

a. U.S. postal channels:

USAREUR Liaison Office
U.S. Embassy, Berlin
Unit 5090, Box 1000
APO AE 09265-1000

b. German postal channels (*Bundespost*):

USAREUR Liaison Office
Amerikanische Botschaft
Pariser Platz 2
14191 Berlin

c. Message address: AMEMB BERLIN GE//ARLO//

d. E-mail address: usarmy.badenwur.usareur.mbx.usareur-lno-berlin-group@mail.mil