



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

26 JUN 2017.

IMYN-ZA

**UNITED STATES ARMY GARRISON-YONGSAN (USAG-Y) POLICY LETTER # 54**

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Religious Support Activity Publicity

1. **REFERENCES:**

a. Army Regulation (AR) 165-1, Chaplain Activities in the United States Army, 23 Jun 15.

b. United States Army Garrison-Yongsan (USAG-Y) Policy Letter 1-13, Subject: Policy for Hanging Banners and Posting Flyers/Posters on USAG-Y Installations.

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 his Command Master Religious Plan and are directed and supervised on his behalf by his 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, Command Channel, E-Marquee, Banner, AFN TV/Radio, Housing Areas, Facebook/Social Media Sites, Webpage, Commissary, and Post Exchange.

(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 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) Terrell L. Jones, Religious Support Office at 738-3011.



J. SCOTT PETERSON  
COL, CA  
Commanding

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