



THE USAREUR STANDARD



A Guide for Noncommissioned Officers of the United States Army, Europe

Summary. This publication supplements and reinforces policy on non-commissioned officer (NCO) duties, responsibilities, and conduct.

Applicability. This publication applies to all U.S. Army active, Army Reserve, and Army National Guard NCOs serving in USAREUR.

Forms. AE and higher-level forms are available through the Army in Europe Publishing System (AEPUBS).

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

Suggested Improvements. The proponent of this publication is the USAREUR Command Sergeant

Major (AEAGC-CSM, DSN 377-4400). Users may suggest improvements to this publication by sending DA Form 2028 to the USAREUR Command Sergeant Major (AEACG-CSM), Unit 29351, APO AE 09014-9351.

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FOR THE CG, USAREUR/7A:

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1. References.

- AR 600-9, The Army Weight Control Program
- AR 600-20, Army Command Policy
- AR 670-1, Wear and Appearance of Army Uniforms and Insignia
- DA Pamphlet 385-1, Small Unit Safety Officer/NCO Guide
- FM 7-1, Battle Focused Training
- FM 7-22.7, The Army Noncommissioned Officer Guide

2. Purpose.

- Provide noncommissioned officers (NCOs) with a clear guide that outlines specific duties and responsibilities that may need special emphasis.
- This guide is not a stand-alone document; it supplements established standards and regulations in a clear, concise format.

3. General. You are an NCO 24 hours a day, 7 days a week, both in and out of uniform, and on and off duty. *You are the backbone of our Army.* You should be proud of who you are and what you do. You must ensure that your Soldiers and your unit are ready, no matter what the mission. Adhere to the guidance in this card, with emphasis in the following areas:

- NCO Pride.
- Standards and Discipline.
- Training.
- Soldier and Family Well-Being.
- Safety.

4. Goal. To enhance and strengthen a proud, cohesive, well-trained NCO Corps in the United States Army, Europe.

*Command Sergeant Major
United States Army, Europe*



NCO PRIDE



Know the NCO Creed and require your NCOs to know it and live by it; hold NCOs accountable to that standard.

Embrace the Soldier's Creed and Warrior Ethos. Every NCO and Soldier, regardless of career field, is a warrior. We must live, lead, and train accordingly.

Set the example in appearance, conduct, and performance.

Seek to reach excellence *personally*; do not settle for achieving minimum or average standards. Lead from the front!

Know and understand the concepts in FM 7-1, Battle Focused Training; and FM 7-22.7, The Army Noncommissioned Officer Guide. This is how we train and operate.

Promote the prestige and honor of the NCO Corps and make NCOs proud to be a member of the NCO Corps. Conduct NCO induction ceremonies and make junior Soldiers aspire to be an NCO.

Do not allow *anyone* to refer to or address NCOs and Soldiers by pay grade (for example, E5, E6, E7). To do so denigrates the NCO Corps and our junior Soldiers. Show respect for all enlisted ranks.

Train subordinate NCOs at every opportunity – whether in the classroom, field, or motor pool. Coach, teach, and mentor NCOs daily.

Maintain a leader's book. This book must include personnel information, the company mission-essential task list (METL), training calendar, and individual training data and assessments (T/P/U) as a minimum.

Counseling:

- Counsel junior enlisted Soldiers monthly.
- Counsel NCOs quarterly.
- Focus on future goals and future training, not past performance.
- Counsel all soldiers on their promotion status and potential.



STANDARDS AND DISCIPLINE



Conduct daily in-ranks inspections:

- Ensure Soldiers meet height, weight, and appearance standards.
- Ensure the beret is worn correctly and worn with pride!
- Ensure uniforms are clean and serviceable, with serviceable boots shined daily.
- Ensure hair and grooming standards are met.
- Ensure Kevlar is worn level on the head, two fingers off of the nose, with the chinstrap tight, and ensure that the last name is in block letters on the camouflage band.

Maintain 100% accountability of your Soldiers throughout the duty day.

Make on-the-spot corrections in a tactful, professional manner; do not accept conduct that is less than the standard or that would bring discredit to the Army, whether on or off post. *Never walk past a deficiency.*

Correct offensive or vulgar language, music, clothing, signs, and bumper stickers displayed by Soldiers in public. Do not allow loud music from billets, quarters, or privately owned vehicles (POVs).

Soldiers and subordinate NCOs will assume the position of "at ease" when addressing senior NCOs, and the position of "attention" when addressing officers. Salute officers in official vehicles (recognized by rank or identifying vehicle plates or flags).

Soldiers will give the unit motto when saluting officers and when greeting senior NCOs. Give the unit motto when a unit formation is called to attention.

Require your units and Soldiers to sing the Army Song at ceremonies and special events.

Correct male Soldiers who are wearing earrings on post.

⬆️ **TRAINING** ⬆️

Train for war! Train to high standards under tough conditions. You are responsible for individual and crew, squad, and section training.

Conduct *tough, demanding* physical training (PT) that challenges Soldiers and prepares them for combat. Never waste a PT session.

Have a "straggler control" NCO for platoon and higher PT formations. "Fall outs" will run in separate formation under the control of an NCO.

Conduct opportunity training whenever possible, both in the field and in garrison.

Conduct primary marksmanship training before firing at any weapons range. Train to shoot "expert." Know how to load, clear, zero, operate, and perform immediate action on all assigned weapons. Clean and lubricate weapons daily when carried.

Build fighting positions to standard; they must be effective and safe. Do not put Soldiers at unnecessary risk.

Conduct crew evacuation and rollover drills on vehicles during both day and night conditions.

Train misfire procedures for every weapons system for both day and night conditions. Have a checklist on hand.

- Sergeants Time:
- 100% accountability.
 - Establish tasks, conditions, and standards.
 - Conduct hands-on training.
 - Conduct according to The Army Noncommissioned Officer Guide.

Excel at fieldcraft . . . Excel at fieldcraft . . . Excel at fieldcraft.

⬆️ **SOLDIER AND FAMILY WELL-BEING** ⬆️

Taking care of Soldiers is "sergeant's business." If the Soldier is married, then ensure that we take care of the family.

Ensure sponsors provide *first class* sponsorship to both newly assigned and departing Soldiers and families.

Heartily greet and care for newly assigned Soldiers on their arrival in the unit, to include after duty hours and on weekends and holidays; leaders will welcome them and brief them within hours after the Soldier's arrival.

During after-duty hours, on weekends, and on holidays, routinely check on your Soldiers who live in billets.

Visit newly assigned Soldiers and families at their homes within 30 days after they arrive and at least once a year after that. Routinely visit the homes of all Soldiers regularly.

Place highest priority on solving your Soldiers' pay problems; involve the NCO Support Channel when needed. Consider a Soldier with a pay problem as not ready to deploy.

Ensure deserving Soldiers receive recognition and end-of-tour awards *before* they depart.

Verify that the SGLI, DD Form 93, ID card, TRICARE card, and DEERS system are updated and accurate for your Soldiers and their families, especially newly married troops.

Ensure family-care plans work – be ready to deploy.

Do not tolerate spouse or child abuse or sexual harassment. If these occur, take immediate action and report it to the chain of command.

⬆️ **SAFETY** ⬆️

Every NCO is a safety officer – do not allow unsafe acts!

Provide leadership and enforce standards. Apply the five-step risk-management process to daily operations:

1. Identify hazards.
2. Assess hazards.
3. Develop controls and make risk decisions.
4. Implement controls.
5. Supervise and evaluate.

Set the example in personal conduct during off-duty hours. Teach that alcohol, speeding, fatigue, and failure to use seatbelts are the primary reasons for POV accidents, injuries, and death.

Always wear seatbelts in Government vehicles and POVs, and require the same of subordinates. Do not allow speeding in military or civilian vehicles.

Require motorcycle riders to wear helmets and proper garments while riding, both on and off post; this is Army policy, not a matter of choice.

Require ground guides when backing any vehicle that weighs more than one-half ton.

Conduct a safety huddle with your Soldiers before holidays and weekends.

Do not drink and drive, and do not allow your Soldiers to drink and drive.

Never allow Soldiers to climb on railcars or loaded vehicles once the railcars have been loaded for departure and until they are ready for unloading.

Seek to prevent hot-weather and cold-weather injuries before they occur.

Require hearing and eye protection when needed.

Maintain at least one combat lifesaver per crew, squad, or section.

⬆️ **CREED OF THE NONCOMMISSIONED OFFICER** ⬆️

No one is more professional than I. I am a Noncommissioned Officer, a leader of soldiers. As a Noncommissioned Officer, I realize that I am a member of a time honored corps, which is known as "The Backbone of the Army." I am proud of the Corps of Noncommissioned Officers and will at all times conduct myself so as to bring credit upon the Corps, the Military Service, and my country regardless of the situation in which I find myself. I will not use my grade or position to attain pleasure, profit, or personal safety.

Competence is my watchword. My two basic responsibilities will always be uppermost in my mind – accomplishment of my mission and the welfare of my soldiers. I will strive to remain tactically and technically proficient. I am aware of my role as a Noncommissioned Officer. I will fulfill my responsibilities inherent in that role. All soldiers are entitled to outstanding leadership; I will provide that leadership. I know my soldiers and I will always place their needs above my own. I will communicate consistently with my soldiers and never leave them uninformed. I will be fair and impartial when recommending both rewards and punishment.

Officers of my unit will have maximum time to accomplish their duties; they will not have to accomplish mine. I will earn their respect and confidence as well as that of my soldiers. I will be loyal to those with whom I serve; seniors, peers, and subordinates alike. I will exercise initiative by taking appropriate action in the absence of orders. I will not compromise my integrity, nor my moral courage. I will not forget, nor will I allow my comrades to forget that we are professionals, Noncommissioned Officers, leaders!

Soldier's Creed

I am an American Soldier.

I am a Warrior and a member of a team. I serve the people of the United States and live the Army Values.

I will always place the mission first.

I will never accept defeat.

I will never quit.

I will never leave a fallen comrade.

I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills. I always maintain my arms, my equipment, and myself.

I am an expert and I am a professional.

I stand ready to deploy, engage, and destroy the enemies of the United States of America in close combat.

I am a guardian of freedom and the American way of life.

I am an American Soldier.

"There has never been a good army without a good noncommissioned officer corps."
General Bruce C. Clarke