



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON-YONGSAN
UNIT #15333
APO AP 96205-5333

IMYN-RS

29 JUL 2014

UNITED STATES ARMY GARRISON-YONGSAN (USAG-Y) POLICY LETTER 7-2

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Religious Support Activity Publicity

1. **REFERENCES:**

a. Army Regulation (AR) 165-1, Chaplain Activities in the United States Army, 3 Dec 09.

b. USAG-Y Policy Letter 1-13, Subject: Policy for Hanging Banners and Posting Flyers/Posters on USAG-Y Installations, dated 22 September 2014.

2. **PURPOSE:** To establish policy, guidelines, and procedures for publicity/advertising/marketing of all religious support activities on USAG-Y.

3. **APPLICABILITY:** The procedures outlined herein are applicable to all individuals, organizations, and ministries engaging in public religious support activities on USAG-Y.

4. **PROCEDURES:**

a. Per AR 165-1, all religious support activities on the Garrison are the responsibility of the Garrison Commander as part of her Command Master Religious Plan and are directed and supervised on her behalf by her Command Chaplain, the Garrison Chaplain.

b. The intent of the Garrison Chaplain's supervision and direction is to provide the best religious support to all authorized recipients of USAG-Y, while also serving the Commander by ensuring ministries operate according to AR and USAG-Y policies. Specifically, regarding religious support activity publicity/advertising/marketing, the Religious Support Office (RSO) serves the Commander and respective ministry by:

(1) Proofing all products/layout prior to public dissemination.

(2) Coordinating the timing and impact of multiple ministry messages during any given period.

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(3) Reviewing all requests/messages for appropriateness, correctness, and compliance with associated regulations and policies.

c. The following are procedures for religious activity publicity, advertising, and/or marketing:

(1) No religious material of any kind or advertising for any religious activity is allowed to be posted in any USAG-Y facility or area without the approval of the Garrison Chaplain. This includes Morning Calm Weekly Newspaper, Community Information Channel, E-Marquee, Banner, Armed Forces Network (AFN) TV or Radio, Housing Areas, Facebook/Social Media Sites, Webpage, Commissary/Post Exchange (PX), etc.

(2) The Garrison Chaplain is the approving authority on all advertising items for religious support activities posted in USAG-Y chapels and on the installation. Unit chaplains may post in their unit area items that support their ministry according to the guidance of their Commanders.

(3) The hanging of banners is controlled, by policy, through the Family Morale, Welfare and Recreation (FMWR). The only location authorized to hang banners besides the FMWR banner poles throughout post (at a cost of \$100 per banner pole) is the Commissary fence. To request either use of the banner poles or Commissary fence locations, the RSO is the point of coordination and approval.

5. Point of contact for this policy is CH (LTC) Daniel S. Oh, Religious Support Office at DSN 738-3011.



MARIA P. EOFF
COL, LG
Commanding

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