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U.S. ARMY FIELD STATION SAN ANTONIO

SAN ANTONIO, TEXAS 78243

ANNUAL HISTORICAL REVIEW - FY86

PREPARED BY
CW2 JAMES B. MANDEL, USAFSSA
SFC JAMES M. POLHEMUS, USAFSSA
SP4 DONNA L. FOREMAN, USAFSSA

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CHAPTER I - IDENTIFICATION AND LOCATION

1. IDENTIFICATION. United States Army Field STation San Antonio (USAFSSA) (Alamo Station).

2. LOCATION. Kelly Air Force Base, San Antonio, Texas 78243-5360.

3. PHYSICAL PLANT. USAFSSA Headquarters Staff Element occupied the bottom floor of Build 310, Medina Annex, Lackland Air Force Base, within the Consolidated Security Operations Center (CSOC) Secure Area. The one subordinate company and the operations elements of USAFSSA were located as follows:

a. Headquarters and Operations Company orderly room and billets were located building 2015, Kelly Air Force Base.

b. The operation facilities of the Consolidated Security Operations Center (CSOC) were located at Lackland AFB Training Annex. The CSOC was jointly staffed by personnel from the USAFSSA and the 6993d Electronic Security Command.

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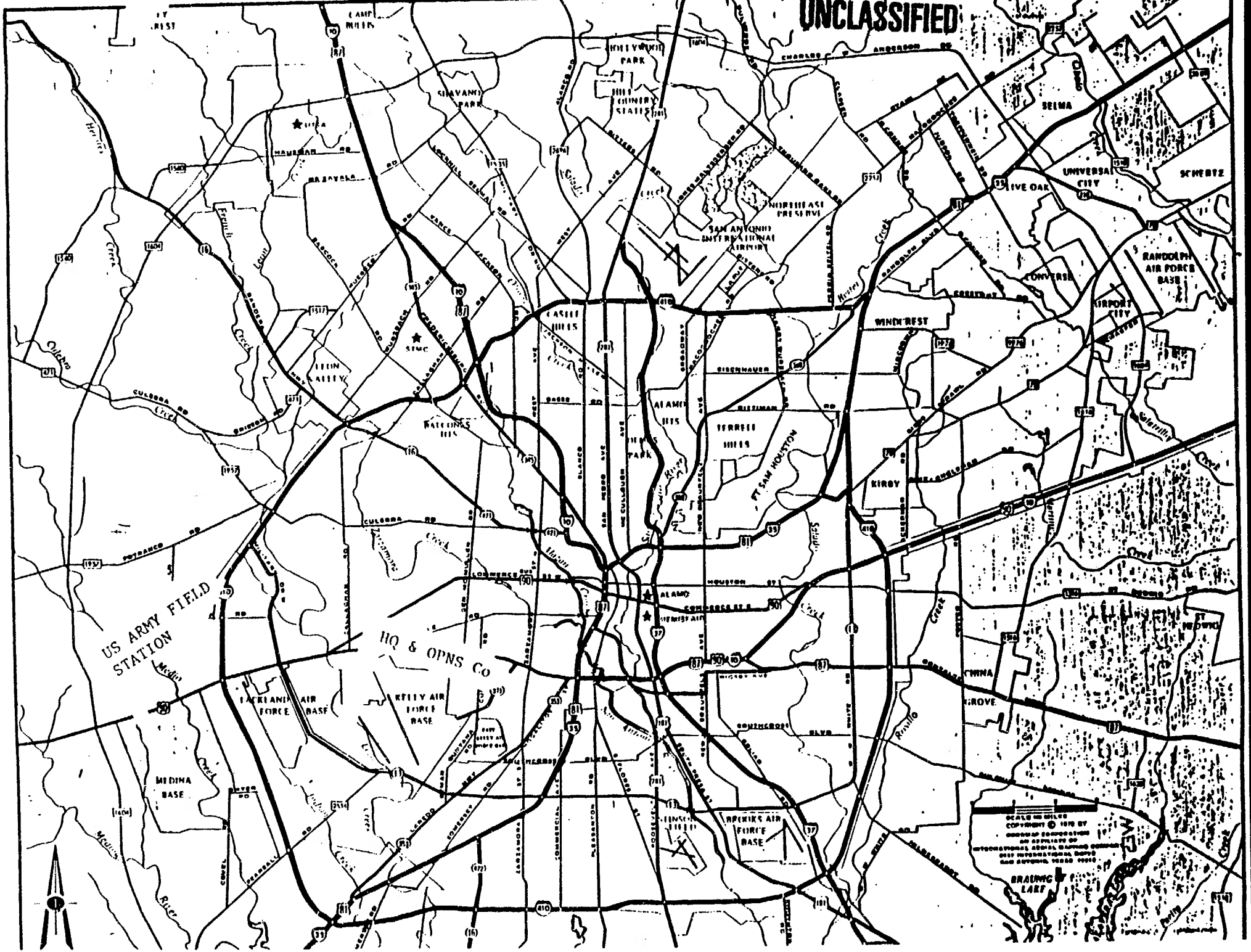

CHAPTER II - MISSION, ORGANIZATION, AND COMMAND RELATIONSHIPS

1. MISSION. The mission of the USAFSSA was twofold:

a. The administration and Operation of the field station to include personnel, installation, and facilities as directed by Commander, INSCOM.

b. The accomplishment of the operational mission [redacted]

2. ORGANIZATION/COMMAND RELATIONSHIPS.

a. The staff of the field station was organized to provide maximum support to the Commander in the accomplishment of his assigned mission. The structure was unique in that the operational mission was performed by a consolidated Army/Air Force element administered through separate service channels but operationally integrated in accordance with a Memorandum of Understanding (MOU) (Appendix E) signed by the Commanding General INSCOM and the Commanding General USAFESC. The Air Force unit which operated jointly with the USAFSSA was the 6993d Electronic Security Squadron (ESS). In accordance with the MOU, the Commander, 6993d ESS was the Chief of the Consolidated Security Operations Center (CSOC) and was responsible for the overall operation of the CSOC, to include control of the facilities at the operations location and establishment of common policy matters affecting operations. Also, under the provisions of the MOU, the Commander, USAFSSA, acted as Deputy Chief of the CSOC. Administration of Army and Air Force personnel was the responsibility of the Commander, USAFSSA, and Commander, 6993rd respectively.

b. The USAFSSA was a subordinate unit of the USAINSCOM CONUS MI Group, Headquarters at Fort George G. Meade, Maryland.

CHAPTER III - RESOURCES AND MANAGEMENT

1. PERSONNEL.

a. Manpower: Actual strength figures for the beginning and end of FY86 are as follows:

1 OCTOBER 1985

	OFFICERS	WARRANT OFFICERS	ENLISTED	DAC	TOTAL
AUTHORIZED:	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
ASSIGNED:	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]

30 September 1986

	OFFICERS	WARRANT OFFICERS	ENLISTED	DAC	TOTAL
AUTHORIZED:	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
ASSIGNED:	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]

b. (C) Personnel Situation: The following MOS imbalance existed as of 30 September 1986:

MOS	AUTHORIZED	ASSIGNED	IMBALANCE
00Z	[redacted]	[redacted]	[redacted]
[redacted]			
71L			
73D			
74F			
75B			
75C			

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MOS	AUTHORIZED	ASSIGNED	IMBALANCE
76Y	[redacted]	[redacted]	[redacted]
00R			

5USC552 (b) (2)

c. (U) Personnel Excesses: Field Station San Antonio received excess assignments of personnel due to needs of new missions and the TDA effective 1 October 1986. [redacted] excesses existed at USAFSSA due to imbalance in personnel branchwide versus availability of CONUS assignments (SIMOS).

d. (U) REENLISTMENT:

(1) USAFSSA has pursued a strong reenlistment program with a reenlistment rate of 109% for FY86.

(2) The following is a breakdown of reenlistment goal attainments:

TOTAL OBJECTIVE:	22
TOTAL OBTAINED:	24
PERCENT OBTAINED:	109%
FIRST TERM OBJECTIVE:	18
FIRST TERM OBTAINED:	14
MID TERM OBJECTIVE:	2
MID TERM OBTAINED:	6
CAREER OBJECTIVE:	2
CAREER OBTAINED:	4

(3) Five first termers, two mid terms and three career soldiers were reenlisted for no credit (ten total).

e. (U) HUMAN RELATIONS/EQUAL OPPORTUNITY:

(1) Seventy-eight personnel were taught equal opportunity, prevention of sexual harassment, and contemporary leadership challenges in the 40 hour NCO Development Course.

(2) There were no formal sexual harassment complaints at the field station this fiscal year.

f. KEY PERSONNEL:

LTC WARREN, Brian C.	Commander	1 Oct - 30 Sep
LTC WALDMAN, Jay H.	DCdr, Director of Opns	1 Oct - 30 Sep
SSG KINSLER, Robert A.	Adjutant	1 Oct - 13 Nov
CPT CLARK, Edwin J.	Adjutant	14 Nov - 14 Jan
1LT LAMBERSON, Eric L.	Adjutant	14 Jan - 16 Apr
CPT GONZALES, Rudolph B. Jr.	Adjutant	17 Apr - 30 Sep
SSG KINSLER, Robert A.	S1/PAC NCOIC	13 Nov - 30 Sep
CPT LAWRENCE, Stephen A.	Cdr, Hq & Opns Co	1 Oct - 16 Apr
1LT LAMBERSON, Eric L.	Cdr, Hq & Opns Co	17 Apr - 30 Sep
CSM HOWORTH, Gary	Command Sgt Major	1 Oct - 1 Feb
SFC(P) VEAZEY, Gary	CSM	2 Feb - 1 Apr
CSM MYHRE, John	CSM	2 Apr - 30 Sep
MSG GRIERSON, Ted G.	1SG	1 Oct - 1 Feb
SFC(P) VEAZEY, Gary	1SG	21 Oct - 1 Feb
1SG ELLIS, Willie	1SG	2 Feb - 30 Sep
SGT WHITTENBERG, Wayne	S2 NCOIC	1 Oct - 11 May
SSG KECKLER, Kevin	S2 NCOIC	12 May - 30 Sep
SFC ELLIS, Willie	S3 NCOIC	1 Oct - 1 Nov
MSG GRIERSON, Ted G.	S3 NCOIC	2 Nov - 25 Sep
SFC CALVERT, Melvin	S3 NCOIC	26 Sep - 30 Sep
SFC HONDERD, William L.	REENLISTMENT NCO	1 Oct - 30 Sep
SGT TOOLIN, David	RMO	1 Oct - 15 Nov
SGT BERKEMEIER, Philip	RMO	15 Nov - 30 Sep
SSG RIVERAFELICIANO, Louis	SP4 NCOIC	1 Oct - 30 Sep

g.(u) Awards and Decorations:

(1) During FY86 the following awards were processed:

	LOM	MSM	ARCOM	AAM
RECOMMENDED:	0	13	13	124
APPROVED:	0	11	32	114
PENDING 30 Sep 86:	0	0	2	1

(2) There were 23 awards downgraded during FY86. 180 were approved as written and the field station received a 74% success rate from CONUS MI Gp, and 85% success rate from INSCOM.

(3) The field station continued to test the knowledge of soldiers in the Soldier of the Month/Quarter programs. The following personnel won honors in the Field Station Soldier of the Month/Quarter competitions.

	SOLDIER OF THE MONTH	SOLDIER OF THE QUARTER
OCTOBER 85	None	
NOVEMBER 85	SGT Thomas Munroe	
DECEMBER 85	SP4 Miranda Sanchez	SP4 Miranda Sanchez
JANUARY 86	SP4 John Riley	
FEBRUARY 86	SP4 Cindy Wiederstien	
MARCH 86	SP4 Dexter McRae	SP4 Dexter McRae
APRIL 86	SP4 David Strauss	
MAY 86	SP4 Richard Root	
JUNE 86	SP4 Dawn Harding	SP4 Dawn Harding
JULY 86	SP4 Sybille MacKenzie	
AUGUST 86	SP4 Terry Bowling	
SEPTEMBER 86	SP4 Corey Larson	SP4 Corey Larson

(4) On 20 August 1986, SP4 Dawn Harding won the Field Station Soldier of the Year competition, she also took the Fort Sam Houston Soldier of the Year honors.

2.(U) BUDGET:

a. Field Station San Antonio underwent several personnel changes in 1986. The duties of Resource Management Officer were passed from CPT Stephen A. Lawrence to 1LT Eric L. Lamberson in February 86 and from 1LT Lamberson to LTC H. Waldman in June 1986. SGT David Toolin was replaced by SGT Phillip R. Berkemeier as Resource Management NCO on 15 November 1986.

b. Fund utilization for FY86 was extremely high. The obligation rates by program were as follows: Program 38 - 97.2%, Program 81 - 99.5%, Program 95 - 100%. Full utilization of FY 86funding was made and no excess was turned in to higher headquarters at the end of year.

3.(C) PLANS AND TRAINING:

a. (C) SQT Testing: SQT Testing was conducted by the Command Learning Center. During FY86, personnel were tested with the following results:

MOS	NUMBER TESTED	# VERIFIED	%VERIFIED	# NOT VERIFIED	% NOT VERIFIED
[redacted]					
71L	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
73D					
74F					
75 Series					
76Y					
[redacted]					

OVERALL RESULTS: Of the 241 members of the field station who took their SQTs last fiscal year, 98.2% verified their MOSs.

5U90552 (U) (C)

b. (C) TRAINING:

(1) (U) Field Station personnel attended Army Service Schools as follows:

(a) [redacted] soldiers attended the Primary Leadership Course at Fort Hood, TX.

(b) [redacted] Soldiers attended ANCOC for CMF 98.

(c) SSG Ellis Jones attended the Master fitness School at Fort Benjamin Harrison, IN.

(e) SP4 Thomas Munroe attended the Air Assault School at Fort Campbell, KY.

(f) MAJ John Gentry attended the CY-500 at Fort Meade, MD.

(g) SFC (P) Willie Ellis attended the First Sergeant Course at Fort Bliss, TX.

(h) SFC Robert McCall attended the Job Control Language Course at Rock Island, IL.

(i) CSM Gary Howorth attended the CSM Pilot Course at Ft Huachuca, AZ.

(j) CSM John Myhre attended the MI Senior NCO Pre-Assignment Course at Ft Huachuca, AZ.

(k) [redacted] Soldiers attended the 98C Course at Goodfellow Air Force Base, TX under the Commander's Ulterior Bear (CUB) Program.

(l) SGT Roger Wilding attended the NCODP course at USAINSCOM CONUS MI Group, Fort Meade, MD.

(2) (U) [redacted] Soldiers participated in Exercise Golden Saber at Fort Hood, TX.

(3) (U) Weapons qualification for field station soldiers was conducted by the 2851st ABG, Kelly AFB, TX and by Hq & Opns Co Personnel at Camp Bullis, TX. A total of [redacted] soldiers qualified.

(4)(U) Additional training was provided in the following areas: SAEDA, Terrorism, HTLV III, Standards of Conduct, The Army Privacy Program, OPSEC/COMSEC, UCMJ, Drug and Alcohol, and Values.

(5)(U) Field Station San Antonio actively supported the Army Readiness Training Program (REDTRAIN) by affording active duty, reserve, and IMA personnel the opportunity to receive on-the-job experience for [redacted] The field station provided REDTRAIN support for 30 personnel from throughout CONUS.

(6)(U) All Field Station San Antonio personnel have been administered the English comprehension level examination. Two personnel require additional training.

4. LOGISTICS (U)

a. During FY86 the S-4 office requisitioned and received the following:

(1) [redacted] helmets ground/parachute as authorized by INSCOM for training

(2) two basketballs

(3) two footballs

(4) two volleyballs

(5) 15 sets of flagbelts, yellow and red

(6) one dozen softballs

(7) six softball bats

(8) 12 softball gloves

(9) one soccerball

(10) one thousand each of INSCOM Physical Fitness Patches in Gold, Silver and Bronze.

b. Requested Common Task Training equipment (LBE, compass, camouflage sticks, decontamination kits) to support training efforts.

c. Requested two replacement typewriters for Hq & Opns Company.

d. Requested additional linen to fulfill basic authorization requirements for the unit.

e. Updated and reissued hand receipts for all unit furniture and equipment due to change of command.

f. A 100% property book inventory was conducted by CW2 Eichhorn, Property Book Officer.

5. SECURITY (u)

a. USAFS San Antonio continued to receive SCI billet administrative support from the Special Security Detachment, Fort Sam Houston under the Memorandum of Agreement, dated 05 March 1986, attached as Appendix A. Additionally, Special Security Representative (SSR) authority for indoctrinations and debriefs of personnel was delegated to the USAFS San Antonio, S2 by SSO, Fort Sam Houston, TX effective 16 December 1985.

b. Of the 3 cases pending S2 action from FY85: (Recap: 1 pending ajudication by CCF, 1 pending further investigation by DIS, and 1 pending rebuttal package from the soldier to be forwarded to CCF) all are still active and will be carried forward into FY87.

c. At the end of FY86 a total of 9 cases will be carried forward into FY87: (Recap: 5 pending CCF ajudication, 2 pending further investigation by DIS, and 2 pending completion of initial SBIs).

6. PUBLIC AFFAIRS/SIGNIFICANT EVENTS (u)

a. (u) The field station newpaper "The Alamo Wrangler" which was a monthly publication in FY85 went to semi annual and then to quarterly publication. Articles from the 11 platoons highlighting news of the quarter and articles from both the HQC Commander and Field Station Commander on current Army themes were included.

b.(U)Forty Alamo soldiers qualified for the INSCOM PT patches after the April 1986 APRT. The following P.T. awards were made on 30 September 1986: 15 Gold, 11 SILVER and 14 BRONZE; A USAFS San Antonio Certificate of Achievement accompanied each award.

c.(U)In October 1985 SP4 Richard Anderson was named INSCOM Journalist of the Year. After his PCS to the 10th Special Forces Group at Fort Devens, MA, he was replaced as editor of the Wrangler by SP4 Craig T. Austin. SP4 Austin departed for SMP ROTC in July 1986 and was replaced by SP4 William T. Cissell. SP4 Jill Hereford replaced SP4 Cissell after the two of them collaborated on the August 1986 edition of the WRANGLER.

d.(U)On Saturday, 12 April 1986, 10 members of the field station participated in the CAMP (Children's Association for Maximum Potential) Jog-A-Thon. The runners raised $600.00 to help with the cost of a special summer camp for handicapped children which is held annually at Camp La Junta in Kerrville, Texas.

e.(U)A staff study, attached as Appendix K, was conducted on the feasibility of transferring SSO responsibilities from SSO Fort Sam Houston to Headquarters, Electronic Security Command. As of 1 Oct 86, coordination was underway between Special Security Group Headquarters and the United States Air Force to make the transfer. The S2 also established accounts with the Defense Intelligence Agency (effective 2 September 1986) and the Defense Mapping Agency (effective 7 February 1986).

f.(U)A BTMS-based Certification Program was initiated at the field station. This program insured that all personnel who performed like jobs at Field Station San Antonio received standardized training. All training was conducted "hands-on" and was verified by the soldier's supervisor. Feedback on certification training was provided during the monthly training meetings. This was a self-sustaining program, portions of which could be selectively updated without rewriting the entire program.

g.(C) Formal classroom training for [redacted] was implemented this past year. Instruction was conducted in two-hour blocks twice each week. The goal of the program was to bring all field station [redacted] up to Army Proficiency Standard of at least [redacted] was administered at Lackland AFB instead of Fort Sam Houston. This saved our soldiers approximately one hour driving time on test dates and test results were returned to us the same day vice the 30 days it took through distribution from Fort Sam Houston.

g.(U) All physical training was conducted in accordance with the Master Fitness Training Program.

7. PROBLEMS/SOLUTIONS (U)

At the beginning of the fiscal year finance paperwork problems were experienced by many incoming soldiers. The solution was for the Resource Management NCO to train at Ft. Sam Houston Finance Office for one month. This gave the unit finance representative a good understanding of finance procedures used at Ft. Sam Houston and provided him with contacts to help him successfully solve finance problems for soldiers from the field station.

8. VISITORS (FOUO)

DATES	RANK/NAME	ORGANIZATION
11-13 Dec 85	[redacted]	[redacted]
3-5 Mar 86		
9-14 Mar 86		
25-26 Mar 86		
26-27 Mar 86		
28 Mar 86		
17 Apr 86		

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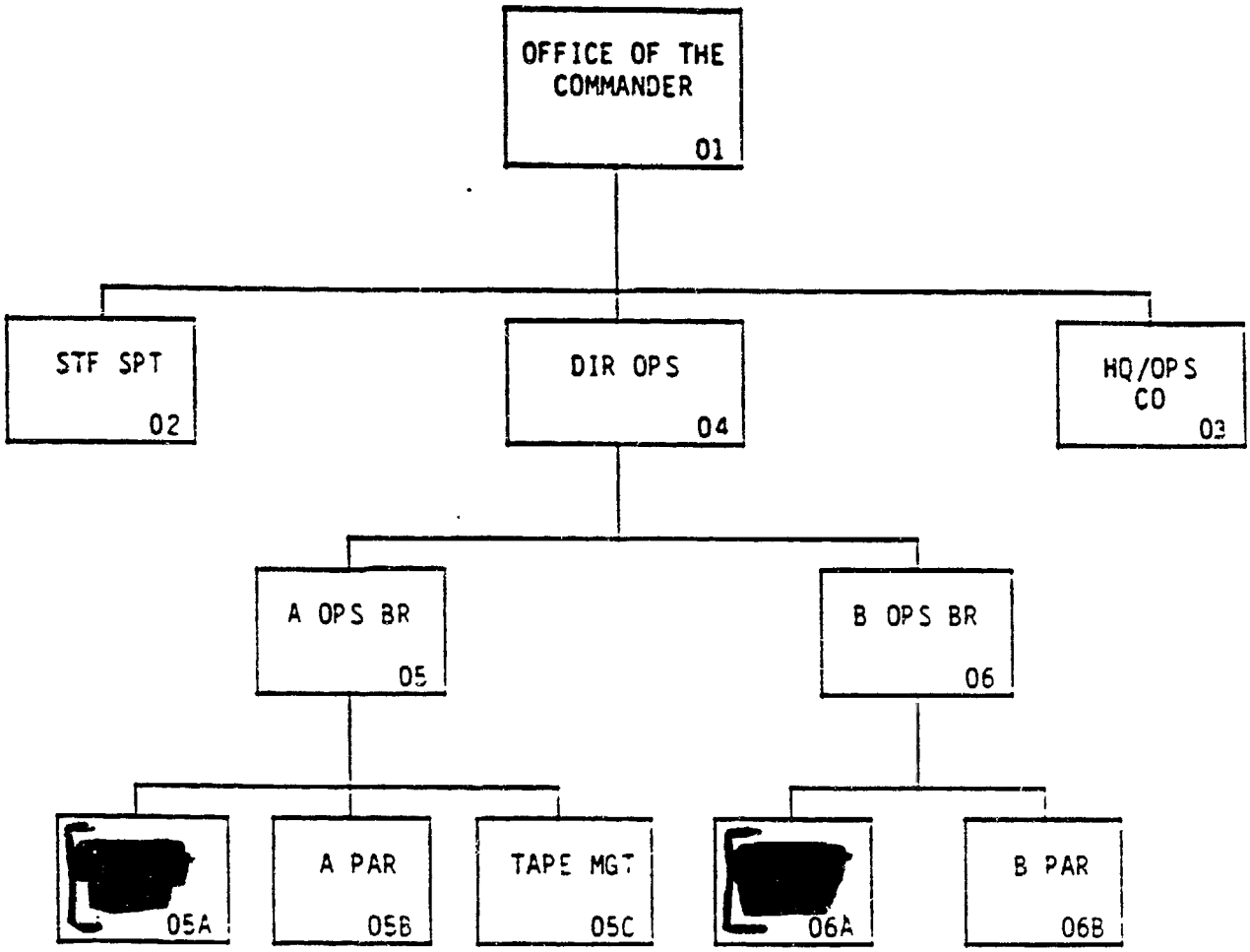
DATES	RANK/NAME	ORGANIZATION
4-7 May 86	[redacted]	[redacted]
6 May 86		
11 May 86		
4-6 Jun 86		
15-17 Jun 86		
23-24 Jun 86		
23-25 Jun 86		
2 Jul 86		
31 Jul - 3 Aug 86		
20-27 Aug 86		

USC552 (b) (3)

APPENDIX A

TDA ASW31UAA
CCNUM AS0186
EDATE 851001



APPENDIX B

BIOGRAPHY

LIEUTENANT COLONEL BRIAN C. WARREN

Lieutenant Colonel Brian C. Warren was born in Brunswick, Maine on 24 July 1944. He graduated from Bowdoin college with a Liberal Arts degree in music in June 1966. In May 1967, he enlisted in the army and was commissioned through Artillery Officer Candidate School under the College Option Program. His first assignment was the the Continental Intelligence Command at Ft. Bragg, North Carolina. LTC Warren served in the Republic of Vietnam as Assistant G-2 Air and Imagery Interpretation Officer, 4th Military Intelligence Detachment, 4th Infantry Division, from June 1968 to June 1969. Upon return, he was assigned to the Fort Holabird Maryland Imagery Interpretation Center as the Chief, Operations Branch, Training Division. In July 1970, he commanded the Headquarters Company, US Army Intelligence Command followed by staff assignments in that command. In July 1972, he attended the Military Intelligence Officer Advanced Course, and stayed on at Fort Huachuca in various instructor positions within the reconnaissance and surveillance Branch, Department of Aerial Surveillance. In July 1976, he was assigned to the 25th Infantry Division as S-2, 1st Battalion, 5th Infantry followed by assignment as Assistant G-2, Operations. In August 1978, he became commander of the 25th Military Intelligence Company (CBTI). During this same period he completed his Master of Arts degree in Business Administration, specializing in Personnel Management, from the University of Northern Colorado. In November 1979, he was assigned as the OIC of project Hippodrome at Field Station Sinop, Turkey and later as the S-3. After attending the Command and General Staff Officer Course, Fort Leavenworth, Kansas, where he was an honor graduate, he was assigned to the Intelligence School at Fort Devens in June 1982, as the Chief of the Professional Development Division, Electronic Warfare, Cryptologic and Security Department. In June 1983, he assumed command of the US Army Intelligence Training Battalion, Goodfellow Air Force Base, Texas. His awards include the Bronze Star, the Meritorious Service Medal (4 OLC), the Air Medal (4 OLC), The Army Commendation Medal (1 OCL), and the Army Achievement Medal. LTC Warren is married to Gayle McCormick. They have one son and two daughters.

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS ELECTRONIC SECURITY COMMAND
SAN ANTONIO, TEXAS 78243

REPLY TO ATTN OF: XP

SUBJECT: Review of CSOC Memorandum of Understanding (MOU)

2 SEP 1981

TO: HQ INSCOM/IAOPS-SEI-O

1. The MOU governing the operation and support of the Consolidated Security Operations Center (CSOC) has been reaccomplished to include changes recommended in the CSOC letter of 24 April 1981 and accepted via telephone by INSCOM on 31 July 1981. Inclosed are two copies of the MOU signed by General Larson. Please have General Stubblebine sign and date both copies, return one to us for file, and retain the other for your records.

2. The next planned review of this MOU will occur in mid-1983. The relationship we have enjoyed for so many years will continue to reap large benefits for both organizations.

H.M. Watts

H.M. WATTS, Colonel, USAF
Assistant DCS/Plans

1 Atch
MOU (2 copies)

file 2

IAOPS-SE-O (2 Sep 81) 1st Ind
SUBJECT: Review of CSOC Memorandum of Understanding (MOU)

Headquarters, US Army Intelligence and Security Command, Arlington Hall Station
Arlington, VA 22212 09 OCT 1981

TO: Commander, US Air Force Electronic Security Command, Attn: XP, San Antonio Texas 78243

1. The CSOC MOU has been reviewed and accepted at this Headquarters. A copy signed by CDRINSCOM is being returned along with this indorsement.

2. We share your appreciation for this working relationship and look forward to continued joint successes at the CSOC.

FOR THE COMMANDER:

1 Incl
nc (dupe cy wd)

PIPKIN
CPT, GS
Asst Adjutant General

MEMORANDUM OF UNDERSTANDING BETWEEN UNITED STATES AIR FORCE ELECTRONIC SECURITY COMMAND (ESC) AND UNITED STATES ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM) CONCERNING THE OPERATION AND SUPPORT OF A CONSOLIDATED SECURITY OPERATIONS CENTER (CSOC) AT SAN ANTONIO, TEXAS

I. PURPOSE. (C)

The purpose of this memorandum is to set forth principles for the organization, management and support of the [redacted] at the CSOC.

II. BACKGROUND. (C)

All cryptologic activities at CSOC San Antonio, Texas, are under the operational and technical control [redacted] ESC/USAINSCOM command relationships for this consolidated operation are set forth in this interservice Memorandum of Understanding.

III. GOVERNING POLICY. (C)

It is agreed by and between the Commander, ESC, and the Commander, USAINSCOM, that both Service Cryptologic Elements (SCE) will participate in a consolidated cryptologic effort, operate under coordinated and mutually agreed upon organization principles, and adhere [redacted] Supplementary or amplifying operating procedures will be issued by the CSOC Director of Operations. In those instances where directives and regulations issued by the signatories to this MOU are in contradiction with the terms of the MOU, that fact will be brought to the attention of ESC and INSCOM and will be appropriately negotiated.

IV. COMMAND RELATIONSHIPS. (C)

1. Composition and Command.

a. [redacted] activities at CSOC will be performed by a consolidated Air Force/Army element, administered through separate service command channels, but operationally integrated. The Air Force unit will be the 6993 Electronic Security Squadron; the Army unit will be the US Army Field Station, San Antonio. The Commander of the 6993 Electronic Security Squadron, as the Chief of CSOC, is responsible for the overall operation of the consolidated center, to include control of facilities at the operating location and establishment of common policy on matters affecting CSOC. The Commander, US Army Field Station, San Antonio, will act as the Deputy Chief. Depending upon seniority, either the Chief, CSOC or the Deputy Chief, CSOC will render evaluation reports on the Director of Operations, with the more senior serving as Intermediate Rater (if appropriate). When the Director of Operations is senior to the Chief, CSOC, his rating officer will be the Commander, US Army Field Station, San Antonio (Deputy Chief, CSOC). Administration of CSOC personnel is the responsibility of the unit of assignment.

b. The 6993 Electronic Security Squadron is under the command control of the Commander, 6960 ESW, and the US Army Field Station, San Antonio, is under the command control of the Commander, CONUS MI Group.

c. Administrative and troop command functions outside the operations area will be inspected by respective service Inspector General (IG) teams. The Operations function will be inspected by IG representatives from USAINSCOM and ESC utilizing the CSOC Management Inspection Guide. This guide will be issued by the Chief, CSOC, and will be subject to post publication review by both commands. Direct coordination of IG inspections between staff counterparts and the CSOC is authorized. Other inspections, major staff visit teams, and manpower surveys will contain representatives from both commands, whenever possible.

d. Effectiveness/evaluation report authority and responsibility for personnel of the 6993 Electronic Security Squadron and USA Field Station, San Antonio, will rest with the immediate supervisor, regardless of service involved. CSOC supervisory personnel will submit AF Forms 77a, as applicable. CSOC management personnel will assume full operational control of personnel assigned duty within the CSOC.

e. Fulfillment of the final security clearance requirement is the responsibility of the parent service. Personnel will not be assigned to duty within the Consolidated Security Operations Center until they possess a final security clearance. USAINSCOM personnel will be certified by the US Army Field Station Commander to the 6960 Security Police Squadron, which will issue ESC restricted area badges, accordingly.

2. Manpower and Organization. (C)

a. The Consolidated Security Operations Center will be manned according to the manning authorization documents of the participating units. Spaces authorized by those documents for utilization within the CSOC will be developed through the process of Joint ESC/USAINSCOM management engineering surveys. All changes affecting total CSOC spaces will be coordinated between Headquarters USAINSCOM and Headquarters ESC. Exclusive of the positions specified herein, individual assignments within the CSOC will be made by the Director of Operations according to pertinent service regulations and after coordination with supporting unit commanders.

b. (C) Consolidated Security Operations Center management authorizations and responsibilities are as follows:

(1) (C) Director of Operations - Army Lieutenant Colonel. Responsible for the proper operation and supervision of all CSOC cryptologic operations. [redacted]

(2) (U) Deputy Director of Operations - Air Force Civilian. Assists the Director of Operations and assumes the responsibilities and

functions of the Director during periods when the Director is absent from the station.

(3)(U)Chief, Production Division - Air Force Major. Responsible for all flight (watch) recovery operations.

(4)(U)Deputy Chief, Production - Army Civilian. Acts as full assistant to Chief of Production.

(5)(C)Chief, [redacted] - Army Major. [redacted]

(6)(U)Deputy Chief, [redacted] - Air Force Captain. Acts as full assistant to the [redacted]

(7)(U)Chief, Mission Management Division - Army Civilian. Responsible for resource management tasking and evaluation of the station mission activities.

(8)(C)Chief, Tape Management Division - Army Civilian. Responsible for [redacted] Tape Library, Tape Laboratory and all magnetic tape logistics management functions in support of [redacted]

(9)(U)Chief, Operations Training and Support Division - Air Force Captain. Responsible for operations training and other training-related functions as required in direct support of the operational mission.

(10)(C)Flight (Watch) Officer - Each flight (watch) will be headed by a captain authorization. Each officer will head a flight (watch) [redacted] The flight (watch) will perform all functions necessary in response to specific mission tasks/objectives issued by the mission management function.

(11)(U)Flight (Watch) Mission Supervisors - Each flight (watch) mission supervisor manpower authorization is an E-8. Air Force E-8 authorizations will be assigned to a flight (watch) headed by an Army Captain authorization and Army E-8 authorizations will be assigned to a flight (watch) headed by an Air Force Captain.

3.(U)Logistics and Administrative Support.

a. Logistics support for the operational command will be provided by ESC.

b. Normal base operating support will be as agreed to in the Inter-Service Support Agreement between US Army Field Station, San Antonio and Kelly AFB (Air Force Logistics Command).

c. Normal base supply will be provided by Air Force Cryptologic Support Center citing US Army Station, San Antonio, funds for other requirements not covered in paragraphs a and b, above.

d. Mission maintenance functions will be conducted by 6993 Electronic Security Squadron using Air Force maintenance personnel.

e. Communications support will be provided by Air Force communications personnel.

f. Security Police functions for the CSOC operational area will be provided by the 6960 Security Police Squadron.

g. The administrative functions of correspondence, files maintenance, etc., performed exclusively within the CSOC shall be according to directives issued by the Director of Operations. Correspondence with elements outside the CSOC will be according to regulations of the service involved. Files maintained within the CSOC will be limited to that material essential to the effective conduct of operations.

h. A Top Secret account will be established and maintained by the 6993 Electronic Security Squadron in the Operations area for operations documents and related correspondence as pertains to the 6993 Electronic Security Squadron and CSOC. Top Secret documentation exclusively for the US Army Field Station will be maintained by US Army Field Station, San Antonio, according to applicable Army directives.

i. Standardized and/or existing official forms will be used to the maximum extent possible. Air Force will appoint a forms manager to control and manage non-standard forms within the Operations area. Forms will be prepared, stored, and issued according to Air Force procedures.

j. Unique non-operational Air Force and/or Army forms and publications will be obtained through prescribed channels of the 6993 Electronic Security Squadron or US Army Field Station, San Antonio, as required, and maintained outside of the Operations area.

k. Computer systems analysis and programming support will be provided by ESC.

4. (U) Other Support/Arrangements. Army unique support requirements, such as military/civilian pay and personnel services, will be arranged by USAINSCOM with appropriate Department of the Army activities.

5. (U) This Memorandum of Understanding is effective 1 June 1981 and will be reviewed biennially by the respective SCE headquarters. Amendments may be initiated at any time by either SCE headquarters and will become effective on the first day of the month following final signature. This Memorandum of Understanding supersedes Memorandum of Understanding, dated 25 April 1979, concerning the operation and support of a CSOC at San Antonio, Texas.

DOYLE E. LARSON, Maj Gen, USAF
Commander
USAF Electronic Security Command

ALBERT N. STUBBLEBINE, III, MG, USA
Commander
USA Intelligence and Security Command

APPENDIX F

c. Normal base supply will be provided by Air Force Cryptologic Support Center citing US Army Station, San Antonio, funds for other requirements not covered in paragraphs a and b, above.

d. Mission maintenance functions will be conducted by 6993 Electronic Security Squadron using Air Force maintenance personnel.

e. Communications support will be provided by Air Force communications personnel.

f. Security Police functions for the CSOC operational area will be provided by the 6960 Security Police Squadron.

g. The administrative functions of correspondence, files maintenance, etc., performed exclusively within the CSOC shall be according to directives issued by the Director of Operations. Correspondence with elements outside the CSOC will be according to regulations of the service involved. Files maintained within the CSOC will be limited to that material essential to the effective conduct of operations.

h. A Top Secret account will be established and maintained by the 6993 Electronic Security Squadron in the Operations area for operations documents and related correspondence as pertains to the 6993 Electronic Security Squadron and CSOC. Top Secret documentation exclusively for the US Army Field Station will be maintained by US Army Field Station, San Antonio, according to applicable Army directives.

i. Standardized and/or existing official forms will be used to the maximum extent possible. Air Force will appoint a forms manager to control and manage non-standard forms within the Operations area. Forms will be prepared, stored, and issued according to Air Force procedures.

j. Unique non-operational Air Force and/or Army forms and publications will be obtained through prescribed channels of the 6993 Electronic Security Squadron or US Army Field Station, San Antonio, as required, and maintained outside of the Operations area.

k. Computer systems analysis and programming support will be provided by ESC.

4. (U) Other Support/Arrangements. Army unique support requirements, such as military/civilian pay and personnel services, will be arranged by USAINSCOM with appropriate Department of the Army activities.

5. (U) This Memorandum of Understanding is effective 1 June 1981 and will be reviewed biennially by the respective SCE headquarters. Amendments may be initiated at any time by either SCE headquarters and will become effective on the first day of the month following final signature. This Memorandum of Understanding supersedes Memorandum of Understanding, dated 25 April 1979, concerning the operation and support of a CSOC at San Antonio, Texas.

DOYLE E. LARSON, Maj Gen, USAF
Commander
USAF Electronic Security Command

ALBERT N. STUBBLEBINE, III, MG, USA
Commander
USA Intelligence and Security Command

DEPARTMENT OF THE ARMY
HEADQUARTERS, U. S. ARMY FIELD STATION
SAN ANTONIO, TEXAS 78243-5360

IAFSA

13 May 1986

SUBJECT: Additions to ISSA

6960 ESW
ATTN: LGV
San Antonio TX 78243-5000

1. Reference FY1335-85108-001.

2. After reviewing our ISSA with 6960 ESW, we have found some areas in which we feel the need of additional support.

3. Request the enclosed support areas be included into our ISSA.

4. POC for this subject is CW2 Gary L. Eichhorn, 3-4551/4504.

Brian C. Warren
BRIAN C. WARREN
LTC, MI
Commanding

Encl

Enclosure to USAFSSA/IAFSA ltr dtd 13 May 1986 - Subject: Additions to ISSA

	Category	Host Will	Tenant Will
AM	Food Service	Permit shift personnel to eat in the OTS Mess Hall while on duty.	Comply with host procedures.
AV	Education Services	Provide for education assistance to assigned personnel.	Provide a list of assigned personnel authorized to use services.
BD	Community Services	Permit assigned personnel use of Medina Pool, Gym and other Athletic Facilities.	Comply with host procedures. Notify host of training requirements.
		Provide nonappropriated funds support on a common service basis. The tenant will be included in the allocation and distribution of nonappropriated funds IAW applicable directives.	Provide required strength reports and any other information by the Host.
BN	Ice and Snow Removal	When conditions warrant - Provide tools and chemicals for maintaining safe walk space.	Comply with host procedures.
BU	Expendable and General Supplies	Permit use of Self Service Supply Store for office, Expendable and General Supplies.	Comply with host procedures.

9. GENERAL PROVISIONS (Mandatory for all agreements). The following general provisions, as set forth in Chapter III, DOD 4000.19-M, apply to this agreement unless otherwise specified in "Remarks" block below.

a. The Receiving Activity will provide the Supplying Activity projections of support required to accomplish its mission. Significant changes in the Receiving Activity function, mission or support requirements will be submitted by the Receiving Activity in a manner that will permit timely modification of resource requirements.

b. It is the responsibility of each agency providing support under this agreement to bring any required or requested change in support to the attention of 6960ESW, SAN ANTONIO, TX prior to providing/reducing unilaterally such additional/reduced support.

c. Activities providing reimbursable support in this agreement will submit a monthly statement of costs to 2851 ABG/ACF for preparation of billing document, SF 1080.

d. Manpower required in support of this agreement which is subject to return to the lending activity upon termination of the agreement: NONE (Enter number or if no manpower is required, enter "None").

e. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as Congressional legislation, DOD directives, commercial utility rate increases, etc. The receiver will be notified immediately of such rate changes.

f. This agreement will be reviewed biennially at least 120 days prior to the anniversary date. It may be revised at any time upon the mutual consent in writing of the parties concerned.

g. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.

h. In case of mobilization or other emergency, this agreement will remain in force within supplier's capabilities, subject to normal cancellation provisions and will be subject to review at that time. This agreement will not be terminated if such action impairs the combat mission of the receiving activity as determined by higher headquarters.

10. REMARKS

This triennial review supersedes basic agreement dated 22 Jun 82 and all revisions thereto. The following is a list of changes:

1. DD Form 1144, Block 7, changed form Sole Source.
2. Page 2, para 1, number of personnel updated.
3. Page 10, para 3, reworded.
4. Page 10, para 4, carried forward from page 11.
5. Page 11, para 2, support category SY deleted.
6. Page 11, deleted.

6960 ESW Commander
Concurrence

C. R. MORGAN, Colonel, USAF
Commander

11. COMPTROLLER CONCURRENCE (Supplier Signature & Date)	12. COMPTROLLER CONCURRENCE (Receiver Signature & Date)
29 April 85	22 May 85

13. TYPED NAME AND ORGANIZATION OF SUPPLIER APPROVING AUTHORITY	13a. SIGNATURE	13b. DATE
CYRIL A. PERRY, JR., Lt Col, USAF Director, Logistic Plans DCS Logistics		29 May 85

14. TYPED NAME AND ORGANIZATION OF RECEIVER APPROVING AUTHORITY	14a. SIGNATURE	14b. DATE
JOHN R. DICKSON, LTC, MI USAFS San Antonio, Commander		22 May 1985

ATTACHMENT OF SPECIFIC PROVISIONS

1. Personnel Assigned: An estimate of the USAFS San Antonio requiring support under the terms of this ISSA are as follows:

Officers/ Warrent Officers	Enlisted	Dept of Army Civilians
10	184	3

2. Facility Space Assigned:

Administrative Space: Bldg #310 Lackland Training Annex.

3. Vehicles Owned: A total of two military vehicles belonging to the Army. One 4-door sedan and one station wagon.

4. Distribution: HQ ESC/LGX - 2 cys
6923 SS/LG - 15 cys
AFCSC/DAU - 4 cys
6993 ESS/XP - 2 cys
USAFS, San Antonio - 2 cys
2851 ABG/XP - 1 cy
INSCOM/IALOG-MP - 1 cy
Defense Logistics Service Center/DLSC-T
(DD Dorm 1144 only)

Continuation of DD Form 1144

INTERSERVICE LOGISTICS AND ADMINISTRATIVE SUPPORT

BETWEEN

6960 ELECTRONIC SECURITY WING

AND

UNITED STATES ARMY FIELD STATION, SAN ANTONIO

This agreement between the Electronic Security Wing and the United States Army Field Station becomes effective on the date of official acceptance as indicated by the signatures of the approving authorities.

Authority to approve this agreement on behalf of the United States Air Force is vested in the Commander, Electronic Security Command, and on behalf of the United States Army, in the Commander, United States Army Intelligence and Security Command (INSCOM).

I. OBJECTIVE.

The objective of this agreement is to provide, within capabilities, for the logistics and administrative support of INSCOM activities quartered in the Electronic Security Command area of Kelly Air Force Base under the sponsorship of the HQ ESC, consistent with the achievement of maximum economics. As the 6960 ESW is a tenant unit on Kelly Air Force Base, this agreement includes certain support to be provided the INSCOM unit through the channel of the 6960 ESW by Kelly Air Force Base. In such instances, the support will also be reflected in general terms in the support agreement to be executed with Kelly Air Force Base, and any reimbursement involved will be to that command.

II. REFERENCES.

1. DOD 4000.19M

2. AR 1-35/SECNAVINST 4000.20B/AFR 400-27/DNA INST 4000.19

3. AR 37-9/SECNAVINST 7020.4B/AFR 172-3

4. TRI SCA/MOU, 16 May 79, 1 June 1981

5. ESC/INSCOM (USAFSSA) MOU, 25 Apr 79

III. DEFINITIONS.

1. HOST: 6960 ESW. The activity coordinating the ISSA to provide material, services, or other support to another activity through HQ ESC and colocated units.

2. TENANT: USA Field Station San Antonio. Generally the activity receiving material, services, or other support from another activity; hereafter in this document the term "TENANT" shall mean USA Field Station San Antonio.

3. COMMON SERVICES: Non-reimbursable support. Support performed by one activity for another activity for which reimbursement is not required from the activity receiving the support.

4. CROSS SERVICE: Reimbursable support. Support performed by one activity for another activity for which payment is required from the activity receiving the support.

IV. FUNDING AND REIMBURSEMENT ARRANGEMENT.

1. At the beginning of each fiscal year quarter a DD Form 448 will be submitted to the Air Force for the purpose of certifying fund availability and recording of a reimbursable work order in the estimated quarterly dollar amount of anticipated services. Where feasible, contracts and other funded documents will be prepared on a direct fund citation basis vice reimbursable work order procedures.

2. SF 1080 with supporting documents will be submitted to the Commander USAFS, San Antonio, for certification, and then to Finance and Accounting Activity (FAA), Headquarters, US Army Intelligence and Security Command, Arlington Hall Station, Arlington, Virginia 22212.

3. Interservice support shall be in accordance with Chapter 1, DoD 4000.19.M.

4. Billings with supporting documents for appropriate reimbursable expenses for 6960 ESW will be rendered by the Host to the Tenant. Billing will be in accordance with DoD procedures.

V. COMMAND.

1. Command of USAFS San Antonio and personnel assigned remains with the Commander, INSCOM, and Department of Army.

2. The Commander, USAFS SA will: a. have sole disapproval authority for INSCOM personnel under his cognizance with regards to requests for commuted rations and vacating government quarters to live on the civilian economy; b. ensure that basic allowance for subsistence authorizations conform to Kelly AFB policy in compliance with Paragraph 30111 (c) and (d) DOD Pay Manual.

VI. EXECUTION

1. The primary mission of USAFS San Antonio, will receive equal priority with the Host's primary mission in terms of all categories of support. This will be construed to provide administrative and logistic support to INSCOM personnel assigned to USAFS San Antonio on a basis equitable to that provided troops assigned to the Host.

2. The terms of this agreement will be effective when signed at the local level subject to approval, modification, and addition by higher authority. This agreement shall be in effect for six years. It will be reviewed biennially, beginning with a formal meeting between 6960 ESW and USAFS San Antonio, not less than 60 days prior to the anniversary of its effective date. See DOD 4000.19M, Chapter III, for procedures for reviewing, revising, modifying or cancelling agreements.

VII. PROVISIONS.

1. This agreement is developed under the authority of DOD 4000.19M to support the USAFS San Antonio at Kelly AFB. Cost account codes will be established as necessary for reimbursement of services provided in accordance with the provision of this agreement.

2. All charges for cross-servicing will be based on current catalog, contractual, or direct cost according to AFM 172-1, Volume 1, and AFR 172-3.

3. The support to be provided by the Host will be limited to those facilities, equipment, and manpower that can be made available to the Tenant without degradation of the Air Force mission or support posture.

4. The Tenant will program and coordinate with the Host before changing requirements, making unit moves, or personnel strength changes which may affect the support mission of the Host.

5. The Tenant is entitled to vote on the 6960 ESW advisory boards, councils, planning boards, and similar groups whose functions affect the operational mission and welfare of personnel and assigned units. Representation of the Central Base Fund Council will be according to AFR 34-3, Volume III, Ch 2.

6. Under normal conditions, either party may terminate the agreement prior to the established termination date by giving at least 180 days written notice to the other party. In the event of termination by the Host, the Host will make every effort to assist the Tenant in finding suitable support.

7. In case of mobilization or other emergency, this agreement will not be terminated when such action would impair the operational mission of the Tenant.

8. INSCOM OPLAN 1-82 for contingency planning purposes: Upon execution of this plan, Field Station San Antonio assigned/attached personnel will vary depending on incoming TDY personnel. The category of support will be supply and administrative support.

9. The Host will furnish the Tenant the following support on a reimbursable/non-reimbursable basis, as indicated, according to applicable DoD directives including references specified in paragraph II above and with the terms of this agreement.

DETAIL HOST AND TENANT RESPONSIBILITIES

	HOST WILL	TENANT WILL
(AB) Budget within the Consolidated Security Operation Center (CSOC)	Ensure that operating budgets and annual financial plans provide for support of US Army activities for both reimbursable and nonreimbursable items and services.	Program, budget, and fund for requirements which are US Army financing responsibilities. Provide necessary and timely advance planning information to the Host to facilitate programming and budgeting actions for Host provided support.
(AD) Judge	Provide legal counseling and assistance as well as initial personal property claims service to include briefings, supply of claims forms, and forwarding of raw case file to individual's Army Post of Assignment, as required and requested by Tenant personnel.	Retain and exercise in Army channels jurisdiction over INSCOM personnel for all disciplinary action under UCMJ and all administrative action. Arrange for legal services thru Ft Sam Houston.
(AE) Office Mail	Provide intra-base official mail services through HQ ESC Director of Administration.	Comply with Air Force, HQ ESC, and Base directives which pertain to official mail. Pick up and deliver official mail using postal channels from the local post office substation. Pick up and deliver intra-base distribution through ESC Director of Administration.
(AG) Purchasing and Contracting	HQ ESC/LGC/ Contracting Office will provide support on the same basis as Air Force Units.	Provide requirements, reports, and other information required to assist in providing desired support. Provide fund cites or reimbursements as required.

		HOST WILL	TENANT WILL
(AI)	Pass & ID	Provide restricted area badges	Tenant will furnish verification of security clearance status of Army personnel.
(AI)	Personnel	Provide investigative support on personnel security cases on a request basis in those areas within Host investigative jurisdiction.	Perform investigative functions internal to the tenant.
(AI)	Physical	Perform those functions contained in Tri-SCA MOU dated 16 May 79 and ESC/INSCOM USAFSS MOU 1 Jun 81.	N/A
(AO)	Vehicle Operations	* Provide normal vehicular transportation support within existing capabilities, to include scheduled bus service between Security Hill and CSOC at Medina.	
(AG)	Traffic Management	Will issue transportation requests for TDY passenger travel as required.	Provide proper appropriation data on Official Orders to be cited on transportation documents for passenger movement.
(AY)	Documentation	Within the CSOC, provide technical assistance only on request.	Within the CSOC, comply with Air Force and HQ ESC directives which pertain to documentation maintenance and disposition, except when explicitly directed otherwise by Army directives.
(AY)	Publication and Forms distribution.	Provide tenant with DOD, USAF, ESC, and base forms and publications thru HQ ESC Director of Administration. Provide forms design service according to AFR 9-2/ESC Sup 1.	Establish an account with PDO 4012A for DOD, USAF HQ ESC, and base forms and publications. Obtain parent service and other publications thru own publication channels.

	HOST WILL	TENANT WILL
(AZ) Public Affairs	Provide Public Affairs assistance to the Tenant. Use service of ESC/PA or SA ALC/PA to distribute all public news releases.	Appoint one office to act as liaison with the Host in Public Affairs matters, and provide guidance to the Host in regards to Department of the Army Public Affairs Policies. Provide advance notification to the Host on all operations and activities which are considered to impact on base public affairs, specifically community relations.
(AZ) Public Affairs	Provide Public Affairs support on an equal basis with all other colocated commanders.	Provide information to the Host through the liaison office for release to the news media in order to maintain a centralized point of contact for the release of information.
(BB) Safety	Schedule its safety representative to perform an annual courtesy safety inspection of Tenant's facilities.	Provide a representative to participate as a member of the Host's Ground Safety council.
(BD) Morale, Welfare and Recreation	Provide all Special Services facilities on the same basis as Air Force personnel.	Comply with procedures defined in AFR 215-1, Vol 5, ch 1-10. Funding for separate Army varsity (post level) teams must also be specifically outlined.
(BK) Photographic	Provide normal photo support through HQ ESC Director of Administration on an equal basis with Air Force organizations.	Comply with Host procedures.
(.) Training	Provide small arms training within Host's capability.	Schedule and coordinate small arms training requirements with Host Small Arms Training NCO.
(BV) Reproduction and Graphic	Provide reproduction and graphic services within capabilities through HQ ESC Director of Administration. Provide training for Tenant representative on a typesetting machine. Provide approximately one-half hour use of typesetting machine as needed by tenant.	Submit requests for service in accordance with Host procedures. Prepare material for reproduction. Deliver and pick up material at the Reproduction Center. Coordinate with Host the training on and use of a typesetting machine as required.

APPENDIX G

MEMORANDUM OF UNDERSTANDING
BETWEEN
6993 ELECTRONIC SECURITY SQUADRON AND
US ARMY FIELD STATION, SAN ANTONIO (USAFSSA)

I. PURPOSE.

The purpose of this memorandum is to ensure an equitable system exists for office occupation space and for the sanitation and cleanliness of common use areas in Building 310, Medina Annex by personnel of US Army Field Station, San Antonio (USAFSSA) and 6993 ESS.

II. BACKGROUND.

Areas to be occupied by USAFSSA were at one time occupied by 6948 ESS, who shared the responsibility for these duties.

III. GOVERNING POLICY.

It is agreed by the Commander of USAFSSA and the Commander of 6993 ESS that the respective occupied areas will be kept clean at all times and that facilities inspections will be conducted periodically by respective commanders.

IV. RESPONSIBILITIES.

a. USAFSSA personnel will occupy the entire first floor of Bldg 310 and maintain this area; excluding the female's latrine (Room 101A), which is a joint responsibility between 6993 ESS and USAFSSA.

b. 6993 ESS is responsible for the second floor of Bldg 310, except rooms 201, 202, and 206 which are the responsibility of USAFSSA and Room 203 (men's latrine) which is a joint responsibility of 6993 ESS and USAFSSA.

c. The mowing of grass, general clean up of 6993 ESS and USAFSSA will be completed by a rotating basis to be decided upon by the Building Custodian (6993 ESS) and the Alternate Building Custodian (USAFSSA).

V. IMPLEMENTATION AND REVIEW.

The effective date of this agreement is 4 Sep 1985 and will be reviewed upon change of command. Ammendments must be made in writing to the Commander of 6993 ESS and USAFSSA Commander. This MOU may be terminated at the request of either signatory provided that at least 90 days notice of intent to terminate is given to the other party.

DAVID M. MANNHEIMER, Lt Col, USAF
Commander, 6993 ESS

BRIAN C. WARREN, LTC, USA
Commander, USAFSSA

cc file

Memo for Record 30 Apr 82

Subject: Interservice Support Agreement (ISSA) 6960 ESW / USAFSSA

1. If USAFSSA moves to media only minor revision to this ISSA will be required.

2. The need for currency, adequacy of terms, and continuation of support by the 6960 ESW is required.

3. We have no agreement with the 6948 ESS or 6993 ESS. If support is provided by either squadron to the USAFSSA, it will be provided in the ISSA between the 6960 ESW and USAFSSA.

4. No change is needed to the Host Tenant Support Agreement between 6960 ESW and Kelly.

Earl

EARL D. HINES, GS-9
LGV

Memo for Record 30 Apr 82

Subject: Host Tenant Support Agreement (HTSA) - 6960 ESW and AFMTC (Lackland)

1. Based on conversation with Ms Mills (Lackland HTSA Manager), a support agreement is not needed with Lackland and the USAFSSA because the Army Field Station is covered in the agreement between the 6960 ESW and AFMTC.

2. The Host (AFMTC) responsibilities were reviewed and determined to be adequate and no revision required. Most revisions will occur during scheduled reviews. Some will be initiated when the need arises.

3. The following is a summary of support that AFMTC provides the 6960 ESW, this agreement is under review.

a. Ground Safety. Assist the tenant unit in investigating and reporting accidents when requested by the tenant unit.

b. Administration. Provide applicable base standard directives and blank forms.

c. Procurement. Provide normal AFR 11-4 support except as defined in Annex B.

d. Field Maintenance. Performs weapons inspection and repair.

e. Munitions: Combine tenant's requirements with Host.

f. Training Aids. Provide support in fabrication of small number of minor item .

g. COMM ELECT OPR. Furnish emergency circuit restoration to circuits routed thru the base facilities.

h. Sup . . Establish organizational code under MPM 528 for purchase of fuel.

i. Transportation.

j. Security Police.

k. Civil Engineering.

EARL D. HINER, GS-9
LG

1 Atch
AFMTC HTSA

RECORD OF COORDINATION	OPR, PHONE NO AND [illegible]SON TO CONTACT TSgt Jones/110 [illegible]C/LGX/2095 6923 SS/LGX/2127	DATE

1. TYPE AND NUMBER OF PUBLICATION OR SUBJECT OF COMMUNICATION *(Summarize Contents or Changes)*

Please review Support Agreement between 6960 ESW/Lackland Training Center. This agreement defines the authorities and responsibilities of the AFMTC and 6960 ESW regarding logistical support. If you recommend changes state them in your own "Host" and/or "Tenant" wording.

2. TO *(Office Symbols in order of Coordination)*	3. SUSPENSE DATE	4. TYPED OR PRINTED NAME AND GRADE OF COORDINATOR	5. COORD *(Place init, date, and phone no in appropriate column)*				
			CONCUR		PHONE NUMBER	DO NOT CONCUR	
			INITIALS	DATE		INITIALS *(See Comments)*	DATE

STOP

Use only red, felt-tipped pen when making on attachments publications.

6. COMMENTS *(Identify your comments by office symbol and underline across)* *(Continue on reverse and use additional sheet, if necessary)*

ESC FORM NOV 80 193 PREVIOUS EDITION WILL BE USED

Continuation of Item VI, AF Form 149:

Assigned real property facilities at Lackland Training Annex: Facilities number 215, 221, 300 through 303, 305, 307, 310 through 313, 320 through 322, 326, 330, * 375, 400, 402, and 404 (NOTE 1); one igloo (NOTE 2); 8.9 acres northeast of Medina Base Road between Medio Creek and 200 area.

* Authorized strength of Electronic Security Command units at Lackland Training Annex:

	Officers	Enlisted	Civilians
6993 Security Squadron	8	239	13
6948 Security Squadron	15	276	0
USASA Field Station, San Antonio (NOTE 3)	16	335	6
6960 Security Police Squadron	0	5	0

Vehicles will be assigned in accordance with VAL.

NOTE 1: Building 402 will be vacated and released upon completion of project to enlarge Facility 322. Building 404 will be vacated and released when suitable facility is found.

NOTE 2: Igloo is to be vacated and released no later than 30 September 1983.

NOTE 3: USASA Field Station, San Antonio (US Army) is covered by a separate Interservice Support Agreement with the 6960 ESW. The personnel of this unit are colocated with the 6993 ESS for duty purposes on Lackland Training Annex.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SUPPLY 41XX (Cont)		
Vehicle Parts	Establish organization codes for vehicle parts and vehicles bench stock under PFMR 543 to support maintenance of 6949 ESS vehicles.	Budget and fund for parts used by vehicle maintenance personnel. Provide Lackland Chief of Supply with a current list of vehicles requiring support. The list will contain NSN, registration numb noun, applicable SRD, and TO number. Updates will be provi as changes occur.
	Provide 6948 ESS vehicle spare parts support when requested.	Request vehicle spare parts sup in writing for 6948 ESS vehicl Provide research actions and technical assistance to identi nonstock-listed items. Follow host guidelines regarding parts request format.
	Deliver bench stock items to 6948 ESS at Lackland Training Annex.	Provide storage space and conti bench stock items. Budget and for bench stock parts support f 6948 ESS vehicles.
	Maintain special levels for vehicles assigned to 6948 ESS.	Prepare AF Form 1996 and delive to host base supply.
	Provide supply management listings applicable to the vehicles assigned to 6948 ESS.	Pick up management listing dail Review and take follow-up acti as necessary.
Munitions Management (previously FC25XX)	(Added) Combine tenant's requirements with Host Munitions Supply Account. Munitions Management is construed to mean management of all centrally procured (FK) and local purchase (FB) ammunition.	(Added) Insure that no munitions item loaded to system designator A9 item records and request local purchase (FB) ammunition from t host on a reimbursable basis. Using organizations will comply with the provisions of AFR 67-2 Standard Base Supply Customer's Guide, ATC and AFMTC Supplement thereto. Establishment of organizational ammunition accou and notification of personnel authorized to request/receipt f ammunition will be accomplished through written communication addressed to the Ammunition Sup Branch (LGSK).

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE MILITARY TRAINING CENTER
LACKLAND AIR FORCE BASE, TX

10 SEP 1992

REPLY TO ATTN OF: RMRA

SUBJECT: Host-Tenant Support Agreement between AFMTC/6960 ESW (Your Ltr, 18 Feb 82)

TO: 6923 Support Squadron/LG
San Antonio, TX 78243

1. The attached reaccomplished agreement is a total revision superseding the agreement dated 7 March 1979 and subsequent revisions and reviews. All changes proposed by your activities in the referenced letter, and additional support requested in 6948 ESS/MR letter of 16 March 1982, have been incorporated into the reaccomplished agreement except as follows:

a. FC 42XX, Transportation: Our Chief of Transportation cannot concur with your proposed change regarding assignment of Bldg 210 for exclusive use by the 6948 ESS so long as square footage available to our Vehicle Maintenance function is less than authorized. Use of the facility by the 6948th will continue on a space-available basis.

b. FC 4751, Disaster Preparedness:

(1) We do not concur with the requirement to provide CW training for 6948 ESS personnel whenever their 242X0 authorizations are vacant. To do so would impair our ability to train AFMTC mobility forces.

(2) ATC Supplement 1 to AFR 355-1, paragraph 103e(2) states that tenant units will budget for equipment requirements through their parent command. Consequently, we do not concur with your proposed change regarding budgeting, requisitioning, and maintaining CW defense/constant shelter equipment.

2. Because of the considerable time since review of this agreement was first initiated, all supporting activities were requested to assure that no further changes in the agreement were required. A few minor changes were identified and these, along with all others, are shown by asterisk.

3. If the agreement is acceptable, please obtain signature of your comptroller, coordinating and approving officials, and forward the agreement to HQ ATC/LGXP, Randolph AFB, TX 78150 for final approval, reproduction and distribution.

PATTI MILLS
Agreements Manager

1 Atch
Reaccomplished AFMTC/6960 ESW
Host Tenant Support Agreement

Copy to: HQ ATC/LGXP

AIR FORCE—A GREAT WAY OF LIFE

ANNEX A
TO
HOST TENANT SUPPORT AGREEMENT
FOR SUPPORT OF ELECTRONIC SECURITY COMMAND AND COLOCATED UNITS
BY AIR FORCE MILITARY TRAINING CENTER

The provisions of this Annex pertain to support of the 6960 Electornic Security Wing (ESW), Kelly AFB, and the 6993 and 6948 Electronic Security Squadrons (ESS) at Lackland Training Annex.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
COMMAND 1010		(Added) Initiate and process reports of survey as outlined in AFM 177-111 through AFCD/CC.
GROUND SAFETY 106X	(Added) Assist the tenant unit in investigating and reporting accidents/ incidents when requested by the tenant unit.	(Added) Investigate and report all ground and explosive incidents involving tenant personnel or equipment IAW AFR 127-4 and furnish a copy of the report to the AFMTC Ground Safety Officer. Conduct annual safety surveys.
	* Perform semiannual inspections of the explosives storage location(s) during the second and fourth quarters of the year for compliance with AFR 127-100 and Supplement.	* Prepare and keep current AF Form 2047 (explosives facility license) when the type and/or quantity of explosives items being stored changes.
ADMINISTRATION 11XX	(Replaced by) Provide applicable base standard directives and blank forms.	(Replaced by) Initiate request through parent command channels for department publications and blank forms pertaining to the mission of the unit.
BASE CONTRACTING 1251	Provide normal AFR 11-4 support except as defined in Annex B to this agreement.	
* ACCOUNTING AND FINANCE 151X	Maintain OA and prepare reimbursable billings on COPARS transactions.	

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
* EXPLOSIVE ORDNANCE DISPOSAL 2530	Provide quarterly "hands-on" training to 6948 ESS personnel	Provide Lackland EOD personnel with a listing of personnel to be trained and the area to be used. Provide personnel to pi up the devices to include the transportation and security fr storage area to training area.
TRAINING AIDS 3275	(Replaced by) Provide support in fabrication of small numbers of minor items in metal fabrication and machine area. Provide minor fabrication of plastic and wood items. Work to be accomplished as mission allows. Bill tenant for materials used.	(Replaced by) Provide detailed instructions and diagrams with work orders. Reimburse for cost of material used.
COMM/ELECT OPR 38XX	(Added)	(Added) Provide communication facilitie to accommodate any specialized communications requirements as determined/required by ESC.
	Furnish emergency circuit restoration to circuits routed through the base facilities. Restoration will be based on the priority assigned to each circuit.	Furnish listing of circuits and update as changes occur.
SUPPLY 41XX	(Replaced by)	(Replaced by)
Fuel	Establish organization code under PFMR 528 for purchase of fuel for Lackland vehicles assigned to support the 6993 ESS.	Budget and fund for fuel used i Lackland vehicles assigned to support 6993 ESS.
	Establish organization code under PFMR 543 for purchase of fuel for vehicles assigned to the 6948 ESS.	Budget and fund for fuel for vehicles assigned to 6948 ESS.
	Allow vehicles assigned to 6960 ESW and 6906 Security Squadron based at Lackland Training Annex to purchase fuels at LTA service station on reimbursable basis as transient vehicles.	Provide budget estimates of fuel requirements upon request of AFMTC.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SUPPLY 41XX (Cont)		
Munitions Management	* Establish Supply Point 25 for use by the 6948 ESS.	* Submit request for establishmen of a supply point. Delegate individuals authorized to sign certificates of authorization and certificates of expenditure
	* Upon receipt of a request from the 6948 ESS, order the required incendiary destruction devices.	* Submit unit requirements.
	* Provide a storage area in building 548 for the devices.	
	* Upon notification from the 6948 ESS, make the devices available for issue within 24 hours.	* Delegate individuals authorized receipt for the devices. Provi required transportation and security from storage area to 6948 ESS when withdrawing the devices.
TRANSPORTATION 42XX (less 4230)	(Added) Provide maintenance of lawnmowers costing in excess of $1000 assigned to 6993 ESS.	
	* Install radio interference suppressors on any vehicle for which AFMTC has maintenance responsibility determined to cause interference with the radio receiving facility of ESC.	
	* Provide vheicle operator licensing and associated safety courses for personnel assigned to ESC units at LTA.	* Comply with host directives

The following applies to 6948 Electronic Security Sq only:

		Provide Chief of Transportation contingency information on deployment 24 hours in advance, when possible. Advise of any changes or projected changes in number of vehicles.
	* Provide facilities in Bldg 210 on a space available basis and approximately 5,000 SF in Bldg 230 for repair and maintenance of vehicles and generators.	* Perform maintenance and repair o assigned vehicles and generators

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
TRANSPORTATION 42XX (Less 4230) (Cont)	Provide available special tools (torque wrenches, bearing pullers, etc.) when requested.	Sign for required tools; clean them after use and before returning to host.
	Provide maintenance control support for work order numbers.	Document all production as required by AF directives. Deliver completed work document to host R&A daily.
	Provide a Serv-O-Plate for all vehicles and generators.	Store and use Serv-O-Plates as required by AF directives.
	Maintain vehicle historical records.	Provide updating information as required.
	Provide all R&A functions.	Provide timely input of information to host R&A office.
	Provide corrosion control/ paint facilities on a scheduled basis.	Request facilities in advance. Provide materials and labor to accomplish corrosion control of ESC-owned vehicles.
	Provide facilities and equipment for tire mounting, demounting, and wheel balancing on a scheduled basis.	Coordinate requirements with host maintenance control. Pick up and deliver tires and wheels to tire shop.
	Provide battery shop support to prepare new batteries for service.	Coordinate requirements with host maintenance control. Pick up and deliver batteries to the battery shop.
	Provide upgrade training assistance (operation of vehicle chassis dynamometer, engine analyzer, etc) when requested.	Coordinate training requirements in advance and conduct all training for assigned ESC personnel.
	Provide secure parking for approximately 50 M-series and eight commercial vehicles, 60 unmounted mobilizer sets, and five one-ton cargo/ chassis trailers.	Maintain area cleanliness and vegetation control. Park vehicles in accordance with approved parking plan.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
TRANSPORTATION 42XX (Less 4230) Cont)	Issue to the 6948 ESS US Government Credit Cards for fuel and repairs when requested. Provide guidance on the use of credit cards.	Request credit cards in writing. Provide estimated travel distanc fuel con umption, and dollar con Fund and reimburse Lackland AFB for all purchases using Lackland controlled US Government Credit Cards.
	Grant access to COPARS store. If needed parts are not available, assist in requisitioning them, using DD Form 1150 prepared by the tenant, and advise the tenant when the parts become available.	Prepare work order AF Form 1823 reflecting the needed COPARS par If parts are not available, prep DD Form 1150 using 6948 ESS Cost Center Code and give it to Vehic Maintenance Materiel Control. W notified that parts are availabl pick them up at Materiel Control
SECURITY POLICE 43XX	(Replaced by)	(Replaced by)
* Physical Security	Publish a Base Security Regulation designating the 300 area, Bldg 400, and the Antenna Farm as restricted areas.	Prepare basic plan and Annex C t Kelly AFB OPLAN 207 (to include security of ESC resources locate on Lackland Training Annex).
	Provide a Security Response Team (SRT) during normal and emergency situations within 15 minutes of request.	Provide supervision and escort f personnel deployed in support of ESC resources.
		Maintain a Central Security Cent to direct, dispatch, and control personnel engaged in protection ESC resources.
		Retain responsibility for intern security of ESC restricted and controlled areas and resources contained therein.
		Coordinate with host base prior conducting local self-generated security exercises.
		Exercise entry and access grant authority to classified informat restricted and controlled areas, applicable.
Personnel Security		Issue ESC restricted area badge as required.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
Law Enforcement	Provide normal law enforcement and confinement support to the tenant.	Comply with host directives on law enforcement and corrections services.
* 300 Area/Bldg 400 Security		Operate and maintain IDE panel in Bldg 300.
* Antenna Farm Security		Operate and maintain the Antenna Farm. Insure that personnel dispatched to the Antenna Farm have an ESC restricted area badge or are properly escorted.
Igloo/A-Frame Security	LAFB igloos within the fenced explosive ordnance area and other facilities on LTA (noncritical) as required will be wired into the alarm system which is operated by 3700 SPS. Upon notification of an alarm activation, respond to conduct an inspection of the affected structure. Notify building custodian and submit required reports.	
*Security Communications	Provide installation and maintenance for primary and alternate communications required by AFR 207-1(C), para 8-7.	Provide radio communications within the 300 Area and for ESC resources. ESC SPs will escort radio-equipped emergency vehicle into and out of the area.
*Storage Facility	Provide Staff Assistance/ Inspection IAW AFR 125-37 for all weapons stored in Bldg 302.	Comply with AFR 125-37 for the storage of weapons in Bldg 302. In addition, ESC will provide escorts for 3700 SPS personnel performing staff assistance and inspections of this facility upon request. ESC Security Police will be responsible for providing armed response to the facility and for immediate notification to the 3700 Security Police.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
* Confinement	Assist ESC in the confinement of female enlisted prisoners for thirty days when the prisoner population exceeds detention facility capability at tenant base. Assist ESC in the confinement of male enlisted prisoners. Provide housing and messing facilities to accommodate tenant base security police personnel that are TDY to host base to provide security for hospitalized prisoners or to augment the Lackland Consolidated Detention Facility. Notify the prisoner's commander of any change in prisoner status that would require action, including any recommendations for mitigation. Coordinate with tenant base unit commanders to expedite transfer of prisoners to another designated confinement facility when appropriate. Allow Tenant Base prisoners to meet the Host Base Prisoner Disposition Board, if required. Forward, if specifically requested by the Tenant Base unit commanders, the minutes of the Disposition Board Meetings.	Tenant will provide female guards on a ration of one female security police per three tenant prisoners confined if the female confinement facility is actively housing AFMTC female prisoners. In the event the facility is inactive, that is zero female prisoner population, then the tenant must provide three female security police to operate the female facility. Present LAFB Correction Officer with appropriate documents to include medical and dental recor for each person committed to the Host Base Detention Facility. A tenant base prisoners will be co fined through tenant base securi police authorities. Waive prerelease conference at host base. Tenant base will hold a base release conference immediately upo return of an individual to his parent unit. Contact Host Base Correction Officer for information regarding conduct of prison if desired. Provide transportation escorts t and from host base. Courts or i view appointments will be made through the tenant base security police 24 hours prior to schedul date (except for emergency reas and notice of such appointments will be given to the Host Base Correction Officer.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
Confinement (Cont)	Suspend further implementation of this agreement by written notification during periods when prisoner population equals or exceeds confinement capacity or during periods of UDL shortage of correction personnel not compensated for by the tenant.	When requested by host, furnish host base with security police personnel to augment correction personnel with overall supervision of facility prisoners. Tenant will provide guards on a ratio of 1 security policeman per 3 tenant prisoners confined. In the event a tenant prisoner is hospitalized, tenant unit will provide guards on a 24-hour basis. Prisoners will remain under jurisdiction of Tenant and parent installation will be responsible for: Initiating any administrative action designed to mitigate the sentence by remission or suspension of any unserved portion thereof; Conducting visits to confined personnel at least once per month: Initiating necessary administrative orders for changing place of confinement facility; Executing any punitive discharge adjudged b appropriate court and ordered executed by competent authority. All transfers of Tenant Base prisoners will be coordinated through Tenant Base security poli Furnish Host Base Correction Officer with a statement listing any personal troubles of prisoner prior Articles 15, and courts-martial, excessive indebtedness, civil offense record, psychiatric reports or any other matter that would be useful in determining custody grade and possible clemen matters.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
Confinement (Cont)		Provide Tenant Base prisoners with clothing, personal funds, and equipment IAW AFR 125-18. Assure each prisoner confined at Host Base has personal funds in an amount not less than $20.00 prior to movement to Host Base. Funds transferred by check, money order or other financial instrument will be made payable to Custodian, Personal Deposit Fund, Lackland Consolidated Detention Facility Lackland AFB, TX.
CIVIL ENGINEERING 44XX	(Added) Provide emergency repair/ maintenance on a 24-hour, 7-day per week basis for electrical and air conditioning problems encountered in * Bldgs 302,307,310,313,321,322, 326,400,402 and 403.	(Added)
	Provide vegetation control at semi-improved ground standards around outside perimeter fence of Bldg 400, and 300 area, and the ESC Antenna Farm located behind Bldgs 403, 404, LTA. Area is to be maintained 30" outward from fence for grass not to exceed 8" height.	Accomplish grounds maintenance in accordance with AFMTC Regulation 91-2 and the AFMTC Land Management Plan.
	* Provide through SARPMA a minimum of SSIR-cleared personnel with the following skills: air conditioning, electrician, fire protection technician, plumber, carpenter and/or mason.	
	Provide maintenance of antenna structures which are defined as real property.	Provide a copy of ESC Reg 85-3 to Host Base Engineer.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
CIVIL ENGINEERING 44XX (Cont)	Provide contract(s) through and by SARPMA for maintenance and/or repair of three each 205-foot metal antenna support towers (EAID equipment) to include contract procurement and monitor when and as requested by ESC.	Perform inspections of the ant support towers in accordance wi ESC Reg 85-3. Provide recommen technical specifications for a Statement of Work of maintenanc to be performed. Act as techni advisor on contract maintenance * for the towers. Fund for servi rendered by direct fund cite on SARPMA order.
	Provide service contract through and by SARPMA for maintenance and repair of Document Destruct System (DDS) units with the exception of operator maintenance.	Perform all DDS operator mainte * ance. Fund for services render by direct fund cite on SARPMA order.
	* Inspect Facility Ground Systems of Bldgs 302, 310, 312, 313, 321, 322, and 326 annually during the month of July. Inspection will be in accordance with T.O. 31-10-24 and cover equipment fault protective subsystems, lightning protection subsystems and associated earth electrode subsystems. Report inspection results to Chief, Maintenance, 6993 ESS and 6948 ESS/LGM.	* Inspect Facility Ground Systems of Bldg 313 and 322 semiannually Inspection will be in accordance with T.O. 31-10-24 and cover signal reference subsystems and associated earth electrode subsystems.
	* Insure that all AF Forms 332, Work Request, that have been initiated by tenant are coordinated through 6923 SS/DEM, Kelly AFB, Texas.	* Process all Work Requests for TS units at Lackland Training Annex
	* Forward funding document for minor construction (in excess of $1000) to 6923 SS/DEM, Kelly AFB, Texas.	* Fund all minor construction in excess of $1000.

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE MILITARY TRAINING CENTER
LACKLAND AIR FORCE BASE, TX

10 SEP 1982

REPLY TO ATTN OF: RMRA

SUBJECT: Host-Tenant Support Agreement between AFMTC/6960 ESW (Your Ltr, 18 Feb 82)

TO: 6923 Support Squadron/LG
San Antonio, TX 78243

1. The attached reaccomplished agreement is a total revision superseding the agreement dated 7 March 1979 and subsequent revisions and reviews. All changes proposed by your activities in the referenced letter, and additional support requested in 6948 ESS/MR letter of 16 March 1982, have been incorporated into the reaccomplished agreement except as follows:

a. FC 42XX, Transportation: Our Chief of Transportation cannot concur with your proposed change regarding assignment of Bldg 210 for exclusive use by the 6948 ESS so long as square footage available to our Vehicle Maintenance function is less than authorized. Use of the facility by the 6948th will continue on a space-available basis.

b. FC 4751, Disaster Preparedness:

(1) We do not concur with the requirement to provide CW training for 6948 ESS personnel whenever their 242X0 authorizations are vacant. To do so would impair our ability to train AFMTC mobility forces.

(2) ATC Supplement 1 to AFR 355-1, paragraph 108e(2) states that tenant units will budget for equipment requirements through their parent command. Consequently, we do not concur with your proposed change regarding budgeting, requisitioning, and maintaining CW defense/constant shelter equipment.

2. Because of the considerable time since review of this agreement was first initiated, all supporting activities were requested to assure that no further changes in the agreement were required. A few minor changes were identified and these, along with all others, are shown by asterisk.

3. If the agreement is acceptable, please obtain signature of your comptroller, coordinating and approving officials, and forward the agreement to HQ ATC/LGXP, Randolph AFB, TX 78150 for final approval, reproduction and distribution.

PATTI MILLS
Agreements Manager

1 Atch
Reaccomplished AFMTC/6960 ESW
Host Tenant Support Agreement

Copy to: HQ ATC/LGXP

Continuation of Item VI, AF Form 149:

Assigned real property facilities at Lackland Training Annex: Facilities number 215, 221, 300 through 303, 305, 307, 310 through 313, 320 through 322, 326, 330, * 375, 400, 402, and 404 (NOTE 1); one igloo (NOTE 2); 8.9 acres northeast of Medina Base Road between Medio Creek and 200 area.

* Authorized strength of Electronic Security Command units at Lackland Training Annex:

	Officers	Enlisted	Civilians
6993 Security Squadron	8	239	13
6948 Security Squadron	15	276	0
USASA Field Station, San Antonio (NOTE 3)	16	335	6
6960 Security Police Squadron	0	5	0

Vehicles will be assigned in accordance with VAL.

NOTE 1: Building 402 will be vacated and released upon completion of project to enlarge Facility 322. Building 404 will be vacated and released when suitable facility is found.

NOTE 2: Igloo is to be vacated and released no later than 30 September 1983.

NOTE 3: USASA Field Station, San Antonio (US Army) is covered by a separate Interservice Support Agreement with the 6960 ESW. The personnel of this unit are colocated with the 6993 ESS for duty purposes on Lackland Training Annex.

ANNEX A
TO
HOST TENANT SUPPORT AGREEMENT
FOR SUPPORT OF ELECTRONIC SECURITY COMMAND AND COLOCATED UNITS
BY AIR FORCE MILITARY TRAINING CENTER

The provisions of this Annex pertain to support of the 6960 Electornic Security Wing (ESW), Kelly AFB, and the 6993 and 6948 Electronic Security Squadrons (ESS) at Lackland Training Annex.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
COMMAND 1010		(Added) Initiate and process reports of survey as outlined in AFM 177-111 through AFCD/CC.
GROUND SAFETY 106X	(Added) Assist the tenant unit in investigating and reporting accidents/ incidents when requested by the tenant unit.	(Added) Investigate and report all ground and explosive incidents involving tenant personnel or equipment IAW AFR 127-4 and furnish a copy of the report to the AFMTC Ground Safety Officer. Conduct annual safety surveys.
	* Perform semiannual inspections of the explosives storage location(s) during the second and fourth quarters of the year for compliance with AFR 127-100 and Supplement.	* Prepare and keep current AF Form 2047 (explosives facility license) when the type and/or quantity of explosives items being stored changes.
ADMINISTRATION 11XX	(Replaced by) Provide applicable base standard directives and blank forms.	(Replaced by) Initiate request through parent command channels for department publications and blank forms pertaining to the mission of the unit.
BASE CONTRACTING 1251	Provide normal AFR 11-4 support except as defined in Annex B to this agreement.	
* ACCOUNTING AND FINANCE 151X	Maintain OA and prepare reimbursable billings on COPARS transactions.	

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
* EXPLOSIVE ORDNANCE DISPOSAL 2530	Provide quarterly "hands-on" training to 6948 ESS personnel	Provide Lackland EOD personnel with a listing of personnel to be trained and the area to be used. Provide personnel to pi up the devices to include the transportation and security fr storage area to training area.
TRAINING AIDS 3275	(Replaced by) Provide support in fabrication of small numbers of minor items in metal fabrication and machine area. Provide minor fabrication of plastic and wood items. Work to be accomplished as mission allows. Bill tenant for materials used.	(Replaced by) Provide detailed instructions and diagrams with work orders. Reimburse for cost of material used.
COMM/ELECT OPR 38XX	(Added)	(Added) Provide communication facilitie to accommodate any specialized communications requirements as determined/required by ESC.
	Furnish emergency circuit restoration to circuits routed through the base facilities. Restoration will be based on the priority assigned to each circuit.	Furnish listing of circuits an update as changes occur.
SUPPLY 41XX	(Replaced by)	(Replaced by)
Fuel	Establish organization code under PFMR 528 for purchase of fuel for Lackland vehicles assigned to support the 6993 ESS.	Budget and fund for fuel used f Lackland vehicles assigned to support 6993 ESS.
	Establish organization code under PFMR 543 for purchase of fuel for vehicles assigned to the 6948 ESS.	Budget and fund for fuel for vehicles assigned to 6948 ESS.
	Allow vehicles assigned to 6960 ESW and 6906 Security Squadron based at Lackland Training Annex to purchase fuels at LTA service station on reimbursable basis as transient vehicles.	Provide budget estimates of fuel requirements upon request of AFMTC.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SUPPLY 41XX (Cont)		
Vehicle Parts	Establish organization codes for vehicle parts and vehicles bench stock under PFMR 543 to support maintenance of 6949 ESS vehicles.	Budget and fund for parts used by vehicle maintenance personnel. Provide Lackland Chief of Supply with a current list of vehicles requiring support. The list will contain NSN, registration numb noun, applicable SRD, and TO number. Updates will be provi as changes occur.
	Provide 6948 ESS vehicle spare parts support when requested.	Request vehicle spare parts sup in writing for 6948 ESS vehicl Provide research actions and technical assistance to identi nonstock-listed items. Follow host guidelines regarding parts request format.
	Deliver bench stock items to 6948 ESS at Lackland Training Annex.	Provide storage space and conti bench stock items. Budget and for bench stock parts support 6948 ESS vehicles.
	Maintain special levels for vehicles assigned to 6948 ESS.	Prepare AF Form 1996 and deliv to host base supply.
	Provide supply management listings applicable to the vehicles assigned to 6948 ESS.	Pick up management listing da Review and take follow-up acti as necessary.
Munitions Management (previously FC25XX)	(Added) Combine tenant's requirements with Host Munitions Supply Account. Munitions Management is construed to mean management of all centrally procured (FK) and local purchase (FB) ammunition.	(Added) Insure that no munitions item loaded to system designator A0 item records and request local purchase (FB) ammunition from host on a reimbursable basis. Using organizations will compl with the provisions of AFR 67-: Standard Base Supply Customer' Guide, ATC and AFMTC Supplement thereto. Establishment of organizational ammunition acco and notification of personnel authorized to request/receipt ammunition will be accomplishe through written communication addressed to the Ammunition Su Branch (LGSK).

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SUPPLY 41XX (Cont)		
Munitions Management	* Establish Supply Point 25 for use by the 6948 ESS.	* Submit request for establishmen of a supply point. Delegate individuals authorized to sign certificates of authorization and certificates of expenditure
	* Upon receipt of a request from the 6948 ESS, order the required incendiary destruction devices.	* Submit unit requirements.
	* Provide a storage area in building 548 for the devices.	
	* Upon notification from the 6948 ESS, make the devices available for issue within 24 hours.	* Delegate individuals authorized receipt for the devices. Provi required transportation and security from storage area to 6948 ESS when withdrawing the devices.
TRANSPORTATION 42XX (less 4230)	(Added) Provide maintenance of lawnmowers costing in excess of $1000 assigned to 6993 ESS.	
	* Install radio interference suppressors on any vehicle for which AFMTC has maintenance responsibility determined to cause interference with the radio receiving facility of ESC.	
	* Provide vheicle operator licensing and associated safety courses for personnel assigned to ESC units at LTA.	* Comply with host directives

The following applies to 6948 Electronic Security Sq only:

		Provide Chief of Transportation contingency information on deployment 24 hours in advance, when possible. Advise of any changes or projected changes in number of vehicles.
	* Provide facilities in Bldg 210 on a space available basis and approximately 5,000 SF in Bldg 230 for repair and maintenance of vehicles and generators.	* Perform maintenance and repair o assigned vehicles and generators

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
TRANSPORTATION 42XX (Less 4230) (Cont)	Provide available special tools (torque wrenches, bearing pullers, etc.) when requested.	Sign for required tools; clean them after use and before returning to host.
	Provide maintenance control support for work order numbers.	Document all production as required by AF directives. Deliver completed work documen to host R&A daily.
	Provide a Serv-O-Plate for all vehicles and generators.	Store and use Serv-O-Plates as required by AF directives.
	Maintain vehicle historical records.	Provide updating information a required.
	Provide all R&A functions.	Provide timely input of inform tion to host R&A office.
	Provide corrosion control/ paint facilities on a scheduled basis.	Request facilities in advance. Provide materials and labor to accomplish corrosion control o ESC-owned vehicles.
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	Provide secure parking for approximately 50 M-series and eight commercial vehicles, 60 unmounted mobilizer sets, and five one-ton cargo/ chassis trailers.	Maintain area cleanliness and vegetation control. Park vehi in accordance with approved parking plan.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
TRANSPORTATION 42XX (Less 4230) Cont)	Issue to the 6948 ESS US Government Credit Cards for fuel and repairs when requested. Provide guidance on the use of credit cards.	Request credit cards in writing. Provide estimated travel distanc fuel consumption, and dollar con Fund and reimburse Lackland AFB for all purchases using Lackland controlled US Government Credit Cards.
	Grant access to COPARS store. If needed parts are not available, assist in requisitioning them, using DD Form 1150 prepared by the tenant, and advise the tenant when the parts become available.	Prepare work order AF Form 1823 reflecting the needed COPARS par If parts are not available, prep DD Form 1150 using 6948 ESS Cost Center Code and give it to Vehic Maintenance Materiel Control. W notified that parts are availabl pick them up at Materiel Control
SECURITY POLICE 43XX	(Replaced by)	(Replaced by)
* Physical Security	Publish a Base Security Regulation designating the 300 area, Bldg 400, and the Antenna Farm as restricted areas.	Prepare basic plan and Annex C t Kelly AFB OPLAN 207 (to include security of ESC resources locat on Lackland Training Annex).
	Provide a Security Response Team (SRT) during normal and emergency situations within 15 minutes of request.	Provide supervision and escort f personnel deployed in support of ESC resources.
		Maintain a Central Security Cent to direct, dispatch, and control personnel engaged in protection ESC resources.
		Retain responsibility for inter security of ESC restricted and controlled areas and resources contained therein.
		Coordinate with host base prior conducting local self-generated security exercises.
		Exercise entry and access grant authority to classified informa restricted and controlled areas applicable.
Personnel Security		Issue ESC restricted area badge as required.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
Law Enforcement	Provide normal law enforcement and confinement support to the tenant.	Comply with host directives on law enforcement and corrections services.
* 300 Area/Bldg 400 Security		Operate and maintain IDE panel in Bldg 300.
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*Storage Facility	Provide Staff Assistance/ Inspection IAW AFR 125-37 for all weapons stored in Bldg 302.	Comply with AFR 125-37 for the storage of weapons in Bldg 302. In addition, ESC will provide escorts for 3700 SPS personnel performing staff assistance and inspections of this facility upon request. ESC Security Police will be responsible for providing armed response to the facility and for immediate notification to the 3700 Security Police.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
SECURITY POLICE 43XX (Cont)		
* Confinement	Assist ESC in the confinement of female enlisted prisoners for thirty days when the prisoner population exceeds detention facility capability at tenant base. Assist ESC in the confinement of male enlisted prisoners. Provide housing and messing facilities to accommodate tenant base security police personnel that are TDY to host base to provide security for hospitalized prisoners or to augment the Lackland Consolidated Detention Facility. Notify the prisoner's commander of any change in prisoner status that would require action, including any recommendations for mitigation. Coordinate with tenant base unit commanders to expedite transfer of prisoners to another designated confinement facility when appropriate. Allow Tenant Base prisoners to meet the Host Base Prisoner Disposition Board, if required. Forward, if specifically requested by the Tenant Base unit commanders, the minutes of the Disposition Board Meetings.	Tenant will provide female guards on a ration of one female security police per three tenant prisoners confined if the female confinement facility is actively housing AFMTC female prisoners. In the event the facility is inactive, that is zero female prisoner population, then the tenant must provide three female security police to operate the female facility. Present LAFB Correction Officer with appropriate documents to include medical and dental recor for each person committed to the Host Base Detention Facility. A tenant base prisoners will be co fined through tenant base securi police authorities. Waive prerelease conference at host base. Tenant base will hold a base release conference immediately upo return of an individual to his parent unit. Contact Host Base Correction Officer for information regarding conduct of prison if desired. Provide transportation escorts t and from host base. Courts or i view appointments will be made through the tenant base security police 24 hours prior to schedul date (except for emergency reas and notice of such appointments will be given to the Host Base Correction Officer.

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Confinement (Cont)	Suspend further implementation of this agreement by written notification during periods when prisoner population equals or exceeds confinement capacity or during periods of UDL shortage of correction personnel not compensated for by the tenant.	When requested by host, furnish host base with security police personnel to augment correction personnel with overall supervision of facility prisoners. Tenant will provide guards on a ratio of 1 security policeman per 3 tenant prisoners confined. In the event a tenant prisoner is hospitalized, tenant unit will provide guards on a 24-hour basis. Prisoners will remain under jurisdiction of Tenant and parent installation will be responsible for: Initiating any administrative action designed to mitigate the sentence by remission or suspension of any unserved portion thereof; Conducting visits to confined personnel at least once per month: Initiating necessary administrative orders for changing place of confinement facility; Executing any punitive discharge adjudged b appropriate court and ordered executed by competent authority. All transfers of Tenant Base prisoners will be coordinated through Tenant Base security poli Furnish Host Base Correction Officer with a statement listing any personal troubles of prisoner prior Articles 15, and courts-martial, excessive indebtedness, civil offense record, psychiatric reports or any other matter that would be useful in determining custody grade and possible clemen matters.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
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Confinement (Cont)		Provide Tenant Base prisoners with clothing, personal funds, and equipment IAW AFR 125-18. Assure each prisoner confined at Host Base has personal funds in an amount not less than $20.00 prior to movement to Host Base. Funds transferred by check, money order or other financial instrument will be made payable to Custodian, Personal Deposit Fund, Lackland Consolidated Detention Facility, Lackland AFB, TX.
CIVIL ENGINEERING 44XX	(Added) Provide emergency repair/ maintenance on a 24-hour, 7-day per week basis for electrical and air conditioning problems encountered in * Bldgs 302,307,310,313,321,322, 326,400,402 and 403.	(Added)
	Provide vegetation control at semi-improved ground standards around outside perimeter fence of Bldg 400, and 300 area, and the ESC Antenna Farm located behind Bldgs 403, 404, LTA. Area is to be maintained 30" outward from fence for grass not to exceed 8" height.	Accomplish grounds maintenance in accordance with AFMTC Regulation 91-2 and the AFMTC Land Management Plan.
	* Provide through SARPMA a minimum of SSIR-cleared personnel with the following skills: air conditioning, electrician, fire protection technician, plumber, carpenter and/or mason.	
	Provide maintenance of antenna structures which are defined as real property.	Provide a copy of ESC Reg 85-3 to Host Base Engineer.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
CIVIL ENGINEERING 44XX (Cont)	Provide contract(s) through and by SARPMA for maintenance and/or repair of three each 205-foot metal antenna support towers (EAID equipment) to include contract procurement and monitor when and as requested by ESC.	* Perform inspections of the ante support towers in accordance wi ESC Reg 85-3. Provide recommen technical specifications for a Statement of Work of maintenanc to be performed. Act as techni advisor on contract maintenance for the towers. Fund for servi rendered by direct fund cite on SARPMA order.
	Provide service contract through and by SARPMA for maintenance and repair of Document Destruct System (DDS) units with the exception of operator maintenance.	* Perform all DDS operator maint ance. Fund for services render by direct fund cite on SARPMA order.
	* Inspect Facility Ground Systems of Bldgs 302, 310, 312, 313, 321, 322, and 326 annually during the month of July. Inspection will be in accordance with T.O. 31-10-24 and cover equipment fault protective subsystems, lightning protection subsystems and associated earth electrode subsystems. Report inspection results to Chief, Maintenance, 6993 ESS and 6948 ESS/LGM.	* Inspect Facility Ground Systems of Bldg 313 and 322 semiannually Inspection will be in accordance with T.O. 31-10-24 and cover sig nal reference subsystems and associated earth electrode subsystems.
	* Insure that all AF Forms 332, Work Request, that have been initiated by tenant are coordinated through 6923 SS/DEM, Kelly AFB, Texas.	* Process all Work Requests for ES units at Lackland Training Annex
	* Forward funding document for minor construction (in excess of $1000) to 6923 SS/DEM, Kelly AFB, Texas.	* Fund all minor construction in excess of $1000.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
CIVIL ENGINEERING 44XX (Cont)		
* Programming	Integrate the tenant project development requirements into the overall base annual construction program according to urgency. Project development priorities will take into consideration relative priorities and availability of funds. Prepare DD Form 1391 and associated document and correspondence for tenant projects and forward program/project submission to host and/or tenant major or intermediate command for review and approval in accordance with para 2-8, AFR 86-1.	Advise host of availability of project funds, project funding, etc., for inclusion in base annual construction program.
SPECIAL SERVICES 45XX	(Replaced by) Provide use of Special Services facilities on Lackland AFB. Nonappropriated funds and athletic equipment will not be furnished.	(Replaced by) Comply with AFMTC directives covering athletic and recreational facilities. Negotiate use of recreational/training facilities in the USAF/OTS area on an "as available" basis with OTS/MTCP.
SERVICES 46XX	(Replaced by) Provide food service support to personnel for the noon meal five days per week including holidays.	(Replaced by) Advise host of current and anticipated requirements.
	Maintain a minimum of 34 cases of C-rations (combat meals) in readiness for use by 6948 ESS in the support of contingencies. Reimburse the tenant the full unit cost of each combat meal returned to the host.	Contact OL-AF COM/SVC, telephone 671-2837, and give them advance notice of requirements for combat rations. Requisition and control rations as prescribed by appropriate directives. Return all unused rations immediately upon return to home station.
	Provide BX vending machine service within restricted area for ESC personnel.	

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
* GROUND TRAINING 4730	(Replaced by)	(Replaced by)
Weapons Maintenance (previously FC 23XX)	Perform weapons inspection and repair, exclusive of individual maintenance, for the Rifle, 5.56mm, M-16; Rifle, cal .30, M-1; Revolver, Combat Masterpiece, Cal..38 Spl, M-15; and Shotgun, 12 ga Rem, M-870 Riot Type.	Schedule weapons maintenance with 3290 TTG/TTZIW in accordance with Weapons Maintenance Section policy Deliver and pick up weapons.
DISASTER PREPAREDNESS 4751	(Added)	(Added) Upon discovery or notification of an emergency requiring AFMTC response units (fire fighters, security police, medics, etc.), immediately secure or cover all classified material, if possible; then meet, lead, and escort personnel to the area. Ensure all uncleared personnel exposed to classified material are administered inadvertent disclosure statements prior to departing the area 6948 ESS 242XO personnel will augment host base DW during emergency situations occurring within ESC restricted area or, upon request, augment base disaster preparedness personnel during operational employment when unit is in garrison
	Conduct all training for 6948 and 6993 personnel relative to AFMTC OPLAN 355-1 tasking (i.e., decon teams, shelter management, DCG, etc.) and CW training for 6993 personnel.	6948 ESS 242XO personnel will conduct CW defense and DPMT training for unit personnel.
	Provide material to 6993 and 6948 ESS for use in squadron /unit education programs.	6993 and 6948 will conduct a squadron/unit education program using materials provided by the host.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
		6943 ESS will budget, requisition and maintain all required CW defense equipment and DPMES items. ESC/ACB will provide funds for 6943 ESS constant shelter equipment and DPMES requirements.

ANNEX B
TO
HOST-TENANT SUPPORT AGREEMENT
FOR SUPPORT OF ELECTRONIC SECURITY COMMAND AND COLOCATED UNITS
BY AIR FORCE MILITARY TRAINING CENTER

The provisions of this Annex pertain to the UNIVAC 1050-II support of the AFCD satellite supply function.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
BASE CONTRACTING 1251		(Replaced by) When base procurement capability exists at satellite base, it will provide satellite base with all required procurement support. This support will include equipment as well as supplies.
ACCOUNTING AND FINANCE 151X	(Replaced by) Monitor and operate the materiel accounting system as prescribed by AFM 177-206. Prepare and process all disbursements for acquisition of inventories from DSA, GSA, OSSF and commercial sources. Prepare and process SF 1080 billing for sale of stock fund materiel to satellite base and process reimbursements to the stock fund as a "For Other" transaction. Prepare Trial Balance HAF-ACF(M)7119 and forward to * AFAFC. Prepare Status of Funds Data Base Transmission, HAF-ACF(AR)7801, for Budget Code "Z" funds and forward to HQ ESC/ACF.	(Replaced by) Tenant to act as focal point for accumulation of PFMRs of satellite base and forward to host base for updating and also will receive, review and distrib PFMR listings and reports to the respective managers at the satellite base.
BUDGET 153X		(Replaced by) Provide CSB total fund authorization by EEIC and target amount by PFMR and applicable organization code(s). Provide CSB total fund authorization for 57X 3080 BP 845010 funds and advise of the line item of * equipment (unit price $3,000 and over) authorized for procurement with approved funding.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
BUDGET 153X (Cont)		Budget and fund for all supplies and equipment requirements other than centrally procured items requested from the supply complex
	Make Resource Management System (RMS) Financial Management Training available to tenant personnel on the same basis as provided to host personnel.	
DATA AUTOMATION 154X	(Replaced by) Prepare and submit ADPE inventory cards, RCS: HAF-ACD(M)7104, to HQ ATC (ACDMR) for the UNIVAC type 8560-09; Data Communication Terminal (DCT 2000), and related components. Compute maintenance credit or maintenance charges when conditions dictate. Provide necessary ADPE utilization recording instructions to the officially appointed ADP Equipment Custodian at the satellite base.	(Replaced by) Appoint an ADP Equipment Custodian and alternate at the satellite base. The appointed custodian will contact the host UNIVAC 1050-II Console Supervisor by telephone prior to requesting maintenance service from the vendor to determine that the malfunction is not caused by a problem at the central computer. If a satellite equipment problem does exist, the appointed Equipment Custodian or alternate will request maintenance service from the vendor and complete AF Form 597 IAW instructions furnished by the Host Data Automation activity. Deliver completed (closed out) remedial maintenance forms (AF Form 597) once each week to the Host Data Automation activity NLT 0800 hours second workday as of the preceding Wednesday. AF Form 597 for last day of reporting month will be delivered by special courier service NLT 1200 hours first workday following end of each month. The appointed ADP Equipment Custodian will establish blank form requirements at satellite base and will work closely with the Host Data Automation Equipment Control Office in resolving problems related to ADP equipment maintenance and utilization reporting.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
BASE SUPPLY 41XX	(Replaced by) Assist the Satellite Chief of Supply in providing supply support to organizations and activities at the satellite in accordance with AFM 67-1 and this agreement. Furnish all documents and machine products to the Satellite Chief of Supply that pertain to the accountable records IAW AFM 67-1, on a daily basis.	(Replaced by) Perform Satellite Chief of Suppl functions as prescribed in Chapt 18 and Section D, Chapter 2, Part Two, Volume II, AFM 67-1 tc include insuring validity of satellite input and care and saf guarding of satellite managed supplies and equipment.
Accountability	N/A	Maintain accountability for all supplies and equipment on the satellite Systems Designator.
Training	Provide sufficient opportunity to conduct required proficiency (hands on) training on the UNIVAC 1050-II Computer for the AFCD Satellite Supply Division Computer Console Operators, AFSC 648X0.	Schedule the Satellite Supply Division console operators for training periods and times mutually agreed with CSB.
Control of Personnel	N/A	Exercise operational control ove the satellite activity. Retain UDL, authority, and functional control of personnel assigned tc the supply functions of the satellite as outlined in AFM 67-
Stock Fund Operating Program	Provide the satellite and satellite command with management data required to evaluate stock fund operating program.	Exercise operational control and management of the Stock Fund Operating Program.
Excess	Redistribute supply excesses between the CSB and satellite tenant, based on excess report cards received, to the maximum extent possible. Notify the satellite stock control of the appropriate locally assigned excess exception code to assign to satellite item records.	Assign excess exception code to satellite item records where validity of demand and/or stock levels are questionable; remove the EEX as required.

SUPPORT FUNCTION	AFMTC WILL	ESC WILL
BASE SUPPLY 41XX (Cont)		
Other	Provide satellite with copies of all CSB command policies and directives in the functional area of the satellite supply activity.	N/A
ADPE Hardware	Control ADPE remote hardware utilized by the satellite.	Insure the proper safeguard, care reporting and operator maintenance is performed in accordance with USAF, Host and UNIVAC directives.
* ADPE Utilization	Report all utilization and downtime for the UNIVAC DCT2000, U1066, Remote Printer and interconnected components satellited on the U 1050-II computer systems.	Report all component malfunctions to CSB in accordance with AFM 67-1 Volume II, Part Two, Section C, paragraph 22b.

APPENDIX H

DEPARTMENT OF THE ARMY
HEADQUARTERS, U S ARMY FIELD STATION
SAN ANTONIO, TEXAS 78243-5360

IAFSA

12 May 1986

SUBJECT: Additions to Interservice Support Agreement

HQDA
Fort Sam Houston
ATTN: AFZG-DI-POSA
Ft Sam Houston, TX 78234

1. Reference ISSA W45NQP-83152-134.

2. After reviewing our ISSA with Ft Sam, we have found some areas in which we feel the need of additional support.

3. Request the enclosed support areas be included into our ISSA.

4. POC for this subject is CW2 Gary Eichhorn, 3-4551/4504.

Encl

Brian C. Warren
BRIAN C. WARREN
LTC, MI
Commanding

Enclosure to Additions to Interservice Support Agreement

	Category	Host Will	Tenant Will
AK	Laundry and Dry Cleaning	Provide cleaning services for CTA-50 items on an as needed basis.	Deliver and pickup items requiring cleaning.
AO	Transportation	Provide TMP support.	Request TMP vehicle with sufficient lead time to ensure support. Provide licensed drivers for vehicles used.
BR	Training	Provide training areas and ranges on Camp Bullis for Army personnel CTT and Weapons qualification.	Provide projection of range or training area requirements and coordinate with appropriate Camp Bullis operations.
BS	Subsistence	Provide MRE meals for training exercises conducted by FSSA.	Provide listing of number of meals and when required.
SC	Ammunition	Provide issue of ammunition and pyrotechnics to support FSSA weapons qualification and training exercises.	Provide Forcast of Ammunition requirements in support of weapons qualification and training exercises. Pick up and use ammunition IAW appropriate regulations.

Enclosure to Additions to Interservice Support Agreement (CONTD)

	Category	Host Will	Tenant Will
SD	Ordnance Equipment	Provide weapons for firearms qualification and training.	Provide forcast of all weapons requirements. Pick up and return weapons in cleaned condition.
SF	Communications Equipment	Provide comms equipment for weapons qualifications and training exercises.	Provide forcast of all comms requirements. Pick up and return equipment in cleaned condition.

DISPOSITION FORM

For use of this form, see AR 340-15, the proponent agency is TAGO

REFERENCE OR OFFICE SYMBOL	SUBJECT
IAFSA/CDR	Memo For The Record

TO THRU:	FROM	DATE	CMT 1
CDR, USAFSA TO: Whom It May Conern	ISSA Review Officer	21 January 1985 CW3 Ford/bcp/4311	

1. The current Intra-Service Support Agreement, ISA, between U.S. Army Field Station San Antonio and HQ Fort Sam Houston was submitted for review/signature to HQ Fort Sam Houston on May 12, 1983. As of the date of this document, no actions have been taken.

2. On this date, I had a conversation with Mrs. Bertie Sciaraffa, Fort Sam Houston Installation Support Coordinator. Mrs. Sciaraffa stated that she was fully aware of the delay of review and stated several reasons for the problem. They are as follows:

A. FORCECOM had originally suspended the use of the ISA as a vehicle for unit support.

B. At approximately the same time that FORCECOM reversed its decision, a major reorganization of 5th Army took place. The relocation of functions and the re-documentation of organizational responsibilities all but terminated ISA actions.

C. Mrs. Sciaraffa, until very recently was the only person, a one person office, available for ISA review and signature.

D. Mrs. Sciaraffa is again working on the ISA issue based upon a priority scheme which is based upon degree of difficulty of ISA factors. Field Station San Antonio does not represent a high degree of difficulty, therefore, FSA is low on the priority list.

3. It should be noted that Fort Sam Houston is honoring its obligations under the proposed ISA based upon requirements listed in AR 5-9 and AR 37-49. Specific ISA requirements have not become an issue.

4. No date is currently available for the final disposition of this ISA.

STANLEY C. FORD
CW3, USA
ISA Coordinator

IAFSA-LOG (12 May 83) 1st Ind
SUBJECT: Intraservice Support Agreement

Headquarters, USA Field Station, ATTN: IAFSA-LOG, San Antonio, TX 78243 7 June 1983

TO: HQDA, Fort Sam Houston, ATTN: AFZG-DI-POSA, Fort Sam Houston, TX 78234

1. The attached DA Form 1144 and draft form have been reviewed and appropriate entries and exceptions have been identified. See Attachment Two.

2. POC this organization is SFC Arnaldo J. Ramirez, 671-3845/46.

FOR THE COMMANDER:

1 Incl
as

GEORGE K. GRAMER, JR.
CPT, MI
Adjutant

DEPARTMENT OF THE ARMY
HEADQUARTERS, FORT SAM HOUSTON
FORT SAM HOUSTON, TEXAS 78234

MAY 1 2 1983

AFZG-DI-POSA

SUBJECT: Intraservice Support Agreement

Commander,
USA Field Station,
San Antonio, Texas 78243

1. Revised US Army Forces Command (FORSCOM) policy guidance regarding documentation of intraservice support provides latitude through which all intraservice support may now be documented on the DD Form 1144, Support Agreements. This policy reversal was precipitated both by a recent DOD decision to include intraservicing under the Defense Retail Interservice Support (DRIS) umbrella and by continuing evidence that such documentation is needed at the installation level.

2. In the Fall of 1982, the Defense Logistics Service Center (DLSC) began accepting intraservice agreements into their data bank, providing a media for visibility at the DOD level of this vital program. With this development came the realization that submission of less than total documentation (both reimbursable and non-reimbursable support) would not adequately represent the extensive intraservice activity within our operations.

3. To comply with submission requirements and to assure maximum representation, it is incumbent upon us to document intraservicing as consistently and comprehensively as possible. Toward such a goal, a draft form and overprinted DD Form 1144 have been developed with the intention of listing all conceivable support that may be provided by FSH to an Army tenant/satellite. The concept is to have an established checklist corresponding to our FSH Regulation 10-1, Organization and Functions. This has further been individualized by appropriate entries for your activity.

4. To facilitate this documentation, request your review of the inclosed proposed agreement and completion of the following:

a. Blocks 5a, 5b, and 5c.

b. Block 10 (page 2) - Mission Statement.

c. Block 10 (page 3) - Strength of your activity.

d. Attachment One:

(1) Using only the "yes" column, indicate by a single asterisk (*), that support provided exclusively by FSH in accordance with normal operating procedures and by double asterisk (**), that support provided by FSH with exceptions.

MAY 1 2 1983

AFZG-DI-POSA
SUBJECT: Intraservice Support Agreement

(2) Identify exceptions on separate attachment by category code and brief description.

5. If, during this review, support requirements are recognized that are not currently provided, please so annotate so that these requirements may be addressed by the appropriate installation functional manager.

6. Simultaneous with your review, a copy of this agreement is being evaluated by each Fort Sam Houston directorate for input. After coordination of all comments, a finalized agreement will be forwarded to you for signature.

7. If there are questions or if additional information is required, please contact Mrs. Bertie Sciaraffa, Installation Support Coordinator, at 221-5930/5917.

8. Your cooperation and assistance in this major endeavor are appreciated.

FOR THE COMMANDER:

1 Incl
as

for ALBERT F. BOLL
Colonel, QM
Director of Industrial Op

DI-(OVERPRINT) 168* (1 May 83

SUPPORT AGREEMENT

1. DOCUMENT IDENTIFIER ("X" one) INTRASERVICE
[ ] NEW [ ] REVISION NO. ____ [ ] REVISION NO. ____ [ ] TERMINATION

2. SUPPLIER (Name, Office Symbol & complete address)
Headquarters
Fort Sam Houston
Fort Sam Houston, Texas 78234
(AFZG-DI-POSA)
GEOGRAPHICAL AREA OR COUNTRY CODE: 48

2a. MAJOR COMMAND CODE: W33GU6
2b. SUBORDINATE COMMAND CODE: N/A
3. PRESENT AGREEMENT NUMBER: W45NQP-83152 _134
3a. SUPERSEDED AGREEMENT NUMBER: NA
4. TERMINATION DATE (Month and Year): 0589

5. RECEIVER (Name, Office Symbol & complete address)
Commander
US Army Field Station San Antonio
ATTN: IAFSA-LOG
San Antonio, TX 78243
GEOGRAPHICAL AREA OR COUNTRY CODE: 48

5a. DODAAC/FEDSTRIP NUMBER: W45SHB
5b. MAJOR COMMAND CODE: W73G3L
5c. SUBORDINATE COMMAND CODE:

6. SUPPORT AGREEMENT RESOURCE SUMMARY

a. CATEGORY CODES	SUPPLIER				
	b. MAN YEARS		c. GROSS ADDITIONAL COSTS		
	MILITARY	CIVILIAN	TOTAL	NON-REIMBURSEABLE	REIMBURSEABLE
TOTAL					

6d. RECEIVER DATA (When applicable, provide similar data required in blocks 6a, b and c)

7. SAVINGS ACCRUED/COSTS INCURRED/MAN YEARS SAVED/EXPENDED TO FEDERAL GOVERNMENT

7a. SAVINGS	7b. COSTS	7c. MAN YEARS SAVED	7d. MAN YEARS EXPENDED
FY:	FY:	FY:	FY:

8. FUNDING AND REIMBURSEMENT ARRANGEMENT (Include all details concerning billing/reimbursement procedures, funding limitations, and the appropriate "billing/submit thru" addresses. Also list those references which specifically apply to the type of organization being supported.)

This intraservice support agreement documents support provided under the authority and provisions of AR 5-8, AR 5-9, AR 37-49 and pertinent functional regulations. Normally, base operations support will be non-reimbursable. The Receiver will provide necessary budget feeder information to the Supplier in sufficient time and detail to permit the required support to be included in the appropriate FORSCOM budget as financed or unfinanced. Under the following circumstances, base operations support will be furnished on a reimbursable basis only: a) requirements not submitted in sufficient time or detail to be included in Supplier Command Operating Budget; b) unfinanced requirements included in FORSCOM budget but not recognized by DA; c) unfinanced requirements submitted by Supplier but not recognized by FORSCOM.

DD FORM 1 APR 78 1144 PREVIOUS EDITIONS ARE OBSOLETE

DD Form 1144 - continued

Block 10 - continued

SPECIFIC PROVISIONS:

The support provided will be as specifically identified in Attachment One, which is incorporated as an integral part of this agreement. Support not identified as being provided by the Supplier will be and will remain the responsibility of the Receiver.

Attachment One is an approved form which lists all conceivable support within Fort Sam Houston's capability/responsibility, aligned with Fort Sam Houston Regulation 10-1, Organization and Functions. The first column of this form identifies the Department of Defense Code and functional category (DOD 4000.19-M). The second column identifies the pertinent paragraph in FSH 10-1 and the responsible Fort Sam Houston staff office. The third column is marked in accordance with support provision and the fourth column reflects estimated annual cost and reimbursability.

This form (Attachment One) has been individualized to reflect those categories of support provided to the Receiver. An asterisk in column three indicates that support is provided as listed in FSH 10-1. A double-asterisk indicates exceptional provisions which may be specified in Attachment Two. A Civilian Personnel Servicing Agreement and a COMPACT Support Agreement, if applicable, may be appended as Attachments Three and Four, respectively.

Strength of Receiver: Military 225
Civilian 3

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR COS REIMBURSABLE	NON-REIMBURSABLE
- COMPUTER AND DATA PROCESSING	7 - MISO				
	Systems Analysis				
	Machine Operations				
	Computer Hardware/Software				
	12 - DPTSEC				
	Systems Security Management				
AB - FINANCE AND ACCOUNTING	9 - COMPTROLLER				
	Accounting Policy				
	Management Analysis	*			
	Population Statistics	*			
	Internal Review	*			
	Finance and Accounting	*			
	Accounting and Reporting				
	Quality Assurance	*			
	Quality Edit				
	Data Conversion				
	Pay/Exam	*			
	Accounting	*			
	Central Accounting (NAF)				
	Disbursing	*			
AC - CIVILIAN PERSONNEL SERVICES	11 - CIVILIAN PERSONNEL				
	(See Attached Servicing Agreement)	*			
AD - LEGAL SERVICES	5 - STAFF JUDGE ADVOCATE				
	Criminal Law	*			
	Staff Advice	**			
	ROW Jurisdiction**	*			
	Administrative Law	*			
	Claims	*			
	Legal Assistance	*			
AE - MAIL RECEIVING AND DELIVERY	10 - DPCA				
	Mail Receipt and Delivery	**			
AF - CUSTODIAL	14 - DPE				
	Custodial				
AG - PURCHASING CONTRACTING	14 - DIO	*			
	Contracting	*			
AH - FIRE PREVENTION AND PROTECTION	15 - DPE				
	Fire Prevention and Protection				
AI - POLICE SERVICES	17 - PROVOST MARSHAL				
	Police Services				
AJ - MOTOR POOL OPERATIONS	14 - DIO				
	Family Housing				
	Billeting				

*Support provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR	
				REIMBURSABLE	NON-REIMBURSA
AK - LAUNDRY/ DRY CLEANING	14 - DIO				
	Laundry	*			
	Dry Cleaning	*			
AM - FOOD SERVICE	3 - HQ CMDT				
	Dining Facilities, FSH				
	14 - DIO				
	Food Advisor				
AN - STORAGE/ WAREHOUSING	15 - DFE				
	Real Property Management				
AO - TRANSPORTATION	14 - DIO				
	Transportation				
	Movements				
	Transport (TMP)	*			
AP - UTILITIES	15 - DFE				
	Utilities				
	Potable Water				
	Waste Water				
	Electricity				
	Natural Gas				
	Liquid Petroleum Gas				
	Heating Oil				
AQ - HOTEL [illegible]	10 - DPCA				
	Protocol Services	*			
AR - ADMINISTRATIVE OFFICE	15 - DFE				
	Real Property Management				
AV - EDUCATION SERVICES	10 - DPCA				
	Education Services	**			
AW - REAL PROPERTY MAINTENANCE	15 - DFE				
	Real Property Maintenance				
	Engineer Operations				
	Engineer Resource Management				
	Engineer Plans and Services				
AX - DISPOSAL SERVICES	15 - DFE				
	Disposal Services				
	Pathological Waste				
	Solid Waste				
	Rubble				

*Support provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

Attach

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLA C REIMBURSABLE	NON-REIMBURSA
AY - ADMINISTRATIVE SERVICES	10 - DPCA				
	Organizational Effectiveness	**			
	Administrative Services	*			
	Central Distribution	*			
	Publications	**			
	Records Management				
	Files Inspection/Survey				
	Files Courtesy Assistance	*			
	Records Holding	*			
	Copier Management				
	Word Processing Management				
	Equipment Vendor Management				
	Freedom of Infor Coordination				
	Privacy Act Management				
	Forms Management	*			
AZ - INFORMATION OFFICE SERVICES	3 - PAO				
	Command Information	**			
	Public Information	**			
	Protocol	*			
	Community Relations Support	*			
BA - CHAPLAIN	5 - CHAPLAIN				
	Chaplain				
	Religious Services				
BD - SAFETY	10 - DPCA				
	Inspections				
	Education				
	12 - DPTSEC				
	Aviation Safety				
BD - COMMUNITY SERVICES	10 - DPCA				
	Personnel Services	*			
	Army Community Service	*			
	Morale Support	**			
BE - LOGISTICAL AND SUPPORT	12 - DPTSEC				
	Aviation				
BF - MILITARY PERSONNEL SERVICES	11 - DPCA				
	Staffing Interface	*			
	CONMAT (~~See Attached Contract~~ Agreement)	*			
BG - SOCIAL ACTIONS	10 - DPCA				
	Alcohol/Drug Abuse	**			
	Equal Opportunity	**			
- [illegible] SERVICE	12 - DPTSEC				
	Military Service				

*Support provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

Incl to DI-(OVERPRINT) 1684, May 83

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR COST) REIMBURSABLE	ESTIMATED ANNUAL COST (DOLLAR COST) NON-REIMBURSABLE
BB - ENTOMOLOGY	15 - DFE				
	Rodent and Pest Control				
BD - ENVIRONMENTAL AND ENERGY MANAGEMENT	15 - DFE				
	Environmental Management**				
	Energy Management				
	Natural Resources Management				
BQ - MICROGRAPHICS	10 - DPCA				
	Micrographics Management				
	7 - MISO				
	Micrographics Production				
BR - TRAINING	9 - COMPTROLLER				
	Management Practices Training				
	10 - DPCA training ones + facilities				
	TAFTS	*			
	Records Management Coord	*			
	Military Command Course	*			
	Effective Manual				
	12 - DPCSEL				
	Training Plan [illegible]	*			
	SPA				
	Training [illegible]				
	Training [illegible]				
	[illegible]				
	16 - CHIEF BURLES				
	Training [illegible]				
	Range [illegible]				
BS - SUBSISTENCE	11 - DFD				
	Food [illegible]	*			
BT - [illegible]	12 - DFC				
	[illegible]				
BU - [illegible] SUPPLIES	11 - DFD				
	Sales Services & Dry Cleaner	*			
	General Supply	*			
BW - PRINTING AND REPRODUCTION	10 - DPCA				
	Printing				
	Reproduction				
- [illegible]	18 - DPSEC				
	Fuels				
	Operations				
	Notification				

*Service provided as listed in FSH Reg 10-1

**Service not provided as specified in Attachment Two

Attachment One

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR COST) REIMBURSABLE	ESTIMATED ANNUAL COST (DOLLAR COST) NON-REIMBURSABLE
- SPECIALIZED SERVICES	2 - COMMAND				
	Command				
	EEO	*			
	6 - INSPECTOR GENERAL				
	Requests for Assistance	**			
	Complaints	**			
	8 - HQ COMDT				
	Property Book				
	HQ Company				
	Administrative				
	Supply				
	12 - DPTSEC				
	Program Management				
	Force Development		-		
	Training				
	Manpower Utilization				
	Force Modernization				
	Security				
	Military Members				
	Aerial Photography Coord				
	Personnel Security Investigations				
	Plans and Operations				
	Facility Assignment & Utilization				
	Central Suspense	*			
	[illegible]				
	[illegible]				
	[illegible]				
	[illegible]				
	Reporting Support Coord				
	17 - DCD				
	[illegible]	*			
	Installation Support Coord (ISC)	*			
	[illegible]	*			
	Carlisle				

*Svc, [illegible] provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR C REIMBURSABLE	NON-REIMBURSAB
MAINTENANCE					
MA - AIRCRAFT/ ASSOCIATED EQUIPMENT	14 - D10				
MB - AIRCRAFT ENGINES	14 - D10				
MD - ORDNANCE EQUIPMENT/ COMPONENTS	14 - D10				
MD - EXPLOSIVE ORDNANCE DISPOSAL	5150.[illegible] ORDNANCE EQUIPMENT				
ME - CLOTHING/ TEXTILES	14 - D10 CIF	**			
MF - COMMUNI-CATION EQUIP COMPONENTS	14 - D10				
MG - VEHICLES	14 - D10				
MH - VEHICLE EQUIPMENT COMPONENTS	14 - D10				
MJ - MATERIALS HANDLING EQUIPMENT COMPONENTS	14 - D10				
MK - MISCELLANEOUS EQUIPMENT COMPONENTS	14 - D10				
ML - ELECTRICAL EQUIPMENT COMPONENTS*	14 - D10				
MM - ELECTRONIC EQUIPMENT/ COMPONENTS	14 - D10				
MN - OFFICE EQUIP/ PROCUREMENT	14 - D10				
MS - [illegible] EQUIPMENT/ COMPONENTS	14 - D10				

*Support provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

DOD 4000.19-R CODE AND CATEGORY OF SUPPORT S LY	FSH REG 10-1 PARAGRAPH/ CATEGORY	PROVIDED YES*	PROVIDED NO	ESTIMATED ANNUAL COST (DOLLAR COST) REIMBURSABLE	ESTIMATED ANNUAL COST (DOLLAR COST) NON-REIMBURSABLE
SC - AMMUNITION	12 - DPTSEC				
	Forecast				
	14 - DIO				
	Storage/Issue				
SG - VEHICLES (TMP)	14 - DIO	*			
SK - FIRE FIGHTING EQUIP/ COMPONENTS	15 - DPE				
SM - HOUSING APPLIANCES/ FURNITURE	14 - DIO				
SP - PETROLEUM, OILS AND LUBRICANTS	14 - DIO	*			
SR - AUDIOVISUAL SERVICES	12 - DPTSEC				
	Learn, Audiovisual Media				
	Learn, Audiovisual Equipment	*			
	Learn, Military Trng Aids (UA)	*			
	Learn, Military Trng Devices (LX)	*			
	Standard Training Devices				
	Design				
	Development				
	Fabrication				
	Maintenance				
	Lease				
	Audiovisual Equip Oper Trng	*			
	Photographic Lab Processing				
	Black/White				
	Color				
	Special				
	Photography				
	DA Reproduc, Full-length				
	Commander Directed				
	Portraits				
	Public Affairs				
	Graphics				
	Fabrication				
	Self-Help	*			

*Support provided as listed in FSH Reg 10-1

**Support provided as specified in Attachment Two

Attachment One
Page ___ of ___ Pages

Intraservice Support Agreement

CATEGORY CODE	PARAGRAPH/CATEGORY	DESCRIPTION
AD - LEGAL SERVICES	5 - STAFF JUDGE ADVOCATE Criminal Law Staff Advice	HQ INSCOM provides SJA for matters involving staff advice, classified information or command-wide policy
AE - MAIL PICK-UP AND DELIVERY	10 - DPCA Mail Pick-up and Delivery	Provided by Kelly AFB per attached support agreement
AY - EDUCATION SERVICES	10 - DPCA Education Svcs	Provided by Kelly AFB per attached support agreement
AY - ADMINISTRATIVE SERVICES	10 - DPCA Organizational Effectiveness	OE support is available from HQ INSCOM
	Publications	INSCOM publications provided through HQ INSCOM
AM - INFORMATION OFFICE SVCS	3 - PAO Command Info Public Info	Army command and public information is also provided by HQ INSCOM
BD - COMMUNITY SVCS	10 - DPCA Morale Support	Provided by Kelly AFB per attached support agreement
BS - SPECIAL ACTIONS	10 - DPCA Alcohol/Drug Abuse Equal Opportunity	Both are supported by HQ INSCOM
BX - SPECIALIZED SERVICES	6 - INSPECTOR GENERAL Requests for Assistance Complaints	Most IG matters are handled by interim Acting Inspector General or by HQ INSCOM
ME - CLOTHING/ TEXTILES	14 - DIO CIF	Support provided by Academy Health Science CIF for PLC candidates attending 4 week training at Ft Hood TX. Approximately 3 individuals attend per month. Verbal agreement between NCOIC, Academy Health Scienc CIF and NCOIC, S4, this organization

IAFSA-ADJ 25 April 1983

SUBJECT: Interim Change to COMPACT Support Agreement Between Commander, Fort Sam Houston and Commander, US Army Field Station San Antonio Dated 13 July 1982

Commander
Fort Sam Houston
ATTN: AFZG-PA-AGP
Fort Sam Houston, Texas 78234

1. Request Section II, Support Function 5 of the COMPACT Support Agreement be changed as follows:

CDR, FSH, WILL Maintain suspense of the Good Conduct Medal. Screen MPRJ to determine administrative eligibility for award of the Good Conduct or Armed Forces Reserve Medal. Request commander's recommendation for award to SM administratively eligible. Provide data from personnel files as required. Provide DA Form 4950 (Good Conduct Medal Certificate) to USAFS SA for signature.

CDR, USAFS SA, WILL Administer all actions pertaining to awards and decorations with the exception of award of the Good Conduct Medal and the Armed Forces Reserve Medal. Approve or disapprove award of the Good Conduct Medal when notified of administrative eligibility. Sign approved Good Conduct Medal Certificates.

2. Point of contact is CPT Gramer, 671-2363.

FOR THE COMMANDER:

George K. Gramer Jr.
GEORGE K. GRAMER, JR.
CPT, MI
Adjutant

cf; PAC

COMPACT SUPPORT AGREEMENT
BETWEEN
COMMANDER, FORT SAM HOUSTON
AND
COMMANDER, US ARMY FIELD STATION - SAN ANTONIO

I

This agreement is in accordance with paragraph 9, AR 600-8, subject: Military Personnel Offices.

II

The purpose of this agreement is to establish relationships between and responsibilities of the Commander, Fort Sam Houston, and the Commander, USAFSSA, regarding personnel service support (PSS) to be provided to the USAFSSA by the Commander, Fort Sam Houston.

III

It is agreed that PSS responsibilities shall be as set forth in Annex A, which is incorporated as part of this agreement. PSS furnished by the Commander, Fort Sam Houston, under this agreement will be provided in accordance with the provisions of the regulations and directives applicable to PSS furnished and/or outlined in this agreement.

VI

The Commander, Fort Sam Houston, will be responsible for the establishment, control, overall operation, and support of the COMPACT.

V

Under no circumstances will officer personnel or enlisted personnel be diverted or reassigned across command lines without the express approval of the Commander, USAFSSA, and the Commander, MILPERCEN, after appropriate coordination has been effected with the Commander, Major Command.

VI

In the event of mobilization, this agreement will remain in effect unless terminated by either party thereto.

VII

Review of the provisions and responsibilities undertaken by this agreement will be made annually. Changes may be made more frequently if the need arises, provided they are agreed upon by all parties to the agreement. Either party may terminate this agreement before the established termination date by giving written notice (not less than 90 days) to the other party.

FOR THE COMMANDER, Fort Sam Houston:

ROBERT P. ST AMOUR
CPT, AGC
Asst. Adjutant

13 JUL 1982
(Date)

FOR THE COMMANDER, US Army Field Station - San Antonio:

(Date)

ANNEX A

TO

COMPACT SUPPORT AGREEMENT

COMMANDER, FORT SAM HOUSTON

AND

COMMANDER, US ARMY FIELD STATION - SAN ANTONIO

INDEX

SECTION I - MANAGEMENT

PPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
Initial Duty Assignments	Coordinate the assignment of incoming personnel. Publish necessary orders.	Make pin point assignments by unit and position number individual will occupy.
Specified Tour Assignments	Regulate and control personnel on specific assignments and maintain accurate "Date of Loss" data on individual SIDPERS personnel files. .Inform Cdr of changes in tour status.	Advise COMPACT of changes of tour lengths. Send requests for tour extension to next higher command and forward approved action to COMPACT.
Unit Manning Report	Review UMR for proper utilization. Advise unit of malassigned/improper utilization.	Review UMR. Post changes not reflected on UMR. Submit position number changes to SIB. Furnish copy of posted UMR to COMPACT.
Special Duty Assignments	Monitor personnel who are performing special duty in excess of 90 days.	Advise COMPACT of all personnel scheduled to perform Special Duty in excess of 90 days.
USAR Promotions	Prepare and/or process USAR Warrant Officer promotions to CW2. Inform supported unit.	Forward promotion to individual.
RA Promotions	Control the permanent promotion of Regular Army Officers. Screen records to assure proper consideration by DA Selection Board. Publish TRUE COPY of DAO.	Advise Officer.
Enl Promotion to E2/E3	Furnish monthly copy of the Enlisted Promotion Report, COI, Report for approval/disapproval. Check promotion recommendations to insure recommended SM meets all eligibility requirements. Monitor promotion and waiver limitation percentages. Publish necessary orders.	Process the COI Report in accordance with procedure 4-15, DA Pam 600-8-1.

PPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
Enl Promotion to E4	Furnish monthly copy of the COI Report for promotion to E4. Monitor promotions and waiver limitations percentages. Publish necessary orders.	Upon receipt of COI Report, commander will underline names of individuals to be promoted and initial next to them, also all pages will be authenticated.
Enl Promotion to E5/E6	Upon receipt of cutoff scores from HQDA, screen Promotion Recommended List for grades E5/E6 and verify eligibility for promotion of personnel who meet the cut-off score criteria. Compute administrative points for monthly Promotion Boards and Bi-Annual Recomputations. Publish orders to include required MOS actions. Advise the commander of in-processing personnel with promotion list status. Submit appropriate SIDPERS transactions.	Unit will submit promotion recommendations through Adjutant/PSNCO to COMPACT for computation of administrative points NLT the last Wednesday of the month preceeding the month the board is to convene. Insure SM reviews promotion packet prior to being boarded. Units will convene their Promotion Board NLT the 15th of each month and the approved board proceeding must arrive Cdr, NLT 3 days after the board has adjourned. Any discrepancies in administrative points awarded or not awarded should be brought to the attention of COMPACT along with supporting documentation justifying the changes to the administrative points. Insure recomputations are returned to COMPACT NLT the suspense date indicated on the cover letter.
Enl Promotion to E7/E8/E9	Advise supported unit of personnel selected for promotion by HQDA. Publish true copy of orders published by DA. required MOS orders resultant from promotions submit appropriate SIDPERS transactions.	Advise COMPACT of any ineligibility of selected personnel for promotion. Notify COMPACT of newly arrived E6/E7/E8 personnel on the active E7/E8/E9 list w/sequence numbers.
Other Enl Promotion (e.g., stripes for skills)	Verify eligibility. Publish necessary orders.	Furnish recommendations to COMPACT. maintain suspense on stripes for skill soldiers so as to permit timely submission of recommendations within required 8 weeks of duty.

UPPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
. Enl Reduction Boards	Process enlisted administrative reductions. Publish reduction orders and associated MOS orders.	Initiate reduction request. Appoint and convene the board and forward approved board findings to COMPACT.
. Enlisted Reductions	Publish reduction orders. When applicable publish orders effecting changes in MOS.	Forward copies of the Article 15 or Courts Martial Orders to COMPACT and Finance. Submit appropriate SIDPERS transactions.
. Officer/EM Reassignments	Receive DA assignment instructions. Advise unit of names of personnel who were levied by name and appear administratively qualified for shipment. Publish orders, prepare request for concurrent travel, complete and send out sponsor forms, request port calls. Insure unit responsibilities for POR are met. Insure COMPACT POR requirements are met prior to allowing SM to clear the installation. Submit necessary transactions to SIB levies, deferments, deletions, etc. Submit deletion requests which are automatic under CADS and for pregnancy. Process assignment instructions on immediately available personnel. If request meets the established criteria forward to MILPERCEN for final action. If the case does not meet the criteria return to unit giving reasons for disapproval.	All deferment/deletion requests will be processed from the unit to COMPACT within 30 days from receipt of the assignment instructions (date of CAP III cycle). Insure individuals appear for their scheduled reassignment orientation/briefing. Insure reassignment processing packets are returned to COMPACT within 20 days of receipt.
. Inter-Command Reassignments	Process requests for reassignments. When required, forward to the approving authority. Publish orders effecting the approved transfers.	Counsel and assist individuals in preparing their request. Approve or disapprove the request and forward it to COMPACT.
. Compassionate	Forward to DA if appropriate.	Make appropriate recommendations and forward request to COMPACT.

PORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
Volunteers for Oversea Areas	Forward to MILPERCEN as appropriate.	Initate request and make appropriate recommendations and forward it to COMPACT.
Service Schools	Publish necessary PCS orders associated with approved applications for DA service schools when in conjunction w/PCS.	Prepare applications for DA service schools and forward to COMPACT. Insure TDY orders are published for TDY and return.
Requisitions		Prepare requisition feeder report and forward to requisiting authority.
Surplus Reporting	Forward surplus report to MILPERCEN.	Prepare surplus feeder reports and furnish to COMPACT.
TDY Requirements		Publish TDY orders for internally generated TDY requirements connected with the command mission.
Classification/Reclassification of EM	Provide guidance, as required and/or necessary for counseling of enlisted personnel concerning selection of a career field. Initiate action to insure that enlisted personnel who are required to have a senondary MOS are consulted with and counseled concerning that requirement; insure that recommendations for award of secondary MOS'S are properly initiated, processed and acted upon in a timely manner. Appoint and convene classification/reclassification boards for enlisted personnel if appropriate. Act as approval/disapproval authority for classification or reclassification of enlisted personnel IAW AR 600-200, MILPERCEN or approval/disapproval when action cannot be acted upon by Cdr,FSH. Publish necessary orders on all approved MOS action	As required, counsel enlisted personnel concerning selection of a career field. As required, consult with and counsel to have a secondary MOS; initiate and process recommendations to COMPACT for award of secondary MOS.

PPORT FUNCION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
	orders Furnish hard copy of orders to DA within 15 days of receipt of reclassification order when appropriate. Prepare necessary input to SIDPERS.	
3. Classification of Officers/WO	Control award of MOS for officer personnel. Process recommendations for award of SSI/ASI. After approval from DA submit necessary SIDPERS transactions.	Will assist and prepare all requests for classification actions on officers and forward to COMPACT. Process recommendations for award of SSI/ASI.
4. Special Duty Assignment Pay	Publish award/termination orders based upon receipt of test scores and other DA implementing instructions.	Furnish RFO and supporting documentation for awarding or terminating special duty assignment pay.
25. Enlisted Evaluation Reports	Maintain suspense and initiate Enlisted Evaluation Reports. Send reports to supported unit for completion. Initiate EER on receipt of notification that other than Annual/PCS reports are due. Perform the Personnel Office portion of the enlisted evaluation system.	Establish enlisted rating schemes and furnish to COMPACT NLT the last Monday of each quarter. Monitor the flow of enlisted evaluation reports within the supported unit to insure timely completion of the EER and return to COMPACT NLT the suspense date. Advise COMPACT requirements for personnel who have changed duty positions and require an EER and any EER which shoyld have been generated by COMPACT that hasn't been received. Prepare and forward correspondence related to EER appeals.
26. Utilization of Personnel Receiving VRB/SRB or EB.	Control utilization of personnel receiving SRB/VRB/EB and coordinate with unit as necessary.	Advise COMPACT of reenlistment actions which result in SM receiving bonus. Insure proper utilization of personnel receiving bonus. If bonus receipent cannot be proper utilized report SM immediately available to COMPACT.
27. Army Occupational Survey Program (AOSP)	Administer AOSP.	Make individual available as necessary to necessary to complete surveys.

SUPPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS SA, WILL
28. Temporary Promotion (Officer) Local Control	Suspense and initiate DA Form 78 for recommendation for promotion to 1LT and CW2 AUS. Screen personnel records to determine eligibility. Issue orders effecting promotion.	Review and approve/disapprove promotions to 1LT and CW2, AUS and return to COMPACT for issuance of orders.
29. Temporary Promotions (Officer) DA Control	Monitor temporary promotion of officers/ warrant officers in DAO. Coordinate with command concerned to verify promotion eligibility. Publish true copies of DAO.	Advise COMPACT of any ineligibility of selected personnel for promotion. Notify COMPACT of newly arrived personnel with selection list status.
30. Sponsorship Program	Identify incoming SM by CAP III and/or DA Form 4787. Forward info to unit. Maintain suspense to insure unit complies with sponsorship DF.	Appoint sponsor and complete action required by suspense date and forward copy of letter from sponsor to COMPACT.

SECTION II - ACTIONS

PPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS SA, WILL
Initial Appointments of Comm Off	Convene and process before appropriate Board of Officers. Provide assistance to unit commander as requested. (USAR WAFT, etc.)	Assist individuals applying for appointment. Coordinate processing of applications for appropriate recommendations by commanders and review before forwarding for formal board appearance. Provide board members on request.
Suspension of Personnel tions	Establish suspenses and monitor suspense control of favorable actions. Submitts appropriate SIDPERS transactions.	Initiate and review as required. Initiate and forward initial, interim, and final DA Form 268 with distribution indicated thereon and appropriate number of copies to COMPACT IAW AR 600-31.
Separation/Elimination	Publish appropriate orders. Assist commander with MPRJ information.	Appoint boards, review and expedite actions in the case of personnel under the discharge authority of commander of HQ exercising discharge authority.
Regular Army Appointments	Provide assistance as required. Process recommendations directly to MILPERCEN.	Counsel and assist individuals in preparing requests. Make appropriate command recommendations Forward to COMPACT.
Awards and Decorations	Maintain suspense of the Good Conduct Medal and the Armed Forces Reserve Medal. Screen MPRJ to determine administrative eligibility for award of the Good Conduct or Armed Forces Reserve Medal. Request commander's recommendation for award to SM administratively eligible. Issue orders. Provide data from personnel files as required.	Administer all actions pertaining to awards and decorations with the exception of award of the Good Conduct Medal and the Armed Forces Reserve Medal. Approve or disapprove award of the Good Conduct Medal When notified of administrative elegibility.
Non-CONUS leave	Provide MPRJ data as requested. Issue orders upon receipt of approved emergency non-CONUS leave request.	Approve/disapprove requests for leave IAW AR 630-5. Furnish fund cite for emergency leave out-side CONUS.

SUPPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS SA, WILL
7. Branch Transfer	Provide assistance as required, and forward to MILPERCEN.	Counsel and assist individuals in preparing requests. Make appropriate command recommendations, forward to COMPACT.
8. Extensions/declinations of AD officer personnel	Forward requests to approval authority. Process for separation or issue necessary orders and distribute.	Prepare requests for extensions or declination of AD for Reserve personnel. Provide COMPACT info copy of all actions. National if marriage is to take place outside CONUS. Refer SM to Post SJA for legal assistance in adoption/legitimization cases. Forward documents to COMPACT for MPRJ.
9. Paternity Claims, Private Indebtedness, Support of Legal Dependents, Civil Proceedings	Provide MPRJ data as requested.	Process cases pertaining to paternity claims, payment of probate indebtedness, support of legal dependents, and civil proceedings with advise of Post SJA.
10. Administrative Separation	Issue applicable reassignment/separation orders. Approve/disapprove all administrative separation which require approval at SPCM/GCM level.	Prepare and approve correspondence related to administrative separations, and early release programs for which approval authority rests at 05 command level. Furnish COMPACT with approved/disapproved case file and furnish completed PE as applicable for approved cases.
11. I.D. Card	Complete and issue identification and Privilege Cards to eligible personnel. Verify applications for Dependent Privilege Cards.	Refer SM desiring ID card to appropriate Customer Service.
12. Change of Name, Birth Date, SSN.	Forward application and make necessary distributions. Forward SIDPERS transaction to SIB, and furnish Personnel Records a copy. Notify unit of completion of action.	Process correspondence requesting official name change, birth information, or SSN. Initiate, review and approve or disapprove action. Forward approved action to COMPACT.

T FUNCTION	CDR, FSH, WILL	CDR, USAFS SA, WILL
isposition of AWOL nd DFR personnel	Operate the Central Records Facility (CRF) to administer and dispose of MPRJ of deserters. Serve as installation point of contact concerning absentee DFR records. Publish accession order.	Initiate and furnish CRF documents required by AR 630-10 when individual is DFR. Coordinate with CRF upon accession of a former absentee to procure documentation for UCMJ action or duty status resolution.
ilitary Personnel elease	Process for release from active duty of military personnel due to normal end of service separation.	Provide information as requested by COMPACT.
Official Photograph	Maintain suspense of official photograph. Notify commander. Forward Photograph to DA and initiate SIDPERS transactions.	Insure individuals have required official photographs taken. SM will either handcarry or have photographic facility forward photograph to COMPACT.
Leave in conjunction with separation Terminal Leave)	Publish Necessary orders, coordinate with Transfer Point.	Approve/disapprove request for Leave IAW AR 630-5 and forward to COMPACT.
OCS/USMAPT	Process applications, reviewing for completeness and appropriate commander's recommendation. Schedule written examinations and board appearance as application. Forward USMAPAT applications to USMA Preparatory School. Forward selected applications to CDR, ST. Louis, MO.	Assist and counsel OCS and USMAPT applicants. Verify qualifications. Authorize necessary testing. After affirmative results are received, arrange for applicant to receive additional assistance from COMPACT. Provide appropriate commander's recommendation. Forward to COMPACT for review and/or board action and disposition.
Retirement Applications	Process all retirement application and issue appropriate orders. Submit applicable SIDPERS transactions.	Make appropriate recommendation.

SECTION III - RECORDS

PPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA
Maintain MPRJ	Maintain officer/warrant officer, and enlisted MPRJ.	
Reports of Change	Prepare reports of change for DA Form 2 and 2-1 for maintenance of Officer Record Briefs at HQ DA.	
Records Review	Schedule and conduct the required records review for personnel.	Assure personnel conduct required records review as scheduled by COMPACT.
Release of Data	Control access to and release of information from MPRJ, to include DA Forms 2 and 2-1.	
Records Accountability	Maintain "Charge Out Record" to account for records removed from files.	Charge out records only as absolutely necessary. Return records within time limits established by COMPACT.
SIDPERS Input	Prepare SIDPERS Input and Control Data-Personnel Change Sheets for update of SIDPERS and PERSINS data bases.	Provide necessary data to COMPACT.
Emergency Data Record	Prepare DD Form 93 for personnel as required.	Assure that all personnel update DA Form 93 as changes occur. Prepare DD Form 93 when personnel not available to COMPACT.
Arrival TDR's	Assure that the Transfer Data Record for Inter-SIDPERS arrivals is input to the automated files.	
SIDPERS Data	Provide new or correct data for blanks and errors on individual personnel data files of DD Form 93.	

UPPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA
. Maintain DD Form 93	Process, maintain, and coordinate annual review of DD Form 93.	
. Suspense Items	Monitor and coordinate suspense items to insure completion. Prepare change reports and maintain automated suspense files for actions pertaining to individuals.	
. SIDPERS Inquiries	Initiate inquiries pertaining to individuals.	
. Missing Records	Initiate inquiries pertaining to missing records.	
. Sample Surveys	Regulate and assure completion of sample survey of military personnel.	When requested, arrange for individuals to participate in sample surveys.
. Control of OER's	Control and initiate preparation of and insure submission of Officer Efficiency Reports as required.	Coordinate OER as required. Provide technical assistance to rating officials. Provide rating schemes to COMPACT. Request special OER as required. Notify COMPACT of change of duty/change of rater. Submit completed OER to COMPACT NLT 25 days after closing date.
. Error Suspense	Assure that error suspense notices generated from SIDPERS and related to personnel records functional responsibilities are resolved, input provided to eliminate the error notice, and correct the SIDPERS data base.	
. Monitor Clearance and In/Out Processing	Initiate and monitor installation clearances and conduct necessary In and Out Processing.	Controls internal command clearance.

PORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA, WILL
Advancement and AEA Codes	Advance enlisted personnel to grade E2/E3 unless denied by Cdr. Regulate assignment Eligibility and Availability codes, to include termination dates. Input transaction to SIB on AEA Codes.	Notify COMPACT of E2/E3 advancement denial. Notify COMPACT of change availability data and AEA Code due to mission changes or personnel status (marriage to service member).
True Copies to Units	Provide certified true copies of DA Form 2 and 2-1 to supported unit as required and authorized.	Destroy certified copies IAW para 1-13, AR 640-2-1.
Medical Examinations	Schedule all medical examinations. Post medical examinations to records.	Furnish COMPACT a copy of ETS physical and of periodic medical examinations profile sheet for posting.
Admin and Customer Service Support	Provide Admin and Customer Service Support.	Provide proper documents when appropriate.
DA Promotion Board	Submit required documentation to HQDA for promotion boards for grades E7, E8, and E9. Screen promotion eligibility listings to assure all personnel within announced zones are properly considered.	

SECTION IV - CASUALTY

SUPPORT FUNCTION	CDR, FSH, WILL	CDR, FIFTH ARMY BAND, WILL
Casualty Administration	Provide casualty administration.	Comply with local reporting requirements.
Survivors Assistance	Administer the Survivor Assistance Program.	Provide SAO when requested by Cdr, FSH.
Mortuary Affairs	Administer functions of mortuary affairs coordinator.	

SECTION V - SIDPERS

ORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA
G. ral SIDPERS	Assign originator codes as required for submission of SIDPERS transaction.	Prepare and submit all SIDPERS transactions outlined in Vol 1, SIDPERS USERS MANUAL on a timely basis. Prepare and submit all SIDPERS transactions IAW SIDPERS USERS MANUAL, Vol 2 for those functions not delegated to COMPACT.
SIDPERS Reports	Accomplish all functions required by Vol 2, SIDPERS USERS MANUAL, regarding SIDPERS reports when received except those functions not delegated to local MILPO.	Perform al. functions required by Vol 1, SIDPERS USERS MANUAL, regarding SIDPERS Reports when received.
Accountable Strength	Furnish PCN-C27 (Personnel Strength Zero Balance Report)	Comply with procedure outlined in DA Pamphlet 600-8-1, SIDPERS USERS MANUAL.
PAI's	Monitor Personnel Asset Inventory.	Perform PAI's in a timely manner IAW AR 680-31 and submit to SIB for verification and submission to Military Personnel Strength Monitor.
Training	Conduct training on quarterly basis for unit.	Schedule personnel for SIDPERS Training.

SECTION VI - TRANSFER POINT

PPORT FUNCTION	CDR, FSH, WILL	CDR, USAFS - SA
Retirements		Insure individual completes installation clearance prior to separation.
REFRAD/Discharge of Officer Personnel	Accomplish transfer processing IAW AR 635-100, AR 635-10 and 635-5.	
REFRAD/Discharge of Enlisted Personnel	Accomplish transfer processing IAW AR 635-200, AR 635-10 and 635-5.	

IAFSA-MP (14 July 1982) 1st Ind

SFC Noel/cd/925-2424

SUBJECT: COMPACT Support Agreement

HQS, USAFSSA(IAFSA-MP), San Antonio, TX 78243 12 August 1982

TO: Commander, Fort Sam Houston, ATTN: AFZG-PA-AGPU, Fort Sam Houston, TX 78234

Returned in compliance with basic correspondence.

FOR THE COMMANDER:

Norma J. Nixon

NORMA J. NIXON
1LT, AGC
Adjutant

DEPARTMENT OF THE ARMY
HEADQUARTERS, FORT SAM HOUSTON
FORT SAM HOUSTON, TEXAS 78234

JUL 14 1982

AFZG-PA-AGPU

SUBJECT: COMPACT Support Agreement

Commander
US Army Field Station
Fort Sam Houston, TX 78234

1. Attached at Incl 1 is your copy of the final support agreement authenticated by this Headquarters.

2. Request you authenticate both copies of page two and return the original copy (page 1 & 2) of your authentication to this Headquarters, ATTN: AFZG-PA-AGPU by 12 August 82.

3. Any questions concerning the COMPACT Support Agreement may be asked by calling AUTOVON: 471-3849/3880 or LOCAL: 221-3849/3880.

FOR THE COMMANDER:

1 Incl
as

ROBERT P. ST [illegible]
CPT, AGC
Asst. Adjutant

COMPACT SUPPORT AGREEMENT
BETWEEN
COMMANDER, FORT SAM HOUSTON
AND
COMMANDER, US ARMY FIELD STATION - SAN ANTONIO

I

This agreement is in accordance with paragraph 9, AR 600-8, subject: Military Personnel Offices.

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Under no circumstances will officer personnel or enlisted personnel be diverted or reassigned across command lines without the express approval of the Commander, USAFSSA, and the Commander, MILPERCEN, after appropriate coordination has been effected with the Commander, Major Command.

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FOR THE COMMANDER, Fort Sam Houston:

ROBERT P. ST AMOUR
CPT, AGC
Asst. Adjutant

13 July 1982
(Date)

FOR THE COMMANDER, US Army Field Station - San Antonio:

Norma J. Nixon
NORMA J. NIXON
1LT, AGC
Adjutant

12 Aug 82
(Date)

APPENDIX I

SUPPORT AGREEMENT

1. DOCUMENT IDENTIFIER ("X" one) X NEW ☐ REVIEW NO ☐ REVISION NO ☐ TERMINATION

2. SUPPLIER (Name, Office Symbol & complete address)
2851 Air Base Group/XP
Kelly AFB TX 78241

GEOGRAPHICAL AREA OR COUNTRY CODE

2a. MAJOR COMMAND CODE: FB20XX

2b. SUBORDINATE COMMAND CODE: N/A

3. PRESENT AGREEMENT NUMBER: FB2059-822313-617

3a. SUPERSEDED AGREEMENT NUMBER: FB2059-82258-617

4. TERMINATION DATE (Month and Year): 0988

5. RECEIVER (Name, Office Symbol & complete address)
U.S. Army Fld Station San Antonio
PSC Box 18481
San Antonio TX 78241

GEOGRAPHICAL AREA OR COUNTRY CODE: 48

5a. DODAAC FEDSTRIP NUMBER: W45SHB

5b. MAJOR COMMAND CODE: W73G32

5c. SUBORDINATE COMMAND CODE: N/A

6. SUPPORT AGREEMENT RESOURCE SUMMARY

a. CATEGORY CODES	SUPPLIER b. MAN YEARS: MILITARY	CIVILIAN	c. GROSS ADDITIONAL COSTS: TOTAL	NON-REIMBURSEABLE	REIMBURSEABLE
AB			Common Service		
AC			Common Service		
AD			Common Service		
AF	0	0	$6,000	0	$6,000
AG	0	0	R		
AH			Common Service		
AI			Common Service		
AJ	0	1.2	Common Service		
AK	.2	0	$2,850	0	$2,850
AL	3.8	2.2	Common Service		
AM	.0	.3	Common Service		
AO			Common Service		
AP			$23,553	0	$23,553
AW	0	0	R		
AY	0	0	Common Service		
BA			Common Service		
BC	0	0	R		
BD			Common Service		
BG			Common Service		
BK	0	0	Common Service		
TOTAL	4.0	3.7	$32,403		$32,403

6d. RECEIVER DATA (When applicable, provide similar data required in blocks 6a, b and c)

7. SAVINGS ACCRUED COSTS INCURRED MAN YEARS SAVED EXPENDED TO FEDERAL GOVERNMENT

7a. SAVINGS	7b. COSTS	7c. MAN YEARS SAVED	7d. MAN YEARS EXPENDED
FY:	FY:	FY:	FY:

8. FUNDING AND REIMBURSEMENT ARRANGEMENT (Include all details concerning billing/reimbursement procedures, funding limitations, and the appropriate "billing/submit thru" addresses. Also list those references which specifically apply to the type of organization being supported.)

See paragraph 3d and 3f.

6 Continued

SUPPORT AGREEMENT RESOURCE SUMMARY

CATEGORY CODES	SUPPLIER				
	b. MAN YEARS		c. GROSS ADDITIONAL COSTS		
	MILITARY	CIVILIAN	TOTAL	NON-REIMBURSEABLE	REIMBURSABLE
BM			Common Service		
BS			Common Service		
ST			R		
TOTAL					

INTERSERVICE SUPPORT AGREEMENT

BETWEEN

2851st AIR BASE GROUP

AND

UNITED STATES ARMY FIELD STATION

SAN ANTONIO

1. PURPOSE:

To define the authority and responsibility of the 2851st ABG, hereafter referred to as Host, and the U.S. Army Field Station, San Antonio, hereafter referred to as Tenant, regarding the logistical and administrative support of the Tenant.

2. AUTHORITY:

This agreement is entered into and negotiated according to the provisions of DOD 4000.19-R.

3. GENERAL PROVISIONS:

a. This agreement includes the use of dormitory and administrative space and certain other facilities at Kelly AFB by personnel of the Tenant as mutually agreed upon by the Commander, 2851st ABG, KAFB, and the Commander, U.S. Army Field Station, San Antonio.

Facilities assigned:

B2015	25236 S.F.	Dormitory

b. The Tenant is composed of approximately 12 Officers/Warrant Officers, 332 Enlisted and 5 Civilian personnel. Upon execution of INSCOM OPLAN 1-82, Field Station San Antonio may at anytime receive as many as 100 additional personeel on TDY status. Field Station San Antonio will billet to the maximum extent possible those personnel TDY to this command.

c. Financing/reimbursement shall be as outlined in Chapter 1, Para B-16, DOD 4000.19-R.

d. The Host shall maintain records reflecting reimbursable costs, in terms of manhours, expenditures, material and service charges incurred in support of the Tenant and prepare and submit to the Tenant SF 1080, Voucher for Transfers Between Appropriations and/or Funds, by the fifteenth working day of each month reflecting the costs of the reimbursable support provided.

Atch 1

e. The Tenant shall abide by appropriate directives and regulations issued by the Host pertaining to support services provided.

f. The San Antonio Real Property Maintenance Agency (SARPMA), an industrially funded activity, will accomplish all the Real Property maintenance for Kelly AFB. The SARPMA will accomplish the operation and maintenance of utility plants and systems, scheduled recurring work, facilities work of a minor nature, emergency service calls, and other miscellaneous services. The exception being fire protection, family housing, real estate management, and that portion of program development that is peculiar to Kelly AFB. SARPMA will submit separate billings to each reimbursable customer on a monthly basis, to permit applicable funds to be direct cited in reimbursing SARPMA.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
AB	Finance & Accounting	Process and pay travel vouchers for USAFS personnel who perform TDY under ESC fund cite.	Initiate travel vouchers IAW applicable directives and regulations.
AC	Military	Provide passport, visa services.	Provide documents relating to member's military status as required.
AD	Legal	Administratively process all claims filed under AFM 112-1 except those cognizable under Chapter 6. Chapter 6 claims will be processed by ESC SJA. All claims will be paid by U.S. Army thru Ft Sam Houston, Texas.	Retain and exercise in Army channels jurisdiction over USAFS personnel for all disciplinary action under UCMJ and all administrative actions. Arrange for legal services thru Ft Sam Houston. Obtain legal counseling as required from ESC.
AF	Custodial	When requested by the tenant, custodial service will be done on contract and managed by SCE thru SARPMA. Billing will be provided monthly.	When services are rendered, a SARPMA Form 7, direct citing tenant funds will be provided thru the host SCE.
AG	Procurement	Provide support for those items not available through the AFCO (ESC) procurement office.	Provide requirements, reports, fund cite and other information required to effect procurement.
AH	Fire Protection	Provide Fire Protection.	Comply with established Fire Protection Program as outlined in AFR 92-1 and San Antonio ALCR 92-1.
		Provide Fire Prevention facility inspection and conduct fire prevention training to supervisors.	Supervisors to conduct fire prevention orientation briefings to newly assigned personnel and then quarterly thereafter. Provide letter to 2851 ABG/DEFT containing fire prevention subject matter and personnel briefed, newly assigned or quarterly.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
AI	Police Protection	Provide on a non-reimbursable basis, law enforcement, physical security, traffic control and protection of resources.	Comply with Host Security regulations and policies.
		Advise Commander, USAFS of any incidents involving U.S. Army personnel.	Insure all incidents involving USAFS personnel are reported to 2851 ABG/SP.
		Submit HOMELINE reports on all KAFB assigned personnel including USAFS personnel according to the provisions of AFLCR 55-4.	
AJ	Housing/ Lodging	Provide dormitory space in B2015 for use by USAFSSA for housing of single enlisted personnel.	Provide direct fund cite on a SARPMA Form 7 thru the host SCE for financing the construction, conversion, alteration, modification or rehabilitation when required to meet special requirements.
AK	Linen Exchange	Provide linen exchange service through the branch offices in the ESC area. Bill the Tenant for the number of pieces exchanged.	Budget and fund for the initial issue of linen items. Linen will then be exchanged on a one-for-one basis thereafter. Reimburse the Host for the number of pieces exchanged. Provide a funded military Interdepartmental Purchase Request, DD Form 448 to SA-ALC/ACFSA.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
AL	Health Services	Emergency treatment will be provided on an as required basis. Provide civilian employee health services, including pre-employment physical examinations. After duty, night time and weekend coverage will consist of emergency medical technician and ambulance service only.	All military personnel requiring medical attention should report to the clinic, Bldg 1740, between the hours of 0730-0900, Mon-Fri. Appointment required. All dependents must call the Central Appointment Desk, ext 58811 for an appointment.
		Any deviations from USAF procedures required to fulfill Army regulation requirements will be coordinated with the Base Drug Abuse Monitor and approved by the Base Commander for implementation.	USA Field Station, San Antonio, will notify USAF Clinic-Kelly of personnel to be tested. A point of contact will be provided.
		Any positive laboratory results which may occur will be communicated to the Commander, USAFS SA, and appropriate action will be taken in accordance with Army Regulation 600-85, the uniform code of Military Justice and the appropriate references. Army personnel will report to the Drug and Alcohol Abuse Control Office, Fort Sam Houston, Texas for further processing.	

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
AL	Health Services (Cont'd)	Dental care for active duty Army personnel will be provided on the same basis as for USAF personnel. Appointment necessary. Emergency treatment will be provided on an as required basis.	Call ext 56647 for an appointment.
		Children's dental program will consist of a screening examination, dental disease instructions, teeth cleaning and flouride application for all children 5-18 years of age, during their sponsor's birthday month. Appointment necessary.	Sponsor will call ext 56647 for an appointment.
AM	Food Services	All meals will be served in Gott Dining Hall, Bldg 2041, on a common service basis for those personnel living on-base.	Those personnel drawing BAS will pay the standard charges for meals.
		Permit officers who are performing official duties such as Staff Duty Officer to be served in GOTT Dining facility without payment of surcharge. IAW provisions of AFR 30-1 CH #2 dtd 30 Sep 1985.	Provide list of personnel and duty dates to GOTT Dining facility prior to duty dates.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
AP	Utilities	Utilities distribution systems are managed by SARPMA. Charges will be determined by SARPMA and billed on a monthly basis. EST COST FOR FY-86 ELEC: 215 MWH X 55.2049 = $11,869.05 GAS: 1500 MBTU X 3.99641 = $5,994.62 WATER: Est on strength IAW AFR 91-5 SEWAGE: Est on strength IAW AFR 91-5	Provide direct fund cite on a SARPMA Form 7 thru the host SCE.
AW	Real Property	Routine maintenace and cyclical repair on facilities.	Provide direct fund cite on SARPMA Form 7 thru the host SCE. DOD 4000.19R, Ch 1, B-15, Mar 84.
		Minor construction or alteration of real property	Will not assign, alter, or modify without consent of supplier. Provide direct fund cite on SARPMA Form 7 thru the host SCE. DOD4000.19R, Appendix H, Mar 84.
AY	Administrative Service	Provide Base Distribution System (BDS) service for all unclassified official communications for USAFS once each morning and afternoon (Mon-Fri) at established central pick-up/delivery point in B2003.	Provide internal official communications distribution pick-up and delivery.
BC	Communications	Provide communication services within its capabilities in accordance with Chapter 6, AFM 100-22. This will include administrative and long distance telephone services in the 2000 area only. Charges for special telephone equipment will be according to prevailing rates of the local telephone company.	Comply with established procedures and policies of the communications agency. Provide funds for special communication equipment and reimburse the Host for equipment and services. Furnish Interdepartmental Purchase Request, DD Form 448 to 1923rd ISG, Kelly AFB, TX.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
BC	Communications (Cont'd)	Charges for installations and relocations of telephones will be in accordance with AFM 100-22.	Reimburse the Host for all special telephone services, installations and relocations.
		Long distance calls will be billed at actual cost of toll call.	Reimburse the Host for all commercial toll charges.
		AUTODIN (Message Center Service) will be provided at no cost to the Tenant.	
BD	Community Services	The Tenant shall be authorized use of NCO Club, Officer's Club, theatre, library, BX, commissary, etc., on the same basis as other assigned/attached personnel.	
		Provide non-appropriated funds support on a common service basis. The Tenant will be included in the allocation and distribution of non-appropriated funds IAW applicable directives.	Provide required strength reports and any other information required by the Host.
BG	Social Actions	Provide assistance in cooperative efforts to work and resolve Equal Opportunity/Treatment cases.	Coordinate all reports, incidents, or cases involving complaints of unfair opportunity or treatment with Host, when appropriate.
BK	Photography	Provide special photographic support not available through the 6960th Support Sq (ESC) on an equal basis with other USAF organizations.	Comply with Host procedures.

CODE	CATEGORY OF SUPPORT	HOST WILL	TENANT WILL
BK	Photography (Cont'd)	Provide 30 day advance notification for support requirements that will exceed 20 manhours per work week.	Comply with AFR 95-7 and AFLC/SA-ALC supplements thereto.
BM	Entomology Services	Routinely provide treatment of Building 2015 for abatement of insects and rodents. And as needed treatments when conditions warrant.	Inform Entomology personnel when conditions warrant additional treatment and ensure access to all areas within Building 2015.
BR	Small Arms Qualificat-ing Training	Provide small arms training within Host's capability.	Schedule and coordinate small arms training requirements with Host Small Arms Training NCO.
BS	Subsistence	Requisition and have on hand Meals Ready to Eat (MRE) at Gott Dining Facility for issuance to FS during training activities.	Notify GOTT Dining Facility of training dates requiring MREs. Provide accounting by meal card number and signature or funds collected with signatures at time of issuance.
BW	Disaster Preparedness	Provide Chemical Warfare Defense initial and refresher training. Provide USAFS SA with Disaster Preparedness Briefings and associated material.	Schedule and coordinate all Disaster Preparedness Training with the Host Disaster Preparedness Training Office.
ST	Petroleum, oils, lubricants and chemicals	Provide retail fuel and lubricant support for military vehicles dispatched to USAFSSA.	Provide list of individuals authorized to receipt for fuel and lubricants.

APPENDIX J

SUPPLEMENT TO
MASTER CIVILIAN PERSONNEL SERVICING AGREEMENT

BETWEEN

US ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM)

AND

US ARMY FORCES COMMAND (FORSCOM)

1. The Commander, Fort Sam Houston, San Antonio, Texas, hereinafter called the Servicing Activity, agrees to furnish civilian personnel services as provided herein to the Commander, US Army Field Station San Antonio, San Antonio, Texas, hereinafter called the Serviced Activity.

2. The Serviced Activity Commander, having delegated appointing authority, designates the Servicing Activity Civilian Personnel Officer to "act for" him in the administration of the civilian personnel management program for the Serviced Activity. This authorization includes job evaluation and pay administration, authentication of personnel actions, and administration of the training and development program. The Civilian Personnel Officer is also authorized to designate other members of his staff to "act for" in these areas.

3. The Civilian Personnel Officer will administer the civilian personnel program in accordance with CPR 200, Chapter 254 with modifications cited in Master Servicing Agreement.

4. This agreement becomes effective upon signature. It will be reviewed annually.

APPROVED:	APPROVED:
_____	_____
Commander, Ft. Sam Houston, Texas	Commander, USA Field Station San Antonio
_____	_____
Date	Date

_____

Civilian Personnel Officer

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE AND SECURITY COMMAND
ARLINGTON HALL STATION
ARLINGTON, VIRGINIA 22212-5000

REPLY TO
ATTENTION OF

IAPER-CP

20 September 1984

SUBJECT: Supplemental Civilian Personnel Servicing Agreement

Commander
US Army Field Station San Antonio
San Antonio, TX 78234

1. A revised Master Civilian Personnel Servicing Agreement has been negotiated between INSCOM and FORSCOM. A copy of the agreement is attached as Inclosure 1.

2. CPR 200, Chapter 254 requires supplemental agreements also be reviewed on an annual basis. As the Serviced Activity Commander, you are delegated appointing authority for the Commander, INSCOM; you have the authority to designate the local servicing Civilian Personnel Officer from FORSCOM to "act for" you in the administration of the civilian personnel management program. Any modifications or additions to the new Master Servicing Agreement, other than those contained in the attached Supplemental (Inclosure 2), must have the prior approval of HQ, INSCOM, ATTN: IAPER-CP before the agreement can be forwarded to the Servicing Activity for signature.

3. Please provide this office with either a copy of the new Servicing Agreement, or the statement thereof.

4. Point of contact, this Headquarters, is Ms. Dorothy Chumney, AV 222-2505/-2393.

FOR THE COMMANDER:

ALTON C. RESSLER
Assistant DCSPER

2 Incl
as

SUPPLEMENT TO MASTER CIVILIAN PERSONNEL SERVICING AGREEMENT

BETWEEN

U.S. ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM)

AND

U.S. ARMY FORCES COMMAND (FORSCOM)

1. The Commander, Fort Sam Houston, Fort Sam Houston, Texas, hereinafter called the Servicing Activity, agrees to furnish civilian personnel services as provided herein to the Commander, U.S. Army Field Station San Antonio, San Antonio, Texas, hereinafter called the Serviced Activity.

2. The Serviced Activity Commander, having received delegation of authority for civilian personnel management from Headquarters, USAINSCOM, designates the Servicing Activity Civilian Personnel Officer to "act for" him in the administration of the civilian personnel management program for the Serviced Activity. This designation covers a wide range of civilian personnel management functions of which the following are examples: job evaluation and classification, pay and entitlement determinations, authentication of personnel actions, and administration of programs dealing with civilian recruitment, employee benefits, management-employee relations, and civilian training. The Civilian Personnel Officer is authorized to extend appropriate portions of this designation to members of his staff having functional responsibilities.

3. The Civilian Personnel Officer will administer the civilian personnel program for the Serviced Activity in accordance with the current USAINSCOM-USAFORSCOM Master Civilian Personnel Servicing Agreement, as supplemented by this document, and will adhere to the policies, regulations, and procedures of the Department of the Army. Servicing will follow the master agreement and the standard practices outlined in Civilian Personnel Regulation 200, Chapter 254.2-5 except as modified or expanded below:

a. Incentive Awards. The guidance contained in USAINSCOM letter dated 16 January 1984, subject: Cash Awards for General Schedule and Federal Wage Scale Employees, and the 13 January policy issuance titled USAINSCOM Policy and Procedures for GPAS Cash Awards, will serve as the basis for the Civilian Personnel Office's administration of the Serviced Activity's awards program until the MACOM instructions are superseded or overtaken by program evolution.

b. Training and Development. Training of Serviced Activity employees by, in, or through nongovernment facilities will be approved by the Servicing Activity Civilian Personnel Officer for the Serviced Activity Commander to assure legal and regulatory compliance.

c. Equal Employment Opportunity (EEO). The HQ, Fort Sam Houston EEO Officer (FSH EEOO) will provide EEO services and support to the Serviced Activity. The Serviced Activity will not be required to appoint an EEO Counselor. The services of any EEO Counselor reporting to the FSH EEOO will be available to employees of the Serviced Activity.

d. Reduction in Force (RIF). Civilian employees of the Serviced Activity will be together in a RIF competitive area that is separate from all other competitive areas administered by the Servicing Civilian Personnel Officer.

e. Mobilization Planning. The Serviced Activity will keep the Servicing Civilian Personnel Officer supplied with a current mobilization TDA and will participate as needed in projects to update the list of Serviced Activity civilian employees who are retired military with "hip pocket" orders or who are members of the ready reserve/ National Guard.

4. This agreement becomes effective 21 December 1984.

Commander
Fort Sam Houston
Fort Sam Houston, Texas

21 Dec 84
Date

Commander
U.S. Army Field Station
San Antonio
San Antonio, Texas

14 Dec 84
Date

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE AND SECURITY COMMAND
ARLINGTON HALL STATION
ARLINGTON, VIRGINIA 22212-5000

REPLY TO
ATTENTION OF

IAPER-CP

20 September 1984

SUBJECT: Supplemental Civilian Personnel Servicing Agreement

Commander
US Army Field Station San Antonio
San Antonio, TX 78234

1. A revised Master Civilian Personnel Servicing Agreement has been negotiated between INSCOM and FORSCOM. A copy of the agreement is attached as Inclosure 1.

2. CPR 200, Chapter 254 requires supplemental agreements also be reviewed on an annual basis. As the Serviced Activity Commander, you are delegated appointing authority for the Commander, INSCOM; you have the authority to designate the local servicing Civilian Personnel Officer from FORSCOM to "act for" you in the administration of the civilian personnel management program. Any modifications or additions to the new Master Servicing Agreement, other than those contained in the attached Supplemental (Inclosure 2), must have the prior approval of HQ, INSCOM, ATTN: IAPER-CP before the agreement can be forwarded to the Servicing Activity for signature.

3. Please provide this office with either a copy of the new Servicing Agreement, or the statement thereof.

4. Point of contact, this Headquarters, is Ms. Dorothy Chumney, AV 222-2505/-2393.

FOR THE COMMANDER:

ALTON C. RESSLER
Assistant DCSPER

2 Incl
as

MASTER CIVILIAN PERSONNEL SERVICING AGREEMENT

BETWEEN

US ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM)

AND

US ARMY FORCES COMMAND (FORSCOM)

1. Commanders of USAINSCOM activities, hereinafter called Serviced Activities, not having an operating civilian personnel office may request civilian personnel service from US Army Forces Command activities, hereinafter called Servicing Activities, with an operating civilian personnel office, when the location or or operational consideration of the requesting commander make such servicing agreements advantageous to the Department of the Army. It is agreed that upon request, civilian personnel services will be provided by FORSCOM activities. Services provided will be administered in accordance with CPR 200, Chapter 254, this agreement, and all other applicable statutes, rules, and regulations subject to any limitations as may be mutually agreed upon by the local Serviced and Servicing Commanders and cited in the locally prepared supplement to this agreement, copy of which will be forwarded to the major Army commanders involved.

2. The Serviced Activity Commander, having delegated appointing authority, will designate the servicing Civilian Personnel Officer to "act for" him/her in the administration of the civilian personnel management program. This designation does not reduce the authority and responsibility of the Serviced Commander for the effective management and direction of employees under his/her jurisdiction. The designated Civilian Personnel Officer will be accorded full membership on the Serviced Commander's staff.

3. Servicing will be in accordance with the standard practices outlined in CPR 200, Chapter 254.2-5, except as modified below.

a. Incentive Awards: Recommendations for Serviced Activity's GPAS and Merit Pay cash awards exceeding $3,000 will be forwarded to HQ USAINSCOM, ATTN: IAPER-CP for review by the Command's Incentive Awards Committee and approval by the Commanding General or his/her designee.

b. Position Management and Classification:

(1) Prior approval of the Position Management Officer, HQ USAINSCOM, will be obtained before the establishment of, or recruitment for, senior level position(s) at grades GM/GS-13 or above to insure consistency with command policy, initiative, and controls.

(2) Prior approval of the Position Management Officer, HQ USAINSCOM, will be obtained before the establishment of any position(s) which would result in exceeding the average grade limits or other classification ceilings and programs imposed by the Commander, USAINSCOM for Serviced Activity.

(3) When the Commander, Serviced Activity, determines that an SI/TS clearance is required to audit his/her activity's positions, the Servicing Activity will obtain the SI/TS clearance for the servicing Position Classification Specialist and the incumbent will maintain eligibility for sensitive compartmented information per DCID 1/14.

c. Training and Development: Training in excess of 120 consecutive calendar days must have prior approval of HQ USAINSCOM.

d. Labor Relations: Serviced Activity is exempt from the Federal Labor Relations Program in accordance with Executive Order 12171, Exclusions from the Federal Labor-Management Relations Program, 19 November 1979.

e. Reduction-in-Force: Competitive area for reduction-in-force purpose is restricted to the Serviced Activity for authorized Department of the Army civilians.

f. Reports:

(1) DA Forms 1346 and 1346-1, with required supplements, will be submitted semiannually to HQDA with a courtesy copy to HQ USAINSCOM, ATTN: IAPER-CP.

(2) DA Form 3250 will be submitted in accordance with CPR 200, Chapter 292.B to HQ, USAINSCOM, ATTN: IAPER-CP.

(3) The Servicing Activity will insure proper input and update of personnel records in CIVPERSINS, Defense Intelligence Special Career Automated System (DISCAS) and the OPM Central Personnel Data File (CPDF), as required by governing OPM, DOD and DA regulations.

(4) Other program evaluations and special reports concerning the Serviced Activity will be submitted upon request or as received or prepared by the Servicing Activity. This includes, but is not limited to, that portion of the annual Civilian Personnel Management Special Reporting Requirements, RCS CSGPA-663(R4), pertaining to the Serviced Activity.

g. Publication of Policies and Procedures: Serviced Activity will insure that copies of civilian personnel management regulation, directives, and guidance issued by HQ USAINSCOM are provided to Servicing Activity promptly.

h. Career Programs: The Servicing Activities will insure proper input and update of personnel records in CIVPERSINS, Defense Intelligence Special Career Automated System (DISCAS) and the OPM Central Personnel Data File (CPDF), as required by governing Office of Personnel Management, DOD and DA regulations.

i. Official Personnel Folders: These files will be maintained in a secure manner and accessible to those Civilian Personnel Office employees with authorized access and need to know.

4. Servicing for the Equal Employment Opportunity Program will be in accordance with CPR 713, unless reflected in supplemental agreements.

5. This agreement becomes effective upon MACOM approval. It will be reviewed annually.

APPROVED:

WILLIAM S. FRAIM
Civilian Personnel Director
US Army Forces Command
Fort McPherson, GA 30330

DATE: 7 Sep 84

APPROVED:

ALTON C. RESSLER
Assistant DSCPER
HQ USAINSCOM

DATE: 15 Aug 84

SUPPLEMENT TO
MASTER CIVILIAN PERSONNEL SERVICING AGREEMENT

BETWEEN

US ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM)

AND

US ARMY FORCES COMMAND (FORSCOM)

1. The Commander, Fort Sam Houston, San Antonio, Texas, hereinafter called the Servicing Activity, agrees to furnish civilian personnel services as provided herein to the Commander, US Army Field Station San Antonio, San Antonio, Texas, hereinafter called the Serviced Activity.

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3. The Civilian Personnel Officer will administer the civilian personnel program in accordance with CPR 200, Chapter 254 with modifications cited in Master Servicing Agreement.

4. This agreement becomes effective upon signature. It will be reviewed annually.

APPROVED:	APPROVED:
_____	_____
Commander, Ft. Sam Houston, Texas	Commander, USA Field Station San Antonio
_____	_____
Date	Date

_____

Civilian Personnel Officer

MASTER CIVILIAN PERSONNEL SERVICING AGREEMENT

BETWEEN

US ARMY INTELLIGENCE AND SECURITY COMMAND (USAINSCOM)

AND

US ARMY FORCES COMMAND (FORSCOM)

1. Commanders of USAINSCOM activities, hereinafter called Serviced Activities, not having an operating civilian personnel office may request civilian personnel service from US Army Forces Command activities, hereinafter called Servicing Activities, with an operating civilian personnel office, when the location or or operational consideration of the requesting commander make such servicing agreements advantageous to the Department of the Army. It is agreed that upon request, civilian personnel services will be provided by FORSCOM activities. Services provided will be administered in accordance with CPR 200, Chapter 254, this agreement, and all other applicable statutes, rules, and regulations subject to any limitations as may be mutually agreed upon by the local Serviced and Servicing Commanders and cited in the locally prepared supplement to this agreement, copy of which will be forwarded to the major Army commanders involved.

2. The Serviced Activity Commander, having delegated appointing authority, will designate the servicing Civilian Personnel Officer to "act for" him/her in the administration of the civilian personnel management program. This designation does not reduce the authority and responsibility of the Serviced Commander for the effective management and direction of employees under his/her jurisdiction. The designated Civilian Personnel Officer will be accorded full membership on the Serviced Commander's staff.

3. Servicing will be in accordance with the standard practices outlined in CPR 200, Chapter 254.2-5, except as modified below.

a. Incentive Awards: Recommendations for Serviced Activity's GPAS and Merit Pay cash awards exceeding $3,000 will be forwarded to HQ USAINSCOM, ATTN: IAPER-CP for review by the Command's Incentive Awards Committee and approval by the Commanding General or his/her designee.

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(1) Prior approval of the Position Management Officer, HQ USAINSCOM, will be obtained before the establishment of, or recruitment for, senior level position(s) at grades GM/GS-13 or above to insure consistency with command policy, initiative, and controls.

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(4) Other program evaluations and special reports concerning the Serviced Activity will be submitted upon request or as received or prepared by the Servicing Activity. This includes, but is not limited to, that portion of the annual Civilian Personnel Management Special Reporting Requirements, RCS CSGPA-663(R4), pertaining to the Serviced Activity.

g. Publication of Policies and Procedures: Serviced Activity will insure that copies of civilian personnel management regulation, directives, and guidance issued by HQ USAINSCOM are provided to Servicing Activity promptly.

h. Career Programs: The Servicing Activities will insure proper input and update of personnel records in CIVPERSINS, Defense Intelligence Special Career Automated System (DISCAS) and the OPM Central Personnel Data File (CPDF), as required by governing Office of Personnel Management, DOD and DA regulations.

i. Official Personnel Folders: These files will be maintained in a secure manner and accessible to those Civilian Personnel Office employees with authorized access and need to know.

4. Servicing for the Equal Employment Opportunity Program will be in accordance with CPR 713, unless reflected in supplemental agreements.

5. This agreement becomes effective upon MACOM approval. It will be reviewed annually.

APPROVED:

for Robert L. Moore

WILLIAM S. FRAIM
Civilian Personnel Director
US Army Forces Command
Fort McPherson, GA 30330

DATE: 7 Sep 1984

APPROVED:

ALTON C. RESSLER
Assistant DSCPER
HQ USAINSCOM

DATE: 15 Aug '84

APPENDIX K

Transfer of SSO Responsibilities

Staff Study

Prepared by the USAFSSA, S2 Office

10 June 1986

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY FIELD STATION
SAN ANTONIO, TEXAS 78243

IAS-SA-CDR

09 June 1986

SUBJECT: Transfer of Special Security Responsibilities

Commander
CONUS MI Group
Fort George G. Meade, MD 20755

1. I recommend that the Special Security Responsibilities for United States Army Field Station San Antonio be transferred from Special Security Office, Fort Sam Houston, TX to the Air Force Special Security Office, Headquarters, Electronic Security Command.

2. The attached Staff Study, conducted by the Field Station San Antonio S2, indicates that substantial savings in man-hours and expense would result from the requested transfer. Through elimination of duplicate efforts and the expansion of technical resources available, this transfer would greatly enhance the production and effectiveness of Field Station San Antonio. Additionally, this transfer would expedite all SCI security actions that are common between the Air Force's 6960TH Electronic Security Wing and this unit, thus creating a closer cooperative working environment.

3. Request favorable consideration of this action. All efforts to expedite this transfer will be greatly appreciated.

Brian C. Warren
BRIAN C. WARREN
LTC, MI
Commanding

Attachment

DEPARTMENT OF THE ARMY
HEADQUARTERS, U S ARMY FIELD STATION
SAN ANTONIO, TEXAS 78243-5360

LAS-SA-INT

28 May 1986

SUBJECT: Transfer of Special Security Responsibilities

1. PROBLEM. To determine whether Special Security Support for United States Army Field Station San Antonio should be transferred from Special Security Office, Fort Sam Houston to Air Force Special Security Office, Headquarters, United States Air Force, Electronic Security Command (ESC).

2. ASSUMPTIONS.

a. Field Station San Antonio will continue to require Special Security support, due to the nature of it's mission.

b. Demands on Special Security support will continue to grow in direct proportion to the expansion of Field Station San Antonio's mission and personnel allocations.

3. FACTS BEARING ON THE PROBLEM.

a. Special Security Office, Fort Sam Houston is located 40 miles, round trip, from Field Station San Antonio.

b. Air Force Special Security Office, Electronic Security Command is located 10 miles, round trip, from Field Station San Antonio.

c. Field Station San Antonio is a tenant of the Consolidated Security Operations Center (CSOC) on a compound which is controlled by the Electronic Security Command which is responsible for physical security and access control.

d. Expanded assets for intelligence support of the mission of Field Station San Antonio are available through the Headquarters of the Electronic Security Command.

e. Current clearance status of U.S. Army personnel assigned to Field Station San Antonio are maintained by both Special Security Office, Fort Sam Houston and by Headquarters, Electronic Security Command.

f. Headquarters, Electronic Security Command is the badge issuing authority for the Consolidated Security Operations Center (CSOC).

g. Under the current system, security violations involving U.S. Army personnel are reported through both the Air Force and the Army Special Security channels. This creates an enormous duplication of effort and a waste of valuable man-hours.

h. U.S. Army personnel assigned to the Joint Electronic Warfare Center (JEWC) are supported by the Air Force Special Security system.

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4. DISCUSSION.

a. Advantages to transferring Special Security responsibilities from the Special Security Office, Fort Sam Houston to the Air Force Special Security Office, Headquarters, Electronic Security Command.

(1) Headquarters, Electronic Security Command would become the recipient of clearance status messages concerning personnel assigned to Field Station San Antonio. This would eliminate the need of duplicate records and of courier runs from Fort Sam Houston to deliver these messages to the Field Station. ESC is the controlling authority for certain special NSA accesses. CSOC personnel are currently briefed by ESC for those accesses, and those special clearances are passed by ESC for TDY trips.

(2) Security violations would be reported through a single Special Security channel, thus eliminating the current duplication of effort and waste of man-hours.

(3) The resources available through Air Force Special Security channels located at Headquarters, Electronic Security Command, would add valuable technical support to the mission performed by Field Station San Antonio.

(4) Courier requirements for SCI material would be lessened as a single courier run from Headquarters, Electronic Security Command could support Field Station San Antonio. This would eliminate the need for the 40 mile round trip courier run to Fort Sam Houston to transport SCI material.

(5) Special Security Office, Fort Sam Houston would no longer be required to maintain a Special Security representative at Field Station San Antonio.

b. Disadvantages to transferring Special Security responsibilities from the Special Security Office, Fort Sam Houston to the Air Force Special Security Office, Headquarters, Electronic Security Command: No distinct disadvantages have been noted at this time.

5. CONCLUSION. For all parties concerned a transfer of Special Security responsibilities from the Special Security Office, Fort Sam Houston to the Air Force Special Security Office, Headquarters, Electronic Security Command would be an operational improvement. It would allow a more cohesive and successful working relationship between Field Station San Antonio and the Air Force Electronic Security Command. This transfer would also benefit Special Security Office, Fort Sam Houston, in that the complications encountered in long distance Special Security support could be eliminated.

6. RECOMMENDATIONS.

a. That the conclusion in paragraph 5 be approved.

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b. That this study be forwarded through separate command channels to the next higher headquarters, with a request that this action be taken.

c. That this action be expedited and made a priority issue.

Kevin K. Keckler
KEVIN K. KECKLER
SSG, USA
Field Station San Antonio S2/SSR

CONCURRENCES/NONCONCURRENCES

Commander, USASSD, Fort Sam Houston — Concur/~~Nonconcur~~

Electronic Security Command (IN) — Concur/Nonconcur

Commander, 6993 ESS — Concur/~~Nonconcur~~

ANNEXES ADDED: None.

ACTION BY APPROVING AUTHORITY:

Approved/~~Disapproved, including/excluding exceptions as noted.~~ BCW

Brian C. Warren
BRIAN C. WARREN
LTC, MI
Commanding