



DEPARTMENT OF THE ARMY
HEADQUARTERS, EIGHTH ARMY
UNIT #15236
APO AP 96271-5236

JAN 19 2024

EACG (600-8-8b)

MEMORANDUM FOR All U.S. Army Soldiers Newly Assigned to Korea

SUBJECT: Eighth Army Command Policy Letter #31, In-processing Korea

1. References:

- a. Army Regulation 600-8-8, The Total Army Sponsorship Program, 28 June 2019.
- b. USFK Regulation 614-2, In-processing and Orientation Program, 26 June 2013.

2. This policy applies to all U.S. Army Soldiers, in the rank of Colonel and below, arriving to Korea and in-processing the theater gateway.

3. In-processing is the #1 priority for newcomers. Centralized in-processing to Korea, conducted at U.S. Army Garrison Humphreys, sets the foundation for all Army Forces in Korea to arrive to their units ready to "Fight Tonight." All newly arrived personnel will complete administrative and financial in-processing and theater-specific online training prior to being released to their gaining unit.

4. Unit sponsors are expected to coordinate with arriving Soldiers (and families) to ensure a smooth arrival and integration. All in-processing Soldiers are under the operational control (OPCON) of 2D Infantry Division (2ID) as they process through the theater gateway until complete and officially released by 2ID to the gaining unit.

5. The first O-6 Commander in the Soldier's chain of command has the authority to approve exceptions for flexible or abbreviated in-processing. Regardless of any approved exception, all ranks must still complete the mandatory tasks outlined in the Eighth Army in-processing program of instruction. **All Soldiers will complete financial readiness in-processing; No exceptions.**

6. The proponent for this policy is the Eighth Army G1 Directorate at DSN 315-755-2735/2741.

A handwritten signature in black ink, appearing to read "W M Burleson III".

WILLARD M. BURLESON III
Lieutenant General, USA
Commanding