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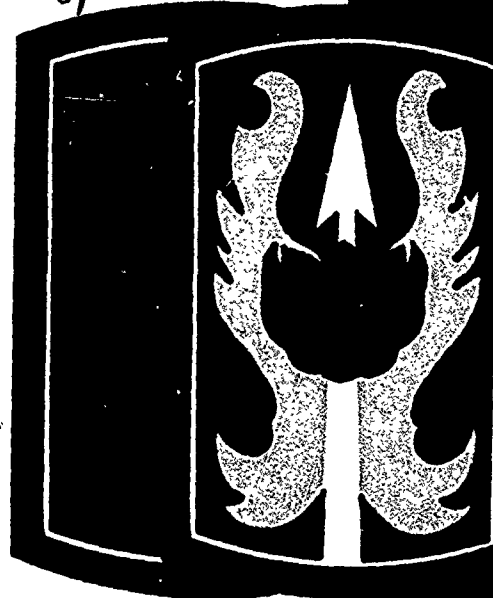
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199th INF BDE AFTER ACTION REPORT
OPERATION KEYSTONE ROBIN

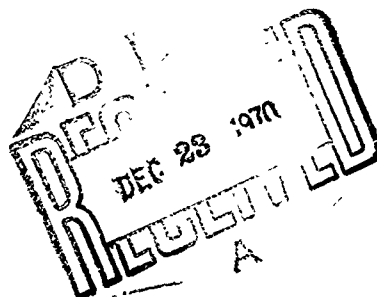


DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)
APO 96279

REDEPLOYMENT - 1970

AFTER ACTION REPORT

OPERATION KEYSTONE ROBIN



12 October 1970



DEPARTMENT OF THE ARMY
HEADQUARTERS, 199TH INFANTRY BRIGADE (SEP) (LT)
APO SAN FRANCISCO 96279

AVBH-CO

12 October 1970

SUBJECT: After Action Report - OPERATION KEYSTONE ROBIN

SEE DISTRIBUTION

1. The attached document reports as candidly as possible the preparation for and the redeployment of the 199th Infantry Brigade (Separate)(Light) from the Republic of Vietnam during the period 1 September to 12 October 1970.
2. This redeployment and subsequent inactivation of the REDCATCHER Brigade closes a period of four and one half years of active service, including 47 months of combat. Organized, equipped and trained especially for counterinsurgency operations in the Republic of Vietnam, the Brigade has had more than its share of successes. For its combat performance, the Brigade received the United States Army Valorous Unit Award and two awards of the Vietnamese Cross of Gallantry with Palm. In the critical area of civic action the contributions of the Brigade were recognized by award of the Vietnamese Civic Action Honor Medal. These awards not only acknowledge the contribution of the Brigade, but epitomize the heritage of the "REDCATCHER" in the Republic of Vietnam: VALORISM, PROFESSIONALISM and HUMANITARIANISM.
3. This report covers the last seven weeks of the Brigade's active service in Vietnam and is an explication of the mechanics of disengaging from combat operations, disposing of the Brigade's TO&E and PC&S property, and processing almost 5000 of its personnel for reassignment. This report is written with the intent that it be useful to other units involved in redeployment operations. Accordingly, we have attempted to identify as many problems as possible. In many cases the problems were anticipated and avoided. However, where these problems were considered to be significant they are identified herein with the hope that they may also be avoided by other units undergoing redeployment.

1 Incl
After Action Report

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199th Infantry
Commanding

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DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

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DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

1. PURPOSE. This report reviews and analyzes the redeployment of the 199th Infantry Brigade with particular emphasis on the adequacy of staff planning. The report is intended to provide assistance to similar units engaged in redeployment planning and/or execution.
2. MISSION. On 29 June 1970, the Brigade was notified that it would be included in President Nixon's Phase IV Withdrawal. The Brigade was directed subsequently to prepare necessary plans to execute a phased stand-down of units commencing on 1 September 1970, with a redeployment departure date from the Republic of Vietnam of 12 October 1970. Later instructions directed the Brigade to organize an Honor Guard Element to accompany the colors to Fort Benning, Georgia for appropriate inactivation ceremonies. The majority of the Brigade's personnel and equipment was to revert to control of U.S. Army Vietnam (USARV) and to be allocated throughout Vietnam.
3. BACKGROUND. a. Tactical Situation
 - (1) During the last six months of combat, the 199th Infantry Brigade's tactical area of responsibility (TAOR) was extended in an effort to further seek the enemy and his logistical bases. The tactical area of responsibility from September 1969, through March 1970, included the area represented in figure 1. This area was shared with the 18th ARVN Division located at Xuan Loc. Coordination between the 18th ARVN Division and the Brigade was excellent since the two headquarters were adjacent to each other. In addition to conducting combined operations, the upgrading of the 18th ARVN Division and Territorial Forces within Long Khanh Province was a primary mission of the Brigade. This effort was accomplished by forming mobile training teams at battalion level to train the Territorial Forces. Through close coordination with the respective District Chiefs, the Regional and Popular Force (RF/PF) units at selected hamlets were given training in an effort to improve pacification of the area and the operational capability of these units. The Brigade formed an effective mobile training team to develop the proficiency of the 18th ARVN Division and other Territorial Forces. Numerous joint Regional Force and Popular Force operations were

conducted with emphasis placed on giving allied leaders experience in employing US support assets especially helicopter, artillery, gunship, and USAF support. The experience and confidence gained from these operations led to separate offensive operations and allowed "Redcatcher" units to concentrate in areas with increased enemy activity. During this period operations were conducted against two NVA Regiments, a VC Military Region HQ's, a Province HQ's, and normal VC/NVA infiltration routes. These operations blocked easy entrance into the Bien Hoa/Long Binh complex. Continuous operations by the Brigade and the 18th ARVN Division inflicted heavy damage on the enemy forces, forcing one NVA Regiment to move out of Long Khanh Province to escape the destructive effects of these operations. The VC Military and Province HQ's units were unable to continue to conduct the necessary commo-liaison and resupply activities with their subordinate units. Even though these units remained in the area, they were brought to a very low operational level.

(2) On 1 March 1970, the Brigade, after forcing the 33d NVA Regiment out of Long Khanh Province and into Binh Tuy Province, requested and received permission to expand the Tactical Area of Responsibility into portions of Binh Tuy Province, to maintain continuous pressure on the fleeing NVA Regiment. This expansion of operations was a test of the quality of the 18th ARVN Division and the Territorial Forces of Long Khanh Province. These Vietnamese units fought effectively, and inflicted heavy damage upon the VC/NVA forces in Long Khanh Province. Land clearing operations began in force, opening lines of communications on route 333 into the "Rice Bowl" located near Vo Dat/Vo Xu in northwestern Binh Tuy Province. Land clearance, a logical extension of ground reconnaissance, reduced enemy movement in these areas and denied them resupply of food and ammunition.

(3) The shift into Binh Tuy Province set the stage for the phase-out of the Brigade. With this shift the 18th ARVN Division and RF/PF units assumed a large portion of the responsibility for Long Khanh Province and demonstrated fully their capacity to adequately cope with the enemy force. It was planned to give them total responsibility for the area. However, the Cambodian operation and the redistribution of the 18th ARVN Division following the Cambodian operation prevented assumption of responsibility for the area of operations. The Commanding General, II Field Force decided, because of the weakened enemy within Long Khanh Province, to shift the 199th Infantry Brigade eastward into all of Binh Tuy Province. To accomplish this it was necessary to redistribute the area of operations within Long Khanh Province. This was done by dividing the area among 1st Cavalry Division, 25th Infantry Division, and the 11th ACR (see figure 2).

By 15 July, the old area of operations had been transferred to the new units and the Brigade moved entirely into Binh Tuy Province retaining a very small portion of Long Khanh Province. The battalion and brigade command posts were relocated to fit the new tactical responsibilities of the 199th.

(4) The Brigade immediately began conducting operations against the 33d NVA Regiment, Headquarters Military Region-7, elements of the 84th Rear Service Group, and Ba Long Province Headquarters. These operations kept the 33d NVA Regiment constantly moving and denied them access to population and food resources throughout the area of operations.

(5) In early July, the Brigade located 46.8 tons of flour and had 68 Montagnards rally. The battered enemy could not muster the forces needed for large scale operations, as tactical units from each of the brigade's battalions continually sought out and destroyed any massing enemy force. As a result, the enemy moved in small 4-8 man groups. Emphasis was placed on small unit tactics which proved to be very successful. An extensive RF/PF training program was organized within Binh Tuy Province. This training was similar to that given within Long Khanh Province; however, because of the lack of ARVN forces in the Province it was important to improve the RF/PF units, enabling them to conduct operations which would deny the enemy access into their village and hamlet areas.

b. Planning

(1) Based on USARV OPLAN 183-70 dated 30 April 1970, the 199th Infantry Brigade's staff began planning for possible redeployment from Vietnam. When Phase IV (KEYSTONE ROBIN) was directed on 23 July 1970, staff planners gathered the information required, and on 8 August 1970, published OPLAN 183-70 which provided detailed guidance and schedules to units inactivating and to those units and staff agencies supporting the 199th Infantry Brigade's inactivation. Preparations began immediately for stand-down and equipment turn-in. As a result of this detailed planning, the execution phase of redeployment unfolded on schedule and was accomplished with minimum difficulty.

(2) Planning for and implementation of transfer of the tactical area of responsibility was eased by thorough coordination with the 1st Cavalry Division which assumed full responsibility for the Brigade's entire area of operation (see figure 3).

4. CONCEPT OF REDEPLOYMENT

a. Personnel and Administration. The primary function of the AG/S1 operations during redeployment was the reassignment of approximately 5,000 brigade personnel. Activities of the Chaplain, Provost Marshal, and Finance had to be concluded; all nonappropriated funds

had to be transferred or closed; and records disposition had to be completed. Careful perceptive planning pertinent to the reassignment of brigade personnel was one of the major factors contributing to the successful inactivation of the 199th Infantry Brigade. For details of all AG/S1 activities in connection with redeployment see Annex A.

b. Intelligence. The Brigade S2 section was required to dispose of all intelligence material and sensor strings and to reassign or discharge all Kit Carson Scouts. Details of these activities are at Annex B (Intelligence).

c. Tactical Concept. As withdrawal plans were being formulated, it was not known which unit would assume responsibility for the area of operations. Several different possibilities existed. Plans were made to allow for the orderly withdrawal on 1 September, of one battalion, followed by each of the other battalions at seven-day intervals. The units most distant from the brigade command post were withdrawn first. The order of withdrawal was based upon which unit presented the largest logistical problem and which unit was necessary to keep routes of communication open into the brigade area. As the withdrawal date drew near, it was determined that the 1st Cavalry Division would assume total responsibility for the entire brigade area of operations. On 1 September, the 5th Battalion 12th Infantry commenced its withdrawal from the northeastern portion of Binh Tuy Province; simultaneously, elements of the 1st Cavalry Division moved into that area and commenced operations. On 9 September, as the 3d Battalion 7th Infantry withdrew, the 1st Cavalry Division moved into the area near the South China Sea. The withdrawal was accelerated slightly and on 15 September, the last two battalions, 2d Battalion 3d Infantry and 4th Battalion 12th Infantry, were withdrawn. The control of the entire brigade area of operations had been assumed by the 1st Cavalry Division (See Sequence of Key Events, Appendix 1 to Annex C).

d. Logistics Concept and Preparation. The problem facing the Brigade S4 was to move a separate Brigade and its equipment from a field combat configuration to a central location, clear and turn-in all real property and bulk supplies in the area, billet and feed almost 5000 members of the Brigade, and prepare and turn-in all TO&E and PC&S equipment in the Brigade.

(1) The accomplishment of these and the numerous related tasks called for detailed early planning and close monitoring and supervision of the brigade activities across the entire logistic spectrum. The details of this planning and the execution of the logistic activities are analyzed fully at Annex D.

(2) There is much to be learned in preparation for redeployment

with respect to the schedule for logistic activities by examining closely the details incorporated at Annex D.

e. Civil Military Operations. During redeployment, the Brigade S5 section was required to complete, terminate, or transfer Civic Action Projects and Programs within the brigade area of operations. In addition, a major psychological operation was conducted to explain the Brigade's departure to the Vietnamese. Details of these activities with a discussion of problems encountered and their solutions are included in Annex E.

f. Communications Electronics. The 313th Signal Company was responsible for turn-in of brigade signal equipment while it maintained essential communications facilities during redeployment. Details of this operation, problems encountered, and suggestions for future redeployment may be found in Annex F (Communications Electronics).

g. Concept of Engineering Operations. The 87th Engineer Company needed to consider two general areas of responsibility with respect to redeployment, engineer combat support and the disposition of real property and of salvagable material at forward positions in the area of operations. The transfer of responsibility for combat support functions to other engineer units was accomplished through coordination with Hq, II FFV. Maintenance of lines of communication within the area of operations (i.e. roads and airfields), and production of portable water at fire support bases were assumed by other engineer units. In one case, ardylator equipment was laterally transferred to the in-coming unit. Disposition of real property at fire support bases was accomplished either through lateral transfer to in-coming units or by dismantling the fire support bases and salvaging usable material. Two fire support bases were transferred to other USARV units; one was transferred to the Province Chief for use by RF/FF's; the others were dismantled. Pursuant to USARV directive all fire support bases were mine-swept to detect buried and/or abandoned U.S. equipment and material. No problems or obstacles were encountered in the course of the above operations and procedures.

h. The redeployment of the 199th Infantry Brigade required the development of detailed plans for the orderly transfer of responsibility for base camp functions and real property accountability. Details of this will be found in Annex G (Base Camp Transfer).

i. Public Information. The 40th Public Information Detachment was required to prepare press packets and releases for the announcement of redeployment and acted as a referral agency for inquiries received prior to the authorized release of redeployment information. The Detachment covered all redeployment activities photographically. Problems encountered and recommendations of the Public Information Officer are contained in Annex H.

j. Inactivation and Final Ceremonies. The commander and staff of the brigade were responsible for planning and coordinating with USAIC the inactivation ceremonies the Honor Guard detachment was to participate in. Selection of the Honor Guard was accomplished prior to any units stand-down. An advance party left on 7 October, 5 days prior to the main body to iron-out and finalize plans for the arrival ceremony, processing and sequences of events to take place at Fort Benning. Several minor problems were encountered in the way of late preparation for the departure ceremony (See Annex I).

FIGURE 1

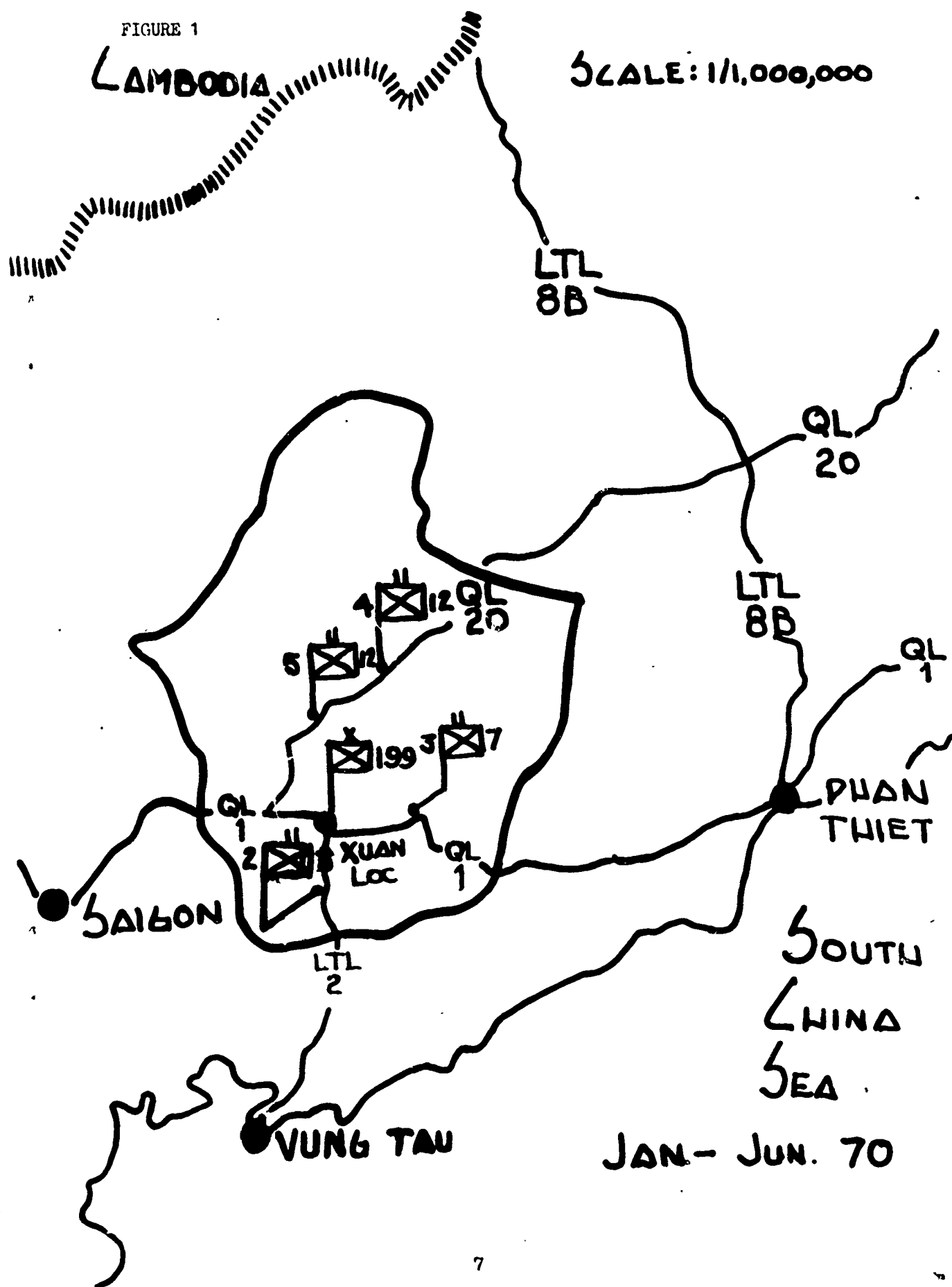


FIGURE 2

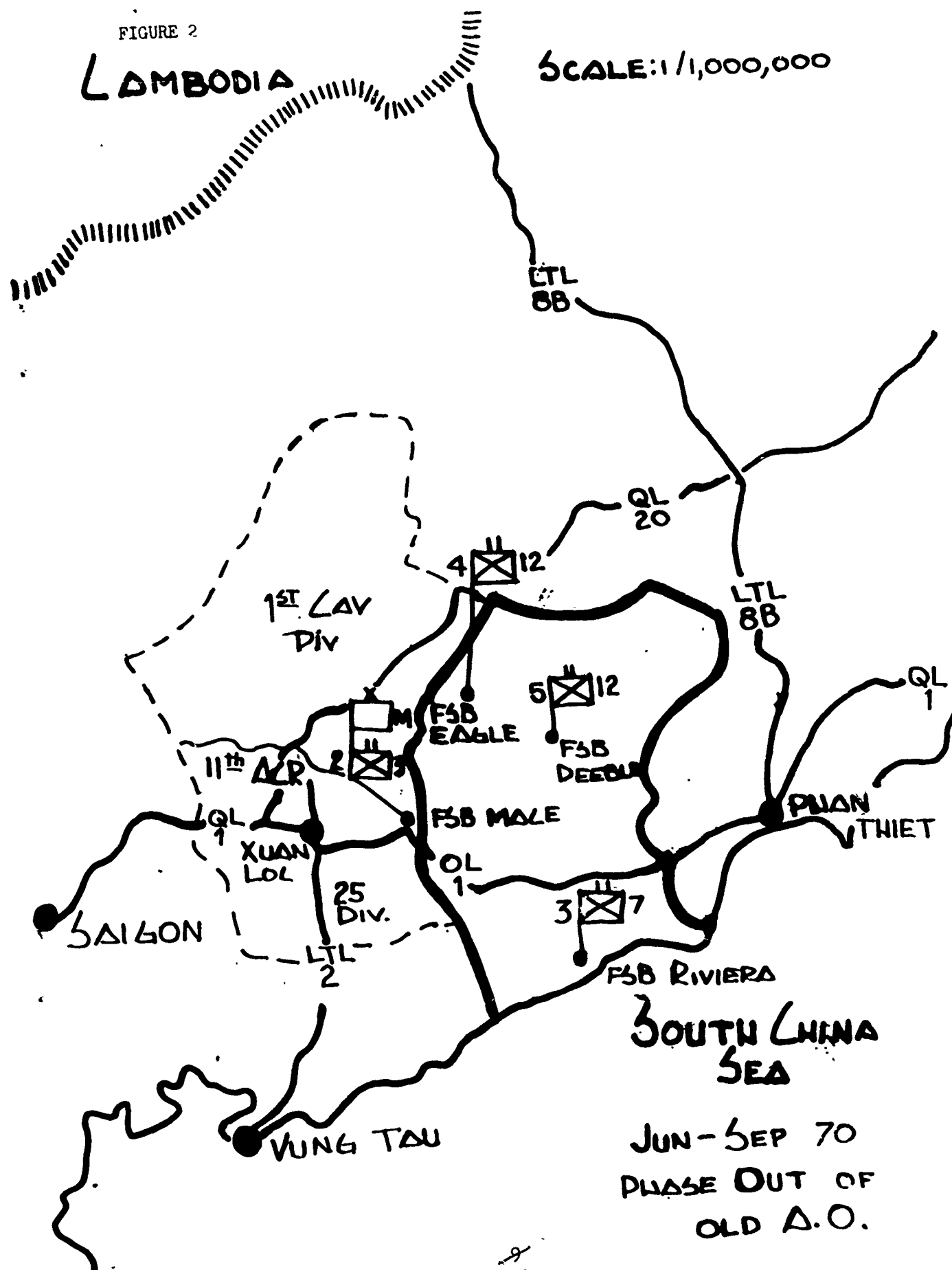
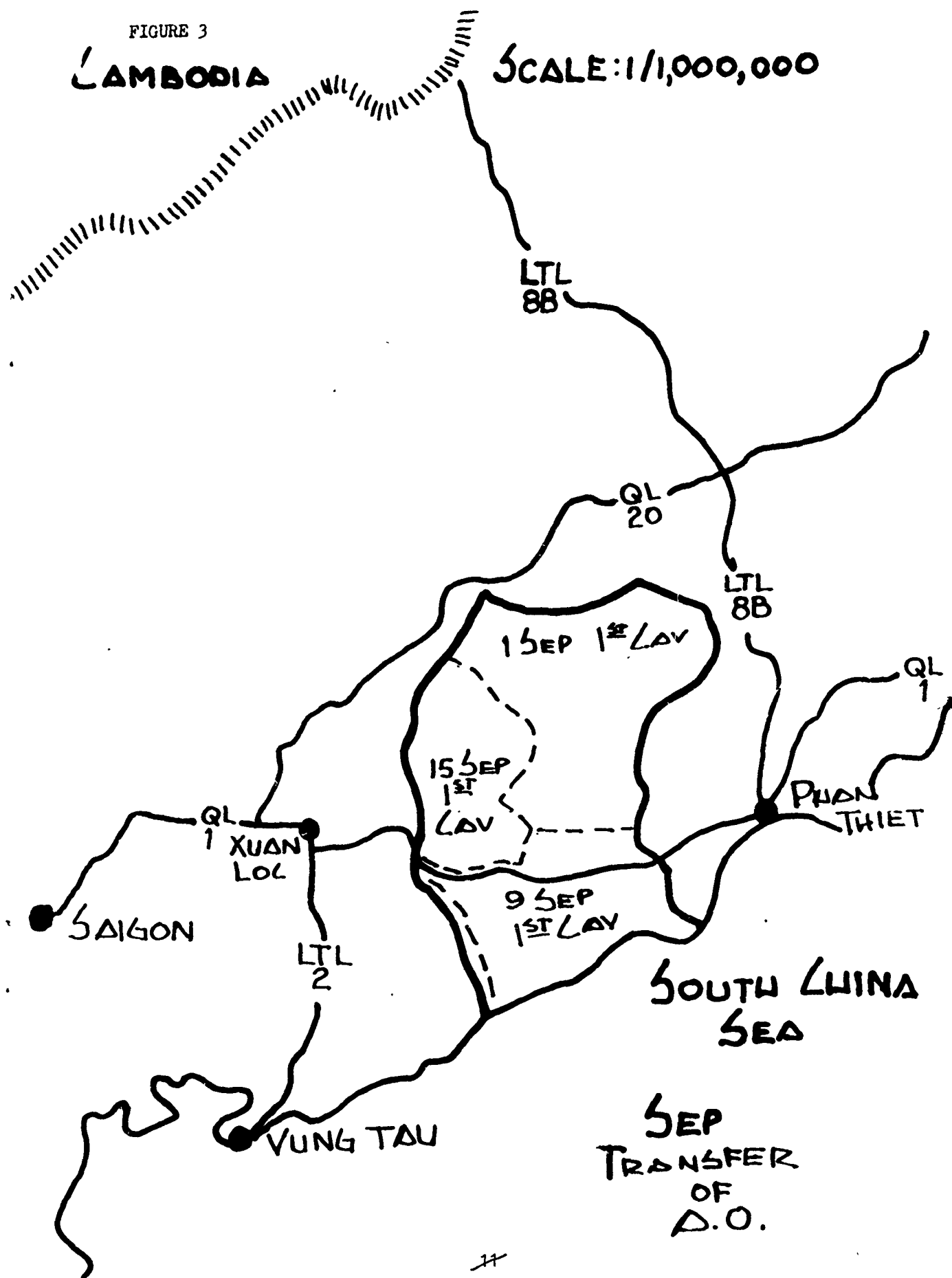


FIGURE 3

CAMBODIA

SCALE: 1/1,000,000



DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep) (Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX A (PERSONNEL AND ADMINISTRATION)

1. GENERAL. This annex covers all personnel aspects of the Brigade's redeployment. In addition the disposition of nonappropriated funds and the activities of the Chaplain, the Provost Marshall, and Finance are treated in detail (Appendixes 10-13).

2. PERSONNEL PLANNING.

a. Careful and perceptive planning was the key to the highly successful personnel redeployment of the 199th Infantry Brigade. Preparation for redeployment actually began in June, with a concentrated effort to purify the Brigade's automated data bank. In July and August, three special 100 percent verifications of automated data were made against hard copy records as well as three 100 percent verifications by units. These elements of data were the same elements used in all subsequent machine listings for redeployment. To maintain an automated data bank that was current and accurate, the Personnel Service Division kept a 24 hour processing rule in effect. This rule specified that any change affecting a personnel record would be posted to that record within 24 hours of receipt and, if required, would be simultaneously processed into the automated data bank. These procedures established and maintained a highly accurate and current data bank which proved invaluable to the personnel redeployment effort.

b. Nonreceipt of firm personnel redeployment criteria and overall classification of information pertaining to redeployment delayed efforts to complete plans for redeployment operations. However, this time was used for requisitioning blank forms, medals, certificates, and citations for eliminating backlogs in routine work areas, for identifying personnel on TDY and in CONUS pending the outcome of request for compassionate reassignment or hardship discharges, for intensifying efforts to purify morning reports, for making plans and preparations for personnel outprocessing facilities, and for reviewing all other areas of operations

to determine the impact of redeployment. For additional information see Appendix 9, Personnel Management.

c. A typing pool of 14 personnel was formed. These individuals were selected from the replacement stream and possessed a clerical MOS. Within a few weeks these enlisted men had acquired necessary skills for producing correct documents necessary for redeployment. The pool was used primarily by the Awards and Decorations Branch, although it was available for other branches of Personnel Service Division. This pool was especially useful in preparing general orders for awards and special orders for reassignment.

3. PERSONNEL SERVICES REDEPLOYMENT CONTROL. Personnel Service Division provided overall control and guidance for the redeployment effort in all personnel areas. It coordinated the activities of all branches of personnel, replacement detachment, transportation, financial, and medical areas. Additionally, it was responsible for scheduling and coordinating with units as they completed stand-down and served as a central source of personnel redeployment information. It did not assume any of the functions of any of its individual branches, but served to coordinate the overall effort and accomplished tasks generated by redeployment. The Chief, Personnel Service Division was responsible for publication of The Personnel and Administration, Letter of Instruction (see Appendix 2).

4. APPLICATION OF THE PERSONNEL CRITERIA. a. The Brigade was under a handicap in this area because the official criteria was not published prior to the first unit's stand-down. Basic information was obtained through personal and telephone contact with responsible personnel at USARV Headquarters and enabled the Brigade to go ahead with redeployment on schedule. Generally, there was no curtailment of individual foreign service tours.

b. The personnel redeployment planning provided for normal attrition in all units throughout the redeployment period with intra-brigade assignments made from early deploying units to later deploying units only to fill critical duty positions. Except in critical skill areas intra-brigade reassignments were not made to second or third segment units, since the period of utilization would have been minimal. The same was true with respect to fourth segment units (combat support and combat service support units), since these units would be able to retain all personnel (less DEKOS losses) through redeployment. This planning resulted from careful analysis of the current and projected strength postures

of all units. The following facts and considerations were examined:

(1) Commanders were interested in obtaining personnel with critical skills rather than "bodies." In addition, projected strength estimates indicated that units would experience a tolerable decline from current and projected strength postures.

(2) In considering the provision of filler personnel to maintain effective combat strength, a utilization period of at least 30 days is highly desirable; no such utilization was possible.

(3) Two officers and 37 enlisted men were assigned from the first unit to stand-down to HHD, 7th Support Battalion. These men were used by 79th Maintenance Battalion at Long Binh Post for turn-in of equipment and material as units of 199th Infantry Brigade proceeded to stand-down.

(4) Reassignments cause highly undesirable turbulence in the automated data bank. For successful redeployment an accurate data bank as previously noted is vital. Each reassignment creates additional possibilities for costly errors.

(5) Policy was established by USARV that individuals with a normal DEROS on or before 12 October 1970, were to be reassigned internally. This was done to prevent individuals reporting to a new unit and processing for DEROS shortly after arrival at the gaining command. Individuals with a DEROS between dates 12 October and 25 October, whose unit had a final stand-down date of 2 October or later, had their DEROS adjusted to 11 October. Again this was done to ease the administrative burden of the gaining command. Each reassignment within the Brigade added considerably to an already heavy administrative workload. Despite a virtual absence of intra-brigade reassignments, more than 1,000 special orders were issued, some 425 officer efficiency reports were prepared, 800 general orders and award citations were prepared, numerous promotion orders were cut, and more than 5,000 soldiers were completely and accurately outprocessed and shipped to new stations. These actions, which normally are accomplished in 12 months, were completed in 40 days.

c. To execute this plan, the personnel criteria were programmed against the stand-down schedule of each unit, resulting in machine listings of personnel by category. Machine listings were then

carried to each unit for establishment of availability dates and assignment preferences (officers and senior enlisted). At the same time, management specialists procured listings of critical MOS shortages to determine personnel needs by units to continue their tactical and redeployment missions. Resources to fill these shortages could be obtained from early stand-down units or from USARV, if necessary. While units were verifying the accuracy of the machine listings, a similar verification was conducted by the Personnel Records Branch, using hard copy records. On return of the rosters from the field, the two rosters were reconciled and corrections were made. This procedure assured a near perfect data bank.

d. Due to the overall classification of the project it was not practicable to allow all personnel to put in preference statements. However, officers and senior enlisted men were allowed to indicate three choices of assignment.

e. When this was brought to the attention of USARV Headquarters, that requirement was deleted from USARV OPLAN 183-70.

5. REDEPLOYMENT DOCUMENTS. a. Only four items of congressional correspondence concerning redeployment were received by the Brigade during Operation Keystone Robin.

b. The Personnel and Administration Letter of Instruction, published 20 August 1970, covered all personnel and administrative aspects of redeployment (Appendix 2). It remained the basic reference throughout redeployment.

c. The Adjutant General Section also originated several other documents to inform the Brigade of personnel redeployment activities. However, due to security classification the information was disseminated verbally.

6. REASSIGNMENT ORDERS. The issuance of more than 1000 reassignment orders presented significant organizational problems. To handle the volume, the Personnel Management Branch used the typing pool established for such situations. This pool then prepared stencils assigning paragraph numbers of a special order to be issued on a date specified by the personnel management officer. On the specified day the special orders containing all reassignment instructions for a particular segment were released. This provided units and Personnel Management Branch with a handy and inclusive reference. Copies of the reassignment were distributed to the Personnel Records Branch. These copies became the basis

for all outprocessing schedules.

7. OUTPROCESSING. The Records Section was in charge of the outprocessing operations. Personnel due for outprocessing were brought to the initial assembly area by the losing unit. Individuals scheduled for departure on that day were delivered with all baggage after completely clearing their unit. Personnel being assigned up country were sent back to their unit, after processing, for departure early the next morning. After a briefing at the initial assembly area groups of 25 were brought to the processing area. After being processed through finance, the medics, management, awards, records check, and ID cards and tags, records for 1st Cav and 25th Div personnel were collected for group delivery to the gaining unit. Individuals being assigned to other units had their records hand carried by the senior man assigned to that unit. For more detailed information on outprocessing activities see Appendixes 3 and 4.

8. AWARDS AND DECORATIONS. a. The Brigade policy on awards before redeployment was that a soldier could receive three basic awards per tour. (1) An achievement award for 5 months; (2) A second achievement award for a second 5 months; (3) and a service award for the individual's tour, usually 12 months. These were not automatic, the individual had to be recommended for them.

b. When Awards and Decorations was informed of redeployment it was apparent that certain people would be reassigned in the middle of our established award periods. The policy was changed as follows:

(1) Achievement awards. The cut-off date for all achievement awards would be the first date of a unit's stand-down. An individual must have completed 90 days of service with the 199th Infantry Brigade by the first date of stand-down to receive an initial achievement award by submission of a DF. He must have completed an additional 90 days from his first five months award to receive a second achievement award. Individuals could be submitted for period of less than 90 days; however, application would have to be submitted on USARV Form 157R with a narrative description stating why award should be given. This recommendation would then be boarded for approval/disapproval.

(2) Service awards. USARV approval was obtained to present individuals a service award whose DEROS was within 60 days of their last day of their unit's stand-down.

c. All awards were processed as quickly as possible with the normal processing time for achievement and service awards being three days. Awards and Decorations made extensive use of the typing pool for preparation of citations, orders, and certificates. Everything possible was done in order to expedite awards so that the individual could be presented his award at his unit's last awards ceremony during stand-down. Each individual's records were checked to make sure that he had received all awards earned while serving in the 199th Infantry Brigade.

9. REENLISTMENT. a. With the announcement of redeployment, reenlistments in the Brigade fell sharply. Emphasis was placed on the USARV In-Country Reassignment Option, table 63, AR 601-280, which offered a change of assignment to eligible personnel not completely satisfied with the assignment instructions received from USARV. Arrangements were made with HQ, USARV, to obtain assignment instructions for personnel desiring to reenlist for a different unit as rapidly as possible. However, there was very little response to this program. Apparently, eligible personnel were waiting until they actually began duties with their new units before making any reenlistment decisions.

b. Reenlistment statistics:

| | <u>ORJ</u> | <u>1st Term RA & AUS</u> | <u>Career RA</u> | <u>Total Reenl</u> |
|----------------|------------|------------------------------|------------------|--------------------|
| September 1970 | 49 | 1 | 5 | 6 |
| October 1970 | 0 | 0 | 2 | 2 |

10. ADMINISTRATIVE SERVICES. Normal Administrative Service Division operations continued throughout the redeployment of the 199th Infantry Brigade. Records management, reproduction of orders, closing of publication accounts, and control of classified documents were of particular significance. For additional information see Appendix 5.

11. POSTAL. Postal operations did not increase significantly throughout the period of redeployment. However, emphasis had to be placed on insuring that postal locator cards were completed for proper disposition of personal mail. Unit mail rooms had to be closed and dropboxes sealed. Detailed information is contained in Appendix 6.

12. PERSONNEL ACTIONS. A significant increase in issuing ID tags and cards was noted by the Personnel Action Branch. Officer Efficiency Reports had to be prepared on all officers assigned to the Brigade. Details of control procedures is contained in Appendix 7 (Personnel Actions).

13. SPECIAL SERVICES. Special Services functions are particularly vital to the morale and esprit de corps of troops while units are being redeployed. Emphasis should be placed on this area of activity by every echelon of command. For information concerning Brigade Special Services activities see Appendix 8.

14. POST EXCHANGE. a. Initial guidance at the meeting between the 199th Infantry Brigade Staff and Long Binh Post stated the Post Exchange was to be transferred to the new command. Following the official inventory of 11 September 1970, the Post Exchange was transferred to the new command.

b. Retail sales during the reorganization period increased due to the influx of troops and the steady increase of stock.

c. Concession services such as laundry, tailor, and barber shop continued to operate as normal.

d. Personnel. (1) The military personnel were transferred to the exchange. This prevented further delay and aggravation during the reorganization period.

(2) Local national personnel remained in their present positions.

15. CIVILIAN PERSONNEL. General: Table of Distribution Authorization of civilian personnel spaces as designated by USARV G-3 Manpower Authorization was (1) Policy governing disposition of personnel and related funds was promulgated by letter on 7 September 1970 (Appendix 14).

(2) All Standard Forms 52 were at the Long Binh Area Civilian Personnel Office with appropriate dates of release.

(3) The last direct hire employee was released 11 October 1970. It should be noted here that all employees were phased out on dates coinciding with phase-out dates of individual units of the Brigade.

(4) Direct hire time sheets were at 7th Finance at the proper phase-out time to allow for final payment before, or shortly after, final release dates. Severance pay was paid to direct hire personnel in lieu of advance notice.

(5) Daily hire services were not used after 11 October 1970, and all cash and paid vouchers were returned to the Assistance-in-kind Custodian and the account was closed.

16. PROBLEMS AND RECOMMENDATIONS. a. Changes in Assignments. Changes in assignments were being made throughout the redeployment phase. Many of these changes were a result of individuals obtaining a "job" in a specific unit on his own and then the unit requesting that one of the USARV Replacement Divisions make the change of assignment. These changes resulted in numerous amendments and revocations of orders.

RECOMMENDATION: Recommend that once assignment instructions are issued, changes be kept to an absolute minimum.

b. Immunizations. In many cases individuals reported to the final outprocessing area without required immunizations. This created a backlog in the processing line and hindered the entire outprocessing activity.

RECOMMENDATION: The Letter of Instruction should clearly indicate the actions which should be completed prior to the individuals arrival at the outprocessing area. Unit commanders should stress that all immunizations be completed prior to outprocessing.

c. Awards and Decorations. Awards and Decorations Branch was not aware of all awards an individual had been presented.

RECOMMENDATION: That a card deck (5X8) be set up to monitor all awards an individual has received. The card should contain pertinent personnel data (i.e., name, rank, SSAN, organization, GO number and date of the award). These decks should be maintained on units of battalion size. The awards presented in the current organization should be entered on one side of the card and all previous awards on the reverse. This will preclude issuance of incorrect orders and elevate researching the individual 201 files for information. During outprocessing these cards will be invaluable in verifying awards information which should be entered on the individual's form 66/20.

d. ID Cards and Tags. Several personnel were missing ID cards

and tags during outprocessing.

RECOMMENDATION: Units should be instructed to submit name and pertinent information for all personnel needing ID tags. This should be accomplished as soon as knowledge of redeployment is known or prior to arrival in the stand-down area. Replacement of ID cards should be accomplished as soon as the unit moves in to the stand-down area but prior to outprocessing.

e. Officer Efficiency Reports. Many Officer Efficiency Reports were not completed prior to the departure of the rated individual.

RECOMMENDATION: As soon as knowledge of redeployment is known, OER's should be distributed under cover of an instructional DF. Special instructions to leave off ending dates and dates signed will preclude unnecessary retyping.

f. Postal Locator Cards. In many instances personnel reported to the outprocessing area without properly completed postal locator cards.

RECOMMENDATION: The number and types of locator cards required for outprocessing should be emphasized both in the LOI and by stressing it in the AG Contact Team Briefing.

g. Special Services. Due to the fluctuating stand-down schedule a planned program of athletic leagues is not feasible.

RECOMMENDATIONS:

(1) Stand-down units should be given priority and scheduled times for the utilization of Special Services facilities.

(2) Motion picture service to all units should be continued throughout stand-down.

(3) R&R quotas should be continued during the redeployment period.

(4) Transportation should be provided to all Special Services activities and schedules published in the daily bulletin.

(5) Special Services of a redeploying unit should be given

authority to have first priority over the drawing of expendable equipment from the nearest depot.

(6) An athletic and recreation officer should be appointed for each unit for better coordination between the Special Services Office and units during stand-down.

(7) USO Shows should be given to redeploying units.

APPENDIXES: See Appendix 1

APPENDIX 1 (LIST OF APPENDIXES) TO ANNEX A

| <u>NUMBER</u> | <u>TITLE</u> | <u>PAGE</u> |
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| | Tab C. Outprocessing area | |
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| | Tab E. Outprocessing station check | |
| | Tab F. Outprocessing checklist (Officers) | |
| | Tab G. Outprocessing checklist (Enlisted) | |
| | Tab H. Outprocessing checklist (Awards and Decorations) | |
| | Tab I. Outprocessing briefing | |
| 4. | Daily reports of outprocessing | |
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| | Tab G. Revocation of reassignment PCS orders | |
| | Tab H. DA assignment instructions | |
| | Tab I. Nonreceipt of assignment instructions | |
| | Tab J. Transmittal of DA Form 2496 | |
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| 10. | Nonappropriated Funds | |
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APPENDIX 2 TO ANNEX A

SUBJECT: Letter of Instruction (LOI), Personnel and Administration

SEE DISTRIBUTION

1. Inclosed are instructions concerning personnel and administration for use during the 199th Infantry Brigade redeployment. These instructions are effective immediately and take precedence over all other 199th Infantry Brigade directives dealing with the same subject.
2. The purpose of this LOI is to provide guidance to commanders, first sergeants, personnel staff noncommissioned officers, and company clerks during redeployment. Questions which are not resolved by the LOI should be directed to the appropriate office listed at Tab C.
3. Maximum dissemination of information on redeployment to all Redcatcher officers and men is essential. Upon receipt of this LOI, commanders should have most of the available information on personnel and administrative matters. The unit orderly room, therefore, continues as the basic source of information for 199th Infantry Brigade soldiers. During this period, it is imperative that proper military channels are strictly observed.
4. Individuals who are uncertain about required actions must not attempt to resolve the uncertainty through assumptions. They should refer inquiries through the proper channels to the appropriate agency listed. All such referrals are welcome at any time of the day or night and will receive prompt and decisive responses.
5. On arrival at the stand-down area, units will be met by representatives of the Adjutant General Section. Final plans for personnel and administrative outprocessing will be coordinated at that time.
6. All facilities of the Adjutant General Section are staffed and prepared to provide assistance or guidance required by unit

commanders. Personnel of the section are totally committed to the objectives of providing courteous, efficient, personal service to each member of the Brigade - service that will leave the soldier with the everlasting conviction that the 199th Infantry Brigade takes care of its own. Unit commanders are requested to bring any apparent deviations from these objectives to the personal attention of the Adjutant General.

FOR THE COMMANDER:

1 Incl
as

D.E. HUBBARD
Major, AGC
Adjutant General

DISTRIBUTION:

1-CO, 199th Inf Bde
1-XO, 199th Inf Bde
1-S1, 199th Inf Bde
2-AG, 199th Inf Bde
1-CO, 3d Bn 7th Inf
1-CO, 4th Bn 12th Inf
1-CO, 5th Bn 12th Inf
1-CO, 2d Bn 40th Arty
1-CO, 7th Spt Bn
1-CO, HHC 199th Inf Bde
1-CO, D Trp 17th Armd Cav
1-CO, 87th Engr Co
1-CO, 313th Sig Co
1-CO, Co M, 75th Inf
1-CO, 179th MI Det
1-CO, 503d Chem Det
1-CO, LSA MP Co

PERSONNEL AND ADMINISTRATION

1. SUSPENSE DATES: Meeting suspense dates during redeployment operations is especially important. Redeployment is a team effort requiring the efforts and cooperation of all organizations at all levels of command. If one element fails to meet its obligations, other corresponding actions by this and higher headquarters will be delayed. Such delays may adversely affect the speedy and accurate outprocessing of individuals and units.
2. R&R PROGRAM: The R&R Program will be continued. However, personnel must complete R&R two days prior to the first day of their units stand-down. Exceptions will be considered on an individual basis.
3. MOTION PICTURES: Units will notify the Special Service Division (BMB 5842) by telephone one day prior to the date they wish to terminate their motion picture account. Movement to Camp Frenzell-Jones will not interrupt service.
4. SPECIAL SERVICES PROPERTY: Separate instructions will be issued concerning disposition of special services property.
5. DIRECT COMMISSION; RETIREMENTS; APPLICATIONS FOR RA APPOINTMENT, OCS, AND WOFT; AND MARRIAGE TO FOREIGN NATIONALS: For actions still pending in these areas, this headquarters will notify the appropriate agency of the member's change of assignment. All approved applications remain valid.
6. EARLY RELEASE FOR SEASONAL EMPLOYMENT AND SCHOOL: All approved applications remain valid and new applications will continue to be accepted.
7. MORNING REPORTS: a. GENERAL: Commanders of inactivating/redeploying units must insure that morning reports are prepared as required by current directives throughout all phases of inactivation/redeployment. Final morning reports will be completed and forwarded to this headquarters on a date to be announced. Morning report files for inactivating units will be turned in to Administrative Services Division, AG Section, on a date to be announced. Disposition of morning report files for redeploying units will be announced. Final morning reports and morning report files must be completed and turned in on the dates specified by this headquarters.

b. REDUCTION OF STRENGTH: Due to normal losses, unit strength will be lowered gradually with a goal of zero strength as of the final day a unit is at stand-down. The only exception will be personnel in an AWOL status. More specific instruction regarding these individuals appears below. Units which can attain a zero strength will run the appropriate entry under RECORD OF UNIT ACTIONS/EVENTS on the morning report where a zero balance is attained. Temp depl of pers is entered in the action column, and the remark should read no pers asg or atch. (See Table 4-5, Rule 24, AR 680-1). Criteria for submission and information on entry of final morning report for inactivating units will be announced. Company clerks should be the last to leave a unit and will be responsible for submitting all morning reports during stand-down and delivering them to the Morning Report (MR) Section, Personnel Management Branch, Personnel Service Division.

c. AWOL: As a unit commences stand-down, it will forward the following documents to this headquarters, ATTN: AVBH-AGPM, regarding any men not previously reported as AWOL:

- (1) Report for Suspension of Favorable Personnel Action (DA Form 268).
- (2) A copy of the inquiry into the probable causes or motives for this absence IAW Para 4a, AR 630-10. The original copy should be in the unit's files.
- (3) A copy of the letter to the absentee's nearest relative IAW Para 5, AR 630-10.
- (4) A copy of the inventory of the absentee's personal effects, recording all items on Inventory of Personal Property (DA Form 442). Dispose of personal effects IAW AR 755-20.
- (5) Extract Copy of Morning Report (DA Form 188) (five copies) indicating the AWOL entries. Additional extract copies will be made if and when it becomes necessary to drop the individual from the rolls.
- (6) An Installation Clearance Record (DA Form 137) including conduct and efficiency ratings as of the absentee's last duty day.
- (7) Absentee's Health Record (DD Form 722) and Dental Record (DD Form 722-1).

Where any documents requested above are unavailable, submit a certificate to that effect signed by a commissioned or warrant officer. AWOL will be dropped from the rolls on the final day of stand-down IAW Para 29g, AR 630-10 and units will make the appropriate entry under RECORD OF UNIT ACTIONS/EVENTS.

d. GROUP ENTRIES: Units are encouraged to use group entries when possible and should refer to Para 3-8 and figures 3-2 and 3-3, AR 680-1. When orders are attached as inclosures, units are reminded that any personnel not included in the group change should be deleted by drawing a line through the name. The officer authenticating the morning report will initial each name lined out.

e. ABSENT PERSONNEL: Assigned personnel carried on the morning report in a status other than "present for duty" will be reported by name, grade, SSAN, DEROS, and duty status (hospital, leave, etc.), to this headquarters, ATTN: AVBH-AGPM, not later than three days prior to the stand-down date of the unit.

f. INQUIRIES: While this redeployment creates additional work for everyone, if a degree of caution is maintained to preclude error, all should go smoothly. Any questions related to the Morning Report should be submitted to the Morning Report Section.

g. FOR HQ & HQ CO 199TH: This is the only unit within the Brigade which will maintain personnel in the strength of its morning report throughout redeployment and it will have entries unique from those listed above. Because the unit will not attain a zero strength, close audit must be maintained as personnel are gained and lost. There are three entries required for PCS to CONUS, and Rules 12, 13, and 14, Table 4-5, AR 680-1 should be followed closely. Any AWOL will be dropped from the rolls on the day prior to departure for CONUS IAW Para 29h, AR 630-10, and the usual requirements for a DFR will be followed. Any questions should be directed to the Morning Report Section.

8. ID CARDS/TAGS: The redeployment of the 199th Infantry Brigade will require that each man have a properly prepared ID card and a set of ID tags. Facilities will be available in the stand-down area to prepare identification items.

9. OFFICER EFFICIENCY REPORTS: The redeployment of the 199th

Infantry Brigade will require that the majority of the officers assigned to the 199th have an efficiency report prepared on their performance of duty in the next 60 days. Because of the volume of reports that must be prepared, raters and indorsers are requested to start preparing in draft form the reports they must complete so that the reports can be completed expeditiously upon receipt from Personnel Actions Branch. No officer will be permitted to clear the Brigade until he has completed all reports he is required to make.

10. ENLISTED EFFICIENCY REPORTS: The planned deployment of the 199th Infantry Brigade will require the early initiation of Enlisted Efficiency Reports (DA Form 2166 or DA Form 2166-4, as appropriate). Information on the submission of these reports to this headquarters will be forthcoming.

11. CLEARANCE PROCEDURES: a. Current clearance procedures will be followed for officers, senior enlisted personnel, and personnel in grades E1 through E6 returning to CONUS.

b. Commanders will provide a roster of all E1 through E6 enlisted personnel being reassigned in Vietnam certifying that the agencies listed below have or will be cleared prior to the individual's departure. This certificate will include conduct and efficiency ratings and must be personally signed by the commander. Certificates will be furnished this headquarters on the first day of stand-down. Agencies to be cleared:

- (1) Orderly room
- (2) Classified documents
- (3) Unit supply
- (4) Unit reenlistment
- (5) Unit mail room
- (6) Library
- (7) Special Services

12. PERSONNEL PENDING ELIMINATION ACTION: a. Immediate and positive action will be taken to insure that all elimination cases are closed prior to a unit's redeployment from RVN.

b. Personnel for whom elimination cases cannot be closed prior to a unit's deployment will be reassigned (with flagging action maintained) by this headquarters.

13. BARS TO REENLISTMENT: Commanders will insure that all necessary bars to reenlistment are processed expeditiously and are completed prior to a unit's redeployment from RVN.

14. LEAVE AND PASSES: a. Seven day ordinary leave for personnel assigned to redeploying units must be completed two days prior to the unit's first day of stand-down. Passes may be issued at the discretion of the commander. Exceptions will be considered on an individual basis.

b. If it becomes necessary for a member of a unit scheduled for redeployment to take an emergency or ordinary leave (compassionate) and the member will not return prior to the date his unit is scheduled for redeployment stand-down, he will be reassigned to the Brigade Replacement Detachment or another unit within USARV, depending upon DEROS. If reassignment is involved:

(1) Compassionate leave personnel will clear their organization and bring all personal property with them to the rear if possible. If there is not sufficient time to clear and bring personal property, commanders will follow procedures directed for personnel on emergency leave below.

(2) Unit commanders are responsible for inventorying the personal property of emergency leave personnel and forwarding such property and member's health and dental records to the gaining command. This will be accomplished within three days after receipt of reassignment orders. At the same time, commanders will insure that proper clearance procedures have been followed. If the member is assigned to the Brigade Replacement Detachment, personal property and health and dental record will be delivered to that unit. If the reassignment is to a unit outside the Brigade, property and health and dental records will be forwarded by registered mail. In any case, this headquarters will be notified of shipping or delivery date and, if appropriate, registered mail number.

c. SPECIAL LEAVE: Special leave must be completed one day prior to the unit's first day of stand-down. If this is not possible, members will be reassigned by this headquarters prior to the effective date of the leave or prior to the first day of unit stand-down, whichever occurs first.

d. REENLISTMENT LEAVE: Reenlistment leave will be authorized for personnel who reenlist for other than Brigade units. Reen-

listment leave for all other personnel will only be authorized if they can complete leave one day prior to their unit's first day of stand-down.

15. LINE OF DUTY DETERMINATION: Prior to redeployment of units scheduled for stand-down, all outstanding LD determinations will be completed. It is imperative that commanders maintain close control on all suspense dates concerning LD determinations. Commanders will be required to furnish forwarding addresses of personnel involved in incidents when it is impossible to complete LD.

16. REASSIGNMENTS: Normal requests for reassignment out of the Brigade will be disapproved, effective immediately.

a. Effective immediately, reassignments within the Brigade will not be approved except under the most unusual circumstances. Requests for exceptions to this policy will be considered only if fully justified. Exceptions can be approved only by the SI for officers and the Adjutant General for enlisted personnel.

b. Reassignment instructions for individuals remaining in Vietnam will be furnished by HQ, USARV. This headquarters will issue orders prior to the first day of the member's unit stand-down.

c. For individuals who will be reassigned in Vietnam prior to DEROS the gaining command will issue PCS orders to CONUS or other oversea commands.

17. EXTENSION POLICY: a. All requests for extension of foreign service tour must be submitted at least 30 days prior to the first day of unit stand-down. Requests for extension must also meet the normal time requirements.

b. Requests for six-month extensions for assignment within the 199th Infantry Brigade (see d below) will be returned without action.

c. Individuals who have approved six-month extensions for the 199th Infantry Brigade and have not taken special leave will be given the choice of terminating their extensions or specifying three units of preference. Personnel in this category will be consulted individually by this headquarters for their choice of option.

d. Request for six-month extension in conjunction with a request for reassignment within USARV must be submitted between six and three months prior to DEROS and will be submitted in sufficient time to reach HQ, USARV 30 days prior to stand-down.

18. DEROS POLICY: Individuals with DEROS prior to or during the stand-down of their unit will follow instructions contained in their special orders.

19. AWARDS AND DECORATIONS: a. All deserving individuals may be recommended for an achievement award-Bronze Star Medal or Army Commendation Medal. Individuals with 90 days or more may be considered for one achievement award. Individuals with eight months or more may be considered for two achievement awards (one award for the first five month period and one for the next 90 day period or more). The cut-off date for computation of time is the first day of the unit stand-down. Commanders and heads of staff sections will use a disposition form to submit their recommendations. Sample format is at Tab A. Recommendations must be submitted to this headquarters ATTN: AVBH-AGPD, ASAP but NLT 15 days prior to the initial date a unit is scheduled for stand-down.

b. Commanders and heads of Staff sections will use a disposition form to submit recommendations for Army Commendation Medals and Bronze Star Medals for service awards. Sample format is at Tab A. Service and achievement awards will not be submitted on the same DF. All personnel scheduled to depart Vietnam 60 days or less following the last day of the individual unit stand-down may receive a service award from the 199th Infantry Brigade if recommended by their commanding officer. Those individuals who have at least six months in the Brigade when reassigned in country may be recommended for a service award by submitting a completed USARV Form 157-R. These recommendations will be placed in the individuals field military personnel file for consideration by the gaining commander. All recommendations for service awards will be forwarded to this headquarters, ATTN: AVBH-AGPD, as soon as possible but NLT 15 days prior to the initial date a unit is scheduled for stand-down.

c. Recommendations for award of the Air Medal will be accompanied by USARV Form 131 for all personnel except those on flying status as crew or non-crew members. Recommendations should be forwarded to this headquarters, ATTN: AVBH-AGPD, NLT 15 days prior to the initial date a unit is scheduled for stand-down.

All orders issued after this date will be processed as final awards and certificates will be prepared in accordance with Para 6, Appendix IV, USARV Regulation 672-1. Excess hours should be reported on USARV Form 131. This form, when properly completed and certified by the commanding officer, will be inserted in the individuals field 201 file.

d. Recommendations for foreign awards may be submitted only for those individuals departing Vietnam on or before 31 December 1970. The Vietnamese must receive these recommendations at least 30 days prior to the date an individual departs Vietnam.

e. Recommendations for unit awards can be initiated only by the senior/parent headquarters to the unit recommended. Proposed citations should be limited to approximately 20 lines of type, exclusive of introduction, including the naming of all participating units. The recommendations must be submitted in nine copies (reference: Letter AVBH-PD, Headquarters, USARV, 14 December 1969, Subject Unit Awards). Recommendations must arrive at this headquarters prior to the first day of stand-down but in no case later than 20 September 1970.

f. Awards ceremonies will be held within two days of the initial date a unit is scheduled for stand-down. All awards which have been completed and received by the unit will be presented to the individuals. Individuals should also be informed as to what awards are still pending.

20. POSTAL: a. Individual units will be required to prepare and monitor preparation of DD Form 1175 (locator card). Individuals must have clearance forms signed by a member of the team giving assistance in checking locator cards. Individuals will not be allowed to complete outprocessing without this signature. Each unit commander will have each individual prepare five (5) DD Forms 1175. One will be maintained by the company, one will be forwarded to the battalion mail room, and three will be brought to the outprocessing station.

b. Postal facilities will be increased in the rear to handle increased personnel moving into staging areas.

c. Individuals are encouraged to use hold baggage privileges. This is a free service provided by the Army. The Long Binh Personal Property Branch hold baggage facilities are available to individuals of the Redcatcher Brigade. If individuals do not

utilize hold baggage shipping authorization, customs free mailing may be obtained by placing one copy of orders in each parcel shipped through the post office. This service will be stamped by the postal clerk "Free entry claimed under public law. Movement orders enclosed." Parcels mailed require complete labels under other conditions. All parcels presented at the post office window for mailing will be handled at the mailers expense.

d. Packing, Preparing, and Mailing:

(1) Each article will be securely and substantially wrapped, consistent with the nature of the contents and climatic conditions, the length of the journey, and the numerous handlings necessary. The responsibility for proper packing rests with the sender.

(2) Mail which is not properly packed or wrapped to withstand normal handling will not be accepted for mailing.

(3) Types of Containers: Containers must be strong enough to retain and protect contents during the course of normal mail handling. Boxes or cartons of the following materials are commonly used: Corrugated or solid fiberboard, kraftboard, chipboard (for small items), fiber mailing tubes with metal ends, metal, and wood. Heavy wrapping paper or burlap or similar cloth may be used for parcels containing unbreakable goods which will not be damaged by the weight of other mail. The strength of carton required will depend on the weight, size, and nature of the article shipped.

(4) Size of Container: Air mail and Fourth-class parcels will not exceed 100 inches in length and girth combined nor weigh more than 70 pounds (SAM-5 pounds and 60 inches, PAL-30 pounds and 60 inches). The outer shipping containers should be the proper size to hold goods shipped with enough space for cushioning material inside. If the container is too large, the contents are apt to shift while in transit. If it is too small there will not be enough room for protective internal cushioning. An overstuffed carton may burst in transit.

(5) Chipboard Boxes: Small rigid telescoping chipboard boxes are usually used for small articles such as watches, jewelry,

pens, etc. These boxes equipped with metal clasps which hold the two parts together ordinarily need no further reinforcement to effect a proper closure. Jewelry or watches having a value of more than \$10.00 must be mailed as registered mail.

e. Nonmailable Matter:

(1) Nonmailable matter includes all matter which by law, regulation, or treaty is prohibited from being sent in the mail. The mailer is responsible that items mailed do not violate provisions of the law. Proper identification must be presented prior to mailing a package. Additionally, mailers are required to declare the nature of the contents of all parcels to preclude acceptance of matter prohibited by Parts 124 and 127, Postal Manual, and to insure compliance with Part 125, Postal Manual. The latter governs the conditions under which certain matter may be mailed.

(2) Any article, composition, or material which may kill or injure another; or damage mail or other property; or is otherwise undesirable, is not mailable. Included are the following:

(a) Obscene and indecent matter.

(b) Intoxicating liquors.

(c) Matches of all kinds, lighter fluid, and lighters containing fluid, when addressed to or from overseas APO.

(d) Magnetic material in air mail, MOM, SAM, and PAL having sufficient magnetic field to cause appreciable deviation of a compass sensing device of an aircraft.

(e) All kinds of poisons or matter containing poison (acid and alkalies).

(f) Oxidizing materials or highly flammable solids; or those which are likely, under conditions incident to transportation, to cause fire through friction.

(g) Poisonous animals (except those authorized in Part 125, Postal Manual).

(h) Disease germs or scabs.

(i) All explosives and flammable material which may ignite or explode.

(j) All firearms or major parts thereof addressed to, from, or between military post offices.

(k) Radioactive matter, except that authorized in Part 125, Postal Manual.

(l) Lottery, fraudulent, or libelous matter.

(m) Contraband (AR 190-22) and war trophies (AR 643-20).

(n) Narcotics drugs, except official mailings authorized by AR 40-61.

(o) Threatening letters (876 USC 18).

(p) Government property without an invoice or sales receipt. The only authorized government property is Army greens, khakis, stateside fatigues, towels, underwear, and accessories.

21. RECORD MANAGEMENT: a. Commanders of units and chiefs of staff sections will insure that all current files (70) and preceding files (69) with a retention period of two years or more, to include permanent files, are consolidated and turned in to AG Administrative Services Division for transfer to the Records Holding Area at Okinawa.

b. Files eligible for disposal will be destroyed. (Examples: Reference Publication Files such as MACV, USARV, and 199th Regulations, Circulars, etc, and Reference Paper Files which are no longer applicable.)

c. 1969 files will be boxed separately from 1970 files in unsealed standard size cardboard boxes obtained from AG-ASD. Classified files (to be shipped to Okinawa by registered mail) will be separate from unclassified files.

d. Boxes will be clearly marked with unit designation and contents (e.g. 4th Battalion 12th Infantry, 1969 files 2.01, 2.02, etc). A records shipping list (SF 135) will be prepared in accordance with para 5-6, AR 340-1 and AR 340-2 and placed inside each box.

e. Particular attention will be given to the following files:

DESCRIPTIONAR 340-2

- | | |
|--|------|
| (1) Organization Planning Files | 2-07 |
| (2) Operation Planning Files | 2-08 |
| (3) Publication Records Set Files (Combat Orders, etc) | 2-01 |
| (4) Personnel Type Orders Files (Special Orders, Unit Orders, Letter, etc) | 2-03 |
| (5) Command Reporting Files (Combat After Action Report, Operational Reports, etc.) | 2-12 |
| (6) Annual Historical Summary Files | |
| (7) Daily Journal Files | 2-06 |
| (8) Operational, intelligence, logistics, civil affairs, periodic or special reports, and other documents designated by the Military Historian as having special historical signifi- cance. | |

f. Personnel from AG-ASD will visit each unit on its first day of stand-down to give assistance to insure proper disposition of all files. Further assistance may be obtained by calling AG-ASD at 5936.

22. PUBLICATION CENTER ACCOUNTS: Holders of Publications Center Accounts at Baltimore, St. Louis, or Japan will forward to AG-ASD their Publication Account Numbers. These account numbers will be consolidated and forwarded to USARV Records Management who will in turn cancel all publication accounts.

23. OUTPROCESSING: a. As mentioned in the cover letter, as each unit stands down, it will be met by representatives of the Adjutant General Section. At that time, each unit will be furnished outprocessing rosters showing the exact time and date each member of the unit is scheduled to outprocess. Current planning requires that members outprocess and ship to their new units on the same day.

b. Personnel being reassigned within USARV will outprocess through a special in-country outprocessing facility at Camp Frenzell-Jones.

c. Personnel returning to CONUS prior to or during redeployment will outprocess through the current Personnel Service Division facilities at Camp Frenzell-Jones. These individuals will follow reporting instructions in special orders.

TABS:

- A. Recommendation for Awards
- B. Termination of Publication Accounts
- C. Adjutant General Sections

TAB A (RECOMMENDATION FOR AWARDS) TO APPENDIX 2 TO ANNEX A

AVBH-AGPD

SUBJECT: Recommendation for Awards

TO: Commanding Officer
199th Infantry Brigade
ATTN: AVBH-AGPD
APO SF 96279

FROM: Commanding Officer
(Unit)

1. The following named individuals are recommended for the award of the Bronze Star Medal for achievement for the period indicated:

| <u>NAME</u> | <u>GRADE</u> | <u>SSAN</u> | <u>PERIOD</u> | <u>OLC</u> |
|----------------|--------------|-------------|----------------------|------------|
| JONES, Charles | PFC | 257-15-9876 | 1 Mar 70 to 1 Sep 70 | |
| DOE, John E. | SGT | 527-51-6789 | 1 Mar 70 to 1 Sep 70 | 1st |

2. The following named individuals are recommended for the award of the Army Commendation Medal for achievement for the period indicated:

| <u>NAME</u> | <u>GRADE</u> | <u>SSAN</u> | <u>PERIOD</u> | <u>OLC</u> |
|---------------|--------------|-------------|----------------------|------------|
| SMITH, Tom W. | CPT | 292-05-5525 | 5 Aug 70 to 5 Sep 70 | 2nd |
| LEE, David A. | SP6 | 225-67-0532 | 8 Aug 70 to 8 Sep 70 | |

JOE M. THOMAS
CPT, INF
Commanding

- NOTE:
- Service award recommendations will be submitted in the same format but on a separate DF.
 - Unit commanders cannot recommend themselves for an award.
 - Periods of achievement cannot overlap.
 - Period of service should cover entire tour of duty.
 - Unit should try to verify oak leaf cluster to assist in Awards & Decorations Branch research.

TAB B (TERMINATION OF PUBLICATION ACCOUNTS) TO APPENDIX 2 TO ANNEX A

AVBH-AG

SUBJECT: Termination of Account Number (enter account number)

*US Army AG Publications Center
1655 Woodson Road
St. Louis, Missouri 63144

Due to the redeployment of this organization, request termination of account number (enter account number).

D.G. LETTER
CPT, FA
Commanding

CF:
CG, USARV, ATTN: AVHAG-AP, APO SF 96375
CO, 199th Infantry Brigade, ATTN: AVBH-AGA, APO SF 96279

*A letter also to be sent to: US Army AG Publications Center
2800 Eastern Boulevard
Baltimore, Maryland 21220

TAB C (ADJUTANT GENERAL SECTIONS) TO APPENDIX 2 TO ANNEX A

| | |
|----------------------------------|-----------------|
| Adjutant General | Plantation 5425 |
| Administrative Services Division | Plantation 5936 |
| Personnel Services Division | Plantation 5028 |
| Personnel Management Branch | Plantation 5731 |
| Personnel Actions Branch | Plantation 5246 |
| Awards and Decorations Branch | Plantation 5965 |
| Personnel Records Branch | Plantation 5984 |
| Special Services Officer | Plantation 5842 |
| Postal Officer | Plantation 5906 |

APPENDIX 3 (OUTPROCESSING) TO ANNEX A

1. OUTPROCESSING SCHEDULES.

a. Availability dates were established on each individual by the losing unit and were used to schedule personnel for outprocessing. To accomplish this each unit was required to release a predetermined number of personnel on specified days during its stand-down. A chart showing the scheduled stand-down dates for the Brigade is shown at Tab A. Initial planning for outprocessing provided that personnel would outprocess in the morning and be shipped early in the afternoon.

b. To facilitate outprocessing the following procedures were used:

(1) Outprocessing rosters, broken down by day and unit, were prepared using orders as sources of information (See Tab B). Rosters showed Name, Grade, SSAN, Losing Unit, Gaining Unit, Processing Time, and Processing Date.

(2) Outprocessing times were not entered on the rosters until rosters for all units of the segment had been prepared. When the daily total exceeded 200 personnel, the hourly totals were increased; the outprocessing day was not lengthened. Normally, 50 personnel were scheduled to outprocess each hour at 0800, 0900, 1000, and 1100 hours.

c. Outprocessing schedules were prepared at least seven days prior to the stand-down of each segment. Distribution was made as follows:

(1) To the unit concerned so that it could have personnel prepared for pickup and outprocessing.

(2) To the Personnel Records Branch, Personnel Service Division, and to the Finance Officer to allow records to be prepared for outprocessing.

(3) To the Brigade S-4 for arranging onward transportation.

(4) To each Battalion concerned for coordination.

(5) Army Post Office for checking locator cards.

(6) Awards and Decorations for checking status of pending awards.

(7) Personnel Actions for checking flagged records and emergency leaves.

(8) Brigade Surgeon for scheduling medics to check medical records.

d. Changes to outprocessing schedules were announced as they occurred by numbered disposition forms. Every evening, all units were required to verify their outprocessing schedule for the following day.

e. Experience in processing the first segment showed that the correct amount of time had been allocated to unit stand-down periods. While operational, redeployment units had made many preparations. However, if necessary, it would have been possible to increase the flow of personnel without affecting the operation of the Personnel Service Division adversely.

f. Although many availability dates were changed by accelerated outprocessing, reassignment orders were not amended unless the availability date was changed by more than seven days. The amendment of so many orders would have been grossly impractical and would have resulted in unnecessary confusion for the individual and the losing and gaining commands.

2. OUTPROCESSING OPERATIONS AND FACILITIES.

a. The Adjutant General Section was assigned overall responsibility for the coordination of all outprocessing activities. The losing unit was responsible for scheduling transportation to the outprocessing site and the Brigade S-4 was responsible for scheduling transportation to the gaining unit. Initial planning guidance is contained in the LOI (Appendix 2 to Annex A). The LOI also contained the final planning guidance.

b. For outprocessing an existing facility was modified specifically for this purpose. It was centrally located with easy access to personnel, financial, medical, and transportation facilities. Tab's C and D to Appendix 3 give the physical de-

scription of the Outprocessing Facility.

c. Continual efforts to insure that all personnel of the Brigade had identification cards and tags proved most effective; less than 5% of all personnel needed ID cards and less than 13% needed ID tags. These figures are for all grades of enlisted men and officers. It was determined to place this station near the end of processing line to increase the flow of personnel. Time and effort were saved as a result of having units submit requests for ID tags and cards well in advance of outprocessing and continue to have personnel replace ID cards and tags immediately upon determination that they were lost.

d. The Outprocessing Facility was staffed with one Warrant Officer and 21 enlisted men. Duty positions for these personnel were as follows:

- | | |
|--------------------------------------|---|
| (1) Officer in charge: | 1 |
| (2) Outprocessing NCOIC: | 1 |
| (3) ID Cards/Tags: | 2 |
| (4) Postal clerk: | 2 |
| (5) Personnel Management Specialist: | 2 |
| (6) Awards Specialist: | 2 |
| (7) Records Specialist: | 9 |
| (8) Medical Corpsman: | 3 |

e. The outprocessing area was organized using the county-fair system. The different stations and the purpose of each station is indicated at Tab E. Outprocessing checklists were used to insure a complete check was made by each station (See Tab F, G and H).

f. The individuals' records were forwarded to the new unit in three ways: The individual was given a large manila envelopment in which to hand carry his records; two or more individuals going to the same unit had their records packaged and signed for by the senior member of the group; all records for

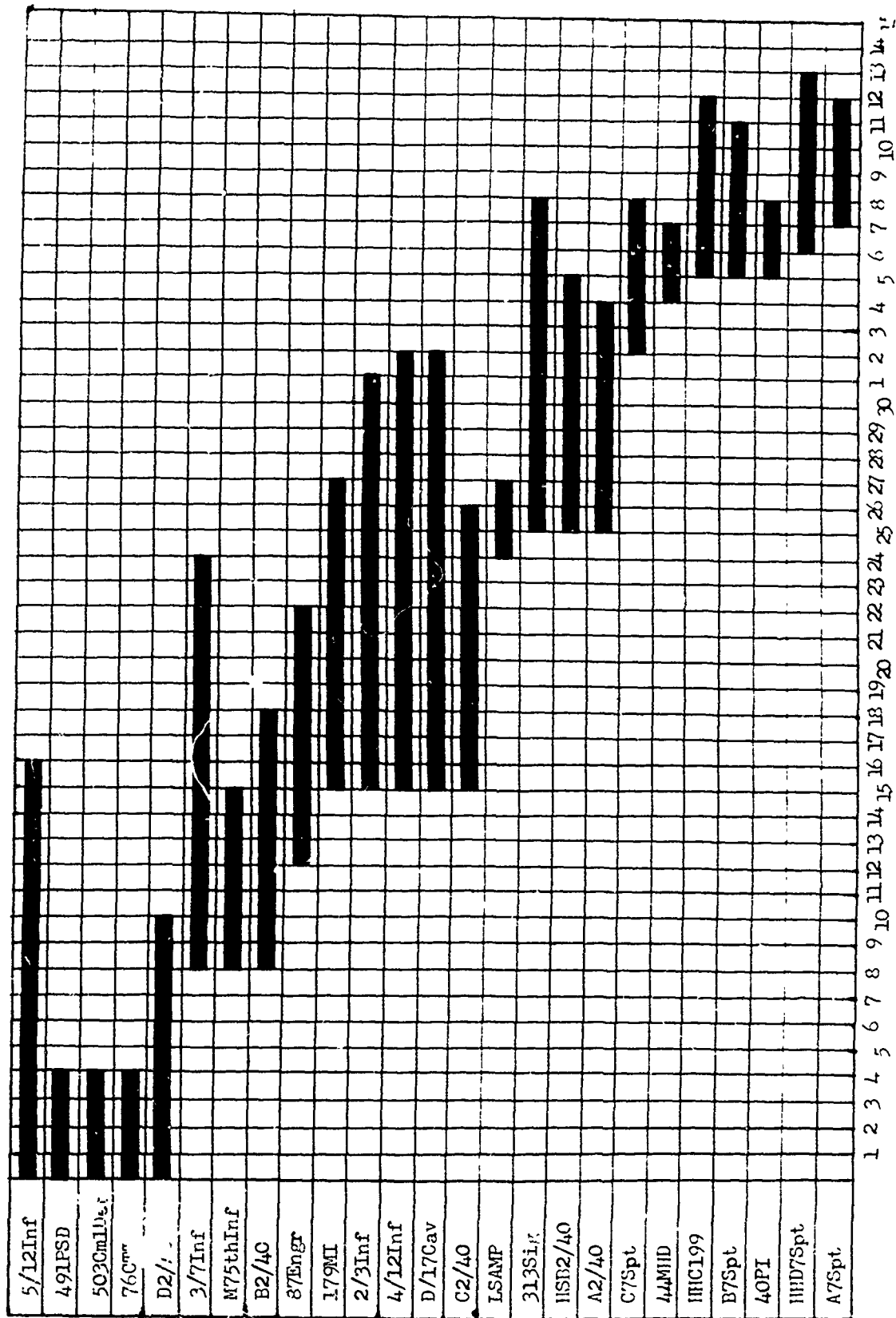
1st Cavalry and 25th Infantry Divisions were picked up by the gaining unit.

3. BRIEFING. A Personnel Service Division contact team met each unit within hours of its arrival at the stand-down area. The purpose of these visits was to review all personnel, administrative, and record management activities. The contact team consisted of OIC and NCOIC of each section of Adjutant General Branch. Personnel being outprocessed daily also received a briefing at the initial assembly area prior to being escorted to the outprocessing facility (See Tab I). The contact team:

- a. Delivered outprocessing schedules and discussed outprocessing operations.
- b. Identified transportation pickup points.
- c. Obtained commanders clearance certificates.
- d. Discussed morning report preparation, awards and decorations programs, reassignment orders, movement of DEROS personnel, and postal requirements.
- e. Offered general assistance.

TABS:

- A. Stand-down Dates
- B. Outprocessing Roster
- C. Outprocessing Area
- D. AG Outprocessing Area
- E. Outprocessing Station Check
- F. Outprocessing Checklist - Officers
- G. Outprocessing Checklist - Enlisted
- H. Outprocessing Checklist - Awards and Decorations
- I. Outprocessing Briefing



TAB B (OUTPROCESSING ROSTER) TO APPENDIX 3 TO ANNEX A

AVBH-AG

Outprocessing Roster

| TO | FROM | DATE | CMT 1 |
|----|------|------|-------|
|----|------|------|-------|

1. Attached is a outprocessing roster for your unit for _____.

2. All personnel listed will report at least 30 minutes prior to the time listed to the old Redcatcher classroom located across the street from the 199 Museum. Upon arrival at the initial assembly area all personnel will have their baggage, I.D. Card, I.D. Tags, health and dental records to include personal shot record, clothing record, and postal locator cards. Except for individuals being assigned up-country and departing the following day, no personnel will be returned to their units after reporting for outprocessing. It is the responsibility of the losing unit to provide transportation for its personnel to the initial assembly area. If transportation support is required, units should contact the Brigade S-4.

3. All commanders should take necessary action to assure that their personnel have all required items and that individuals have completely cleared their unit on the day prior to the outprocessing date.

FOR THE COMMANDER:

D.E. HUBBARD
Major, AGC
Adjutant General

O U T - P R O C E S S I N G
Keystone Robin
12 Sep 70

| NAME | GRADE | SSAN | L UNIT | G UNIT |
|------|-------|------|--------|--------|
|------|-------|------|--------|--------|

TIME-0800

| | | | | |
|--------------------|-----|-------------|-------|---------|
| SMITH, LESTER B. | SGT | 521-68-0434 | B 3/7 | 25th AG |
| SUTTON, JAMES E. | SGT | 444-50-2722 | B 3/7 | 25th AG |
| THOMAS, CYRIL N. | SP4 | 079-46-7621 | B 3/7 | 25th AG |
| TURNER, THOMAS M. | SP4 | 097-42-0469 | B 3/7 | 25th AG |
| WHITACRE, HARRISON | SP4 | 235-82-4373 | B 3/7 | 25th AG |

////////////////////////////////////
TIME-0900

| | | | | |
|----------------------|-----|-------------|-------|---------|
| BONDS, JAMES O. | PFC | 460-68-0944 | B 3/7 | 15th AG |
| ROBERTS, MARK S. | SP4 | 307-50-5520 | B 3/7 | 15th AG |
| SANCHEX, LEONARD G. | PFC | 555-70-4211 | B 3/7 | 15th AG |
| SEGGERMAN, ROBERT L. | SP4 | 345-38-9952 | B 3/7 | 15th AG |
| SEALE, FLOYD | SP4 | 416-70-1715 | B 3/7 | 15th AG |

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TIME-1000

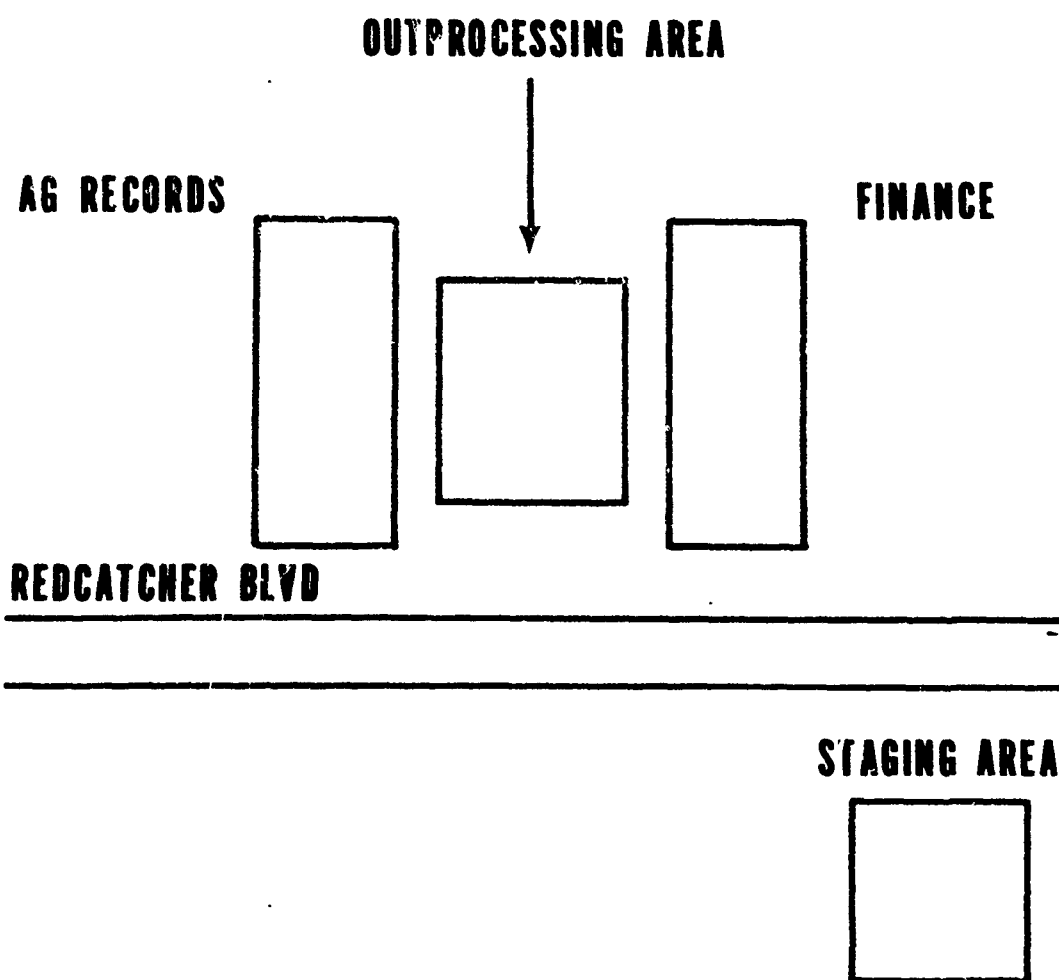
| | | | | |
|-----------------------|-----|-------------|-------|-----------|
| HERTZ, RICHARD A. | SGT | 067-42-4893 | E 3/7 | 101st ABN |
| JAKUBOWICZ, STANLEY E | PFC | 192-38-3067 | E 3/7 | 101st ABN |
| JONES, WILLIAM D. | SGT | 410-76-6589 | E 3/7 | 101st ABN |
| LUMLEY, ETHAN A. | SP3 | 087-42-6151 | E 3/7 | 101st ABN |
| SIMS, LARRY J. | PFC | 424-60-7304 | E 3/7 | 101st ABN |

////////////////////////////////////
TIME-1100

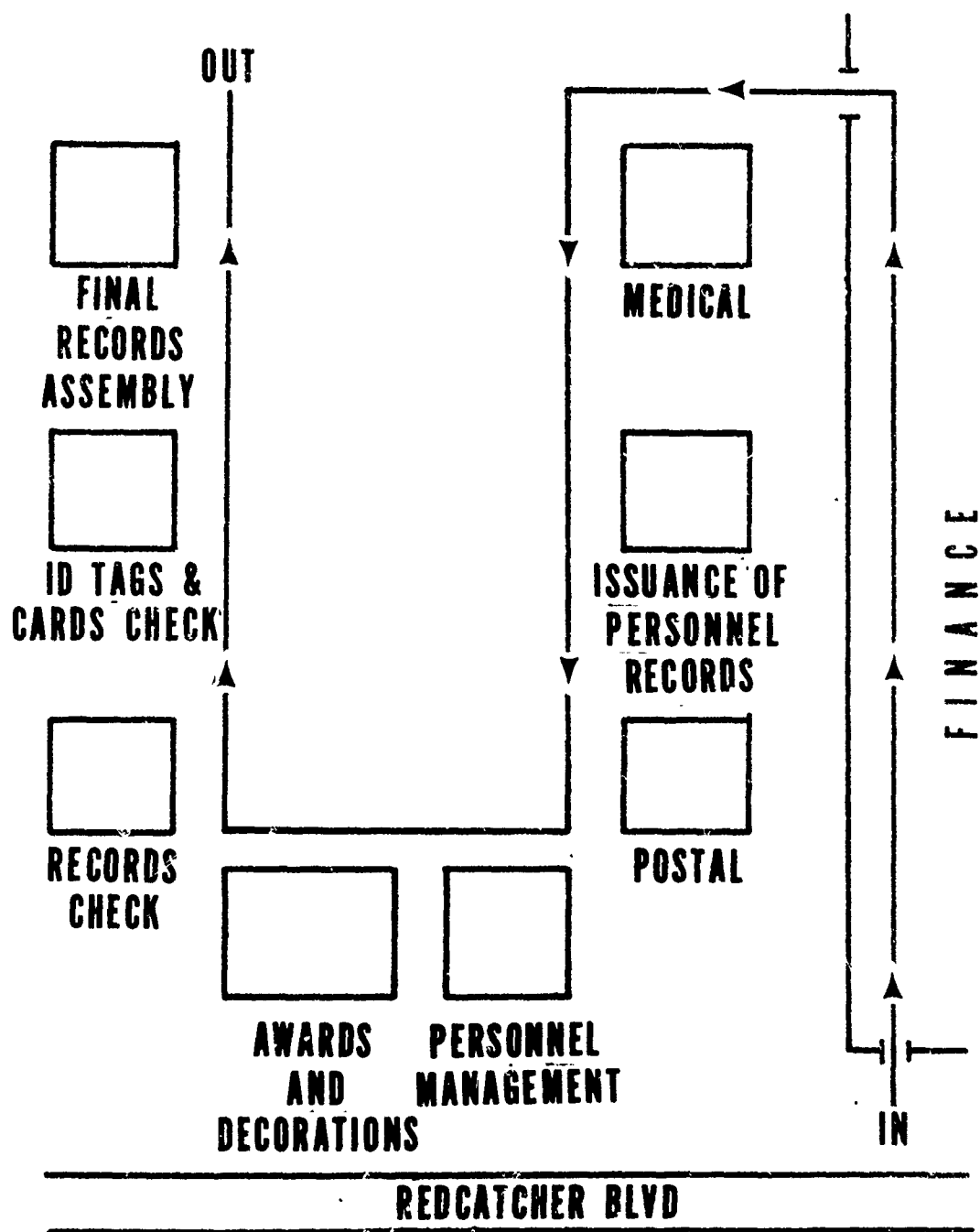
| | | | | |
|----------------------|-----|-------------|-------|-------------|
| MARTENS, JOHN A. | PFC | 353-46-3097 | E 3/7 | 4th Inf Div |
| MCKNIGHT, JOHN P. | PFC | 526-90-7557 | E 3/7 | 4th Inf Div |
| SCHROEDER, DANIEL L. | SGT | 571-76-8823 | E 3/7 | 4th Inf Div |
| SCHARPE, JAMES R. | PFC | 472-62-9130 | E 3/7 | 4th Inf Div |
| CARTER, MORWELL | SP4 | 587-32-1003 | E 3/7 | 4th Inf Div |

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**TAB C (OUTPROCESSING AREA) TO APPENDIX 3
TO ANNEX A**



**TAB D (AG OUTPROCESSING AREA) TO APPENDIX 3
TO ANNEX A**



TAB E (OUTPROCESSING STATION CHECK) TO APPENDIX 3 TO ANNEX A

OUTPROCESSING STATION CHECK

AG1 Initial Receiving

- a. Insure individual has ID Card and Tags, finance and health and dental records, clothing record, and clearance papers.
- b. Staple AG Outprocessing Checklist to 201 File on E6's and below and direct individual to Point 2.
- c. Furnish AG Outprocessing Checklist to officers and senior noncoms and direct them to officer and senior enlisted processing point respectively.
- d. Provide other assistance as required.

AG2 Personnel Management Processing

- a. Verify correctness of PMOS, promotions, proficiency designation, duty assignment, and orders.
- b. Take necessary action to correct discrepancies.
- c. Note corrective actions pending on the checklist and direct soldier to AG3.
- d. Provide assistance to the senior enlisted processing point as required.
- e. Provide other assistance as required.

AG3 Awards and Decorations

- a. Verify awards and decorations.
- b. Take necessary action to correct discrepancies.
- c. Note corrective action pending on the checklist and direct individual to AG4.
- d. Provide assistance to officer and senior enlisted processing point as required.

- e. Provide other assistance as required.

AG4 Records Check

- a. Verify
 - (1) DA Form 41
 - (2) DA Form 20
 - (3) Field 201 File
- b. Post orders or other changes as a result of discrepancies discovered at other points.
- c. Direct individual to AG5
- d. Provide other assistance as required.

AG5 ID Card/Tag Processing

Prepare ID Cards and Tags required.

AG6 Final Records Assembly

- a. Insure all required actions have been taken
- b. Assemble all records
- c. File records with action outstanding in pending drawer
- d. Place completed records in envelope showing member's name and new organization.
- e. File records of personnel being reassigned to 1st Cavalry and 25th Division for later pick-up.
- f. Give records personnel being reassigned to all other units to the senior man assigned to that unit.
- g. Insure no member leaves the AG area until checklist is properly completed.

Officer Processing Point

- a. Verification of 66 and 201 with officers to insure all entries are correct and that MOS's, awards, etc. have been posted.

- b. Review DA Form 41
- c. Provide other assistance as required
- d. Direct officer with his records to AG5

Senior Enlisted Processing Point

- a. Verification of 20 and 201 with Senior NCO to insure all entries are correct and that all awards, etc., have been posted.
- b. Review DA Form 41
- c. Provide other assistance as required
- d. Direct enlisted men with his records to AG5

TAB F (OUTPROCESSING CHECKLIST-OFFICERS) TO APPENDIX 3 TO ANNEX A

OUTPROCESSING CHECKLIST
(Officers)

- | | |
|---|------------------|
| 1. Movement Orders on file? | YES ____ NO ____ |
| 2. Is DA Form 41 current? | YES ____ NO ____ |
| 3. Is DA Form 78 on file if due for promotion | YES ____ NO ____ |
| 4. Temporary documents removed? | YES ____ NO ____ |
| 5. DA Form 66: | |
| a. Audited? | YES ____ NO ____ |
| b. Item 18 closed? | YES ____ NO ____ |
| c. Item 21 - All awards posted? | YES ____ NO ____ |
| 6. Has report of change been completed? | YES ____ NO ____ |
| 7. Have all reports of change over one year old been removed? | YES ____ NO ____ |
| 8. Identification tag? | YES ____ NO ____ |
| 9. Is SGLI current? | YES ____ NO ____ |
| 10. Identification Card? | YES ____ NO ____ |
| 11. Is DA Form 873 on file? | YES ____ NO ____ |
| 12. Is DD Form 98 current and on file? | YES ____ NO ____ |
| 13. Immunization record? | YES ____ NO ____ |
| 14. Health and Dental records? | YES ____ NO ____ |

(Outprocessing Clerk)

TAB G (OUTPROCESSING CHECKLIST-ENLISTED) TO APPENDIX 3 TO ANNEX A

OUTPROCESSING CHECKLIST
(Enlisted)

| (Name) | (Grade) | (Organization) |
|--------|---------|----------------|
|--------|---------|----------------|

Section I - Personnel Management

| | | |
|----------------------|-----|--|
| Grade (Items 2 & 33) | | |
| PMOS | | |
| SMOS | | |
| AMOS/VMOS | | |
| SP, P-1, P-2, P-3 | | |
| Rag Orders | EER | |
| DEROS | | |

Section II - Personnel Records

| | |
|--|--|
| NAME | |
| SSAN | |
| Schooling and source indicator for PMOS | |
| ETS | |
| Lost time, adjusted DEROS, BASID, BPED, & ETS | |
| Spouse (Items 10 & 20) | |
| Security clearance and code | |
| Item 43 against MPRJ | |
| DD Form 98 | |
| DD Form 873 | |
| PCS Orders and clearance form | |
| SGLI (VA Form 29-8286) | |
| Extraneous matter in 201 file | |
| Comparison DA Form 20 (Parents, Wife, Children to DA Form 41) | |
| Item 46 (Report of change submitted E-7-8-9; Spec categories and E-6 on Lineal List) | |

(Outprocessing Clerk)

TAB H (OUTPROCESSING CHECKLIST-AWARDS AND DECORATIONS) TO APPENDIX 3
TO ANNEX A

OUTPROCESSING CHECKLIST
(Awards and Decorations)

1. NAME (LAST, FIRST, MI): _____
2. SSAN: _____
3. BRANCH: _____
4. UNIT: _____
5. DATE: _____
6. GRADE: _____
7. MOS IN VN: _____
8. UNIT TRANSFERRED TO: _____
9. AWARDS PENDING:

| AWARD | TYPE | OLC | PERIOD |
|-------|-------|-------|--------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

10. REMARKS:

OUTPROCESSING CLERK

TAB I (OUTPROCESSING BRIEFING) TO APPENDIX 3 TO ANNEX A

OUTPROCESSING BRIEFING

Good morning men. My name is Sgt Jackel. Today you are going to outprocess from the Brigade for assignment to other units in RVN.

Your baggage will be left in this area. There will be a guard here to watch it.

You will leave this area in groups of ____, in ____ minute intervals to go to the outprocessing center.

The first office you will process through will be finance. During your finance processing your leave record will be audited. Partial-pay will be made for emergencies only.

If you have any problems a notation will be made on your records for the information of your gaining Finance Office.

No changes will be made to your allotments. You will be able to make any allotment change at your new unit.

After completing Finance Processing you will have to sign for your Finance Record folder.

Then you will move to the Personnel Section. The first station you will process through will be the medical station. Your immunization records will be checked and immunization needed will be given.

You will then move to the initial Receiving Station. At this station you will pick up your 201 file and outprocessing sheet. Officers and Senior NCO's will proceed to the Officer's and Senior NCO's desk after receiving file and outprocessing sheet.

The Postal Section will be next where you will turn-in your Postal Locator Cards.

The next section will be the Personnel Management section where your efficiency reports, reassignment orders, PMOS, and proficiency pay status will be checked.

Awards and Decorations will be next. They will make sure you have all the awards you have earned. Personnel clerks will post the awards to your records.

Then you will move to Records. Your 201 file and emergency data card will be checked.

The ID card and ID Tag station is next. ID cards and ID Tags will be made for anyone needing them.

The final Assembly Station will be last. There you will turn in all records received during your outprocessing. Your records will be passed on to your respective units.

If you follow these rules your outprocessing should be done within the hour. Move quickly and follow instructions. Keep your voices down. Don't leave the outprocessing area unless you have permission from an NCO wearing a Black Hat. If you have any questions about where to go or what to do, ask an NCO wearing the Black Hat.

Are there any questions?

APPENDIX 4 (DAILY REPORTS OF OUTPROCESSING) TO ANNEX A

1. Three methods were used to monitor and brief with respect to the status of personnel outprocessing. These reports are discussed as follows:

a. Daily outprocessing report. This report was prepared for dissemination to all key staff elements as well as individual units having personnel processing on any given date. The purpose was to assure coordination with all brigade staff elements and to assist in maintaining unit control of all individuals scheduled for outprocessing.

b. Personnel Outprocessing Status. This report was tabulated daily to assist in accounting for all personnel being reassigned in-country. Also, this form was used as a briefing chart to show daily strength gains by major USARV Commands.

c. Brigade strength status. This report was used to show the decline of personnel in the Brigade on a daily basis. This form was also used as a chart for daily command briefings.

2. Examples of the three aforementioned reports are at Tabs A through C, respectively.

TABS:

A. Daily Outprocessing Report

B. Personnel Outprocessing Status

C. Brigade Strength Status

TAB A (DAILY OUTPROCESSING REPORT) TO APPENDIX 4 TO ANNEX A

AVBH-AG

SUBJECT: Daily Outprocessing Report

TO:

FROM: CO, 199th Inf Bde
ATTN: AG

DATE:

1. Listed below are the units which had men outprocessing and the number of men who were outprocessed:

| <u>UNIT</u> | <u>NUMBER</u> |
|------------------------|---------------|
| 3d Bn 7th Inf | 165 |
| 5th Bn 12th Inf | 1 |
| Btry D 2d Bn 40th Arty | 1 |
| Co B 7th Spt Bn | 2 |
| Co M 75th Inf (R) | 1 |
| HHC 199th Inf Bde | 2 |
| TOTAL | 172 |

2. Listed are the men who did not show up for outprocessing and the reason:

| <u>NAME</u> | <u>GRADE</u> | <u>SSAN</u> | <u>L UNIT</u> | <u>G UNIT</u> | <u>REASON</u> |
|-------------------|--------------|-------------|---------------|---------------|---------------|
| MONROE, Thomas W. | SP4 | 322-42-7412 | A 3/7 | 15th AG | Hosp |

2. The following number of men have departed the Brigade upon DEROS in the time period indicated:

From 1200 hrs 11 Sep to 1200 hrs 12 Sep — 13

FOR THE COMMANDER:

D.E. HUBBARD
Major, AGC
Adjutant General

TAB B (PERSONNEL OUTPROCESSING STATUS) TO APPENDIX 4 TO ANNEX A

PERSONNEL OUTPROCESSING STATUS

| IN-COUNTRY REASSIGNMENT | ENLISTED | OFFICERS | TOTAL |
|-------------------------|----------|----------|-------|
| 101st Div | | | |
| 1st Cav | | | |
| 25th Div | | | |
| 4th Div | | | |
| Americal | | | |
| 518th PCS | | | |
| 173d Abn | | | |
| 537th PCS | | | |
| 1/5 Inf (Mech) | | | |
| 11th ACR | | | |
| MACV | | | |
| MISC | | | |
| 527th PSC | | | |
| Total In-Country | | | |
| DEROS Losses | | | |
| Total | | | |

TAB C (BRIGADE STRENGTH STATUS) TO APPENDIX 4 TO ANNEX A

BRIGADE STRENGTH STATUS

AS OF _____ HRS _____

| | Strength Yesterday | DEROS Losses | Stand-down Losses |
|----------|--------------------|--------------|-------------------|
| Officers | _____ | _____ | _____ |
| WO | _____ | _____ | _____ |
| EM | _____ | _____ | _____ |
| TOTAL | _____ | _____ | _____ |

| | Today's Strength | Tomorrow's Losses |
|----------|------------------|-------------------|
| Officers | _____ | _____ |
| WO | _____ | _____ |
| EM | _____ | _____ |
| TOTAL | _____ | _____ |

APPENDIX 5 (ADMINISTRATIVE SERVICES DIVISION) TO ANNEX A

1. During redeployment of the 199th Infantry Brigade the Administrative Services Division was responsible for records management, reproduction of redeployment orders, and control of classified material.
2. After an initial LOI on records management and publications disposition had been distributed, a records management team visited each unit and staff section to provide assistance in disposition of records, cancellation of publication accounts, and guidance for records turn-in prior to the last day unit's stand-down.
3. Final records turn-in was conducted on a prescheduled date for each unit. All records were retired to the Okinawa Records Center with the following exceptions: all supply files were turned over to USARV G-4 for auditing; Open Mess files were sent to USARV Open Mess System (a letter to this effect was placed in the historical files for each unit); and all pending Award Case files were sent to USARV, Awards and Decorations Branch. The records turn-in schedule allowed sufficient time for units to make corrections on file labels prior to the last few days of their stand-down.
4. Publication Accounts with publication centers in CONUS and Japan were cancelled by USARV Publications Branch after they were given a list of all account numbers in the Brigade by this office.
5. Administrative Services Division was responsible for reproducing, filing, consolidating, and distributing all general, special, and letter orders. To keep up with the increased workload duty hours were expanded to 14 hours a day during the peak periods and/or until every outstanding order had been processed (zero-out procedure) and priorities were established to handle rush requests.
6. The following is an outline of the functional role of the Administrative Services Division during redeployment:
 - a. GENERAL RESPONSIBILITIES
 - (1) Records Management
 - (a) Records disposition
 - (b) Blank forms and publications accounts cancellations
 - (2) Reproduction

- (a) Orders
- (b) Operations Plans
- (c) Letters of Instruction

b. PLANNING

(1) Record Management

- (a) Letters of Instruction.
- (b) Distributed to units and staff sections.
- (c) Informed units of records disposition procedures.
- (d) Scheduled visit by Records Management Team.
- (e) Records Management Team:
- (f) Visited units and staff sections.
- (g) Provided instructions on disposition procedures.
- (h) Provided assistance in records disposition.
- (i) Assisted in final turn-in of:
 - 1 Files (retire to Okinawa Records Center)
 - 2 Regulations, circulars, etc. (to other units within USARV)

(2) Reproduction and distribution.

c. ACTIONS TAKEN

(1) Records Management:

- (a) LOI distributed.
- (b) Team visited units and staff sections.
- (c) Records turned in on prescheduled dates.

(2) Reproduction and distribution:

- (a) Zero-out system.
- (b) Priorities set by Personnel Management Branch on orders.

APPENDIX 6 (POSTAL) TO ANNEX A

1. **PLANNING.** The basic planning for redeployment of the brigade Postal Section began on 1 July 1970. Emphasis was placed on locator services and insuring that locator cards were completed. To accomodate the increase of troops in the stand-down area one additional unit was opened at Camp Frenzell-Jones. In addition the following decisions were made:

a. The Postal NCOIC would brief each unit during stand-down as a member of the AG contact team which coordinated with each unit.

b. Personnel returning to CONUS or transferring within the Brigade would use normal routing procedures through their unit mail room or through personnel outprocessing.

c. A postal inspection team was sent to each unit mail room to seal all unit boxes in the unit areas as they redeployed.

2. **EXECUTION.**

a. Mail distribution changes were prepared and sent to the Staff Postal Officer, Headquarters, USARV. These were submitted in increments in sufficient time to effect the changes on the dates requested.

b. Mail directory actions were monitored throughout redeployment. Locator cards were prepared on individuals and action was taken to locate all individuals who had left the command with no locator card on file. Several documents were used to locate these individuals:

- (1) 199th Infantry Brigade Personnel Roster;
- (2) Outprocessing schedule and changes;
- (3) DEROS Roster;
- (4) Locator File.

For each individual located in this manner, a set of locator cards was prepared and sent to all activities concerned.

c. **Postal Claims and Inquiries:** The processing of postal claims and inquiries was emphasized. All new claims were immediately processed and completed. Claims involving individuals who had left

the command were forwarded to the new serving postal activity.

d. Several problems developed as follows:

(1) Even though considerable time was spent by the postal contact team briefing unit postal officers and mail clerks on the proper procedures for preparing and distributing locator cards, closing out mail records, and handling mail, these activities required the close supervision of the Brigade Postal Officer to insure correctness.

(2) There was a problem with locator cards in that some units failed to obtain completed cards on individuals who were reassigned from first segment units to fourth segment units and those personnel who were patients in hospitals. The brigade locator was 90-95 percent accurate during redeployment. Although considered very good, this percentage would have been higher had units properly controlled the completion of locator cards of intra-brigade reassignments and hospitalized personnel. The overall locator processing was a total success, however, and the outcome was close to 100 percent completion of locator cards on every individual. A rather significant problem that arose with locator cards was that individuals redeploying with the color guard and those assigned to the Replacement Detachment pending DEROS failed to complete locator cards prior to leaving their former units. Consequently, when redeploying units reached zero strength and their mail was diverted in San Francisco, those individual failed to receive their mail forwarding address. This problem could have been avoided if all units had instituted standard procedures which would not allow a man to leave the unit without filling out locator cards with a complete forwarding address. Also, the mailing address for the Replacement Detachment should have been through A Company, 7th Combat Support Battalion because a replacement detachment is an improper forwarding address.

(3) There was a last minute problem that caused great concern to this activity. It involved one Battalion that was suddenly transferred out of the Brigade. This caused an unexpected work load on the postal section. However, timely submission of scheme changes precluded any back-logging of mail thus giving the section time to properly close out on schedule.

APPENDIX 7 (PERSONNEL ACTIONS) TO ANNEX A

1. ID CARDS AND ID TAGS. For a period of two months, prior to the first unit's stand-down date, this office repeatedly issued verbal instructions to all units to insure completion of this project to the maximum extent possible. An almost negligible number of ID Cards and Tags were required during actual outprocessing. Only daily liaison with battalion personnel sections made this possible.

2. OFFICER EFFICIENCY REPORTS. Reports to cover all officers up to their last day were prepared and sent out 30 days prior to the beginning of the stand-down period by use of controlled procedures. A DF was prepared to accompany OER's to the appropriate battalions which were instructed to maintain control and return all reports together. (See example of DF at Tab A) For the most part, this system worked except when battalions or individuals did not specifically follow instructions. The additional control measures instituted by this headquarters to insure that the reports were prepared as required and the stopping of reassignment of personnel to fill non-mission-essential positions greatly improved the reporting procedure and reduced the number of reports.

3. CONTACT TEAM. This headquarters had one representative on the AG contact team emphasizing important points relevant to the above three subjects. This additional reminder of early submission of OER's and ID Card/ID Tags helped to reduce the work load of outprocessing.

TABS

A - Officer Efficiency Reports

. B A (OFFICER EFFICIENCY REPORTS) TO APPENDIX 7 TO ANNEX A

AVBH-AGPA

SUBJECT: Officer Efficiency Reports

TO: Sl, Bn, Inf

FROM: C, Pers Act

DATE:

1. Attached are ____ DA Forms 67-6, Officer Efficiency Reports, pertaining to members of your unit.
2. Attached OERs must be forwarded to Department of the Army within 45 days of the last day covered by the report. Due to the redeployment of personnel, ALL OERs must be returned to this headquarters, ATTN: AVBH-AGPA not later than the first day of stand-down for the unit.
3. The following items will not be completed by any officer:
 - a. Dates, to include date when authenticating.
 - b. Reason for the report will be left blank.
4. Suspense will be maintained by the unit and OERs will be submitted at one time. At this time, the brigade OER Clerk and unit representative will insure that all reports are completed and officers will be cleared for departure.
5. Inform this office (5246) immediately upon completion of all OERs and time will be established to bring in the reports.

____ Incl
as

E.L. EICKE
CW2, USA
C, Pers Act

APPENDIX 8 (SPECIAL SERVICES) TO ANNEX A

1. GENERAL. The Special Services Office had the responsibility of accomplishing a two-fold mission during redeployment:

(1) The Special Services Office was responsible for establishing a well rounded program of morale and recreational support for stand-down units.

(2) It also had the responsibility for the turn-in of all non-expendable special services property and the transfer of facilities and personnel to the unit assuming responsibility for Camp Frensell-Jones.

2. ENTERTAINMENT. a. A comprehensive athletic program involving both passive and active recreational activities were in effect throughout redeployment. Due to the fluctuating stand-down schedule a planned program of athletic leagues was not practicable; however, units were encouraged to have competitive games and Special Services provided guidance on the normal rules of the different sports. During redeployment the following tournaments were conducted: putt-putt golf; basketball derby; photo of the month; and the horse-shoe tournament. The Jane Jarvis USO Show performed during this period.

b. Stand-down units were given priority and scheduled times for the utilization of Special Service facilities. Units had the use of a newly remodeled putt-putt golf course, 40' by 60' swimming pool, a well equipped photo lab, and a 6,000 volume library. In addition to these facilities, craft kits and paperback books were equally distributed among all stand-down units.

c. Motion picture service to all units continued throughout redeployment. Stand-down units were given additional movies for evening entertainment. Starting 21 September 1970, afternoon movies were shown in the M Company, 75th Ranger's classroom. Units were required to turn in their projectors five days prior to the last day of their stand-down. Projectors and projectionist-training were then provided by this office.

3. R&R PROGRAM. a. Both in and out of country R&R programs were in effect during the redeployment period. Due to the limited number of out of country R&R allocations for the month of October, individual requests were centralized at brigade level. R&R selections were determined by individual's in-country longevity.

b. Unit Commanders were encouraged to insure that individuals applied for R&R prior to unit stand-down or after reassignment. Personnel scheduled for R&R after their reassignment (in-country) were to pick up their R&R orders from the Special Services Office NLT two days prior to departure from Camp Frenzell-Jones.

c. The handling of R&R's in this manner proved to be efficient. Excess R&R allocations were returned to USARV.

4. EQUIPMENT. a. Special Services non-expendable equipment was distributed to units on a limited basis prior to lateral transfer. Expendable equipment was equally distributed among stand-down units.

b. The Vung Tau stand-down recreational facilities and personnel were returned to the Vung Tau Installation Coordinator on 27 August 1970.

c. A complete recreational program was established at the Red Catcher Training Center.

APPENDIX 9 (PERSONNEL MANAGEMENT) TO ANNEX A

1. ORGANIZATION AND PLANNING. a. In the personnel management branch no major organizational changes were made; however, the branch was gradually increased from an initial strength of 19 personnel to a peak strength of 35. This increase in personnel was required by the increased workload brought about by the inactivation/redeployment.

b. Initially and until the first part of September, planning for implementation of the inactivation/redeployment of the Brigade was complicated by the fact that (1) no redeployment criteria had been announced and (2) the matter was classified SECRET. Thus, the personnel management branch had to conduct business as usual, and also begin limited planning for the redeployment.

c. The classification and the lack of criteria concerning redeployment was a definite hindrance. From July, when official notification was received of the brigade redeployment, until the middle of August, planning was limited due to the lack of information. This lack of information produced a stagnation period in which little was accomplished when much could have been if sufficient information had been received.

d. During initial planning, efforts were made to update and, when necessary, correct automated data information on all brigade personnel. Personnel rosters were prepared and sent to all brigade units for verification and correction. Upon return, information on these rosters was compared with information in the individual's 201 file and on DA Form 20/66. Discrepancies were resolved and automated data information cards were thus updated and corrected. This procedure, which was accomplished three times prior to unit redeployment rosters being sent out, proved invaluable to the personnel redeployment effort.

e. It is felt that in future redeployment operations the redeployment should be publicly announced as soon as possible, consistent with the impact its announcement would have on tactical operations. This and the lack of official criteria were the most significant problems in the personnel management branch.

2. PROCEDURES. Redeployment of the Brigade was accomplished in four segments with various brigade units falling into one of the four segments (see Tab A). Personnel redeployment rosters were sent

to brigade units by segment.

a. Redeployment Rosters: The redeployment rosters were divided into eleven column headings as follows: Name, SSAN, Rank, PMOS, SMOS, Officer Branch, DEROS, ETS, Date available, Assignment Choice, and Assignment. Brigade units were required to verify and/or correct all information in the first eight columns. They were further required to indicate in the ninth column, titled "Date Available", what day an individual was available for out-processing and movement from the Brigade. The tenth column (Assignment Choice) was reserved for officers and senior enlisted only. The unit indicated officer and senior enlisted personnel assignment preference in this column by code. Sufficient preference statements, which the unit distributed to each officer and senior enlisted, indicating USARV units and codes were available for all brigade units (See Tab B). Because Headquarters, USARV AG Officer Branch made later assignments on all brigade officers at one time, no preference for officers in later segment units were required. The eleventh column was reserved for use by Headquarters, USARV, in making the assignment. The tenth column "Assignment Choice" was also used by Headquarters, USARV, to indicate an individual's EDCSA. A briefing was held with all segment units explaining the redeployment roster prior to its release. A cover letter of instructions (Tab C) was dispatched with each redeployment roster. Units were given three days to verify and annotate the roster and return it to the personnel management branch. Upon return, the roster strength was compared with the unit's morning report strength, discrepancies were resolved, and the roster was hand carried in two copies to Headquarters, USARV. One copy was retained by the personnel management branch until return of the original by Headquarters, USARV. Upon return of the roster by Headquarters, USARV, information on the rosters was transferred to "log sheets" to facilitate typing of orders (See Tab D). Information on the rosters was verified against an individual's DA Form 20/66 at the time of transferring information from the rosters to the "log sheets." It must be noted that it was not practicable to type orders directly from the rosters because of the different individual assignments, EDCSA's reporting dates, etc., thus, the use of the "log sheets" to consolidate as much like information as possible. Except for special category personnel (AWOL, leave, etc.), orders were then published, reproduced, and distributed.

b. Problems: Basically, the procedures described above worked well. Rosters were received from units, assignments made by Headquarters, USARV, and orders published by the personnel management

branch with a minimum of delay; however, the following problems were encountered:

(1) Headquarters, USARV AG Officer Branch desired to make assignments on all brigade officers at one time thus canceling the segment plan. A special roster had to be prepared for this purpose which, in itself, caused no problem; however once officer assignments were made, a deluge of officers' inquiries began. As assignments became known, changes were common, especially for officer personnel in third and fourth segment units. Further availability dates on all officers could not be determined until receipt of rosters from segment units. Then assignments had to be matched with availability dates and AG Officers Branch, Headquarters, USARV notified. These problems would not have occurred had the segment plan been followed.

(2) Verification of Rosters: In some cases units did not reconcile the roster strength with the morning report strength nor did they make changes in individual's DEROS, PMOS, etc. This caused delays in submitting the rosters to Headquarters, USARV until a reconciliation could be made. Units must be impressed with the importance of 100% roster accuracy. Some brigade units had to submit requests for one time morning report strength adjustments because of inability to effect reconciliation.

(3) Changes: Changes were, of course, necessary for various reasons. Changes in assignments, availability dates, minor changes in personal information as a result of promotion and reduction, adjustment in DEROS, etc., were made before and after publication of orders. Many of these changes were unnecessary. Changes in availability dates requested by brigade units were in many cases a result of insufficient planning, i.e. some units initially indicated early availability dates for some administrative, supply, and maintenance personnel when, in fact, these personnel should have been retained until the unit's last outprocessing day. Changes in assignments were made throughout redeployment. Mainly, these changes were a result of an individual obtaining a "job" in a USARV unit on his own with that unit requesting Headquarters, USARV to make the change which, in most cases, was done. Changes resulted in numerous amendments and revocation of orders. In some cases four or five orders were published on one individual. During all phases of redeployment changes were the biggest problem that affected the personnel management branch.

(4) 2nd Battalion, 3d Infantry: Initially, this battalion

was not scheduled to redeploy and no plans were made regarding this battalion. Subsequent information was received that the battalion would redeploy; therefore, rosters were prepared, assignments made, and orders published. One day prior to the unit's first outprocessing day, the battalion was transferred to the 25th Infantry Division. Orders on approximately 600 personnel had to be revoked. This last minute insertion of the battalion into the redeployment plan and subsequent last minute withdrawal placed an unusually large administrative burden on the personnel management branch.

(5) Promotion: Early indications from USARV were that all promotion allocations for the month of August and September would be received in August. This was not correct and we continued to receive promotion allocations in September. Changes in grade and MOS because of promotion resulted in numerous amendments to assignment orders. In some cases change in assignment of an individual was required, causing the revocation of his original orders and republishing of new orders for him.

(6) Detail Personnel: To assist in turn-in of equipment, we were required to furnish two officers and 37 enlisted men to the 79th Maintenance Battalion. These personnel were obtained from the first segment battalion. We could not reassign these personnel to the 79th Maintenance Battalion nor could we assign them to another USARV unit. These personnel were assigned to the fourth segment battalion and subsequently reassigned within USARV upon completion of their detail. Therefore, two orders were published on each individual. It is felt that these personnel should have been reassigned to a gaining USARV unit at the onset (31 August) and remain attached to the 79th Maintenance Battalion until completion of their detail.

(7) Color Guard: The initial requirement was to furnish a 80 man color guard to redeploy to CONUS. This requirement was subsequently increased to 94 men because of the addition of the 2nd Battalion, 3d Infantry into the redeployment plan. (No decrease occurred when the battalion was deleted from the redeployment plan.) A sample letter to brigade units levying personnel for the color guard is at Tab E. These personnel were ultimately reassigned to the Brigade Headquarters and Headquarters Company on 23 September. Other than monitoring color guard personnel and making changes as necessary, the main problem was obtaining DEROS assignments on these personnel. Additionally, a special orders format had to be prepared which differed somewhat from the normal DEROS orders. Sample orders are at Tab F.

(8) Retained Personnel: These were personnel whose DEROS was after their unit's last day of stand-down, but prior to the Brigade's last day of stand-down (12 October 1970). To consolidate these personnel in one location it was decided to reassign them to the brigade's replacement detachment from which they would DEROS. This, of course, necessitated amendments in their DEROS orders to reflect their new unit of assignment (i.e. Replacement Detachment, 7th Support Battalion).

(9) Redeployment/AOR Procedures: Some personnel with DEROS assignment instructions still had to be reassigned in Vietnam. If DEROS orders had been issued, they were revoked and the Disposition Form at Tab G sent to the individual explaining why. In all cases where assignment instructions had been received, a copy of the DF at Tab H was placed in the individual's 201 file. A letter was then dispatched to the individual's gaining, in country unit notifying that unit of the individual's assignment. The DF at Tab I was used to notify the gaining unit that the individual had been reported on the AOR but assignment instructions had not been received. Copy of this Disposition Form was attached to Letter of Transmittal to Headquarters, USARV (Tab J).

(10) R&R and Leave: Initially, there were problems in this area because units did not take into account those personnel who had firm R&R's and leaves during stand-down: this resulted in changes in availability dates and amendment of orders to allow personnel to take their R&R or leave. This problem was eliminated in later stand-down units by carefully briefing unit administrative personnel in this regard.

(11) Strength Accounting: This was a most important area in the redeployment plan. All units, with the exception of HHC, 199th Infantry Brigade, had to be at zero strength on the last day of their unit's stand-down. This caused problems regarding various categories of personnel, as follows:

(a) Patient Casualties: Instructions from Headquarters, USARV, were that all patient casualty personnel (those personnel assigned to USARV Patient Casualty Company) would be reassigned to the 1st Cavalry Division. These personnel had to be gained on the unit's morning report as if they had physically returned; subsequently, orders were published assigning these personnel to the 1st Cavalry Division. Sample order is at Tab K.

(b) AWOL Personnel: These personnel were dropped from the rolls of the organization (DFR) six days prior to the last day of the unit's stand-down. If an individual returned after his unit closed out, accession orders were published assigning him to the brigade's replacement detachment.

(c) Personnel on leave in CONUS: Every attempt was made to reassign these personnel to their gaining unit prior to departure on leave (special, reenlistment, emergency, or compassionate). In many cases, this could not be done. Reassignment orders were published for personnel on leave in CONUS who could not be expected to return prior to their unit's last stand-down date. (sample order at Tab L)

(d) Personnel pending disciplinary action (court-martial or article 15) or action under the provision of AR 635-212. Personnel in this category were reassigned to HHC, II FFV if disposition of their case could not be completed prior to last day of unit's stand-down. Close coordination with Brigade SJA was required in these cases.

c. Final unit briefing prior to first day of stand-down: This briefing was usually given the day prior to the unit's first out-processing day. Personnel management topics covered in the briefing are as indicated in Tab M.

TABS:

- A. Working Stand-down Schedule
- B. Preference Statement
- C. Personnel Redeployment Roster
- D. Log Sheet
- E. Color Guard Detachment
- F. DEROS Order for Color Guard Detachment

- G. Revocation of Reassignment Orders
- H. DA Assignment Instructions
- I. Non-Receipt of Assignment Instructions
- J. Transmittal of DA Forms 2496
- K. Sample Patient Casually Order
- L. Sample Order
- M. Personnel Management Briefing

TAB A (WORKING STAND-DOWN SCHEDULE) TO APPENDIX 9 TO ANNEX A

WORKING STAND-DOWN SCHEDULE

| <u>UNIT</u> | <u>STAND-DOWN DATE</u> | <u>"R" DATE</u> |
|-----------------------|------------------------|-----------------|
| <u>SEGMENT ONE:</u> | | |
| 5-12 Inf | 1 Sep | 15 Sep |
| 49 Inf Plt | 1 Sep | 3 Sep |
| 503 Chem Det | 1 Sep | 3 Sep |
| 76 Inf Det | 1 Sep | 3 Sep |
| 2-40 FA, D Btry | 1 Sep | 9 Sep |
| <u>SEGMENT TWO:</u> | | |
| 2-7 Inf | 9 Sep | 23 Sep |
| 75 Inf Co M | 9 Sep | 14 Sep |
| 2-40 FA, B Btry | 9 Sep | 17 Sep |
| 87 Engr Co | 12 Sep | 21 Sep |
| 179 MI Det | 15 Sep | 26 Sep |
| <u>SEGMENT THREE:</u> | | |
| 17 Cav, D Trp | 15 Sep | 1 Oct |
| 2-40 FA, C Btry | 15 Sep | 25 Sep |
| 152 MP Plt | 24 Sep | 26 Sep |
| 2-40 FA HHB | 25 Sep | 4 Oct |
| 2-40 FA A Btry | 25 Sep | 3 Oct |
| 313th Sig Co | 25 Sep | 7 Oct |
| 4-12 Inf | 15 Sep | 1 Oct |
| <u>SEGMENT FOUR:</u> | | |
| 7 CS Bn, Co C | 2 Oct | 8 Oct |
| 44 MH Det | 4 Oct | 6 Oct |
| 199 Inf Bde, HHC | 5 Oct | 11 Oct |
| 7 CS Bn, Co B | 5 Oct | 10 Oct |
| 40 PI Det | 5 Oct | 7 Oct |
| 7 CS Bn, HHC | 6 Oct | 11 Oct |
| 7 CS Bn, Co A | 7 Oct | 11 Oct |

TAB B (PREFERENCE STATEMENT) TO APPENDIX 9 TO ANNEX A

PREFERENCE STATEMENT
(SENIOR ENLISTED AND OFFICERS ONLY)

INSTRUCTIONS: Indicate three unit preferences in priority
by numbering 1-3

USARV MAJOR SUBORDINATE COMMANDS

- ☐ AP. I FIELD FORCE, VIETNAM
- ☐ CC. II FIELD FORCE, VIETNAM
- ☐ CQ. 164 AVN HHC GP CBT
- ☐ AG. 1ST CALVARY DIVISION
- ☐ BD. 4TH INFANTRY DIVISION
- ☐ AQ. AMERICAL DIVISION
- ☐ CB. 25TH INFANTRY DIVISION
- ☐ AD. 101ST AIRBORNE DIVISION (AM)
- ☐ AE. 173D AIRBORNE BRIGADE
- ☐ AF. 5TH SPECIAL FORCES GROUP
- ☐ CJ. 108TH ARTILLERY GROUP
- ☐ CG. 4TH PSYOP GROUP
- ☐ BC. 1ST AVIATION BRIGADE
- ☐ AH. 12TH AVIATION GROUP
- ☐ CE. 17TH AVIATION GROUP
- ☐ CL. 20TH EN HHC BDE
- ☐ AL. 18TH ENGINEER BRIGADE
- ☐ AM. 18TH MILITARY POLICE BRIGADE
- ☐ BH. 222AG CO PERS SVC TYB
- ☐ CG. 507TH TRANSPORTATION GROUP
- ☐ BA. 525TH MI GROUP
- ☐ CK. 1ST MI BATTALION (ARS)
- ☐ CD. 34TH SPT GROUP (ACFT MAINT)
- ☐ BF. HQ AREA CMD & PACEX (USAG SAIGON)
- ☐ AK. USARV SPECIAL TROOPS
- ☐ DE. 516 AG CO PERS SVC TYC
- ☐ BL. 537 AG CO PERS SVC TYD
- ☐ BK. 527 AG CO PERS SVC TYD
- ☐ BJ. 518 AG CO PERS SVC TYD

NAME _____

UNIT _____

TAB C (PERSONNEL REDEPLOYMENT ROSTER) TO APPENDIX 9 TO ANNEX A

AVBH-AGPM

8 September 1970

SUBJECT: Personnel Redeployment Roster

Commanding Officer
7th Support Battalion
APO 96279

1. Attached is a proposed personnel redeployment roster to be verified by your command. The roster is separated in the following categories:

a. "DEROS Loss" - Personnel in this category will rotate prior to completion of unit stand-down, i.e., HHD and Co A, 7th Support - 11 October and sooner; Company B, 7th Support - 9 October and sooner; Company C, 7th Support - 7 October and sooner.

b. "Local reassignment" - Personnel in this category will rotate subsequent to the dates indicated above through 25 October 1970.

c. "USARV assignments" - Personnel in this category will rotate subsequent to 25 October 1970.

d. "Patient casualties" - Personnel in this category have been reassigned to USARV Patient Casualty (hospitalized) and have not been medically evacuated from Vietnam.

2. Special category personnel will be identified as follows:

a. Personnel on emergency, compassionate, special, or re-enlistment leave in CONUS - Place the letter "A" to the left of individual's name.

b. AWOL personnel - Place the letter "B" to the left of individual's name.

September 1970

SUBJECT: Personnel Redeployment Roster

c. Personnel who have extended their FST to qualify for early REFRAD (use 150 day criteria) - Place the letter "C" to the left of individual's name.

d. Personnel who have extended their FST for six months or more for duty with this Brigade - Place the letter "D" to the left of individual's name.

e. Personnel who extended their FST for six months or more for duty with another USARV unit - Place the letter "E" to the left of individual's name and indicate unit for which extended in the blank space following the column titled "Assignment."

f. Personnel absent in country on special detail or TDY away from unit - Place the letter "F" to the left of individual's name.

3. The following instructions will be used in verifying the rosters:

a. Names of individuals, SSAN, Grade, PMOS SMOS, Branch (for officers), DEROS, ETS, appearing on rosters will be verified against the unit DA Forms 2475 (Personnel Data Card).

b. Names of individuals assigned to the unit who are not listed on the roster will be added to the category containing personnel with a like DEROS. Reason for the addition will be entered in the blank space following the column titled "Assignment" (Example: Assigned on M/R 8 Sep 70).

c. Names of individuals appearing on rosters who are no longer assigned to the unit will be deleted by drawing a single line through the entry, and the reason for the deletion will be entered in the blank space following the column titled "Assignment" *Example: Rsg to USARV Rtne Det, M/R 8 Sep 70).

d. The combined strength of the roster must be in agreement with the most recent DA Form 1 (Morning Report). The following information will be entered on the last page of the roster:

- (1) M/R date
- (2) M/R strength
- (3) Roster strength (Note: Total of combined categories must be the same as M/R strength)
- (4) Authentication by unit commander

AVBH-AGPM

September 1970

SUBJECT: Personnel Redeployment Roster

4. The column on the roster titled "Date Available" will be filled out in the following manner for "local reassignment" and "USARV assignment" categories only:

a. The number of personnel who will be outprocessed from the unit in a particular day during the unit stand-down is indicated below:

| <u>UNIT</u> | <u>Stand-down day</u> | <u>Number of Personnel</u> |
|-------------|-----------------------|----------------------------|
| Company C | 3 October | 30 |
| | 7 October | 44 |
| Company B | 7 October | 100 |
| | 9 October | 137 |
| HHD | 7 October | 43 |
| | 9 October | 42 |
| | 11 October | 42 |
| Company A | 9 October | 122 |
| | 11 October | 123 |

b. The unit will be required to release the above number of personnel for reassignment on the date indicated. This will be of primary concern in determining the availability date for reassignment of personnel.

c. The unit will indicate the day each individual will outprocess by placing the day (example: 3) in the column "Date Available". If the unit is required to outprocess 30 individuals on 3 October, there should be a combined total of 30 individuals with a "3" on the "local assignments" and "USARV assignment" category rosters.

5. Senior Enlisted Personnel - These personnel and these personnel only will indicate their assignment preference in the column titled "Assignment Choice" using the two letter code as indicated on the preference sheet attached to the senior enlisted rosters. Each senior enlisted will have three choices which will be numbered accordingly. Thus, if the choices were - HQ USARV, 525th MI Group and 4th Infantry Division the column titled "Assignment Choice" would reflect - 1, AA, 2. BA, 3. BD

6. All entries on the roster will be made by typing or neatly

AVBH-AGPM

8 September 1970

SUBJECT: Personnel Redeployment Roster

printing (with ball point pen). Care will be exercised to insure that information posted to the roster is legible on all copies.

7. The importance of accurate verification of the roster cannot be overemphasized. Roster must be verified and returned to this headquarters, ATTN: AVBH-AGPM, NLT 1600 hours, 11 September 1970.

FOR THE COMMANDER:

D.E. HUBBARD
Major, AGC
Adjutant General

TAB D (LOG SHEET) TO APPENDIX 9 TO ANNEX A

| NAME | SSAN | EDCSA | | ASSIGNED TO | |
|------|------|-------|-----|---------------|-----------|
| | | GR | MOS | RELIEVED FROM | REPT DATE |
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TAB E (COLOR GUARD DETACHMENT) TO APPENDIX 9 TO ANNEX A

AVBH-AGPM

8 August 1970

SUBJECT: Color Guard Detachment

Commanding Officer
5th Battalion, 12th Infantry
APO 96279

1. This headquarters has a requirement to furnish a 80 man color guard detachment to redeploy to Fort Benning, Georgia, upon inactivation of the Brigade.

2. In this respect, your unit will provide personnel as indicated below:

| | | |
|---|--------|---------------------------|
| 2 | E4/5 | Color Bearers |
| 2 | E4/5 | Color Guards |
| 1 | E8/9 | Detachment Sergeant Major |
| 1 | E7 | Platoon Sergeant |
| 1 | E6 | Squad Leader |
| 4 | E3/4/5 | Platoon Members |

3. Personnel selected will have 10 months in Vietnam as of 10 October 1970 and have 30 days retainability in the Army upon arrival at Fort Benning. Further, personnel will have no record of court-martial or article 15.

4. No MOS requirements exist; however, personnel selected should have been awarded the Combat Infantryman Badge. Further, it is desirable that they have been decorated for valor.

5. Report the names of personnel selected to this headquarters, ATTN: AVBH-AGPM, NLT 15 August 1970.

FOR THE COMMANDER:

D.E. HUBBARD
Major, AGC
Adjutant General

TAB F (DEROS ORDER FOR COLOR GUARD DETACHMENT) TO APPENDIX 9 TO ANNEX A

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep) (Lt)
APO San Francisco 96279

SPECIAL ORDERS
NUMBER 277
EXTRACT

4 October 1970

60. TC 202. Following reassignment directed. Individual will proceed on PERMANENT CHANGE OF STATION as indicated.

MATTESON, MARK R. 372525348 SGT 11C4P HHC 199th Inf Bde (WFBDA) APO 96279

ADMINISTRATIVE ACCOUNTING DATA

Auth: VO OPO SP Peters 2 Oct 70
Alco: NA
OPO C&LN: CZG 4757

PC Cont No: NA
CIC: 211A03
Ult asg: 82ND AG ADMIN CO
FT BRAGG NC

Lv adrs: 57 Navarre Monroe MI
PCS MDC: TO CONUS: 8CE1
PCS MDC to Unit in CONUS: 3AE1
Mo OS (curr tour): 11

DEROS: 7 Oct 70
DDUS: 22 Nov 69
ETS: 1 Oct 71

FOR THE INDIVIDUAL

Assigned to: 82ND AG ADMIN CO FT BRAGG

Leave data: 30 DDALV

Avail date: Nov 70

Port call data: To be announced

Reporting date to: 82ND AG ADMIN CO FT BRAGG NC: 19 Nov 70

Special Instruction: (a) Comply with the following numbered items of DA Supplemental Instructions (Appendix B, AR 310-10): 1, 31, 32, 36, 39, 44, 50, 62, 64, 65.

(b) EM will report to 199th Personnel Section with ID card and ID tags in his possession for outprocessing upon notification.

(c) EM will have a fatigue uniform in his possession to wear aboard acft.

(d) Individual will move with HHC, 199th Inf

Ede as a member of the Color Guard for this unit for Inactivation Ceremonies at Ft Benning, GA. Upon completion of Inactivation Ceremonies at Ft Benning, DA and upon release by the Color Guard Commander, personnel will comply with individual assignment orders. Pers are to travel as a group by Mil Trans to McGuire AFB and by commercial trans to Ft Benning GA. Pers will travel to CONUS and within CONUS in khaki uniform. Travel from McGuire AFB to Ft Benning will be accomplished without delay. Pers will have 3 sets of Tropical fatigues, 1 steel helmet w/liner, 1 pistol belt and one pair Tropical Combat boots in his possession. Pers will process through 90th Repl Bn.

(e) TDY to CONUS for a period of approximately 9 days beginning o/a 7 Oct 70. 2112020 80-5006 P200000-2120 S92 118 (A20A. 2110.02) OA# 10-36-043 (CIC 2012020 000 S92118) Per Diem FSE OBL: \$630.00 MAC EST OBL: \$10,430.00. Government Quarters will be utilized.

FOR THE COMMANDER:

OFFICIAL:

D.E. HUBBARD
Major, AGC
Adjutant General

TAB G (REVOCATION OF REASSIGNMENT (PCS) ORDERS) TO APPENDIX 9 TO ANNEX A

AVBH-AGPM

Revocation of Reassignment (PCS) ORDERS

TO **FROM** CG, 199th Inf Bde **DATE** **CMT1**
APO 96279

1. Attached are copies of para_____, SO_____, this headquarters, which revoke your previously issued PCS orders.
2. This action was necessary due to your forthcoming reassignment within USARV prior to scheduled date of departure from Vietnam.
3. Upon reassignment your gaining command will be authorized to issue reassignment orders. Unless otherwise indicated, your reassignment instructions (destination) contained in originally published orders will remain firm.

FOR THE COMMANDER:

1 Incl
as

G.E. GODBEE
CW4, USA
Asst AG

TAB H (DA ASSIGNMENT INSTRUCTIONS) TO APPENDIX 9 TO ANNEX A

AVBH-AGPM

DEPARTMENT OF THE ARMY
ASSIGNMENT INSTRUCTIONS

TO FROM CG, 199th Inf Bde DATE GMT1
APO 96279

1. The following DA reassignment instructions have been received
by this headquarters for individual indicated below:

| <u>NAME</u> | <u>GRADE</u> | <u>SSAN</u> | <u>PMOS</u> |
|-------------|--------------|-------------|-------------|
|-------------|--------------|-------------|-------------|

a. Asg to:

b. OPO Line and Control Number:

c. Auth:

d. Sp Instr:

2. Individual concerned has been advised of above reassignment
instructions. Request reassignment orders be published.

FOR THE COMMANDER:

G.E. GODBEE
CW4, USA
Asst AG

TAB I (NON-RECEIPT OF ASSIGNMENT INSTRUCTIONS) TO APPENDIX 9 TO ANNEX A

AVBE-AGPM

Non-Receipt of Assignment Instructions

TO FROM CG, 199th Inf Bde DATE CMT1
APO 96279

1. The following named individual was reported on the AOR/ORR submitted by this command for reassignment during the month of _____.

| <u>NAME</u> | <u>GRADE</u> | <u>SSAN</u> | <u>PMOS</u> |
|-------------|--------------|-------------|-------------|
|-------------|--------------|-------------|-------------|

2. Individual departed this command prior to receipt of DA assignment instructions: In event assignment instructions are subsequently received by this headquarters, immediate action will be taken to insure forwarding to gaining command.

FOR THE COMMANDER:

G.E. GODBEE
CW4, USA
Asst AG

TAB J (TRANSMITTAL OF DA FORM 2496) TO APPENDIX 9 TO ANNEX A

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep) (Lt)
APO San Francisco 96279

AVBH-AGPM

SUBJECT: Transmittal of DA Form 2496 (Non-Receipt of Assignment Instructions)

Commanding General
United States Army, Vietnam
ATTN: AVHAG-PM (AOR)
APO 96375

1. Transmitted herewith are _____ duplicate copies of DA Form 2496 (Non-Receipt of Assignment Instructions) pertaining to individuals reassigned from this command during the period _____ to _____ who have been reported on AOR/ORR indicated but have not received assignment instructions as of date of departure from this organization.

2. Original and one copy of DA Form 2496 were included in MPRJ prior to individual's departure.

FOR THE COMMANDER:

____ Incl
as

G.E. GODBEE
CW4, USA
Asst AG

TAB K (SAMPLE PATIENT CASUALTY ORDER) TO APPENDIX 9 TO ANNEX A

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Separate)
APO San Francisco 96279

SPECIAL ORDERS
NUMBER 265
EXTRACT

22 September 1970

27. TC 200. Fol RSG dir. Fol enl pers will proceed on PCS as indic.

ASSIGNED TO: 15th AG Admin Co APO 96490

Auth: Ltr, AVHAG-EA, Headquarters USARV, 4 Sep 70, SBJ: Enlisted
Asg Instr

Alco: NA

OPO C&LN: NA

Lv adrs: NA

PCS MDC: 3ME1

Acct Class: NA

EDCSA: 24 Sep 70

Rept date: Unk

Lv data: NA

Sp instr: EM presently in a patient casualty status at indicated hospital. Upon completion of hospitalization, EM will report to gaining unit of Asg. Losing unit is responsible for shipment of EM clothing, equipment, and personal effects to gaining unit. (SFC TURELLA, bldg T1324, 1st Cav)

| NAME | SSAN | GRADE | MOS | RELIEVED FROM | HOSP |
|--------------------|-----------|-------|-------|----------------------|-----------|
| RICHARDSON, ROBERT | 419663211 | SGT | 11B40 | Co A 4th Bn 12th Inf | 93d Evac |
| BOONE, RONALD | 390500493 | SGT | 11B40 | Co A 4th Bn 12th Inf | 93d Evac |
| PATROCINIO, RALPH | 933005033 | PFC | 11B10 | Co A 4th Bn 12th Inf | 93d Evac |
| GIENZA, GLEN K. | 395445342 | SGT | 11C40 | Co B 4th Bn 12th Inf | 24th Evac |

FOR THE COMMANDER:

OFFICIAL:

D.E. HUBBARD
Major, AGC
Adjutant General

G.E. GODBEE
CW4, USA
Asst AG

TAB L (SAMPLE LEAVE ORDER) TO APPENDIX 9 TO ANNEX A

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep) (Lt)
APO San Francisco 96279

SPECIAL ORDERS
NUMBER 265
EXTRACT

22 September 1970

15. TC 200. Fol Rsg dir. Fol enl pers will proceed on PCS as indic.

Relieved from: Btry C 2d Bn 40th Arty (WFBJCO) 199th Inf Bde APO
SF 96279

Auth: Ltr, AVHAG-EA, Headquarters USARV, 4 Sep 70, SUBJ: Enlisted
Asg Instr

Aloc: NA

OPO C&LN: NA

PCS MDC: 3MEL

Acct Class: NA

Lv data: NA

EDCSA: 25 Sep 70

Rept date: Unk

Sp instr: EM is presently in CONUS on leave attached to Fort Leonard
Wood, Missouri pending decision on application for com-
passionate reassignment. Upon completion of leave EM
will report to gaining unit of assignment. Losing unit
is responsible for shipment of EM's clothing, equipment
and personal effects to gaining unit. Losing unit is
further responsible for mailing individual copies of this
order to EM's attached CONUS unit.

ASSIGNED TO: 15th AG Admin Co APO 96490

| <u>NAME</u> | <u>SSAN</u> | <u>GRADE</u> | <u>MOS</u> |
|----------------------|-------------|--------------|------------|
| MESKY, ROSCOE J. FR. | 499524668 | PFC | 13A10 |

FOR THE COMMANDER:

OFFICIAL:

D.E. HUBBARD
Major, AGC
Adjutant General

G.E. GODBEE
CW4, USA
Asst AG

TAB M (PERSONNEL MANAGEMENT BRIEFING) TO APPENDIX 9 TO ANNEX A

PERSONNEL MANAGEMENT BRIEFING

The main concern in personnel management is to zero-strength your units. Your unit must be at zero strength not later than your last day of stand-down. In this respect, we must be immediately informed of any personnel who are not on orders. This includes your special category personnel, such as:

Hospitalized personnel (patient casualties). These personnel must be reassigned in country in the same manner as other personnel. In order to reassign them, orders must be published - in which case these individuals must be brought back from the hospital - in other words gained on your unit morning report. My morning report control personnel will notify your units when to gain them on the morning report. The entry is the same as if the individual physically returned from the hospital. Necessary orders will be published reassigning these people to 1st Cavalry Division, as it is now planned. Their baggage should be turned in to SFC TURELLA, bldg T-1825, 1st Cavalry Division.

Personnel on compassionate, emergency or special leave - these personnel will be reassigned from a leave status in the same manner as other personnel.

Flagged personnel - we will reassign these personnel in the same way as other personnel, with one exception - those personnel who have disciplinary action pending will be reassigned to II Field Force and that headquarters will effect disposition of their cases.

Personnel on the Color Guard - these personnel will be reassigned to Brigade Headquarters and Headquarters Company on their availability date.

Retained personnel - These are individuals whose DEROS is prior to the Brigade's last stand-down day. They will be reassigned to Replacement Detachment, 7th Support Battalion from which they will DEROS.

AWOL Personnel - these personnel cannot be reassigned but will be dropped from the rolls on the sixth day prior to the last day of unit stand-down - for instance - 5/12 last stand-down day is 15 September. On 9 September, all 5/12 units will DFR all their AWOL personnel. Questions regarding the proper morning report

entry should be directed to my morning report control personnel.

Orders - Except for personnel in some of the special categories I have just mentioned, you should have received orders on all your personnel - if not, notify me immediately. The reporting date on the order is the day the individual will stand-down and physically depart the Brigade. It is especially important that an individual effects stand-down on his reporting date as specified on the orders.

During outprocessing my people will check enlisted efficiency reports and reassignment orders. All eligible personnel should have a completed EER by now and it should have been turned in to the personnel management shop. If not, please get them in as soon as possible.

DEROS orders - Personnel who are being reassigned in country who have DEROS assignment instructions. The assignment is still good. We will notify the individual's gaining unit of his assignment so it can publish the orders.

Briefly, the most important personnel management concern is to zero-strength your units. If you are missing orders or have any problems or questions regarding personnel management functions, and in particular, zeroing your unit, please contact us immediately.

APPENDIX 10 (NONAPPROPRIATED FUNDS) TO ANNEX A

1. SITUATION. Prior to notification, 50 nonappropriated funds were operating in the Brigade; 35 unit funds, 5 other Sundry Funds, 7 Domestic Hire Funds, 1 Open Mess, 1 Chaplains Fund, and 1 Official Missions Activities Fund.

2. PLANNING. The planning was based on existing regulations and directives. A meeting was held explaining these regulations and directives to all custodians and responsible personnel. Funds were scheduled for terminal audit 20 days prior to the unit's first date of stand-down.

3. CONCEPT. The Brigade S-1 Funds Officer would perform all terminal audits on all battalions or separate unit funds, while the battalions were responsible for being the terminal auditors for any company size or lower echelon fund within its command.

4. EXECUTION. a. Unit Funds: All fixed assets were laterally transferred to other unit funds outside of the Brigade under the auspices of the Central Post Fund. The terminal audit was performed by the next higher headquarters, either battalion or brigade. All residual assets were returned by check to the Central Post Fund.

b. Clubs:

(1) Open Messes: The entire 199th Brigade Open Mess System was transferred to the USARV Club System. This included all fixed and residual assets, club managers, buildings (through the Installation Coordinator), and US military and local national labor.

(2) Other Sundry Funds: All other Sundry Funds were terminated and residual assets turned over to USARV.

c. Domestic Hire Fund: These funds were terminated as provided in each fund's constitution.

d. Chaplains Fund: Residual assets were transferred to the USARV Chaplains Fund which also accepted responsibility for providing services to civilian organizations (i.e. orphanages, hospitals, etc.). All other property was transferred to II Field Force Vietnam.

e. Official Mission Activities Fund: There was no fund owned property to be disposed of and all residual assets were transferred to II Field Force Vietnam.

5. RECOMMENDATIONS: a. Meetings must be arranged with fund custodians to discuss in detail the termination of each type of fund. Letters of instruction should be published and used as guidelines at least 20 days prior to stand-down in order that the funds be turned over to the next higher headquarters for the terminal audit.

b. Increased command emphasis should be given to insure that all funds and other Sundry Funds are expended for the benefit of the troops. The final bank balance for these funds should be as close to zero as possible.

APPENDIX 11 (CHAPLAIN ACTIVITIES) TO ANNEX A

1. SITUATION. a. Four chaplains and five enlisted assistants were assigned and present for duty when the Brigade was alerted for stand-down. However, the TO&E strength for the Brigade is five chaplains and five assistants. The Brigade has been operating minus one chaplain since May 1970. Property has been inventoried and the chaplain's fund has a balance to cover bills and immediate expenses.

b. All administrative policies and reports for the chaplain section were handled through the brigade chaplain section at Camp Frenzell-Jones so as to allow battalion chaplains maximum time with troops in the field. Chaplains were brought in from the field on a duty roster basis for duty each week at Camp Frenzell-Jones and to provide coverage at the two hospitals at Long Binh. This allowed for a rotation of duty and responsibility.

2. PLANNED. Arrangements were made for each chaplain to remain in the field until his unit had come in for stand-down.

3. CONCEPT. Religious services and counseling continued at fire support bases and field locations until each battalion's stand-down. Arrangements for special programs and services were programmed through the Brigade Chaplain's Office for each battalion during its stand-down.

4. STAND-DOWN. a. Services: Arrangements were made so that services could be conducted by companies or in some instances, by battalions, at Camp Frenzell-Jones just before each unit officially began the turn-in of equipment and the beginning of administrative processing for reassignment. This plan enabled the chaplain section to conduct services in addition to regularly scheduled chapel services without interfering with stand-down procedures and administrative processing.

b. Personnel: Early coordination was made with the USARV Chaplain's Office concerning reassignment of the brigade's chaplains and chaplains' assistants.

5. DISPOSITION. a. Property: TO&E property at Camp Frenzell-Jones was turned in to the S-4 property book officer, Jeeps, trailers, and equipment used by individual chaplains were turned in through appropriate channels at the time each unit commenced stand-down. Excess property was turned in through S-4, or through II Field Force chaplain's section, or through the USARV chaplain's

office. Property at Fire Support Base Mace was laterally transferred to the succeeding unit.

b. Consolidated Chaplain's Fund: Money remaining in the Chaplain's Fund was designated by the fund council to be given to the USARV chaplains' fund for special projects and chaplain activities in Vietnam. Fund owned property was signed over to the II Field Force chaplain section or to the USARV Chaplain's Office.

APPENDIX 12 (PROVOST MARSHAL) TO ANNEX A

1. SITUATION. a. The Brigade Provost Marshal's Office (PMO) and the Criminal Investigation Section (CI) were located at Camp Frenzell-Jones with the Brigade Headquarters. The PMO exercised operational control over all military police functions in the Brigade; maintained a physical security section for the Brigade; collected, coordinated, and distributed all military police reports; effected necessary liaison with the VN National Police and VN Military Police operating within the Brigade area provided civilian labor checkpoints at two installations; and coordinated with the brigade staff and unit commanders on military police activities affecting their respective areas of interest.

b. The LSA Military Police Company (Prov) consisted of the HHC MP platoon and the 152d MP platoon. The former platoon was based at the forward command post with the primary mission of providing military police tactical support to the Brigade in the form of convoy security and disposition of PW's. Additionally, it supplied law enforcement support. One squad operated the PW collection point at the brigade rear and coordinated convoy matters. The second platoon provided law enforcement and security patrols for Camp Frenzell-Jones. Each platoon was capable of performing the full scope of military police functions to include convoy control and PW collecting facilities activities.

2. PLANNING. a. Elements of information necessary for redeployment planned include the following items:

(1) The redeployment date of the Brigade, which remained classified until actual stand-down date;

(2) The stand-down dates of individual units of the Brigade which were also kept classified until date of execution;

(3) The information necessary for the removal of Brigade Military Police from their respective duty stations and the designation of a replacement MP unit, coordinated between the Brigade S3, S1, PM, Installation Coordinator, and units assuming responsibility for brigade areas. This included the date of transfer of responsibilities, the arrival date of the new units, and the

actual withdrawal date of brigade elements to the stand-down area;

(4) The closing date of the Brigade PMO was coordinated with Brigade XO, S3, S1, and Installation Coordinator;

(5) The disposition of MP CI records, reports and open cases was coordinated between the Brigade PM, the 8th Military Police Group (CI), and the Protective Services Division, USARV PMO. Subjects were identified to their respective unit commanders as early as possible to facilitate flagging action. In some cases the subject's new unit was obtained from AG and the gaining unit commander notified of the individual's status.

(6) The transfer of open CI cases and evidence held in connection with these cases was coordinated between the Brigade PM and the 8th MP Gp (CI).

(7) Military Police reports requiring unit action were delivered twice daily by MP courier to reduce processing time and to insure availability of subjects. Where subjects were too close to shipment to take action, reports were forwarded to gaining command.

(8) Procedures were established for a possible customs inspection operation. Personnel were trained and liaison established with customs personnel at Long Binh Post in the event assistance was required. The requirement for customs inspections by 199th Infantry Brigade MPs did not materialize.

(9) Attached checklist was used to brief battalion Executive Officers and separate unit commanders prior to stand-down

a. The following factors influenced factors for redeployment.

(1) Full military police support must be available through the scheduled stand-down date.

(2) Sufficient flexibility to cope with any situation must be maintained.

(3) A smooth transition between incoming and outgoing MP units must be effected to provide continuous military police support.

(4) Close coordination must be maintained with the commanders

of stand-down units.

(5) Various redeployment activities should be monitored to provide assistance to commanders and staff sections as needed.

(6) Commanders must be made aware that strict troop control must be maintained in unit areas.

(7) Emphasis must be placed on prevention of incidents.

3. EXECUTION. a. On 15 September 1970, the HHC MP Platoon moved from the forward command post and prepared to assume discipline, law, and order (DLO) functions along with security patrol.

b. On 23 September 1970, the 152d MP Platoon began its stand-down, passing the DLO and security function to the HHC Platoon. The HHC Platoon supported the Brigade until 302400 September 1970, when its police responsibilities for the base camp were turned over to the 95th Military Police Battalion, Long Binh Post. At that time the HHC Platoon began preparation for stand-down and was released on 6 October 1970.

4. RECOMMENDATION. a. Effect coordination for the transfer of responsibilities with the gaining command as early as possible.

b. Emphasis must be placed on early planning and crime prevention.

c. It must be made explicit clear that the unit CO and his key personnel must maintain firm control over personnel. The Provost Marshal can only provide overall support.

TABS

A - Letter, Provost Marshal Activities

TAB A (PROVOST MARSHAL ACTIVITIES) TO APPENDIX 12 TO ANNEX A

AVBH-PM

12 September 1970

SUBJECT: Provost Marshal Activities

Actions to be taken in support of stand-down operations are:

1. GATES.

a. Charlie and Bravo checkpoints will be manned by two MPs, 24 hours per day. All Keystone police material being turned in will be routed through Bravo Checkpoint.

b. A third man will be posted at Bravo Checkpoint to examine material being transported to Long Binh Post for turn-in. No commercial items will be passed through. Guard personnel will be briefed on documents required for turn-in.

c. Delta Checkpoint will be closed, beginning 1 September 1970.

d. Stolen property lists will be posted at each gate. Suspected property will be checked against the lists.

2. CID/FMI.

a. Conduct clandestine surveillances nightly, notifying Desk Sergeant of potential disturbances as necessary.

b. Conduct crime prevention surveys/physical security inspections as necessary, prior to stand-down operations. Stress weapons check in/check out procedures.

3. PHYSICAL SECURITY.

a. In coordination with S-4, conduct unannounced arms room/ ammo storage inspections. Check weapons inventory sheets.

b. Coordinate with installation coordinator for installation of lighting at high incident sites and appropriate perimeter areas.

c. Encourage units to turn on outside lights where available.

4. CIRCULATION CONTROL. Establish and enforce curfew, 2300-0500

AVBH-PM
SUBJECT: Provost Marshal Activities

12 Setember 1970

hours unless on official business.

5. UNIT ASSISTANCE.

a. Specify phone numbers and position of responsible individual in each unit who will receive emergency calls.

b. Conduct thorough shakedown of troops before they are brought to Camp Frenzell-Jones.

Concentrate on Munitions.

c. Conduct unannounced customs inspection after arrival at Camp Frenzell-Jones.

d. Unit Officers and NCO's should be alert in keeping personnel away from off-limits buildings in their unit area.

e. Unit Officers and NCO's should continually be alert for unsecured personal and government property lying around within their unit area.

f. Troops should be encouraged to stay in unit areas through such inducements as cookouts, athletics, and double-feature movies.

g. Physical security guards should be placed at concentrations of material, vehicles, and weapons storage areas.

h. As personnel are transferred, house girls will become excess. Their names and badge numbers should be reported promptly to the Civilian Personnel Officer who will in turn notify the PMO to deny them access to Camp Frenzell-Jones.

i. Check motor pools to see if all vehicles are present. Coordinate with Desk Sergeant for off post dispatch.

6. S-1 SUPPORT.

a. Keep snack bar open as long as possible. Provide more help for faster service.

b. Provide mobile snack bars for Redcatcher Training area.

c. Promote post wide athletics, at night if possible.

7. IC SUPPORT.

a. Establish two mobile courtesy patrols to move between clubs

AVBH-PM

12 September 1970

SUBJECT: Provost Marshal Activities

and around the post each consisting of two senior NCO's. Hours 2030-2230 nightly. Objectives, to prevent trouble before it starts; call MPs if it cannot be handled.

b. Establish a two man courtesy patrol to be stationed at the snack bar and immediate environs.

8. MI SUPPORT.

a. Release Kit Carson Scouts ASAP.

b. Transfer ARVNs to parent unit.

GEORGE L. NIPPER
Major, MPC
Provost Marshal

APPENDIX 13 ((FINANCE) TO ANNEX A

1. PLANNING PHASE.

a. Upon initial notification that the 199th Infantry Brigade would be inactivated a "planning staff" within the Finance Office was designated and began to receive, program, and disseminate all information pertaining to the inactivation. This planning staff was hampered by the need for secrecy which prevented disseminating the full plan of action to the troops until the deactivation was officially announced on 15 September 1970. This veil of secrecy created some confusion and problems for the planning staff in its attempts to maintain the required security while trying to disseminate the necessary information.

b. Because specific data such as numbers, dates, and places were missing and would not be available until much later, the planning staff operated under certain assumptions:

(1) Detailed data would not be available until just prior to shipping dates.

(2) FDRF's must be audited, verified, and prepared for outprocessing prior to the receipt of this detailed information.

(3) The loss of 12 pay specialists during July and August would seriously affect the outprocessing effort. Replacements must be requested.

(4) Normal finance services must continue while advance preparation of the records began. This would create a need for additional effort on the part of the pay specialists.

(5) Additional supplies to include expendables, processing forms, and equipment would be required and must be requisitioned in advance.

(6) Preparation of allotment forms to start, stop, or change allotments as a part of outprocessing is not practicable for a unit being inactivated; therefore, individuals will not be permitted (except for emergencies) to make any changes to their allotments while outprocessing for an in-country transfer.

(7) The program of carrying money forward will mean some men will want a partial pay while outprocessing even though they

have just recently received their normal pay.

c. Renewed efforts were made to settle unsettled travel. Units were notified to send men to Finance and records were tagged to identify travel problems to be resolved as the men passed thru the processing line. Additionally, tracer messages were sent to CONUS for data not received and new messages initiated for data not previously requested. Incoming personnel continued to arrive with travel problems and an increased effort was made to settle those on the spot to preclude more unsettled travel cases. Vigorous suspense and follow up actions were taken as this program continued throughout both the planning and outprocessing phases.

d. Immediately upon completion of July payrolls, the preparation of August payrolls began. It had previously been determined that August would be the last payday for the majority of the brigade members. Preparing these payrolls so far in advance of normal created some problems in keeping the August vouchers current. However, time saved during the latter half of August, which normally would have been used for voucher preparation, was able to be used for finance folder verification and outprocessing preparation. This plan was very successful as most of the record outprocessing to include updating of FDRF, leave record audit, preparation and partial completion of outprocessing forms, preparation of skeletonized partial pay vouchers, preparation of suspense envelopes, and review and update of FDRF suspense items was accomplished prior to the start of the actual outprocessing.

2. OUTPROCESSING PHASE.

a. Immediately upon receipt of orders records were segregated by shipping date and final records processing completed and checked.

b. The Brigade AG established a receiving area where men initially reported. A processing NCO gave the following information concerning the Finance outprocessing to the troops at the time of assembly.

"Your Finance processing will consist of:

- (1) Audit and signature of your leave record.

- (2) Completion and payment of travel vouchers if applicable.
- (3) Payment of partial pay if you have money carried forward and ONLY for emergencies.
- (4) If you have pay problems a notation will be made on your records for the information of your gaining Finance Officer.
- (5) No changes will be made to your allotments. You will arrive at your new units probably within 48 hours and can initiate any allotment changes there.
- (6) You will be required to sign for your finance folder."

c. The processing line was established by stations with each station designated to accomplish a specific function.

Station 1: Match the man with the record. Control movement into the building.

Station 2: Have the individual receipt for his records by signing the outprocessing form. (Incl 1)

Station 3: Verification and signature on leave record. Preparation and settlement of unsettled travel.

Station 4: Partial payments.

Station 5: Final review and audit by NCO.

Station 6: Cashier

In addition to these stations three men were designated as trouble shooters to resolve problems and keep the line moving.

3. CLOSEOUT OF 199TH INFANTRY BRIGADE FINANCE DISBURSING STATION SYMBOL (DSSN 5315).

The inactivation of the 199th Infantry Brigade also brought with it the inactivation of disbursing station symbol number 5315. This complex task was accomplished by the careful implementation of the directions provided in AR 37-103. The last day of disbursing for the 199th Infantry Brigade was 2 October 1970, and the account was closed and final accounting report submitted by 5 October 1970.

4. PROBLEMS AND RECOMMENDATIONS.

- a. Delay of receipt of and changes to special orders and pro-

cessing rosters caused anxiety, concern, and confusion. Every effort must be made to prepare orders sufficiently in advance to allow for maximum processing time; changes to orders once issued must be kept to an absolute minimum.

b. Keeping the details of the movement of personnel classified until after shipment began, created many rumors and prevented dissemination of information which would have decreased confusion and inefficiency. The "word" must be released just as soon as security requirements permit.

c. Advance preparation of pay folders is essential and will eliminate most problems and certainly reduce the time the soldier spends in the processing line.

d. The Finance Office had no difficulty keeping up with the planned "man a minute" criteria established by the AG. Unfortunately other processing operations were not able to meet this time factor and finance personnel had to slow down while others caught up. This created wasted man power; once a processing line is established it is grossly inefficient to break it down and set it up again on a continuing basis. Obviously, all outprocessing operations must be staffed with sufficient personnel to rapidly process the soldiers involved.

APPENDIX 14 (DISPOSITION OF CIVILIAN PERSONNEL) TO ANNEX A

AVBH-CP

7 September 1970

SUBJECT: Disposition of Civilian Personnel Employed by the 199th Infantry Brigade and Dissolution of Funds.

SEE DISTRIBUTION

1. This letter establishes policies and procedures for the disposition of civilian personnel affected by the redeployment of the 199th Infantry Brigade.

2. Policy:

a. No advance notice will be provided civilian personnel regarding the reduction in force associated with redeployment of the 199th Infantry Brigade.

b. Civilians will be notified of their release dates on a unit-by-unit basis, but no sooner than the effective date of a unit's stand-down. Preferably units should inform civilians as soon as possible after unit stand-down is initiated.

c. Severance payments will be made to direct hire and non-appropriated fund (Open Mess) employees only. Two weeks pay will also be paid Direct Hire and Nonappropriated Fund (Open Mess) employees in lieu of advance notice. Severance payments for Direct Hire personnel will be paid by 91st and 7th Finance, Long Binh Post. Nonappropriated Fund (Open Mess) employees' severance payments will be paid by the Open Mess System, 199th Infantry Brigade.

d. All commanders will prepare letters of appreciation for employment. Letters may be picked up at the Civilian Personnel Office, 199th Infantry Brigade.

e. Presentation of gifts to deserving employees is authorized; however, it must meet the following criteria:

- (1) It is not government owned property.

(2) It is not a rationed item.

(3) It does not exceed ten (10) dollars in value.

f. Recommendations for sustained superior performance awards should be granted to deserving Direct Hire personnel paid from appropriated funds. Required forms and information may be obtained from the Civilian Personnel Office, 199th Inf Bde.

3. Procedures:

a. Required reports.

(1) Units will submit identification pass release forms on employees, at least two (2) days prior to effective date of release, to the 199th Inf Bde Civilian Personnel Office.

(2) The Civilian Personnel Office will prepare Standard Form 52's on all direct hire personnel and forward them to Long Binh Area Civilian Personnel Office (LACPO).

(3) The Open Mess System will prepare Standard Form 52's on club personnel and forward them thru the Civilian Personnel Office, 199th Inf Bde to Long Binh Area Civilian Personnel Office.

b. Severance Pay: Only Direct Hire and Non-appropriated Fund employees are authorized severance pay.

(1) Criteria:

(a) Severance pay will be paid as follows:

One (1) month's pay for two (2) years service.

Two (2) month's pay for three (3) years service.

Five (5) days pay for each additional six (6) months service

(2) Severance pay cost:

(a) Direct hire (appropriated fund) employees cost will be borne by 91st and 7th Finance at Long Binh Post.

(b) Open Mess (Non-appropriated Fund) employees cost will be borne by the Open Mess System, 199th Inf Bde.

c. Dissolution of Funds:

(1) Domestic Hire Funds will be dissolved, after final review by the Brigade Assistant S-1, as soon as practical after a unit stand-down.

(a) Residual monies from these funds may be used to purchase gifts of appreciation for employees.

(2) Non-appropriated Funds will be dissolved per instructions of USARV Reg 230-60, Non-Appropriated Funds and Related Activities.

(3) Appropriated Funds will be closed by 7th and 91st Finance at Long Binh Post.

d. Status of Kit Carson Scouts:

(1) Kit Carson Scouts will be returned to the Chieu-Hoi Center from which recruited.

(2) Notice of Separation (SF 52) will be prepared by KCS Director, 199th Inf Bde and forwarded to LACPO. One copy will be furnished to the Chieu-Hoi Center.

(3) Kit Carson Scouts with one (1) or more years of service will receive a separation allowance of thirty (30) days pay. If service is less than one (1) year, pay will be pro-rated. e.g. Fifteen (15) days pay for six (6) months service.

e. Status of Post Exchange, PX Concessions, and Government Contractors.

(1) Upon notice of Reduction-in-Force the Post Exchange Officer will notify the Vietnam Regional Exchange Office at Long Binh Post. VRE Headquarters will make efforts to have employees provided jobs elsewhere in the Long Binh Area.

(2) PX Concessions:

(a) The Post Exchange Officer will be responsible for informing VRE Headquarters, Concession Section, on cancellation of all concession contracts for this Brigade.

(3) PA&E contractor headquarters will be notified as soon as possible by the Civilian Personnel Officer of reduced requirements for services of PA&E personnel by this Brigade

f. Identification passes:

(1) All units will notify the Civilian Personnel Office via Hire/Release forms when passes are to be destroyed.

(2) The Civilian Personnel Office will pull employees record and show reason for destruction of pass and notify the Civilian Labor Point.

(3) The Civilian Labor Point will destroy Identification passes in accordance with USARV Reg 190-20.

WILLIE BARR JR
CPT, Infantry
Civilian Personnel Officer

DISTRIBUTION:

7 - Ea Inf Bn
5 - 7th Spt Bn
6 - 2d Bn, 40th Arty
1 - Ea Sep Unit
1 - IC
1 - SL
2 - CPO

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX B (INTELLIGENCE)

1. GENERAL. This annex covers the disposition of all intelligence material, sensor strings, and Kit Carson Scouts during the redeployment of the 199th Light Infantry Brigade.

2. INTELLIGENCE ACTIVITIES.

a. The 179th Military Intelligence Detachment and the Brigade S-2 continued to supply support to the 199th Infantry Brigade until 15 September 1970, when the final units commenced stand-down.

b. Order of Battle material was transferred from the 179th Military Intelligence Detachment between 9 and 15 September, to the following units:

| <u>Date</u> | <u>Unit</u> | <u>Material Transferred</u> |
|-------------------|---------------------------------------|---|
| 09 September 1970 | Units in Long Khanh Province | All OB files on 274th Regiment, 74th NVA Regiment, and local force units in southern Long Khanh Province. |
| 13 September 1970 | Civilian Intelligence units, Xuan Loc | All OB files on local force units in northern Long Khanh Province and Bien Hoa Province. |
| 15 September 1970 | Units in Binh Tuy Province | All remaining OB files. |

c. IPW material was turned over to the units in Binh Tuy Province on 14 September 1970. Interpreters were released as individual battalions commenced stand-down. Three (3) interpreters remained with the Brigade until 10 October 1970, to aid in the control of Vietnamese civilian employees and in the conduct of required liaison with Army of the Republic of Vietnam units.

d. Image Interpretation files and photography on hand were turned over to the units in Binh Tuy Province on 14 September 1970.

e. Counter Intelligence section conducted security inspections on the following schedule:

| <u>Date</u> | <u>Area and unit inspected</u> |
|----------------------|---|
| 01 September 1970 | Fire Support Base Deeble (5th Battalion, 12th Infantry) |
| 08 September 1970 | Fire Support Base Riviera (3rd Battalion, 7th Infantry) 5th Battalion, 12th Infantry, Camp Frenzell-Jones. |
| 09 September 1970 | Fire Support Base Riviera (3rd Battalion, 7th Infantry) with United States Army Vietnam Team. |
| 11 September 1970 | M Company, 75th Rangers, Fire Support Base Mace. |
| 12 September 1970 | Fire Support Base Silver (2nd Battalion, 3rd Infantry) |
| 13 September 1970 | A Company, 2nd Battalion, 3rd Infantry, Fire Support Base Mace. (4th Battalion, 12th Infantry, Fire Support Base Eagle) Public Information Officer and 2nd Battalion, 3rd Infantry, Fire Support Base Mace. |
| 15 September 1970 | Fire Support Base Mace including 2nd Battalion, 3rd Infantry, 2nd Battalion, 40th Artillery, 313th Signal, S-2, S-3, 17th Armored Cavalry, Fireball Aviation, Military Police, Tactical Operations Center, Field Grade Trailers, Headquarters and Headquarters Company, tents, general area, and trash dumps. |
| 20-25 September 1970 | Inspection of Brigade Main Base including buildings and trash collection points in coordination with the United States Army, Vietnam. |
| 26 September 1970 | Continued inspection of buildings as they are closed. |

3. SENSOR DISPOSITION.

a. 8 September 1970, the 199th Infantry Brigade transferred its sensor program to units in Long Khanh and Binh Tuy Provinces. The sensors transferred were monitored by members of both units for 10 days prior to the transfer thus allowing a smooth transition of the strings between units.

b. All remaining sensor equipment, including excess sensors, monitoring equipment, and spare parts, was transferred to Cam Ranh Bay.

4. KIT CARSON SCOUTS.

a. Kit Carson Scouts completed stand-down with their respective units. Recruitment interviews were held at the 199th Infantry, Camp Frenzell-Jones, Long Binh from 1 - 17 September 1970. A total of 54 Kit Carson Scouts were transferred to other USARV units.

b. The remaining Kit Carson Scouts were returned to the Chieu Hoi agencies where they were originally recruited. All records of the Kit Carson Scout Program were turned over to the G-5, II Field Force.

5. DEBRIEFING OF PERSONNEL. Unit Security Control Officers were responsible for debriefing all personnel with access to classified material and for insuring that Security Termination Statements (DA Form 2962) were completed and placed in individual personnel records.

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX C (OPERATIONS)

1. GENERAL.

a. On 29 June 1970, the 199th Infantry Brigade was officially notified of its inactivation. At that time the brigade tactical area of responsibility (TAOR) included all of Binh Tuy Province and Long Khanh Province. The Brigade was conducting operations against the 33d NVA Regiment, Headquarters Military Region 6 and 7, elements of the 84th Rear Service Group, Ba Long Province Headquarters, the 274th VC Regiment, and local forces in the area. The Brigade was participating actively in the "Dong Tien" (Progress Together) operations, conducting daily operations, and training the Territorial Forces. The Brigade's operations were modified when II Field Force published the "Wet Season Strategy Plan" which was implemented on 15 July. This plan called for the Brigade to release all of Long Khanh Province except the southeastern portion to other US and ARVN units. With this realignment it was necessary for the Brigade to relocate its Command Post and those of the maneuver battalions. All CP's were relocated into the new tactical area of operations by 15 July. Located to the north of the Brigade was the 1st Cavalry Division(AM), to the west the 18th ARVN Division, and the 25th Infantry Division, and to the east I Field Force. Australian forces were conducting operations to the southwest. The 199th Infantry Brigade held one permanent base at Camp Frenzell-Jones (LBN) and eleven fire support bases. During inactivation three fire support bases were transferred to the relieving units, one was transferred to District HQ's, and seven were closed.

b. Inactivation activities were divided into three time periods. The first period, 1-31 July, was the planning phase. Anticipated problems were identified and coordinated with higher and adjacent headquarters was begun. 1-31 August was the preparation phase. Priority tasks were established, the tactical OPLAN was distributed, and the Brigade a stand-down schedule was published. The actual inactivation processing began on 1 September, and ended on 12 October. During this period base areas and areas of operation were transferred, units moved to the brigade stand-down area at Camp Frenzell-Jones, and personnel and equipment were processed for turn-in. (See Sequence of Key Events, Appendix 1)

c. Initial stand-down instructions included the redeployment of three of four infantry battalions and all combat support/combat service support elements of the Brigade. On 27 August, II FFV held a redeployment meeting and instructed the Brigade to plan for inclusion of the fourth infantry battalion in the redeployment/inactivation package. At that time the 2d Battalion, 3d Infantry was included in the plans for stand-down. On 15 September, approval still had not been received from USARV to include the 2d Battalion, 3d Infantry in the redeployment. Therefore II FFV requested, effective 15 September, that the 2d Battalion, 3d Infantry be reassigned to the 25th Infantry Division. This action was approved.

2. CONCEPT OF REDEPLOYMENT OPERATIONS.

a. During the inactivation, the 199th Infantry Brigade established three priority tasks. First priority was given to combat operations, second to the maintenance of forces and material/facility security, and third to disengagement from combat and execution of inactivation. Each unit in the 199th Infantry Brigade continued combat operations until the day of its scheduled stand-down, then upon moving to an airstrip it was flown by fixed wing aircraft or convoyed to Camp Frenzell-Jones. Units were required to furnish personnel for base camp security during their stand-down periods.

b. To execute inactivation the Brigade was divided into three segments. The first two segments consisted of an infantry battalion and associated combat support/combat service support elements normally assigned to a battalion, forward brigade headquarters, and administrative and support units which were involved in running the forward operations center.

c. The Brigade direct support artillery batteries were programmed to inactivate with each battalion, thereby, providing continuity of fires until the last battalion was removed from the field. II FFV Artillery in general support remained in place and assumed general support of the 1st Cavalry Division.

d. Redeployment of First Segment (1-9 September). Transfer of tactical areas of interest and responsibility.

(1) The stand-down of the 5th Battalion, 12th Infantry was closely coordinated with 3d Brigade, 1st Cavalry Division which was to assume responsibility for the brigade area of operations. 1st Battalion, 8th Cavalry was assigned this portion of the area and moved its direct support artillery into Fire Support Base Guin on 31 August, enabling D Battery, 2-40th Artillery to extract itself from Guin to Fire Support Base Mace, using CH-47's. The battery then motor marched to Camp Frenzell-Jones. On 31 August, the 1st Battalion, 8th Cavalry moved by CH-47 aircraft into a staging area vicinity Fire Support Base Deeble. On 1 September, the 1st Battalion, 8th Cavalry conducted airmobile insertions into its new area; simultaneously, the 5th Battalion, 12th Infantry extracted rifle companies from prearranged pickup zones to Tanh Linh airstrip and motor marched to Camp Frenzell-Jones, closing by 011800 September 1970. This was the first 199th Infantry Brigade unit withdrawn for stand-down. The battalion relief was a smooth, well coordinated

operation. Constant pressure on the enemy was maintained.

(2) Other platoons and detachments scheduled for stand-down on 1 September, moved by organic vehicles from Fire Support Base Mace to Camp Frenzell-Jones and commenced stand-down.

(3) Fire Support Base Deeble, base Headquarters, 5th Battalion, 12th Infantry, was offered to the 1st Cavalry Division for occupancy. The offer was rejected. The base was offered then to the District Chief for his Territorial Forces. The District Chief accepted the offer and lateral transfer was made. All other fire support bases within this portion of the area of operations were temporary and did not require transfer.

e. Redeployment of Second Segment (9-15 September). Transfer of tactical areas of interest and responsibility:

(1) The stand-down of the 3d Battalion, 7th Infantry was begun by coordination with Binh Tuy Province Chief, 3d Brigade, 1st Cavalry Division, and 2d Squadron, 11th Armored Cavalry Regiment which assumed responsibility for the southeastern portion of the brigade area of operations. On 9 September, the 2d Squadron, 11th Armored Cavalry Regiment assumed command OPCON mission to the 3d Brigade, 1st Cavalry Division and relieved the 3d Battalion, 7th Infantry. To facilitate its move into the new area of operations, coordination was made with the Province Chief at Ham Tan to allow early entry into the area. On 6 September, 2d Squadron, 11th Armored Cavalry Regiment moved into the 199th Infantry Brigade area south of Fire Support Base Mace locating near the junction of Highway #1 and TL2B and commenced construction of Fire Support Base Bolan. On 8 September, 2d Squadron, 11th Armored Cavalry Regiment moved into the newly established fire support base and night defensive positions along Highway #1 and prepared to assume total responsibility for the southeastern portion of the Province. Responsibility for the area of operations was transferred at 090800 September 1970. The 3d Battalion, 7th Infantry conducted airmobile extractions from its field locations to Ham Tan airstrip and then moved by C-130's to Binh Hoa airstrip and motor marched to Camp Frenzell-Jones for stand-down. As soon as all rifle companies had been moved to Ham Tan airstrip, B Battery, 2d Battalion, 40th Artillery motor marched from Fire Support Base Riviera to Camp Frenzell-Jones for stand-down. All elements closed Camp Frenzell-Jones by 091800 September 1970. On 9 September, M Company, 75th Rangers extracted four Ranger Teams from field locations to Fire Support Base Mace and then motor marched to Camp Frenzell-Jones for stand-down and inactivation.

(2) Riviera was transferred to the 2d Squadron, 11th Armored Cavalry Regiment. Other temporary fire support bases within the 3d Battalion, 7th Infantry area had been previously closed.

f. Redeployment of Third Segment (15 September - 02 October).
Transfer of tactical areas of interest and responsibility:

(1) The decision to reassign the 2d Battalion, 3d Infantry to the 25th Infantry Division was made on 13 September. However, it was still necessary to withdraw the battalion from the operational area and prepare it for reassignment as some turn-in of equipment already had begun. An agreement was made with CG 25th Infantry Division to send the battalion to Camp Frenzell-Jones as planned to prepare to commence operations with the 25th Infantry Division on 19 September. The rifle companies were extracted from field locations by helicopter to Fire Support Base Mace. CH-47's were used to extract the supporting artillery and battalion forward Command Post from Fire Support Base Silver. Upon completion of all extractions the battalion, with supporting artillery, motor marched to Camp Frenzell-Jones, closing at 151800 September 1970. At 151800 September 1970, the "Old Guard" was reassigned to the 25th Infantry Division.

(2) The 2d Battalion, 3d Infantry was co-located with Brigade Headquarters at Fire Support Base Mace which was transferred to 3d Brigade, 1st Cavalry Division. All temporary fire support bases within the area of operations were closed.

(3) The 4th Battalion, 12th Infantry turned over its area to 3d Brigade, 1st Cavalry Division at 1200 hours 15 September, simultaneously conducted airmobile extraction of troops from field locations to the Vo Dat airstrip, moved by C-123 to Binh Hoa airstrip, and motor marched to Camp Frenzell-Jones. D Troop, 17th Cavalry, OPCON to 4th Battalion, 12th Infantry and C Battery, 2d Battalion, 40th Artillery motor marched from Fire Support Base Apache to Camp Frenzell-Jones for stand-down and inactivation.

(4) Fire Support Base Eagle, Headquarters, 4th Battalion, 12th Infantry, was transferred to A Company, 31st Engineer Battalion. All other temporary fire support bases were closed.

(5) After completion of the infantry battalion's move from field locations to rear locations, the 199th Infantry Brigade forward tactical operations center located at Mace transferred all responsibilities of the area of operations to the 3d Brigade, 1st Cavalry Division at 151200 September 1970. The 3d Brigade, 1st Cavalry Division moved into the TOC occupied by the Brigade at about 1000 hours. Radios, maps, and property were transferred to the 1st Cavalry Division, assisting a smooth transfer of all responsibilities. The remaining elements of "Redcatcher Forward" then conducted a motor march to Camp Frenzell-Jones with security provided by elements of D Troop, 17th Cavalry, closing Camp Frenzell-Jones at 1945 hours. In a period of 10 hours the 199th Infantry Brigade had disengaged the remaining two infantry battalions from combat operations and moved all combat and combat support elements from field locations into Camp Frenzell-Jones. At 151800 September 1970, the Brigade was detached from II FFV and assigned OPCON to USARV. The 199th Infantry Brigade moved into the final phase of the inactivation plan with the mission of administratively processing men and equipment and escorting the unit colors to Fort Benning, Ga., where inactivation

ceremonies would be conducted.

APPENDIXES

1. Sequence of Events
2. Stand-down Schedule

APPENDIX 1 (Sequence of Events) to ANNEX C

| <u>SEQUENCE OF EVENTS</u> | <u>DATE</u> |
|--|-------------|
| Brigade Commander was notified of the Brigade's inactivation | 29 Jun 70 |
| Staff meeting II FFV with USARV Staff | 9 Jul 70 |
| Directive from Brigade XO to write OPLAN 183-70 | 23 Jul 70 |
| 199th Inf Bde OPLAN 183-70 published | 8 Aug 70 |
| Informal visits from 1st Cav Div | 10 Aug 70 |
| 199th Inf Bde Staff meeting FSB Mace | 11 Aug 70 |
| Closed Redcatcher Combat Training Center | 13 Aug 70 |
| Staff meeting with 1st Cav, II FFV, at FSB Mace | 20 Aug 70 |
| Movement Order to Camp Frenzell-Jones published | 24 Aug 70 |
| 199th Inf Bde Staff Meeting | 25 Aug 70 |
| Bde S-3 to II FFV meeting with C/S | 27 Aug 70 |
| Bde Mobile Training Team departed Ham Tan | 28 Aug 70 |
| 1-8 Cav Bn relieved 5-12 Inf | 1 Sep 70 |
| D Btry 2-40 Arty relieved | |
| Bde Staff meeting, Camp Frenzell-Jones | 2 Sep 70 |
| Meeting 1st Cav, II FFV, FSB Mace | 3 Sep 70 |
| Briefing: LTG McGaffrey DEP CG, USARV on phase-down | 4 Sep 70 |
| Advance party 1st Cav arrive FSB Mace | 5 Sep 70 |
| 2d Sqdn ACR moved into AO | 6 Sep 70 |

SEQUENCE OF EVENTSDATE

| | |
|--|-----------|
| Briefing: LTC Davison, CG III FFV | 7 Sep 70 |
| 3-7 Inf, M-75 Rangers, B Btry 2-40 Arty move to rear | 9 Sep 70 |
| Bde HQ's withdrawal plan published | 11 Sep 70 |
| 87th Eng relieved, move to Camp Frenzell-Jones | 12 Sep 70 |
| Transfer security of Hill 837 to 1st Cav Div | 13 Sep 70 |
| 2-3 Inf, 4-12 Inf, A & C Btry 2-40 Arty, Bde HQ's | 15 Sep 70 |
| Fwd TOC move to Camp Frenzell-Jones | |
| Casing of Colors Ceremony | 17 Sep 70 |
| Honor Guard Departure Ceremonies | 11 Oct 70 |
| Arrival Ceremonies, Ft Benning, Ga | 12 Oct 70 |
| Inactivation Ceremonies, Ft Benning, Ga | 15 Oct 70 |

APPENDIX 2 (STAND-DOWN SCHEDULE) to ANNEX C

| <u>UNIT</u> | <u>STAND-DOWN DATE</u> | <u>"R" DATE</u> |
|-----------------------|------------------------|-----------------|
| <u>Segment One:</u> | | |
| 5-12 Inf | 1 Sep 70 | 15 Sep 70 |
| 49th Inf Plat | 1 Sep 70 | 3 Sep 70 |
| 503d Cml | 1 Sep 70 | 3 Sep 70 |
| 76th Inf Det | 1 Sep 70 | 3 Sep 70 |
| 2-40th FA, D Btry | 1 Sep 70 | 9 Sep 70 |
| <u>Segment Two:</u> | | |
| 3-7 Inf | 9 Sep 70 | 23 Sep 70 |
| 75th Inf, Co M | 9 Sep 70 | 14 Sep 70 |
| 2-40th FA, B Btry | 9 Sep 70 | 17 Sep 70 |
| 87th Engr Co | 12 Sep 70 | 21 Sep 70 |
| 179th MI Det | 15 Sep 70 | 26 Sep 70 |
| <u>Segment Three:</u> | | |
| 2-3d Inf | 15 Sep 70 | 1 Oct 70 |
| 4-12 Inf | 15 Sep 70 | 1 Oct 70 |
| 17th Cav, D Trp | 15 Sep 70 | 1 Oct 70 |
| 2-40th FA, A & C Btry | 15 Sep 70 | 25 Sep 70 |
| 152d MP Plat | 15 Sep 70 | 26 Sep 70 |
| 2-40th FA, HHB | 15 Sep 70 | 4 Oct 70 |
| 2-40th FA, A Btry | 15 Sep 70 | 3 Oct 70 |
| 313th Sig Co | 15 Sep 70 | 7 Oct 70 |

| <u>UNIT</u> | <u>STAND-DOWN DATE</u> | <u>"R" DATE</u> |
|----------------------|------------------------|-----------------|
| <u>Segment Four:</u> | | |
| 7th CS Bn, Co C | 2 Oct 70 | 8 Oct 70 |
| 44th MI Det | 4 Oct 70 | 6 Oct 70 |
| 199th Inf Bde, HHC | 5 Oct 70 | 11 Oct 70 |
| 7th CS Bn, Co B | 5 Oct 70 | 10 Oct 70 |
| 40th PI Det | 5 Oct 70 | 7 Oct 70 |
| 7th CS Bn, HHC | 6 Oct 70 | 11 Oct 70 |
| 7th CS Bn, Co A | 7 Oct 70 | 11 Oct 70 |

Note: "Stand-Down Date" is the date on which the designated unit withdraws from field locations and initiates its redeployment processing at the processing locations. "R-Date" (Release Date) is the date which all personnel and equipment of the designated unit, minus the Honor Guard, have completed processing. Only minor changes were later made to this schedule.

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX D (LOGISTICS)

1. GENERAL. At the time of notification that the 199th Infantry Brigade was scheduled for redeployment, the Brigade was located in Long Khanh and Binh Tuy Provinces (See figure 1 . operating from fire support bases at Mace, Riviera (Ham Tan) Vo Dat and Tanh Linh, and a forward command post at Xuan Loc. The Brigade rear, consisting of direct support units, organizational maintenance areas, administrative areas, and other supporting elements, was located at Camp Frenzell-Jones, Long Binh. Main supply routes consisted of HWY 1, going east out of Long Binh, HWY 333 connecting HWY 1 with the Vo Dat - Tanh Linh area, and TL 2B connecting HWY 1 with Ham Tan. Air strips were available at Ham Tanh, Tanh Linh, and Vo Dat. A forward area support team (FAST) from 7th Support Battalion provided Class I, III and V and limited maintenance support at Mace, Riviera, and Tanh Linh. On 15 July, the brigade forward command post and supporting elements moved from Xuan Loc to Fire Support Base Mace.

2. PLANNING. After receiving official notification of the Brigade's stand-down and redeployment, guidance was obtained through several conferences between key brigade logistic personnel, personnel from Saigon Support Command, and USARV G-4. The primary reference was USARV OPLAN 183-70 and after-action reports of the 1st and 4th Infantry Divisions. The initial planning included the following:

a. Establishing in coordination with the Brigade S-3 a stand-down schedule of brigade units (See Appendix 2, Annex C). Factors involved in developing this schedule included:

(1) Gradual phase-down of operations within the tactical area of responsibility (TAOR).

(2) The billeting and support capacity of Camp Frenzell-Jones.

(3) The capability of equipment turn-in points to accept unit equipment.

(4) The necessity of keeping certain support units until the end of the stand-down period in order to provide support throughout the stand-down.

(5) The necessity to complete all property turn-in and property book audits by the prescribed completion date.

b. Notifying all property book officers of the requirement to submit to USARV an inventory of all FEMA items, PC&S property, and other selected items within 10 days of notification (See Appendix 1).

c. Emphasizing the requirement of continuing logistical support to those units in the field until their actual stand-down.

d. Conducting a tour of the Keystone Robin turn-in area for all S-4's, property book officers, and maintenance officers of brigade units.

e. Planning in coordination with IIFV, the turn-over of fire support bases in the area of operations, identifying those that would be taken over by other units, and identifying which units would be involved. This allowed direct coordination between the 199th and the gaining unit on the details of the transfer. Of particular importance was the turn-over of Camp Frenzell-Jones, the largest of the Brigade's bases.

f. Scheduling regular meetings between the Brigade S-4, representation of direct support units, battalion S-4's and separate company executive officers to pass on information and discuss problems related to the stand-down.

g. Completing and promulgating on a need-to-know basis, Annex D (Logistics, 199th Brigade OPLAN 183-70) to provide key logistic personnel with as much information of the stand-down as possible.

h. Conducting visits to brigade units at forward locations with representatives of Brigade S-4, Brigade Supply, and Brigade Maintenance. These visits were intended to inform and advise commanders on the logistical requirements of the stand-down.

i. Establishing an in-house reporting procedure to insure adequate monitoring of unit property status (See Appendix 2).

3. CONCEPT

a. Upon official designation as a Keystone Robin unit, each subordinate element was directed to begin turning in excess equipment and items, which in the opinion of the unit commander, were not mission essential.

b. Whenever possible, equipment and facilities were laterally transferred in place to incoming units after obtaining approval from USARV G-4.

c. The actual turn-in and processing of equipment was accomplished at the Keystone Robin turn-in facilities established by 79th Maintenance Battalion, Long Binh. Medical, aviation, and COMSEC equipment was turned-in through appropriate supply channels. The close proximity of Camp Frenzell-Jones to the Long Binh turn-in points precluded the requirement of any brigade processing points.

d. The primary responsibilities of the Brigade pertaining to equipment turn-in were to:

(1) Insure that units prepared all equipment for turn-in IAW instructions prescribed in USARV OPLAN 183-70 (See Appendix 3).

(2) Provide transportation for unit equipment to the turn-in points.

(3) Reduce the on-hand supply levels and insure the turn-in of all excess material.

(4) To clear and audit property books prior to their being forwarded to USARV G-4 (See Appendix 4).

4. EXECUTION

a. Disposition of TO&E and PC&S Equipment.

(1) The majority of all brigade equipment was processed through the Keystone turn-in point at Long Binh. The facilities opened on 20 July, to allow units to reduce their equipment density by turning in excess and non-mission essential items. This allowed units to familiarize themselves with the standards and procedures required for turn-in. During this early pre-stand-down turn-in, the 79th Maintenance Battalion did not maintain a formal schedule. However, it was mutually agreed to process 199th unit equipment every other day to allow equal time for other Keystone units. The Brigade S-4 monitored and, when necessary, scheduled the unit's turn-in times to prevent confusion and bottlenecks. The units took advantage of this early turn-in to eliminate their non-mission essential equipment and excess property. The most commonly turned-in items in this early stage included:

(a) Protective Masks

(b) Bayonets

(c) PRC-9 & PRT-4 Radios

- (d) Starlight Scopes
- (e) Body Armor
- (f) Test Sets
- (g) Mine Detectors
- (h) Trailers

(2) When the stand-down schedule went into effect on 1 September 1970, the 199th furnished a detail of 2 officers and 37 enlisted men to the 79th Maintenance Battalion to aid in the processing of equipment. In addition, an officer was permanently assigned to 79th Maintenance Battalion to act as liaison between brigade units utilizing the turn-in facilities and Keystone personnel. This liaison officer proved to be valuable in answering questions and solving minor problems when the unit reached the turn-in point. In order to make maximum use of the turn-in points, the liaison officer kept "stand-by" units informed of the turn-in point volume of activity. This allowed the units to send additional equipment to the turn-in point as the volume decreased.

(3) Lateral transfer of equipment from the 199th to other units within RVN was controlled by USARV OPLAN 183-70. Some large equipment loans were approved by USARV, G-4 for transfer, particularly PC&S property at Fire Support Base Mace to the 3d Brigade, 1st Cavalry Division. This was highly desirable for the 199th as it eliminated the transportation and documentation requirement for Keystone turn-in. All cantonment mess equipment at Camp Frenzell-Jones was transferred in place to Long Binh Post as soon as unit messes were closed.

(a) The general procedure for a transfer was as follows: a unit would identify in detail the items and quantities desired. The Brigade S-4 would match these requirements to the assets of various property books within the Brigade. The detailed coordination was then done between the property book officers of the two units. The responsibility for preparing the DA Form 3161 and letter requesting approval to USARV, G-4 rested with the gaining unit. Problems resulted when the gaining unit did not expedite the paper-work through USARV, G-4 in time to allow for transfer prior to closing-out the losing unit's property book. At this point the property book officer needed to decide whether to use Keystone to turn in the equipment or to wait for the pending approval of the transfer.

(b) Special provisions are made in USARV OPLAN 183-70 for transferring property to another unit on a temporary loan basis.

In this case, the losing unit receives credit for the item by submitting DA Form 2765-1 to Keystone at the same time the requesting unit submits the Temporary Loan Authorization and DA Form 2765-1 for issue.

b. Disposition of special items.

(1) TEMPORARY LOANS. Items on temporary loan to brigade units were turned in to Depot through the Brigade Supply Officer on a routine temporary loan turn-in basis. In order to make their turn-in fit the stand-down schedules, blanket approval was given by USARV, G-4 to extend up to 10 October, any loans expiring in August and September. A problem encountered with temporary loans was the identification of temporary loan items within the Brigade. In some cases items had been on temporary loan for years and documentation was incomplete and/or missing. ICCV and USADLB records of temporary loans did not completely match those of the Brigade as some of the items had been turned in earlier. Problems were solved on an individual item basis between the property book officer, ICCV, and Depot.

(2) ENSURE ITEMS. A list was received from USARV, G-3 that showed what ENSURE items had been issued to the Brigade. Some items could not be identified or located within the units. Accountability for these items was often improperly documented. Disposition instructions from USARV resulted in most items being marked as ENSURE items and turned in to Keystone. Exceptions were the XM21 Rifles that were laterally transferred to the 25th Infantry Division and certain PSYOPS equipment laterally transferred to specified units. A final report to USARV, G-3 was required showing the quantity and disposition of all ENSURE items within the Brigade.

(3) HOUSE TRAILERS. Two house trailers at Camp Frenzell-Jones were transferred to Long Binh Post. One trailer at Fire Support Base Mace was transferred to the 4th PSYOPS Group and all others went to the 1st Cavalry Division. All of the transfers were at the direction of USARV and IAW USARV Reg 405-6.

(4) CONEX CONTAINERS. USARV directed that all CONEX containers be turned in by the using unit to the CONEX yard at Long Binh. An exception was made of containers located in areas such as Fire Support Base Mace; they were to be taken over by other US units. In this case the containers were left in place and reported on a subsequent CONEX inventory by the gaining unit to maintain accountability. Containers which had been modified for TOC's and bunkers were accepted by the CONEX yard. As each unit closed-out, it submitted a final CONEX inventory to the Brigade CONEX Control Officer to show disposition of the CONEX balance reported on the previous inventory.

(5) ORGANIZATIONAL COLORS. All organizational colors were laterally transferred to HHC, 199th Brigade, to be returned to CONUS with the Honor Guard.

(6) CLASS I. Units were required early in the stand-down to turn in their basic load of Combat Rations to the Class I Point. Broken pallets of Combat Rations were used to resupply normal field requirements. The Class I Point operated up until 15 September, during which time some substitutions were made in order to reduce on-hand balances of some items and preclude drawing other items from the depot. After closing the Class I Point, the four brigade messes still in operation drew Class I supplies directly from the 506th S&S Company at Long Binh. This had been coordinated through Saigon Support Command. Full pallets remaining at the Class I Point were returned to the depot while smaller quantities were either issued or transferred to the 506th S&S Company after inspection by qualified food inspectors.

(7) CLASS IV MATERIEL.

(a) Stocked Class IV. It was necessary to keep the Class IV Yard operational until the last unit commenced stand-down since requests for sandbags and concertina wire were being received up to the last day of operations. The materiel in the brigade Class IV yard was transferred initially to several different units in the Long Binh-Bien Hoa area on a first-come first-serve basis. Later, an agreement was made with Long Binh Post that would give them responsibility for all materiel.

(b) Class IV At Fire Support Bases. At those fire support bases taken over by a US unit; Class IV materiel was left in place: Where bases were being closed-out, the Class IV was brought into the nearest US base and stocked for use by the US unit in that area. This materiel consisted primarily of culvert, PSP, steel matting, and heavy timber.

(8) AMMUNITION.

(a) Units were relieved from accountability of their basic loads by submitting a DA Form 581 turn-in to 3d Ordnance Battalion and receiving an issue DA Form 581 for the same ammunition. This ammunition then became the operational load for the unit and was expended through use. When each unit returned to Camp Frenzell-Jones for final stand-down, all Class V that was still boxed was turned directly in to 3d Ordnance Depot. Loose rounds and broken boxes were accepted by the Brigade Ammunition Officer for counting and subsequent disposition based on quantity and condition.

(b) Ammunition stored by the forward area support teams was transferred where possible to the incoming unit. The remainder was returned to Camp Frenzell-Jones for turn-in. Ammunition that had been in storage for a considerable time was examined by surveillance and EOD teams and disposition was made in accordance with their recommendations.

(c) Logistic Support Activities.

(1) Sponsor Units. Normally a period of two to four days occurred between the close-out of a unit's property books and the date the unit transferred all of its personnel. During this period, each unit needed some equipment, such as vehicles, bedding, and typewriters, for continued operations prior to close-out. To provide this support a sponsor unit was designated. The sponsor unit provided necessary support through the use of temporary hand receipts. The last two units to close received this support from the unit taking-over Camp Frenzell-Jones (Long Binh Post).

(2) Mess Activities.

(a) Messing. The messes closed one at a time as the personnel strength of Camp Frenzell-Jones declined. As a mess closed, it passed on to another mess any serviceable condiments and expendables still on hand. Coordination was made through the Brigade Food Advisor to have the property transferred to Long Binh Post. To insure sufficient qualified cooks would be on hand near the end of the brigade stand-down, cooks from the first stand-down units were transferred to the last stand-down unit and sent TDY to what ever mess needed additional cooks. On 6 October, Long Binh Post assumed the mission of providing mess facilities for the 199th still at Camp Frenzell-Jones. Mess halls had to greatly expand their normal feeding hours and close monitoring by the Brigade Food Advisor minimized problems.

(b) Audits. IAW AR 30-1, a final review was conducted of mess records as each mess closed-out. A letter of release was given to the unit commander responsible for the mess and a copy was enclosed in the unit permanent files.

(3) Transportation. Transportation support activities are discussed at Appendix 5.

(4) Maintenance and PLL. Maintenance, CMMI and PLL support activities are discussed at Appendix 6.

(5) Support of Honor Guard Detachment.

(a) A relatively minor logistics task during stand-down was that of supporting the Brigade Honor Guard in preparation for its return to CONUS. As soon as the confirmed list of returnees was available, the units were directed to forward the uniform sizes for each man to Brigade S-4. Brigade Supply had the responsibility of acquiring the following items in the required sizes for each man returning with the Brigade:

- 3 sets of jungle fatigues
- 1 pair of boots
- 1 jungle hat
- 1 pistol belt
- 1 helmet and liner w/camouflage cover
- 3 undershirts

(b) One member of the Honor Guard was designated as supply officer and given the responsibility of supervising the issuing of the equipment and its turn-in at Fort Benning. Unit orders were cut making this officer the accountable officer for the organizational colors returning to CONUS. The colors of each organization within the Brigade were laterally transferred to HHC, 199th to be used with the National colors of the U.S. and RVN in the ceremonies in-country and in CONUS.

(d) Phase-Out of Brigade Supply. Immediately upon notification of stand-down, the Brigade Supply Officer began to take the necessary action to reduce stocks on hand.

(1) Shortly after the notification, all out-of-country requisitions except Red Ball were automatically cancelled by the depot. This was followed on 9 August, by a cancellation of all unfilled requisitions. An agreement was worked out with the depot to allow all 199th requisitions to be hand carried for those items required for continued operations and not on hand in the Brigade Supply yard.

(2) A printout was received from the depot giving the direct support unit disposition instructions for items on hand. These items were to be turned in to either retrograde sections or stock control sections of Long Binh Depot for further disposition. Stocks on hand in less than full pallet quantities were repacked in multipack form by brigade supply personnel and turned in to depot with DA Form 1348's. This operation was phased over a several week period as it became evident that certain items would be excess. Daily runs to the depot were made with these excesses as they were generated.

(3) Through turn-in of excess stock and attrition the on-hand stocks were brought to a zero balance and stock record accounts were closed.

5. PROBLEMS AND RECOMMENDATIONS. Potential problem areas and recommendations for their avoidance are discussed at Appendix 7.

APPENDIXES:

1. Inventories and Reports to USARV
2. Reports Within the Brigade
3. Documentation
4. Closing of Property Books
5. Transportation
6. Maintenance and PLL
7. Problems and Recommendations.

APPENDIX 1 (INVENTORIES AND REPORTS AND REPORTS TO USARV) TO ANNEX D

1. GENERAL.

a. Not later than five days after notification, all units were required to submit to USARV, G-4 an inventory of all on-hand PEMA items, PC&S property, and Special Services property. Temporary loan items and excess equipment were listed separately. Paragraph 2, shows the inventory format. Three copies of this inventory were used as the basis for determining assets on hand within the Brigade and the volume of turn-in activity through Keystone.

b. As the units closed out property books, a disposition report, also using the format in paragraph 3 was forwarded to USARV, G-4. In this report columns 6, 7 and 8 were completed to show the UIC of the receiving unit, quantity, and the date of turn-in or transfer. Information copies of this report were provided to Saigon Support Command and ICCV.

2. FORMAT OF REPORT.

a. Inactivating units will submit their inventories in the following format using columns 1 through 5:

| UIC _____ | | | | OPERATIONAL OR DISPOSITION | | | |
|------------|---------------------|------------|-----------------|----------------------------|-------------|------------|-------------|
| <u>LIN</u> | <u>NOMENCLATURE</u> | <u>FSN</u> | <u>QUANTITY</u> | <u>NON-OPERATIONAL</u> | <u>UNIT</u> | <u>QTY</u> | <u>DATE</u> |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |

I. Authorized PEMA Items (reportable under AR 711-5).

a. Firepower and Mobility

(1) Wheeled Vehicles

(2) Tracked Vehicles

(3) Weaponry

b. Communications/Electronics

(1) Radios

(2) Generators

(3) Night Vision Devices

(4) Other

c. Special Purpose Equipment

(1) Engineer Equipment

(2) Water Purification Equipment

(3) Generators (non-signal)

(4) Other

II. Post, Camp and Station Property (omit FSN).

a. Garrison Mess Equipment (see USARV Reg 30-10).

b. Billeting Equipment

c. Office Equipment

d. Other

III. Special Services Property.

IV. Excess PEMA Items (as in part I above)

b. Inactivating units will submit disposition reports by completing the last three columns of extra retained copies of the unit inventories. Redeploying units will enter the UIC of the units receiving approved lateral transfer of excess equipment in column 6 together with the quantity (column 7) and date (column 8) of transfer. All units will enter the name of the receiving logistical support activity.

APPENDIX 2 (REPORTS WITHIN THE BRIGADE) TO ANNEX D

1. In order to monitor the progress of each unit's turn-in and to provide information on the overall Brigade's status, reports were required to be submitted to Brigade S-4 by subordinate units. Tab A shows the format for reporting the input to Brigade S-4. This form was originally submitted on each Friday but was later changed to a daily report as all units moved into Camp Frenzell-Jones. The figures reported as "on-hand" and "turned-in" are on individual items as opposed to line items. This data was used to figure the percentage of turn-in of all items of equipment listed in a unit's Property Book. Tab shows the turn-in of one bayonet would have equal impact with the turn-in of a 105mm howitzer. 20 July was the base date used to determine the balance on hand prior to stand-down.

2. The figures on turn-in of selected items enabled Brigade S-4 to monitor the overall status of the Brigade in major items of equipment. Tab C shows the format used to portray these figures. The figures on the chart represent the items turned in as of 28 August, two days before the first unit of the brigade stand-down.

3. Prior to their actual stand-down dates, units were required to submit a list of turned in items to the S-4 after each turn-in was made. This enabled the Brigade S-4 and Commanders to note those items no longer available within specific units, and also to compare the progress of turn-in between units.

TABS

- A - Turn-in Report Format
- B - Turn-in Percentage Chart
- C - Selected Items Turn-in Chart

TAB A (REQUIRED REPORTS WITHIN THE BRIGADE) TO APPENDIX 2 TO ANNEX 3

TURN-IN REPORT

UNIT _____

DATE _____

| | | |
|---|------------|-------|
| 1. TOTAL ITEMS | (P, C & S) | (TOE) |
| Still-on-hand | _____ | _____ |
| Turned-In | _____ | _____ |
| 2. VEHICLES (Incl Trlrs) | | |
| Still-on-hand | _____ | _____ |
| Turned-In | _____ | _____ |
| 3. SMALL ARMS (M16, M14, M79, .45, .38) | | |
| Still-on-hand | _____ | _____ |
| Turned-In | _____ | _____ |
| 4. RADIO SETS | | |
| Still-on-hand | _____ | _____ |
| Turned-In | _____ | _____ |

PBO

TAB B (REQUIRED REPORTS WITHIN THE BRIGADE) TO APPENDIX 2 TO ANNEX D

PERCENT TURN-IN AS OF 28 AUGUST 1970

| <u>UNIT</u> | <u>TO & E *</u> | <u>PC & S *</u> |
|-------------|---------------------|---------------------|
| 3/7 INF | 63 | 63 |
| 4/12 INF | 70 | 23 |
| 5/12 INF | 82 | 57 |
| 2/40 ARTY | 66 | 31 |
| 7 SPT BN | 73 | 22 |
| 313 SIG | 31 | 24 |
| D/17 CAV | 40 | 28 |
| 87 ENGR | 64 | 27 |
| HHC, 199th | 38 | 20 |
| 179 MID | 11 | 39 |
| M/75 INF | 12 | 28 |
| 152 MP PLT | 76 | - |
| | <hr/> | <hr/> |
| BDE TOTAL | 68 | 30 |

* Figures shown are percentages as they were reflected on 28 August.

TAB C (REQUIRED REPORTS WITHIN THE BRIGADE) TO APPENDIX 2 TO ANNEX D

AS OF 28 AUGUST 1970

| <u>SELECTED ITEMS</u> | <u>ON HAND</u> | <u>TURNUED IN</u> | <u>PERCENT TURN-IN *</u> |
|--|--------------------|-----------------------|------------------------------|
| Vehicles (Incl Trlrs) | 479 | 454 | 49 |
| Track Vehicles | 35 | 2 | 5 |
| Small Arms (M16, M14, .45, .38)5036 | | 1004 | 17 |
| Radio Sets | 703 | 391 | 36 |
| Special Engineer Equipment | 37 | 10 | 27 |

* Figures represent the status of selected items on 28 August.

APPENDIX 3 (DOCUMENTATION) TO ANNEX D

1. GENERAL.

a. Tab A prescribes the documentation required for various types of equipment to be turned in to the Keystone processing point. The documentation indicated was necessary for both early (pre-stand-down) and scheduled turn-in periods during the unit stand-down.

b. Tabs B through F give several examples of the specific documentation required.

c. Missing log books for those items requiring log books, had to be reconstructed IAW TM 38-750.

d. The "To" and "From" blocks of DA Form 2408-7 were required to be left blank.

e. Turn-in of small arms:

(1) Serial numbers had to be listed on the back side of the DA Form 27265-1 and on the DA Form 2408-7.

(2) No more than 25 items could be turned in on DA Form 2765-1 or DA Form 2408-7.

f. Minor changes in documentation requirements and procedures were made by the Keystone processing point during the stand-down period. These changes were verbally disseminated to brigade units as soon as they were made.

g. A copy of DD Form 200, Report of Survey, was required when applicable at the processing point.

2. REFERENCES.

a. Additional details on preparation and required documentation are outlined in USARV OPLAN 183-70.

TABS

| | |
|----------------------------|-----------------|
| A - Documentation Required | D - 563 Example |
| B - 2765-1 Example | E - 562 Example |
| C - 2408-7 Example | F - 593 Example |

TAB A (DOCUMENTATION REQUIRED FOR TURN-IN) TO APPENDIX 3 TO ANNEX D

| ITEM | 2765-1 | 562 R | 563 R | 593 | 2408-7 | Log Book | Tech Insp 2408 |
|---------------------|--------|-------|-------|-----|--------|----------|----------------|
| Vehicles | X | X | X | X | X | X | X |
| Generators | X | X | X | X | X | X | X |
| Small Arms | X | X | X | | X | | |
| CRW WPNS (106 Mtrs) | X | X | X | | X | X | |
| 105 HOW | X | | | | | | |
| Commel | X | X | X | | X | * | |
| Starlights | X | X | X | | X | | |
| Cheml Items | X | X | X | | | | |
| Sets & Kits | X | X | X | | | | |
| Other TO&E | X | | X | | | | |
| P, C & S | X | | X | | | | |
| | | | | | | | |

* If Applicable

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[illegible]

TAB C (DOCUMENTATION) TO APPENDIX 3 TO ANNEX D

| | | | | | | | | | |
|--|--|--|--|--------------------------------|--|--------------------------------------|--|--|--|
| CONTROL NO. U95941 | | 1. ORGANIZATION 5th 12th Infantry | | 2. LOCATION APO 96279 | | 3. UNIT IDENT CODE 1317 | | 4. SERIAL NO. 000000060 | |
| 5. YOUNG NOMENCLATURE Truck Utility | | 6. LINE NO. Y60833 | | 7. MODEL 1151A1 | | 8. FEDERAL STOCK NO. 220-733-1000 | | 9. ARSTRIKE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| 10. DATE OF MANUFACTURE 1969 | | 11. MANUFACTURER (Manufacturer's Code) Ford Motor Co. | | 12. REPORT DATE (Date) 0256 | | 13. HOURS 14. HOURS | | 15. MILES 3500 | |
| ATTACHMENT(S) OR COMPONENT(S) | | | | | | | | | |
| 17. MANUFACTURER (Manufacturer's Code) | | MODEL | | SERIAL NUMBER | | NOUN NOMENCLATURE | | FEDERAL STOCK NUMBER | |
| a. | | | | | | | | | |
| b. | | | | | | | | | |
| c. | | | | | | | | | |
| d. | | | | | | | | | |
| e. | | | | | | | | | |
| f. | | | | | | | | | |
| g. | | | | | | | | | |
| 18. SHIPPED TO | | | | 19. RECEIVED FROM | | | | | |
| 20. AUTHORIZATION | | a. TOE NO. 7-175 | | b. TA NO. | | c. OTHER | | | |
| 21. REMARKS | | | | | | | | | |

| | | |
|---------------------------------------|---|--|
| KEYSTONE ROAD PROCESSING | | REPORTS CONTROL SYMBOL CSGLD. 1049 (RI) |
| EQUIPMENT TRANSFER REPORT (TM 38-750) | | |
| DA FORM 2408-7, 1 JAN 64 | ☆U. S. GOVERNMENT PRINTING OFFICE: 1968-296-753 | SUPPORT COPY 1 |

TAB D (DOCUMENTATION) TO APPENDIX 3 TO ANNEX D

CERTIFICATE

Item Description:

Truck utility
Noun Nomenclature

M151A1
Model

02BW09069
USA No

Serial No

1. N/A I hereby certify that the Log Book for the above described item of equipment was lost/destroyed due to _____.
2. initials I have inspected the above described equipment/materiel and certify that to the best of my ability, it is free of all ammunition, ammunition components, explosives, trash, caked mud, human remains, fuel, lubrication, coolants and other extraneous material. (AR 740-10)
3. N/A I certify that the basic issue list items (BILI) pertaining to the above described equipment/materiel are being retained in this unit for use on replacement items. (AR 711-16)
4. N/A I certify that the above described equipment/materiel was damaged by Fair Wear and Tear or Combat Loss. (AR 735-11)
5. N/A I certify that the below listed items are missing from the above described equipment/materiel. Responsibility for the missing items has been or is being determined IAW AR 711-15, AR 725-11.

FSN

NOUN

QTY

Signature
NAME, RANK, UNIT, APO

6. I certify that the above described equipment/materiel is no longer required for investigation or survey and is hereby released for repair or disposal IAW AR 735-11. I further certify that an Actual Cost of Damage (ACOD) is/is not required on the above described equipment/materiel.

(Signature Block of Survey Officer)

7. Verified _____
Date _____

TAB E (DOCUMENTATION) TO APPENDIX 3 TO ANNEX D
IDENTIFICATION - CLASSIFICATION
DATA SHEET

| | | | | | |
|--|---|--------------------------------|--|------------------------------|-----------|
| 1. Unit and Present Location | | | 2. Date of Inspection | | |
| 3. Federal Stock Number | | | 4. Nomenclature or Description | | |
| 5. (a) Make | (b) Model | (c) Serial Number | (d) Registration No (USA) | | |
| 6. Age of End Item | 7. Hours/Miles Operated/Rounds Fired (End Item) | | 8. Missing Major Components | | |
| 9. (a) Engine Make | (b) Model | (c) Serial Number | | | |
| 10. Frame Condition: | | | (a) Frame Bends/Cracks | | |
| | | | (b) No Apparent Damage | | |
| 11. Overall Condition: | | | (a) Obviously Salvage due to Fire/Battle Dam | | |
| | | | (b) Damaged/Parts Missing | | |
| | | | (c) Minor Repair | | |
| 12. Level of Repair Required: | | | | | |
| None/Org <input type="checkbox"/> | | DS/GS <input type="checkbox"/> | Depot <input type="checkbox"/> | PDO <input type="checkbox"/> | |
| 13. Remarks: Use Reverse Side of Form | | | | | |
| 14. Inspector: | | | | | |
| Rank/Name | | Organisation/APO | | Signature | |
| 15. Cost Comparison Data: | | | | | |
| a. Total Overhaul & Trans Cost \$ | | | Recommended Disposition: | | |
| b. Plus Additive (Cost to Replace Components) \$ | | | 1 | 2 | 3 |
| | | | Issue | DS/GS | Ovhl/PAC |
| c. Total Cost (a + b) \$ | | | 4 | 5 | 6 |
| | | | Ovhl/CONUS | PDO/Local | PDO/CONUS |
| d. Maintenance Expenditure Limit \$ | | | | | |
| Rank, Name, and Organisation of Person Completing Block 15 | | | | | 7 |
| | | | | | RVNAF |
| 16. Condition Code AR 725-50: (To be filled in by repair facility.) | | | | | |

TAB F (DOCUMENTATION) TO APPENDIX 3 TO ANNEX D

Unserviceable Assembly Certificates

(Unit Heading)

5th Bn, 12th Inf
199th Infantry Brigade (sep) (Lt)
APO San Francisco, 96279

(DATE) 24 Sep 1970

C E R T I F I C A T E

1. NOUN Engine MODEL M-151

FSN SN 228334

The above item has been determined to be unserviceable for the following reasons: Broken Rod - No 2 Cylinder

The following items were removed from above listed item to restore a like item to serviceable standards: Not Used

FSN

NOUN

QUANTITY

William R. Cunningham

CW2 USA

Bn Maint Officer

Shop Officer

DISTRIBUTION:

- 1 - Inside container, attached to assembly
- 1 - Sealed in weathertight envelope affixed to outside of container
- 1 - To accompany turn-in documentation.

APPENDIX 4 (CLOSING OF PROPERTY BOOKS) TO ANNEX D

1. USARV OPLAN 183-70 directed an examination be made of all property books and records to insure that all balances were actually zero and that there were no discrepancies noted in the records. This examination was conducted by the Assistant Brigade S-4 for the first brigade units to stand-down and zero property books. Upon the completion of the stand-down and property books audit of the first battalion-sized units, the property book officers of these units were transferred to the S-4 section to function as examining officers for all other property records within the Brigade. Orders were cut appointing these individuals as examining officers. When the examining officer was satisfied that the records were closed out and no discrepancies noted, he sent a letter to the respective unit commander and property book officer formally relieving them of responsibility and accountability of all the unit's property and records. See Tab A for a copy of this letter and distribution.

2. Five days after a unit's property books were brought to a zero balance, the Brigade S-4 forwarded the following to USARV, G-4, ATTN: AVHGD-SPK:

- a. All property books.
- b. Document Register.
- c. Document Files from 1969 and 1970.
- d. Original copy of the unit's Final Disposition Report (Appendix 1)
- e. Copy of the letter relieving the Commander and property book officer from responsibility and accountability.

Tab A - Letter of Relief from Responsibility.

TAB A (CLOSING OF PROPERTY BOOKS) APPENDIX 4 TO ANNEX D

DEPARTMENT OF THE ARMY
Headquarters 199th Infantry Brigade (Sep)(Lt)
APO San Francisco 96279

AVBH-SD

24 September 1970

SUBJECT: Examination of Property Records

Commanding Officer

1. Under the provisions of file number 14-01, Section IX, Appendix A, AR 340-2, dated 30 September 1969, an examination was made of all property records of your unit. This examination encompassed the organization and installation property books, document registers, and document files. This examination revealed no significant discrepancies or irregularities in these records and a formal audit is not required. Further, it was determined that all property has been turned in to an authorized activity. All records referred to above will be forwarded to HQ USARV, ATTN: AVGD-SPK, IAW Annex F to USARV OPLAN 183-70 (U).

2. A copy of this correspondence will be maintained as prescribed in file number 2-05, Section II, Appendix A, AR 340-2 and disposition of that file will be as indicated.

FOR THE COMMANDER:

John Smith
CPT, AGC
Asst AG

DISTRIBUTION

1. Unit Files
2. Unit Commander
3. Property Book Officer
4. Bde S-4 Files
5. USARV G-4 with Supply Records

APPENDIX 5 (TRANSPORTATION) TO ANNEX D

1. MISSION.

a. When the Brigade's inactivation was announced in July 1970, the Brigade Transportation Officer faced a three-fold mission in satisfying transportation requirements for all phases of the inactivation:

(1) Movement of brigade personnel and equipment from field locations to Camp Frenzell-Jones, Long Binh.

(2) Shuttle of equipment for turn-in from Camp Frenzell-Jones to turn-in points at Long Binh Post.

(3) Administrative transportation of personnel and shipment of personnel to their new in-country duty stations.

b. Contact was made immediately with Saigon Support Command. An officer was designated to act as transportation coordinator between the Brigade and the various Saigon Support Command and Long Binh Post transportation agencies. The brigade units were tasked to provide a detailed analysis of their projected transportation requirements to the Transportation Officer, who in turn provided a consolidated forecast to Saigon Support Command. This forecast was used for planning purposes only. Final transportation requests were made to 3d Movements Control Center 24 hours in advance of actual requirements.

2. EXECUTION.

a. Movement from Field Location to Camp Frenzell-Jones.

(1) There were three operational airstrips in the brigade area of operations. These airstrips, located at Tanh Linh, Ham Tan, and Vo Dat were used to provide fixed-wing airlift for the personnel of three infantry battalions to Bien Hoa AFB where bus and truck transportation were used to shuttle them to Camp Frenzell-Jones. Arrangements for the fixed-wing support was made through the II Field Force G-4 Airlift Office. Three separate airlifts were required:

(a) 5/12 (300 personnel) from Tanh Linh on 1 September.

(b) 3/7th Inf (300 personnel) from Ham Tan on 9 September.

(c) 4/12th Inf (300 personnel) from Vo Dat on 15 September.

(2) C-7A aircraft were used at Tanh Linh because of runway limitations and C-123's and C-130's were used at Ham Tan and Vo Dat.

All airlifts were accomplished with a minimum of delay and reduced the requirement for relatively hard-to-get tactical cargo vehicles. Equipment was returned from brigade fire support bases to Camp-Frenzell-Jones by road convoy. As the Brigade had limited organic resources, Saigon Support Command was requested to provide cargo vehicle support for movement of equipment. Sufficient 5-ton cargo trucks and 12-ton stake and platform trucks were furnished to move all equipment within the limits of the brigade stand-down schedule.

b. Shuttle of Equipment for Turn-in. On 20 July 1970, the Brigade began its turn-in of equipment at Long Binh. Throughout the latter part of July and all of August, the turn-in level was fairly low requiring from five to eight 5-ton cargo trucks and one to three S&P's daily. On 1 September, when the first units actually commenced stand-down, the pace quickened and additional trucks were requested from Saigon Support Command. From 1-15 September, the Brigade used an average of ten to fifteen 5-ton cargo trucks and three to five S&P's for equipment shuttle. After 15 September, when the entire Brigade had closed into Camp Frenzell-Jones, the daily average climbed to from twenty to twenty-five 5-tons and four to six S&P's. Because of accurate forecasts and the early coordination, Saigon Support Command was prepared to support the increased requirements. At no time did equipment turn-in slow down due to lack of transportation.

c. Administrative Transportation of Personnel.

(1) Because of the proximity of the Long Binh Post Unaccompanied Baggage Facility to Camp Frenzell-Jones, it was decided that a separate facility for packing and shipping unaccompanied baggage need not be set up. Instead a bus was provided daily to shuttle personnel and their hold baggage to the Long Binh facility. This proved to be a satisfactory arrangement and in no way interrupted the operation of the Long Binh facility.

(2) A larger problem lay in the movement of brigade personnel to their new assignments. Beginning 3 September through 10 October, an average of 150-200 personnel were out processed daily to both local and up-country assignments. For those personnel reassigned locally transportation in the form of two 37-passenger buses and two 5-ton cargo trucks was used effectively to shuttle personnel from the final processing point to their new duty stations. In most cases the personnel reassigned locally were delivered to their new units prior to 1200 hours the same day they outprocessed. Personnel reassigned to up-country units were flown to their new duty stations from Bien Hoa AFB. The Brigade AG furnished an outprocessing roster from which

information was extracted to compose a flight roster for all personnel requiring airlift to their new assignments. This flight roster was then provided to the ATCO at Bien Hoa AFB who booked the reassigned personnel on regularly scheduled aircraft to their new duty stations. As a matter of convenience for the up-country personnel they were booked for flights departing Bien Hoa AFB the morning after they out-processed. Transportation was provided from Camp Frenzell-Jones to Bien Hoa Terminal by the Transportation Officer. A representative from Brigade S-4 accompanied the up-country personnel to assist them upon arrival at the Terminal. The combined modes of local shuttle and up-country airlift provided the Brigade with a transportation system that comfortably kept pace with the administrative flow of out-processing personnel.

APPENDIX 6 (MAINTENANCE SUPPORT & PLL) TO ANNEX D

1. CONTINUED MAINTENANCE SUPPORT. As units turned in equipment to Keystone, requirements for direct support maintenance diminished considerably. USARV OPLAN 183-70 required only that organizational maintenance be performed prior to turn-in of a vehicle. In cases where Brigade Tech Supply had a needed repair part on hand, it was installed. If the part was not readily available at the depot on a "fill or kill" basis, the DA Form 2408-14 was used to note the missing part and the vehicle was turned in. If a vehicle required general support maintenance, the length of time required to repair and return the vehicle would, in most cases, exceed the time remaining before redeployment; accordingly, these vehicles were not evacuated to higher maintenance but were turned in with a notation on the DA Form 2408-14 and DA Form 593. (See Appendix 3 for Documentation).
2. CMMI'S. The 199th Brigade CMMI team was inactivated immediately upon notification of the stand-down in order to use the personnel as technical advisors to the units needing maintenance assistance. USARV established a technical evaluation inspection team to check on the maintenance condition of units within the Brigade prior to the turn-in of equipment. This was not a CMMI, as such, and its purpose was to provide information to higher support maintenance units and management on the overall condition of the vehicles being received at Keystone. Each unit received a satisfactory or unsatisfactory rating rather than a numerical score. Reports of Corrective Action were not required by USARV.
3. PLL. PLL was turned in based on the following guidance:
 - a. Units inventoried PLL and turned in excess items shortly after notification of stand-down.
 - b. Items were repackaged and clearly marked with FSN and nomenclature.
 - c. DA Forms 2765-1 were used to turn in each line item.
 - d. Battalion consolidated company PLL's prior to turn-in.
 - e. Turn-in to Tech Supply was accomplished five to seven days prior to actual stand-down.
 - f. Serviceable direct exchange items were turned in on DA Form 2765-1 and unserviceable items on DA Form 2402.
 - g. Technical assistance was provided by Tech Supply personnel in preparation for turn-in.

APPENDIX 7 (PROBLEMS AND RECOMMENDATIONS) TO ANNEX D

GENERAL: This appendix outlines some of the problems encountered by the 199th Infantry Brigade in its stand-down. Recommendations given are intended to provide assistance in the planning for other stand-down activities.

a. **Transfer of Bases.** Disposition instructions on both fire support bases in the area of operations and Camp Frenzell-Jones were received quite late in the stand-down schedule. This resulted in a loss of valuable planning and coordination time between the units involved. Departing units required instructions on disposition of such things as Class IV materiel, Class V stocks, and POL points that could not be answered until an incoming unit was identified and mutual arrangements were made. A similar delay in identifying the unit/agency to assume responsibility for Camp Frenzell-Jones complicated greatly the coordination of normally routine arrangements for disposition of PC&S property, mess support, POL support, and disposition of stocked construction materials.

RECOMMENDATION: That action be taken to identify those units that will assume responsibility for fire support bases at least 10 days prior to scheduled turn-over (this would normally be the stand-down date of occupying unit); and that action be taken prior to stand-down notification to identify the unit/agency accepting responsibility for large base areas such as Camp Frenzell-Jones.

b. **Disposition of Temporary Loan Items.** There appeared to be no valid system of recording items on temporary loan to the Brigade. Records maintained by the Brigade do not coincide with print-outs from the depot and ICCV. This difficulty in identifying an item as a temporary loan complicated greatly proper disposition of the items.

RECOMMENDATION: That action be taken to consolidate and validate a list of all items on temporary loan to major units in USARV which are required to be turned-in through temporary loan channels.

c. **ENSURE Items.** Accountability for ENSURE items was poor. This is due, in part, to the inability of supply personnel to identify properly the non-standard items. This problem was magnified by the late receipt of disposition instructions for ENSURE items. In some cases these instructions were received after units had turned in ENSURE items through Keystone.

RECOMMENDATION: That action be taken to develop a list of ENSURE

items with appropriate description to indicate the number of such items and their supposed locations. This list should then be validated by units concerned and provide a periodic updating of ENSURE items issued to the unit.

d. Lateral Transfer of Property. The processing of lateral transfers between stand-down (losing) units and other units is slow and frequently wasted time for the losing unit. Redeploying elements are plagued by units, who although desiring lateral transfers of equipment, are unaware of the procedures set forth in Appendix F, USARV OPLAN 183-70. The losing unit is requested to explain the procedures and identify items on hand. Once this is done there is no assurance that the gaining unit will follow through to USARV, G-4 for approval of the lateral transfer. If the gaining unit is slow in obtaining USARV G-4 approval, the losing unit will be pressed for time and may have already disposed of the items through Keystone. The end result is frequently a waste of time for all concerned.

RECOMMENDATION: That units desiring lateral transfer of equipment from Keystone units be required to go through USARV G-4 for tentative approval on specific items prior to visiting stand-down units. USARV, G-4 with a copy of the Inventory Report (Appendix 1) submitted by the stand-down unit should have an accurate list of equipment available. Additionally, USARV, G-4 should explain, when necessary, the procedures outlined in USARV OPLAN 183-70 regarding lateral transfer of equipment from Keystone units.

e. Transportation of Reassigned Personnel. Brigade was tasked with the responsibility of arranging transportation for reassigned personnel to their new stations. The lack of available billet and mess facilities at Camp Frenzell-Jones dictated that reassigned personnel move to their new duty stations the same day that they outprocessed. In the case of personnel assigned in the local area this posed no problem. Sufficient buses and cargo vehicles were available to move them directly from the outprocessing center to their new assignments. However, for personnel reassigned up-country air transportation was required and the Brigade Transportation Officer was hardpressed to keep up with this one-day time frame. Close coordination and excellent cooperation between the Transportation Officer, 3rd Region TMA and Bien Hoa AFB, ATCO produced a system whereby personnel were booked on flights within 24 hours after completion of outprocessing. Though the system was successful and provided good service to Brigade personnel, it is felt that the Transportation Officer of a tactical unit is not equipped to run such an operation.

RECOMMENDATION: That in future inactivation or redeployment of tactical units, the responsibility of transient personnel moving to new

in-country duty stations be split between the redeploying unit and the transient detachment in that area of responsibility. The tactical unit should bear the responsibility of insuring local reassignments are delivered to their new units and the transient detachment should be tasked to handle all personnel requiring airlift to their new assignments. This recommendation is based on the premise that it is more effective to utilize a system that is already in operation rather than create an entirely new system that will be only temporary.

f. Audit of Property Books. USARV OPLAN 183-70 directed an examination be made of all property books and records to be sure that all balances were actually brought to zero and that there were no discrepancies noted in the records. Due to the large turn-over of property book officers and general inexperience within some of the units, the maintenance and supply records varied from excellent to grossly unsatisfactory. This required at times up to seven or eight days to properly audit and correct certain property books.

RECOMMENDATION: Upon notification of inactivation, the Brigade or Division G-4 should initiate a 100% audit of all property books insuring that all deficiencies are corrected prior to the unit's stand-down. Then upon completion of the stand-down, only Keystone transactions need be inspected. This will save much time when time is critical.

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AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX E (CIVIL MILITARY OPERATIONS)

1. GENERAL. This Annex outlines operations in support of redeployment taken under the supervision of the S5, 199th Infantry Brigade(Sep)(Lt). Included in this material is the closeout or transfer of Civic Action (CIVAC) Projects and Psychological Operations (PSYOP).

2. CIVIL AFFAIRS/CIVIC ACTION.

a. On receipt of official redeployment notice, plans were made to terminate, complete, or transfer all civic action projects and programs within the brigade area of operations.

(1) Only short duration projects of high impact were undertaken and completed during the month of August. All long range projects were completed prior to 1 September.

(2) Emphasis was placed on Joint US/RVNAF Projects designed to upgrade the living conditions of the regional and popular force units in Binh Tuy Province. The projects consisted of providing materials and technical advice while utilizing Vietnamese labor.

(3) MEDCAPS continued until all tactical units moved to Camp Frenzell-Jones for stand-down. All MEDCAPS were Joint US/RVNAF conducted and were designed to be taken over by the district governments.

(4) The AIK Imprest Fund was closed out on 1 October; 100,000\$VN was spent in September, primarily for school materials.

b. Civil Affairs.

(1) Damages caused by U.S. Operations were repaired and claims for damages were submitted prior to each unit moving out of its area.

(2) Solatium payments were made in all incidents involving US personnel and equipment. Letters of regret were sent to surviving Vietnamese personnel. All accident/incident reports were completed and forwarded prior to 20 September 1970.

(3) The solatium fund remained active until 10 October 1970. Arrangements were made with II FFV to handle any payments that might be required after that date.

(4) Civil affairs responsibility for Camp Frenzell-Jones was assumed by Long Binh Post, Civil Affairs Office on 10 October 1970.

3. PSYCHOLOGICAL OPERATIONS.

a. Company B, 6th PSYOP Battalion provided one HA team, three HB teams (loudspeaker), and two HE teams (audio-visual) to the Brigade until each battalion ceased operations.

(1) This support consisted of face to face communications utilizing voice broadcast, newspapers, and leaflets. The themes used were those designed to advertise the increased ability of the Government of Vietnam to provide for the needs of the people and to reduce the impact of US Forces redeploying.

(2) Emphasis was placed on the theme that US Forces were being withdrawn because the government forces were strong enough to defeat the Viet Cong and not because the Viet Cong were winning the war.

(3) No US units redeploying or dates of redeployment were mentioned. It was the Brigade's policy not to publicly announce this information until each battalion was moved to Camp Frenzell-Jones for stand-down.

b. Infantry Battalions continued normal PSYOP operations in conjunction with their MEDCAPS and Civic Action Projects.

c. The Brigade S5 conducted aerial broadcast and leaflet drops with all main force and local force units throughout the area of operations as targets. Successful campaigns were conducted with Viet Cong villages working as production units in the northeastern portions of Tanh Linh Districts and northern portion of Hoai Duc District as targets. These campaigns resulted in 171 Hoi Chanhs in the last month of operation. Five million, five hundred thousand (5,500,000) leaflets were dropped and 33 hours of aerial broadcast were made using UH-1D Helicopters and a 1000 watt loudspeaker system. Campaign themes and remaining leaflets were turned over to Hoai Duc District and the 1st Cavalry Division (samples Appendix 1).

d. Disposition of PSYOPS Equipment: During redeployment the following equipment was turned in and reissued to non-redeploying units:

| <u>ITEM</u> | <u>QUANTITY</u> | <u>ISSUED TO</u> |
|------------------------------------|-----------------|------------------|
| 250 Watt Aerial Loudspeaker System | 4 | 101st Airborne |
| 500 Watt Aerial Loudspeaker System | 2 | 101st Airborne |
| Cassette Type Tape Recorder | 1 | 173d Airborne |
| Portable Public Address System | 5 | 1st Cavalry |

4. PROBLEMS AND RECOMMENDATIONS.

a. Brigade S5 had originally planned to conduct an extensive PSYOP campaign to explain the reason for troop withdrawal. The target audience was to have been local nationals, regional and popular force units, and Viet Cong local force units. It would have consisted of aerial and ground broadcasts, leaflet distribution, advising of local leaders, and projects directed at the people to show US sincerity and strength. With the decision not to announce redeploying units until after commencing stand-down, this PSYOP Campaign could not be initiated without a breach of security.

RECOMMENDATION: In future redeployment situations, units to be redeployed and their dates of redeployment should be publicly announced as early as possible. This would deny the enemy a definite propaganda advantage and allow PSYOP plans to be placed in effect.

b. A message directing lateral transfer of PSYOP Equipment to units in the Republic of Vietnam needing this equipment was received from II FFV through MACV. It was received too late to allow full compliance due to the fact that the requested PSYOP Equipment was carried on the individual battalions property books and not on the Brigade S5 books. As a result, much of the equipment was already turned in by the time the message was received.

RECOMMENDATION: A complete inventory of essential PSYOP equipment should be kept. Plans for dispersal of that equipment through lateral transfers should be made as far in advance of stand-down dates as possible, especially PSYOP equipment used by the individual battalions.

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Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX F (COMMUNICATIONS-ELECTRONICS)

1. GENERAL.

a. At the time stand-down instructions were received, the Brigade was deployed in Binh Tuy Province and a portion of Long Khanh Province. Communications support for the Brigade was provided by the 313th Signal Company. Radio relay communications were being provided from the brigade forward command post at Fire Support Base Mace to the 4th Battalion, 12th Infantry at Fire Support Base Dat, the 5th Battalion, 12th Infantry at Tanh Linh, and the 3rd Battalion, 7th Infantry at Fire Support Base Riviera at Ham Tan.

b. Preparation and planning for redeployment had been a continuing process but was accelerated with the preparation and publication of the 199th Infantry Brigade OPLAN 183-70. Equipment excess to mission requirements was turned in prior to receipt of stand-down orders. Priority was given to the maintenance of communications nets and systems with adequate backup and jump capability until the time the Brigade ended combat operations.

2. COMMUNICATIONS ELECTRONIC SUPPORT.

a. The forward command post of the 313th Signal Company was located at Fire Support Base Mace until 15 September 1970, when it relocated to Camp Frenzell-Jones. Maintenance, logistic, and administrative sections of the company had been located at Camp Frenzell-Jones. Limited repair facilities were provided at Mace. The daily courier runs carried not only messenger traffic but also repair parts and equipment for the company. This organization allowed for consolidation of men and equipment at Camp Frenzell-Jones and eased considerably the work of inventory and preparation for turn-in.

b. The brigade forward command post had been relocated from Xuan Loc to Mace on 15 July 1970. At this time the radio relay system was purposely simplified. The company had been using AN/MRC-69, AN/MRC-112, and AN/GRC-163 equipment. Not only was the equipment incompatible but it required more time than was allocated by OPLAN 183-70 to prepare and turn in the MRC-69 and MRC-112 equipment. The MRC-69's had been reconfigured into MRC-341/2's mounted in 3/4 ton trailers. The AN/GRC-163 was used exclusively thereafter.

c. Communications provided for the Brigade by the 313th Signal Company were a multichannel radio relay from Mace to battalions in the field (except to 2nd Battalion, 3rd Infantry); NCS for brigade FM nets forward and rear; communications center forward and rear; and Redcatcher switchboards forward and rear. 7th Support Battalion was designated NCS for the brigade logistical nets, AM and FM. No radioteletype net was operated by the Brigade. II FFV provided one 12 Channel Radio Relay system and one RATT station for communications to II FFV. The Brigade operated an FM secure voice station in the II FFV command net.

d. One on-line half-duplex teletype circuit was extended to each battalion and one on-line HDX circuit was provided between II FFV and brigade forward.

e. Common user voice circuits were as shown in the telephone routing diagram, appendix 1.

f. Sole user circuits to battalions were provided only from brigade TOC to battalion TOC. One direct line from brigade TOC to Hurricane switchboard (II FFV) was provided.

g. Circuits between brigade forward and rear were routed over the II FFV radio relay system. There was no alternate routing available.

h. During the movement of the Brigade Headquarters on 15 September, the brigade command net, (clear and secure) and the administrative net continued in operation. Operation in the TOC ceased at 1030 hours and TOC RTO's and the duty officer moved to a mobile TOC set-up in a 1/4 ton vehicle. The mobile TOC operated until 1930 hours that evening when the last elements of the Brigade closed on Camp Frenzell-Jones.

3. CHRONOLOGICAL SUMMARY.

a. Planning was well under way by 10 July 1970, and confirmed by the preparation of the Signal annex to 199th Infantry Brigade OPLAN 183-70. The first day of stand-down for any unit in the Brigade was to be 1 September 1970.

b. The 313th Signal Company had been turning in vehicles and equipment since 30 July. This was necessary because of the amount of equipment assigned. Emphasis was on the turn-in of 3/4 ton trucks originally issued to transport the AN/GRC-163's and on the reconstitution and turn-in of the MRC-69 and MRC-112 equipment.

c. CPLAN 183-70 had specified that signal elements attached to battalions would stand-down at the same time as the battalion being supported. VHF support to the 5th Battalion, 12th Infantry was terminated at 1600 hours, 31 August, and the equipment prepared for movement to Camp Frenzell-Jones. On the morning of 1 September, men and equipment were airlifted to Fire Support Base Mace by CH-47 and then to Camp Frenzell-Jones by road convoy.

d. VHF support to the 3rd Battalion, 7th Infantry was terminated at 1600 hours, 8 September 1970. Men and equipment returned to Camp Frenzell-Jones via road convoy on 9 September.

e. VHF support for the 4th Battalion, 12th Infantry was terminated at 0800 hours, 15 September. Men and equipment returned to Camp Frenzell-Jones via road convoy on that same day.

f. At 1030 hours, 15 September, 3rd Brigade, 1st Cavalry Division began operations from the former 199th TOC at Mace. At this time, the Redcatcher switchboard, all wire lines, and radios set-up at the brigade TOC were turned over to the 3rd Brigade. Equipment was exchanged on a one for one basis.

g. On 16 September 1970, the VHF support provided by II FFV was terminated. The retrans-station operated by the 313th Signal Company on Nue Chau Chan (Hill 837) ceased operation at 1200 hours and men and equipment were airlifted back to Camp Frenzell-Jones by CH-47 at 1500 hours.

h. The Redcatcher forward switchboard was deactivated at 1200 hours, 21 September 1970.

i. The 313th Signal Company began its stand-down on 25 September.

4. SPECIAL PROVISIONS.

a. Primary reliance for communications during redeployment and turn-in was on the 1st Signal Brigade's Plantation Dial Exchange.

b. Public address and photographic support was provided by Southeast Asia Pictorial Center and the Brigade Information Office.

c. Communications center support was provided by the area communications center operated by the 1st Signal Brigade.

d. No sole user lines were installed in support of redeployment and no need for such service was ever apparent.

5. DISPOSITION OF SIGNAL EQUIPMENT.

a. The take over of Fire Support Base Mace by the 3rd Brigade, 1st Cavalry Division was simplified by making a direct exchange of wire and radio equipment.

b. The tactical wire system at Camp Frenzell-Jones was left in place to ease the take over of the camp by Long Binh Post and occupying units.

c. The perimeter defense wire system and radios in the TOC at Camp Frenzell-Jones were laterally transferred to Long Binh Post, insuring continuity of defense communications while allowing the 313th Signal Company to clear its property books.

d. The MARS Station, AB8AAM, was turned over to the 1st Signal Brigade. Personnel were reassigned to the 1st Signal Brigade and continued to operate the MARS Station.

e. Most COMTEL equipment was turned into Saigon Support Command and processed in the same manner as vehicles and other equipment. Command consoles, ASC-15, were turned in thru aviation channels.

f. Crypto equipment was processed through the Crypto Logistic Support Center Vietnam (CLSC-V). As each battalion commenced stand-down the COMSEC equipment was turned in to prevent a backlog. The COMSEC equipment sub-receipted from the Brigade was turned in and replacement items issued by the 25th Division COMSEC Custodian.

6. PROBLEMS AND RECOMMENDATIONS.

a. Communication for Defense Perimeter. The turnover of Camp Frenzell-Jones' perimeter defense communications was unnecessarily complicated because there was no signal officer at the initial contact briefing. On 4 October, after the unit reached a zero balance for equipment, the 313th Signal Company was asked to reroute parts of the perimeter wire system to meet the requirements of Long Binh Post.

RECOMMENDATION: Long Binh Post or 1st Signal Brigade personnel should have been provided to effect alterations to the perimeter wire system to meet the requirements of Long Binh Post.

b. Reduction in Telephone Service. A month prior to stand-down, initial coordination was made by the signal officer with the Plantation Dial Telephone Exchange for removal of the telephones at Camp Frenzell-Jones. At the completion of stand-down by brigade signal elements, no telephones had been removed. The reason stated for this

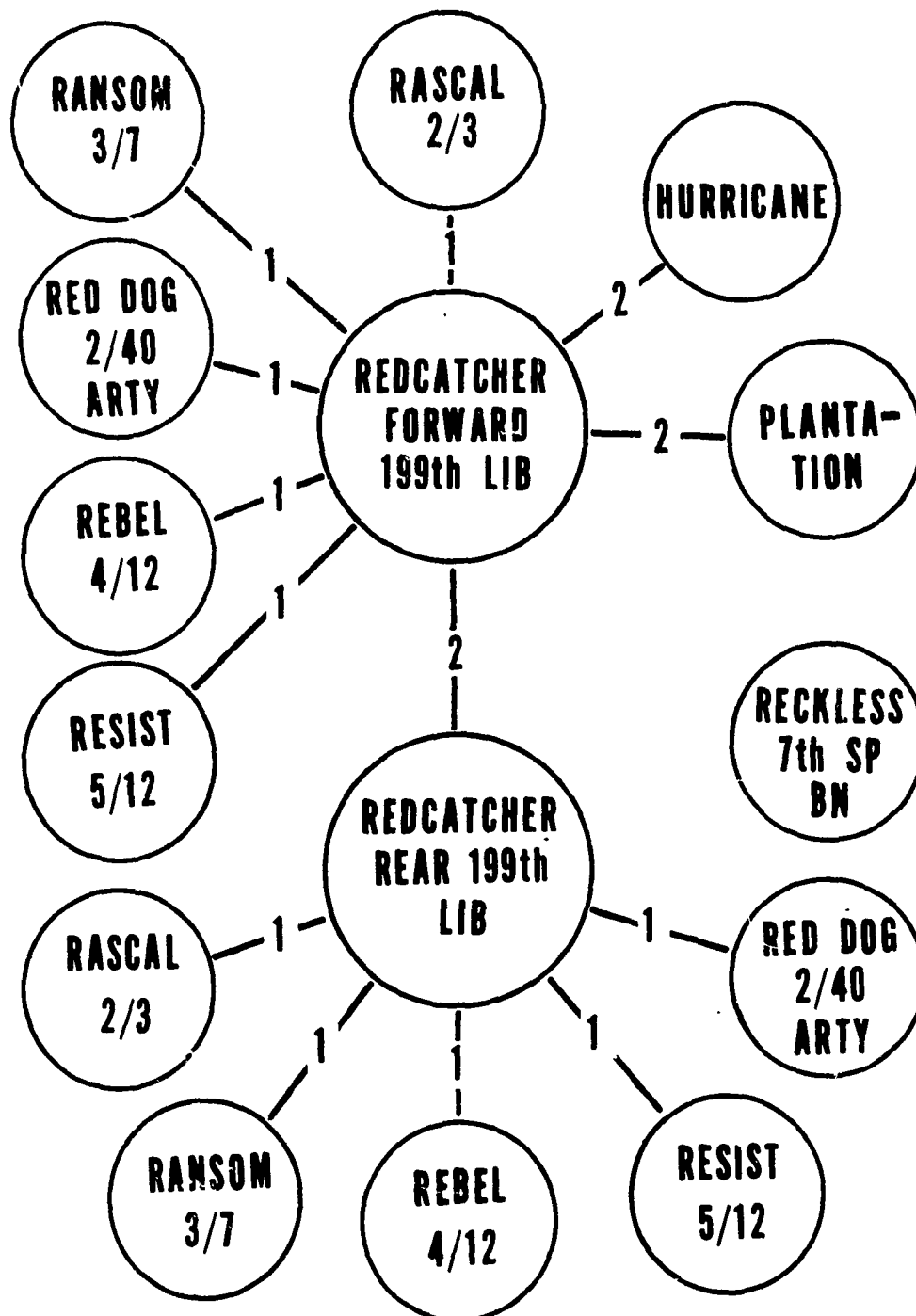
failure to act was that other units were expected to occupy Camp Frenzell-Jones.

RECOMMENDATION: As the U.S. commitment in Vietnam gets smaller and smaller, it is apparent that not all vacated installations will be turned over to other U.S. or ARVN units. In the absence of a new tenant unit telephones should be removed as buildings are vacated. Should new tenants move in the phones can be reinstalled. The new commitment will more than likely not be as large as the former one.

APPENDIXES

1. Telephone Routing Diagram

APPENDIX (TELEPHONE ROUTING DIAGRAM) TO ANNEX F



DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX G (BASE CAMP TRANSFER)

1. GENERAL.

a. The redeployment of the 199th Infantry Brigade required the development of detailed plans for the orderly transfer of responsibility for base camp functions and real property accountability. It was assumed at the beginning of planning that the base would remain under U.S. control rather than being turned over to the government of Vietnam or being dismantled. This assumption was correct.

b. Camp Frenzell-Jones, the brigade rear and a major fixed installation, was a physical extension of Long Binh Post. The size of the installation (over 500 structures on 513 acres of land) and its proximity to Saigon Support Command and Headquarters, USARV proved to be an ideal stand-down facility for accomplishing the major administrative and logistical actions associated with redeployment and inactivation.

c. No major difficulties were encountered in the course of the transfer of responsibility for the base camp. Continuity of essential operations and services for redeploying brigade units, as well as for both existing tenant units and other organizations relocating to Camp Frenzell-Jones, was assured through advance planning and close coordination between the CO, Long Binh Post and the 199th Infantry Brigade.

2. CHRONOLOGY OF EVENTS. See Appendix 1.

3. DISPOSITION OF FACILITIES. Of immediate concern following alert for redeployment was the conduct of an accurate and detailed inventory of all buildings (to include fixtures) and appurtenances to the installation. The accumulation of timely and precise asset data proved to be invaluable to all parties involved in planning for the future disposition of the base (Appendix 2). During July and August 1970, an investigation was conducted by Headquarters, II FFV and Headquarters, USARV to determine plans for relocating units at Camp Frenzell-Jones in place of the 199th Infantry Brigade. On 27 August 1970, notice was received that the CO, Long Binh Post, would assume installation coordinator responsibilities for Camp Frenzell-Jones, effective

1 September 1970 (date the 199th Infantry Brigade initiated stand-down). This action led to a series of coordination conferences which resulted in mutual agreement for the time-phased transfer of responsibility for installation operations (Appendix 3). Buildings vacated by brigade units were sealed and real property accountability was transferred to PA&E. Although property accountability was transferred to PA&E, responsibility for securing vacated buildings remained with the Installation Coordinator (IC). Where facilities were laterally transferred to other units/activities, real property accountability was also transferred via joint inventory (Appendix 4, PA&E Form 681). Prior to and during stand-down, unit commanders were cautioned to take extraordinary measures to insure that buildings would not be stripped and that all fixtures (to include partitions) remained intact. As a result of this emphasis and the establishment of rigorous facilities-clearance standards, all buildings and grounds were transferred in excellent condition.

4. CONTINUITY OF OPERATIONS. In addition to the 199th Infantry Brigade, two engineer companies and an aircraft maintenance detachment were tenants at Camp Frenzell-Jones. Nevertheless, the Brigade was responsible for installation management, security, and operations. An important factor in redeployment planning was the determination of the point at which the Brigade could no longer continue to support essential installation requirements, and when it would require relief by Long Binh Post and Saigon Support Command. On 14 September 1970, agreement was reached with Long Binh Post regarding provisions for continuity of installation operations (See Appendix 3). On 17 September 1970, the cadre of a provisional holding detachment from Long Binh Post occupied vacated facilities at Camp Frenzell-Jones. The detachment was composed primarily of ex-199th Infantry Brigade personnel with 60 days or less retainability after unit stand-down. This organization eventually accumulated an assigned strength of approximately 125 persons and provided the numbers needed for security and operation of the installation during the final phase of the Brigade's redeployment. An additional source of manpower available to support security and house keeping operations was the Brigade's own holding detachment. This organization consisted of personnel whose DEROS was between the date their unit completed stand-down and 12 October. As many as 100 persons were assigned to this detachment at one time and were available in adequate numbers through 4 October 1970. Though the retention of personnel with 60 days or less was not considered in initial redeployment planning, the availability of a manpower pool directly responsive to brigade requirements was of real assistance. It relieved stand-down units from providing personnel for base operations, thus allowing units to concentrate exclusively on the preparation of equipment and facilities for turn-in. Personnel were available to assist in accomplishing last minute

details on the final day of a unit's stand-down. Finally, the availability of personnel in appreciable numbers late in the redeployment cycle extended the period over which the Brigade was able to sustain itself without outside assistance.

5. DISPOSITION OF HISTORICAL PROPERTY. When alerted for redeployment and inactivation, the Brigade was confronted with the problem of dissolving its museum which contained a collection of war trophies and memorabilia from service in Vietnam. It was decided to use this collection to perpetuate recognition of the Brigade's performance. This alternative was preferred to the storage of historical properties. Subsequently, arrangements were made with the Infantry Museum at Fort Benning, Georgia, for the permanent display of organizational colors and other selected items of historical significance (Appendix 5). Remaining historical properties, registered with the Office of the Chief of Military History, was shipped to the Defense General Supply Center, Richmond, Virginia in accordance with AR 870-5 (Appendix 6).

6. PROBLEMS AND RECOMMENDATIONS.

a. Real Property Accountability. When the Brigade was alerted for redeployment real property accountability was ill-defined and installation asset records were incomplete.

RECOMMENDATION: The Installation Coordinator should maintain up to date files identifying individual responsibility for real property as well as compiling a comprehensive list of installation assets [e.g. retention of real property records, scheduling building clearance/transfer, inspection of buildings and grounds, rescheduling of services (water, POL, electricity, telephone, sanitation), allocation of house-keeping resources, and monitoring of trash and scrap materials disposal].

c. Retention of Key Personnel. Consideration should be given to retention of key personnel in positions essential to installation operations in instances where base camps are to be reoccupied by other U.S. units.

RECOMMENDATION: When possible, key individuals from the displacing unit should be transferred to the incoming organization to aid the continuity of operation. Candidates for retention are personnel associated with the following operations - base defense, facilities engineering, open mess, post exchange, civilian personnel office, and military police. If it is not practicable to transfer these men, then incoming units should identify, ahead of time, personnel to be responsible for critical installation functions. Once identified, these men can exchange ideas with their outgoing counterparts.

d. Transfer of Responsibility. The Installation Coordinator of the outgoing organization should take the initiative in developing a schedule for transfer of responsibility for essential activities.

RECOMMENDATION: The Installation Coordinator of the displacing unit is in the best position to identify that point in time during the later stages of redeployment when his organization can no longer continue to operate critical installation functions. To provide for continuity of operation, agreement should be reached with the incoming unit for the timely assumption of responsibilities for designated activities. For this purpose meetings should be initiated early and should result in a written agreement for a change-over schedule.

e. Terminal Personnel Requirements. A backward planning sequence should be followed to identify personnel requirements during the final days of stand-down.

RECOMMENDATION: Units should plan to have enough men available during the last two to three days of stand-down to finish final activities relating to facilities clearance and police. The installation coordinator should plan to use local Vietnamese daily hires to meet last minute requirements.

f. Consolidation of Facilities. Personnel and activities should be relocated, as required, to assist in closing out facilities, thereby, making blocks of buildings available to incoming units.

RECOMMENDATION: During phase-down, personnel should be relocated and consolidated in a minimum number of buildings. Likewise, PX annexes/concessions should be closed or relocated as areas are vacated. Such measures assist in the control of personnel and turn-over of facilities.

g. Coordination with PA&E. Coordination with PA&E real estate, facilities engineering, and utilities offices is an essential requirement during stand-down.

RECOMMENDATION: From the alert for redeployment until the completion of stand-down, PA&E offices should be informed of the facilities clearance schedule and any changes to that schedule. This is necessary to insure timely and proper transfer of property accountability as well as continued operation of required water points, electric power generators, and maintenance activities.

h. Disposition of Excess Equipment. Emphasis and controls must be placed on the proper disposition of government equipment, serviceable and unserviceable. Removal of discarded equipment and other small items from trash collection points will be a continuing problem.

RECOMMENDATION. Over a period of time, units and individuals will accumulate sizeable excesses of personal clothing, equipment and other materials (e.g. ammunition, containers, sand bags). There is a natural tendency to dispose of these items by throwing them away rather than turning them in through supply channels. This is a unit problem and can be overcome only through continual command emphasis and supervision.

i. Removal of Trash and Debris. Arrangements must be made for increased trash removal services during stand-down.

RECOMMENDATIONS. Removal of trash and debris during stand-down, can be a serious problem. The installation coordinator should make arrangements with PA&E contractors for increased services - two or three times above normal during periods of peak troop density. Additionally, units should be advised to stay abreast of the requirement to remove and properly dispose of scrap lumber and other materials not authorized to be removed by local Vietnamese contractors. This precaution cannot be emphasized too strongly and it requires attention early during the stand-down when manpower and transportation are readily available.

j. Sanitation. Sanitation is a problem requiring close attention during and after stand-down.

RECOMMENDATION. The installation coordinator should arrange for the surgeon and facilities engineer to survey and inspect latrines and showers to insure their capacity to support the increased troop-load during stand-down. Burn-out latrines and urin-oils require frequent attention to insure compliance with sanitation standards. As areas are vacated, latrines and showers should be sanitized and secured.

Appendixes:

- 1 - Chronology of Events
- 2 - Proposed Property Transfer (RCS MACDC-13)
- 3 - Transfer Agreement
- 4 - PA&E Form 681
- 5 - LTR, CG, HSAIC
- 6 - LTR to OCMH

APPENDIX 1 (CHRONOLOGY OF EVENTS) TO ANNEX G

| | |
|-----------------|--|
| 29 Jun 70 | Brigade alerted for redeployment |
| 9 Jul 70 | Staff meeting II FFV with USARV staff regarding administrative and logistical actions to be accomplished in conjunction with redeployment. |
| 24 Jul 70 | Real property inventory completed by Installation Coordinator. |
| 10 Aug 70 | Real property accountability audited (in-house) |
| 15-18 Aug 70 | Conferences with Hq, II FFV regarding alternative stationing plans for future occupants of Camp-Frenzell-Jones. |
| 21 Aug 70 | Submission of MACDC-13 report to Hq, USARV itemizing facilities that will become excess as a result of redeployment. |
| 26 Aug 70 | Final billeting schedule published for redeploying units. |
| 29 Aug 70 | Base Camp transfer coordinating conference, 199th Infantry Brigade and staff, Hq, Long Binh Post. |
| 1 Sep 70 | CO, Long Binh Post directed to assume installation coordinator responsibilities for Camp Frenzell-Jones. |
| 14 Sep 70 | Letter of agreement for transfer of responsibilities for operating Camp Frenzell-Jones. |
| 14 Sep - 12 Oct | Transfer of responsibilities as outlined at Appendix 3. |
| 17 Sep 70 | Long Binh Post Holding Detachment (Prov) moved to Camp Frenzell-Jones. |
| 27 Sep 70 | Request by CO Long Binh Post for lateral transfer of designated amount of PC&S property (serviceable only) for use by future tenants. |
| 12 Oct 70 | Last 199th Infantry Brigade units clear facilities. |

APPENDIX 2 (PROPOSED PROPERTY TRANSFER) TO ANNEX G

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)
Office of the Installation Coordinator
APO San Francisco 96279

AVBH-IC

21 August 1970

SUBJECT: Proposed Property Transfer, Camp Frenzell-Jones (RCS MACDC-13)

THRU: Commanding General
II Field Force Vietnam
ATTN: AVFBD-PO
APO San Francisco 96266

TO: Commanding General
USARV
ATTN: AVHGD-POC
APO San Francisco 96375

1. Reference verbal instructions, 21 Aug 70, office ACoS, G4, HQ, II FFORCEV.
2. As of 1 Sep 70, the 199th Infantry Brigade (Sep)(Lt) will commence redeployment from Camp Frenzell-Jones, Long Binh, Vietnam. On or about 12 Oct 70, redeployment will be completed and all facilities will become excess to Brigade requirements and available for disposition as deemed appropriate.
3. In accordance with USARV Reg 700-26, attached at Incl 1 is a detailed description of property available for transfer. It should be noted that the property reported includes those facilities currently being utilized by other units in residence at Camp Frenzell-Jones (i.e., 398th TC Det, 11th ACR; 104th and 79th Engr Co's, 79th Engr Gp).
4. Preliminary coordination for the transfer of all or a portion of the facilities at Camp Frenzell-Jones has, to date, been inconclusive.
5. Effective on or about 5 Oct 70, the personnel situation within the 199th Infantry Brigade will be such that it will become impractical for the Brigade to continue to provide for the security of the installation. It is estimated that 100 personnel will be required to meet minimum security requirements (both internal and external) within acceptable limits of risk during the hours of darkness. After 12 Oct 70, an additional 30(+) personnel will be required for security on a round-the-clock basis assuming no new tenants are moved into Camp Frenzell-Jones in place of the 199th Infantry Brigade.

1 Incl
as

W. C. BACON
LTC, Infantry
Installation Coordinator

PROPOSED PROPERTY TRANSFER

INSTALLATION: Camp Frenzell-Jones, Long Binh, RVN

Real property and major items of related property available for transfer.

- 1) Camp Frenzell-Jones: 513 Acres.
- 2) Fixed wing runway: 0 ft. length 0 sq yd.
- 3) Rotary wing runway: 7,400 sq yd.
- 4) Helicopter parking pads: 42,326 sq yd.
- 5) Standard taxiway: 0 sq yd.
- 6) Fixed wing parking apron: 0 sq yd.
- 7) Helicopter protective revetments: 29
- 8) Helicopter refueling points: 0
- 9) Flight control towers: 0
- 10) Hq's buildings: 59 (includes Co Hq building)
- 11) Motor Pool repair shops: 18 buildings, 53 vehicle capacity, 18,291 sq ft.
- 12) Direct support repair shops: 5 buildings, 20 vehicle capacity, 11,400 sq ft.
- 13) Warehouse: 2 buildings, 3,740 sq ft.
- 14) SEA huts (barracks): 67 ea 46,922 sq ft.
- 15) Wabtocs (barracks): 21 ea 10,752 sq ft.
- 16) Troop barracks (single story): 4 ea 4,000 sq ft.
- 17) Troop barracks (two story): 44 ea 168,960 sq ft.
- 18) Troop barracks (adam huts): 41 ea 49,200 sq ft.
- 19) Mess hall: 9 ea 60,204 sq ft.

PROPOSED PROPERTY TRANSFER

- 20) Latrines: 74
- 21) Showers: 67
- 22) Water Towers: 105 ea 152,255 gal total.
- 23) Admin and Supply buildings: 52 ea 55,333 sq ft.
- 24) BOQ's: 34 ea 30,532 sq ft.
- 25) Senior Officer quarters: 4 ea 2,511 sq ft.
- 26) Chapels: 1
- 27) Fire Station: 1
- 28) Power generators (non TO&E): 2 power total out-put 100KW.
- 29) Wells: 2 ea 97,680 gal pumping capability per-day 10,500 gal ea 2 storage tanks.
- 30) Photo Lab: 1,480 sq ft.
- 31) Miniature Golf Course: 1
- 32) Mars Station: 1 ea 384 sq ft.
- 33) Library: 1 ea 960 sq ft.
- 34) Museum: 1 ea 1,000 sq ft.
- 35) Clubs (Officer, NCO & EM): 4 ea 18,429 sq ft.
- 36) Dog Kennel: 1 ea 5,440 sq ft.
- 37) Medical Dispensary: 1 ea 2,000 sq ft.
- 38) PX & Concessions: 8 buildings 10,937 sq ft.
- 39) Post Office: 2,000 sq ft.
- 40) Swimming Pool: 5,904 sq ft.

Real Estate number of land use concurrences: EN 91

APPENDIX 3 (TRANSFER AGREEMENT) TO ANNEX G

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)
Office of the Installation Coordinator
APO San Francisco 96279

AVBH-IC

14 September 1970

SUBJECT: Agreement for Transfer of Responsibility for Operation of
of Camp Frenzell-Jones.

Commanding Officer
Long Binh Post
Long Binh, Vietnam

1. Reference message, Hq, USARV, 1 Sep 70, Subject: Installation Coordination for Camp Frenzell-Jones.
2. Referenced message assigns Installation Coordinator responsibilities for Camp Frenzell-Jones to CO, Long Binh Post.
3. To facilitate coordination of the transfer of Installation Coordinator responsibilities for the continued operation of Camp Frenzell-Jones, the attached transfer agreement is submitted for approval and/or comment.
4. Request review of proposed agreement and scheduling by your Hq of coordinating conference week of 14 Sep 70, to finalize plans for transfer of responsibilities.

1 Incl
as

W. G. BACON
LTC, Infantry
Installation Coordinator

TABS:

A - Endorsement to Agreement to Transfer

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)
Office of the Installation Coordinator
APO San Francisco 96279

AVEN-IC

14 September 1970

SUBJECT: Agreement for Transfer of Camp Frenzell-Jones.

1. PURPOSE: To provide terms of agreement for transfer of responsibility for facilities and Installation Coordinator (IC) functions at Camp Frenzell-Jones.

2. GENERAL: By direction of CG USARV, CO Long Binh Post assumes Installation Coordinator responsibilities for Camp Frenzell-Jones as of 1 Sep 70. Installation Coordinator, 199th Infantry Brigade, continues to act as IC for Camp Frenzell-Jones in coordination with CO, Long Binh Post, until o/a 4 Oct 70, when final segment of 199th Infantry Brigade initiates redeployment. Tenant units remaining after redeployment of the 199th Infantry Brigade and all other units relocating to Camp Frenzell-Jones will be allocated facilities by CO, Long Binh Post.

3. TRANSFER OF RESPONSIBILITIES: 199th Infantry Brigade is relieved by US Army Garrison, Long Binh Post, of responsibility for activities/functions at Camp Frenzell-Jones in accordance with the below schedule.

| <u>ACTIVITY</u> | <u>DATE</u> | <u>REMARKS</u> |
|----------------------------------|-------------|---|
| a. <u>INSTALLATION SECURITY</u> | | |
| (1) Perimeter Defense | 4 Oct | |
| (2) Flash Tower Operation | 4 Oct | |
| (3) Base Defense TOC | 4 Oct | |
| (4) Interior Guard | 8 Oct | Heliport, PX, Post Office, Special Services facilities, and others as required. |
| b. <u>FACILITIES ENGINEERING</u> | | |
| (1) Real Property Control | 9 Oct | Transfer administration of Real Property accountability Records. |

| <u>ACTIVITY</u> | <u>DATE</u> | <u>REMARKS</u> |
|---|-------------|---|
| b. <u>FACILITIES ENGINEERING</u> (cont) | | |
| (2) R & U capability | 4 Oct | Professional maintenance personnel. |
| (3) Trash Collection | 9 Oct | Supervision of contractual services. |
| (4) Sanitation | 9 Oct | Supervision of LVN sanitation workers. |
| c. <u>SERVICES</u> | | |
| (1) Water Delivery | | |
| (a) Tenant Units | 20 Sep | Lateral transfer 5,000 Gal tanker. |
| (b) 199th Inf Bde | 27 Sep | |
| (2) Bde POL Point | 1 Oct | Recommended for lateral transfer. |
| (3) Garrison Mess | TBD | Installed & other mess equipment to be laterally transferred. |
| (4) Entomology | 1 Oct | Recommend centralized system. |
| d. <u>MEDICAL</u> | 25 Sep | 136th Med DISP (MA) MEDCOM. |
| e. <u>SIGNAL</u> | 25 Sep | |
| (1) Local (FM/LL) | | |
| (2) Mars Station | | |
| f. <u>MILITARY POLICE</u> | 1 Oct | |
| (1) Discipline, Law & Order | | |
| (2) Traffic Control | | |
| (3) CID Operations | | |

| <u>ACTIVITY</u> | <u>DATE</u> | <u>REMARKS</u> |
|---|-------------|--|
| f. <u>MILITARY POLICE</u> (cont) | | |
| (4) Physical Security | | MTZ Patrols |
| (5) Circulation Control | | LVN Labor Point |
| (6) War Trophy Reg | | |
| g. <u>CIV PERG OFFICE</u> | 9 Oct | |
| (1) Management Residual Employees. | | |
| (2) Terminal Payments RIF of Direct Hire. | | |
| (3) Management Daily Hire. | | |
| h. <u>POST EXCHANGE</u> | 11 Sep | Continues to operate by Long Binh Area Exchange. |
| i. <u>SPECIAL SERVICES</u> | 20 Sep | |
| j. <u>POST OFFICE</u> | 5 Oct | Operated by 38th Base Post Office, SSC. |
| k. <u>OPEN MESS</u> | 26 Sep | |

4. DISPOSITION OF FACILITIES

a. 199th Infantry Brigade will transfer accountability for buildings to be vacated to PA&E or to units relocating to Camp Frenzell-Jones as appropriate.

b. 199th Infantry Brigade will secure vacated facilities until transferred to incoming units or 8 Oct 70, whichever occurs first.

TAB A (INDORSEMENT TO AGREEMENT TO TRANSFER) TO APPENDIX 3 TO ANNEX G

AVID A (14 Sep 70) 1st Ind

SUBJECT: Agreement for Transfer of Responsibility for Operation of
Camp Frenzell-Jones

This Headquarters concurs in the proposed terms of agreement for the transfer of responsibility for Camp Frenzell-Jones except as follows:

a. Interior Guard. On 6 October, this Headquarters will assume interior guard responsibility for the PX and Special Services facilities. Security of other areas will be the responsibility of the appropriate unit or placed under surveillance of Military Police patrols as appropriate.

b. Facilities Engineering. (1) PA&E has been charged with the responsibility to perform all functions listed.

(2) This Headquarters will direct and coordinate the allocation and assignment of real property and areas.

c. Services. (1) Arrangements have been made to transfer water trailers to appropriate tenant units. Units without organic water hauling capability will be serviced by this Headquarters.

(2) This Headquarters has no need for the Brigade's POL Point. Equipment and supplies should be returned to supply channels.

1 Incl
nc

ROBERT E. HAMMERQUIST
Colonel, Infantry
Commanding

APPENDIX 4 (PA&E FORM 681) TO ANNEX G

| PACIFIC ARCHITECTS & ENGINEERS, INC. APO San Francisco 96307 | | | | | | | | | | | | | | |
|---|--|--|---|---|------------------------------|---|---------------------------|--|--------------------------|--|-----|---|---|---|
| 1. FACILITY NO. _____ | | | | | 2. SHEET _____ OF _____ | | | | | | | | | |
| PHYSICAL INVENTORY AND CONDITION REPORT OF REAL AND INSTALLED PROPERTY UTILIZED BY THE UNITED STATES ARMED FORCES, VIETNAM & FVMAF | | | | | | | | | | | | | | |
| 3. <u>NAME OF INSTALLATION</u> | | | | | 4. <u>NAME OF USING UNIT</u> | | | | | | | | | |
| IDENTIFICATION OF REAL PROPERTY | | | | | | | | | | | | | | |
| 5. <u>CATEGORY CODE NO.</u> | | | 6. <u>CONSTRUCTION CATEGORY SHORT TITLE</u> | | | | | | 7. <u>TOTAL QUANTITY</u> | | | | | |
| 8. REAL PROPERTY | | | | | 9. INSTALLED PROPERTY | | | | | | | | | |
| (X) G-Good F-Fair P-Poor | | | | G | F | P | (X) G-Good F-Fair P-Poor | | | | QTY | G | F | P |
| a. Floors | | | | | | | a. Air Conditioners | | | | | | | |
| b. Walls | | | | | | | b. Lavatories | | | | | | | |
| c. Ceiling | | | | | | | c. Water Closets | | | | | | | |
| d. Roof | | | | | | | d. Urinals | | | | | | | |
| e. Partitions | | | | | | | e. Sinks | | | | | | | |
| f. Doors | | | | | | | f. Laundry Tubs | | | | | | | |
| g. Windows | | | | | | | g. Shower Heads | | | | | | | |
| h. Screens | | | | | | | h. Elec. Water Heaters | | | | | | | |
| i. Plumbing | | | | | | | i. Exhaust Fans | | | | | | | |
| j. Water Lines | | | | | | | j. Ceiling Fans | | | | | | | |
| k. Sewer Lines | | | | | | | k. Fluorescent Fixtures | | | | | | | |
| l. Electrical Lines | | | | | | | l. Incandescent Fixtures | | | | | | | |
| m. Drainage | | | | | | | m. Circuit Breakers | | | | | | | |
| n. Grounds | | | | | | | n. Toggle Switches | | | | | | | |
| o. Fences | | | | | | | o. Floodlights | | | | | | | |
| p. Paint | | | | | | | p. Mirrors, Latrine | | | | | | | |
| q. | | | | | | | q. Ext. Fire, CO2 | | | | | | | |
| r. | | | | | | | r. Ext. Fire, H2O(Water) | | | | | | | |
| s. | | | | | | | s. Ext. Fire, Foam | | | | | | | |
| t. | | | | | | | t. Hose, Fire, H2O(Water) | | | | | | | |
| u. | | | | | | | u. Convenience Outlets | | | | | | | |
| v. | | | | | | | v. | | | | | | | |
| w. | | | | | | | w. | | | | | | | |
| 10. <u>REMARKS:</u> | | | | | | | | | | | | | | |

11. ASSUMPTION OF RESPONSIBILITY

I hereby assume full responsibility for this facility and its installed property in the quantity and condition as shown on this form as per joint inventory conducted by myself and a representative from PA&E.

I attest that no construction and/or alterations of any type will be undertaken to this facility without the prior approval of the Installation Engineer regardless the source of materials.

I further attest that in the event property is damaged under any circumstances the Installation Engineer will be notified immediately.

Furthermore, within thirty (30) days prior to my departure, or as soon as possible thereafter, I will notify PA&E, telephone _____ so that transfer of responsibility can be made in accordance with AR 735-5.

a. _____
(SIGNATURE OF PA&E REPRESENTATIVE) _____
(DATE) _____
TEL _____ DEROs _____
(SIGNATURE OF RESPONSIBLE OFFICER) _____
(PRINT NAME & RANK OF RESPONSIBLE OFFICER) _____

b. _____
(SIGNATURE OF PA&E REPRESENTATIVE) _____
(DATE) _____
TEL _____ DEROs _____
(SIGNATURE OF RESPONSIBLE OFFICER) _____
(PRINT NAME & RANK OF RESPONSIBLE OFFICER) _____

c. _____
(SIGNATURE OF PA&E REPRESENTATIVE) _____
(DATE) _____
TEL _____ DEROs _____
(SIGNATURE OF RESPONSIBLE OFFICER) _____
(PRINT NAME & RANK OF RESPONSIBLE OFFICER) _____

12. TERMINATION OF RESPONSIBILITY

I, the undersigned, by a Termination inspection on a. _____
b. _____
c. _____
(Date)

hereby release a. _____ of his responsibility for this facility.
b. _____
c. _____
(Responsible Officer)

Discrepancies found during my inspection whether they concern overages or shortages, or changes in condition of the real property, have been properly documented and referenced in Item 10 (Remarks).

a. _____
b. _____
c. _____
(SIGNATURE OF INSTALLATION MANAGER OR
DESIGNATED PA&E REPRESENTATIVE)

APPENDIX 5 LETTER TO CG, USAIC) TO ANNEX G

DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY INFANTRY CENTER
FORT BENNING, GEORGIA 31905

AJIGT-OM

10 September 1970

SUBJECT: Establishment of 199th Infantry Brigade Exhibit at Infantry Museum

Redcatcher Association

ATTN: LTC W. G. Bacon, President
199th Infantry Brigade (Sep) (Lt)
San Francisco, California 96279

1. Reference: Letter AVBH RCA, Subject: Establishment of 199th Infantry Brigade (Sep) (Lt) Memorial and War Trophy Collection at Fort Benning, Georgia, dated 16 August 1970.
2. Fort Benning certainly appreciates your offer of captured war trophies for display in the Infantry Museum. However, the limited space in the Museum and the many like items already on hand preclude our acceptance of your materials if you require that your collection remain intact and be permanently displayed. Many units in Vietnam are deactivating and making similar offers to the Museum. Each offers the same materials, most of which duplicate items already in the Museum's collection.
3. The Infantry Museum does need some of the items you are offering. These would be incorporated into existing exhibits dealing with Communist forces in Vietnam. Appropriate recognition would be given for anything the 199th Brigade should donate, the same as is given to other Infantry units.
4. The Infantry Museum would like to receive the materials in group "g" and the 122mm Rocket Launcher in group "f" from the inventory list you sent us. I suggest that the Office of the Chief of Military History, Department of the Army, be contacted for disposition instructions for the other items, as required by AR 870-5, para 11-8.
5. Another means of memorializing the 199th Brigade would be an exhibit of your lineage, honors, colors, patches, and unit distinctive insignia

AJIGT-OM

10 September 1970

SUBJECT: Establishment of 199th Infantry Brigade Exhibit at Infantry
Museum

with appropriate historical text and photographs. Such an exhibit
would be similar to exhibits planned for other Infantry units and would
be welcomed by the Museum.

FOR THE COMMANDER:


BURTON A. MERRIAM, JR.
2LT, AGC
Asst Adj Gen

APPENDIX 6 (LETTER TO OFFICE OF CHIEF OF MILITARY HISTORY) TO ANNEX C



DEPARTMENT OF THE ARMY
HEADQUARTERS, 199TH INFANTRY BRIGADE (SEP) (LT)
APO SAN FRANCISCO 96279

IN REPLY REFER TO

AVBH-AG

23 September 1970

SUBJECT: Disposition of Historical Property

Chief of Military History
Department of the Army
ATTN: HPB
Washington, D.C. 20315

1. Headquarters, Department of the Army has directed that the 199th Infantry Brigade (Sep) (Lt) be inactivated in October 1970. The approved schedule calls for the inactivation of color bearing units of the Brigade at Fort Benning, Georgia on 15 October 1970, the remainder of assigned units to be inactivated in Vietnam on 12 October 1970.
2. As a consequence of the inactivation of the Brigade, action is being initiated to dispose of historical property in accordance with AR 870-5. All such property has been properly cataloged and registered with the office, Chief of Military History.
3. The Commanding General, US Army Infantry Center, Fort Benning, Georgia has expressed a desire to display the Brigade Colors and selected memorabilia (Incl 1) at the Infantry Museum in recognition of the Brigade's achievements since activation at Fort Benning in 1966. Therefore, those items of interest to the Infantry Museum will be shipped to Fort Benning for permanent display. The remaining property (Incl 2) will be packaged and shipped for storage at the Defense General Supply Center, Richmond, Virginia.
4. Items listed at the inclosures constitute a complete list of all historical properties of the 199th Infantry Brigade.

FOR THE COMMANDER:

D. E. HUBBARD
Major, AG
Adjutant General

2 Incl
as
cc:
CG USAIC, FT Benning, Georgia
Defense General Supply Center,
Richmond, Virginia
Command Historian, HQ USARV

HISTORICAL PROPERTY BEING SHIPPED TO THE INFANTRY MUSEUM

AT FORT BENNING, GEORGIA

| ITEM | OCMH Catalog Number |
|---|----------------------|
| 1. B 40 Rocket | Redcatcher Museum 36 |
| 2. B 41 Rocket | 40 |
| 3. 75MM Rds (3) | 37,38,39 |
| 4. M33 Frag | 41 |
| 5. French Rifle Frag | 46 |
| 6. French Hand Frag | 47 |
| 7. NVA Rifle Frag | 48 |
| 8. VC Booby Frag | 45 |
| 9. VC Chemical Frag | 52 |
| 10. VC Concussion Frag (2) | 75,76 |
| 11. VC Frag (3) | 42,43,44 |
| 12. 60MM Rd | 49 |
| 13. 82MM Rd | 50 |
| 14. 37MM AA Rd | 51 |
| 15. 122 Rocket (2) | 53,54 |
| 16. 122 Rocket Section | 55 |
| 17. 122 Fuses (1) | 107 |
| 18. 51 Cal Ammo Can | 62 |
| 19. 7.62MM Ammo Can | 63 |
| 20. AK Web Gear | 64 |
| 21. PPS Web Gear | 65 |
| 22. SKS Web Gear | 66 |
| 23. Canteen | 67 |
| 24. VC Rucksack | 68 |
| 25. Mortar Optics (5) | 69,70,71,72,81 |
| 26. Aiming Stakes (2) | 73,74 |
| 27. 82MM Acces Kit (2) | 82,85 |
| 28. Night Lights (2) | 83,84 |
| 29. Pith Helmet | 77 |
| 30. NVA Cap | 78 |
| 31. Sewing Kit | 79 |
| 32. Carrying Packs (3) | 103,104,105 |
| 33. NVA Claymore | 109 |
| 34. Punji Trap | 90 |
| 35. NVA Commo Wire (3) | 93,94,95 |
| 36. NVA Clothes (3) | 117,118,99 |
| 37. 122 Launchers (2) | 122,123 |
| 38. 199th Memorial Plaque | 127 |
| 39. 1 Millionth Rd | 110 |
| 40. Vase from Bien Hoa Province | 128 |
| 41. Pictures of Previous Commanders | 129 to 137 |
| 42. Valorous Unit Award | 138 |
| 43. Lineage and Honors | 139 |
| 44. Unit Day Award | 140 |
| 45. Photos of Distinguished Redcatchers | 141 to 144 |
| 46. Plaques Presented by Otherunits | 145,146 |

Incl 1

ITEMS BEING SHIPPED TO DEFENSE GENERAL SUPPLY CENTER

RICHMOND, VIRGINIA

| <u>ITEM</u> | <u>OCMH Catalog Number</u> |
|--------------|----------------------------|
| MG-34 | 1 |
| T-50 | 2 |
| RPG-7 | 3 |
| SKS | 4 |
| DPM | 5 |
| AK-47 cc | 6 |
| MAT-49 | 7 |
| CZECH MG | 8 |
| STEIN GUN | 9 |
| M-1 CARBINE | 10 |
| M-1 CARBINE | 11 |
| BAR | 12 |
| MAS-36 | 13 |
| 60 MM MOR | 14 |
| RPG-2 | 15 |
| T-43 | 16 |
| T-50 | 17 |
| VERY PISTOL | 18 |
| M-2 CARBINE | 19 |
| 1916 CARBINE | 20 |
| M-1 | 21 |
| T-43 | 22 |
| K-50 | 23 |
| M 1924 MG | 24 |
| AK-47 SFS | 25 |
| SGM MG | 26 |
| RPG-2 | 27 |
| 30 CAL MG | 28 |
| KNEE MORTAR | 29 |
| 82MM MORTAR | 30 |
| 82MM MORTAR | 31 |
| RPG-7 | 32 |
| RPG-7 | 33 |
| RPD | 34 |
| RPD | 35 |
| K-50 | 56 |
| MAT-49 | 57 |
| MAT-49 | 58 |
| AK-47 NK | 59 |
| AK-47 GL | 60 |
| 60MM MOR | 61 |
| AKM | 80 |
| SGM MG | 86 |

Incl 2

| <u>ITEM</u> | <u>OCMH Catalog Number</u> |
|------------------|----------------------------|
| M-1 CARBINE | 87 |
| 51 CAL MG | 88 |
| AK-47 cc FS | 89 |
| TAIL FIN 60 | 91 |
| TAIL FIN 82 | 92 |
| 7.62 AMMO CAN | 96 |
| 14.5 RD | 97 |
| DRUM MAGAZINE | 98 |
| PAN MAGAZINE | 100 |
| M-1 SNIPER RIFLE | 101 |
| SWEDISH "K" | 102 |
| MINE | 106 |
| VC GAS MASK | 108 |
| 1924 MG MAGAZINE | 112 |
| M-14 A1 | 113 |
| THOMPSON | 114 |
| VC FRAG | 115 |
| US VERY PISTOL | 116 |
| 85 MM Rd | 119 |
| SANITIZED AK | 120 |
| AK-47NKFS | 121 |
| PACK FRAME | 124 |
| FUZES | 125 |
| RPG CASE | 126 |

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX H (INFORMATION)

1. GENERAL. Press speculation concerning the possible redeployment of the 199th Infantry Brigade was kept to a minimum. MACV requested the Brigade recommend a date when public announcement should be made stating that the 199th was part of the Phase IV redeployment. It was decided to wait until 15 September. However, this date was subsequently changed to 1 September. Then MACV decided that nothing could be said about the Brigade as a whole until 25 September. Releases could be made for each unit (battalion, company, detachment) as they began their stand-down.

2. CONCEPT OF PUBLIC INFORMATION ACTIVITIES.

a. Unfortunately, the Brigade command section did not feel it necessary for the Brigade Information Officer to be included in the planning group. Thus, whatever information was received was acquired through information channels from higher headquarters, normally two to three days later, and by that time it had usually changed.

b. The USARV Information Officer recommended press packets be made containing unit histories, pictures of all key personnel (CO, Bn CO's, CSM's), copies of unit yearbooks and recent publications, lists of unit awards and decorations, and groups of combat pictures depicting operations of the Brigade. Fifty copies of the packet were compiled as recommended. Of these fifty only fifteen were used, twelve of which were sent to JUSPAO.

c. On 1 September, announcement of the first unit to begin stand-down, 5th Battalion, 12th Infantry, was made by MACV. Soon after, Joe Fried of the New York Daily News and Ray Coffey of the Chicago Daily News visited the Brigade at Camp Frenzell-Jones. These were the only press personnel to visit the 199th.

d. The first news items appeared in the 3 September edition of the Pacific Stars & Stripes. No press clipping appeared for the 3d Battalion, 7th Infantry stand-down. The 19 September edition of Pacific Stars & Stripes contained an article on the 4th Battalion, 12th Infantry, the last major unit to stand-down prior to the announcement of the entire Brigade.

e. AP inquired as to the possibility of visiting the Brigade with a photo team to view the destruction of a firebase and follow the personnel through their outprocessing system. This was immediately discouraged by the command section and nothing further occurred. A press release was made on 26 September, stating that the 199th was actually involved in stand-down activities preparing to redeploy. A press release was made on the Brigade's artillery unit firing its last round in Vietnam. USARV Information Officer was requested to cover the departure ceremony since all 199th units will have been redeployed prior to the date of departure.

3. PROBLEMS AND RECOMMENDATION. The Brigade Information Officer was not included in the planning group, nor was he informed of matters pertaining to redeployment. As a result he was unable to stay abreast of redeployment activities. The Information Officer should have been included in the group having access to redeployment information. Additionally, little encouragement and support was given to having members of the press visit the Brigade. This had been Brigade policy for the past year and was responsible for the few press visits made during redeployment.

RECOMMENDATION: Encouragement should be given to insure adequate press coverage of an event like redeployment.

APPENDIXES:

1. Sample Redeployment News Accounts.
2. Redeployment Press Release
3. Artillery News Release
4. Brigade History
5. Sequence of Significant Events
6. Individual Award Winners
7. Unit Citations

10,000 GIs to Go In Latest Cutback

SAIGON (AP) — The U.S. Command announced Wednesday the disbanding of two American combat brigades in a major cutback of American troops in South Vietnam.

An announcement from the command said nine units from the 199th Light Inf. Brigade and the 3rd Brigade of the 9th Inf. Div. "have commenced stand-down as a continuation of the fourth increment of U.S. troop redeployment from the Republic of Vietnam."

The two brigades total about 10,000 men. The reduction will lower American troop strength to 392,300. Another 8,000 men will have to be withdrawn in the near future to meet President Nixon's fourth phase withdrawal

goal of 384,000 men by Oct. 15.

The units that have begun standdown, headquarters said, include the following elements of the 199th Light Inf. Brigade:

Fifth Bn., 12th Inf.; 49th Inf. Platoon; 76th Inf. Det.; and the 503rd Chemical Det.

Units of the 3rd Brigade of the 9th Inf. Div. that have started their standdown included the 5th Bn., 60th Inf.; the 45th Inf. Platoon; the 39th Cav. Platoon; 65th Inf. Det.; and the 39th Chemical Det.

8 Army Units Begin Viet Stand Down

SAS Vietnam Bureau

SAIGON — Eight Army units began stand down Tuesday as the fourth increment of U.S. troop withdrawals continued. The U.S. Command announced. The command said about 3,025 men will be involved in the withdrawals.

The 2nd Bn. (Mech.), 47th Inf., and the 2nd Sq., 1st Cav., will be reduced to color-bearing detachments in Vietnam, a command spokesman said. The squadron

will become part of the 2nd Armored Div. at Fort Hood, Tex., while the battalion will be inactivated in the United States, he said.

The battalion, part of the 3rd Brigade, 9th Inf. Div., arrived in Vietnam in 1966 and worked in both III and IV Military Regions, the spokesman reported. He said the 2nd Sq. had worked in II MR since coming to Vietnam in Aug., 1967.

Three elements of the 199th Inf. Brigade which began stand down are the 4th Bn., 12th Inf.; Troop D, 17th Cav.; and the

179th Military Intelligence Det., the command reported.

A spokesman said the battalion will be reduced to a color-bearing detachment in Vietnam and inactivated in the United States while the two smaller units will be inactivated in Vietnam.

Aviation units commencing stand down were the 199th Recon. Airplane Co. at Vinh Long, the 314th Aviation Det. at Lai Khe and the 338th Aviation Det. at Vung Tau, the command spokesman said.

He said the three units will be inactivated in Vietnam next month. The 199th arrived in Vietnam in 1967 and the other two in 1968, the spokesman said.

The command said personnel in the 8th Army units will be returned to the United States through normal rotation procedures or reassigned to other units in Vietnam.

A color-bearing detachment of the Army's 35th Eng. Bn. left Cam Ranh Bay Tuesday for Fort Lewis, Wash., where it will be inactivated, the command announced.

6 Pacific Stars & Stripes
Thursday, Sept. 17, 1970

APPENDIX 2 (REDEPLOYMENT PRESS RELEASE) TO ANNEX H

FOR IMMEDIATE RELEASE:

Camp Frenzell-Jones (RVN) --- Units of the 199th Brigade (Sep)(Lt), activated at Fort Benning, Georgia specifically for the Vietnam conflict, are currently moving into a stand-down status at their Brigade Main Base in Long Binh. The move is in preparation for redeployment in connection with Phase IV of President Nixon's redeployment of combat troops from the Republic of Vietnam.

The 6,000-man "Redcatcher" Brigade was initially deployed to the Republic in December 1966. It is best known for its defense of the Long Binh-Bien Hoa military complex and ousting of enemy forces from Saigon, particularly the Phu Tho Racetrack, during Tet 1968. "Redcatchers" were credited with killing over 500 VC and NVA during the first 14 hours of the Tet Offensive 1968.

During 1969, the Brigade was responsible for protecting the Capital's southern perimeter and later moved to Long Khanh Province, northeast of Saigon, with the prime mission of combined operations with the 18th ARVN Division and the up-grading of the local forces.

The Brigade's 5th Battalion, 12th Infantry participated in the Cambodian Offensive where it successfully repelled one of the first significant enemy counter-attacks and recovered huge amounts of arms and caches.

During its almost four years of Vietnam service the Brigade and its units received the Presidential, Valorous, and Meritorious Unit Citations as well as the Vietnamese Cross of Gallantry With Palm.

Redeployment of the unit will be completed prior to the President's October 15 deadline with deactivation ceremonies at Fort Benning.

APPENDIX 3 (ARTILLERY NEWS RELEASE) TO ANNEX H

By SP5 W. Andrew McCullough
Brigade Information Office

17 September 1970

FOR IMMEDIATE RELEASE:

FIRE SUPPORT BASE SILVER-----The 2nd Battalion, 40th Artillery of the 199th Light Infantry Brigade commemorated the firing of the brigade's last round in Vietnam on 15 September, during a ceremony held at Fire Support Base Silver 70 miles north east of Saigon.

The 105mm howitzer round, fired by the 199th Infantry Brigade Commanding Officer, Colonel Joseph E. Collins, was the 1,100,452 round fired by the artillery unit since beginning operations in Gia Dinh and Bien Hoa Provinces. Having begun operations in December 1966, the final round marked 3 years and 10 months of Vietnam service for the 199th Light Infantry Brigade.

COL Collins was hosted for the occasion by the 2nd Battalion, 40th Artillery Commanding Officer, Lieutenant Colonel Wendel E. Gilbert and the Battalion S-3 Officer Major Richard F. Bell.

LTC Gilbert is from Clarkesville, Tennessee, and has residence with his family in Columbus, Georgia. Mrs. Gilbert is a native of Columbus.

The ceremony began as Alpha Battery Commander CPT Stanley J. Weathers met the two commanders at the landing zone and welcomed them to Fire Support Base Silver for the occasion. The commanders then watched two gun sections fire five rounds simultaneously in a rapid fire exercise which commemorated the last fire mission for the Brigade. COL Collins was then asked by section five gun chief SGT Ralph L. Hillyard of Ft. Branch, Indiana, to fire the last round for the 199th Infantry Brigade. At the command from CPT Weathers, COL Collins jerked the lanyard which sent the round on its way. COL Collins was presented the canister as a memento, after which he congratulated each man of the section for a job well done and for being chosen to represent the Brigade on the occasion.

Other members of the gun section who participated in the event are SP4 Ronald L. Scarberry of Columbus, Ohio; SP4 Glen E. Savage of Gracefield, Kentucky; SP4 Bon A. Myers of Salida, Colorado; PFC Bob E. Phillips, Jr., of Charlotte, North Carolina; and PFC Tony L. Parton of Hudson, North Carolina.

Operating in support of the Brigade throughout 16 districts of III Tactical Corps, the 2nd Battalion, 40th Artillery successfully helped defend Saigon during Tet of 1968. Soon thereafter it secured vital transportation routes from the delta southeast of Saigon in a region called "the Pineapple." Over the past 18 months the battalion has been instrumental in securing inland and coastal areas of Long Khanh and Binh Tuy Provinces.

During this time it has fired from as many as eight fire support bases simultaneously. Also, the unit participated in the Cambodian Campaign in support of the 5th Battalion, 12th Infantry and elements of the 1st Cavalry Division.

The 2nd Battalion, 40th Artillery was awarded the Meritorious Unit Commendation by the Secretary of the Army in February 1968. One of the most active units in the country, the battalion passed the million round mark in April 1970.

The unit will send its colors home in October, to Fort Benning, Georgia, along with other 199th Infantry Brigade units concurrently standing down for inactivation.

APPENDIX 4 (BRIGADE HISTORY) TO ANNEX H

The 199th Infantry Brigade was ordered formed at Fort Benning, Georgia, suddenly but not unexpectedly, with distinction unknown. The Brigade's first commander, Colonel George D. Rehkoph, got orders April 8, 1966 to form the Brigade and, from the first educated guesses to jungle and swamp field training at Camp Shelby, Mississippi, the consensus was "Vietnam."

Speed was to be emphasized in organization and training in order to make its target date in Vietnam by December. By May 5, less than a month after the initial orders, COL Rehkoph had more than 1,000 men assigned. Two more weeks saw staff and command field grade officers join the Brigade and by mid-June most of the Brigade's officers would be on hand, as well as 40 percent of its NCO's.

Formally activated June 1, 1966, small unit training began June 27 at Fort Benning, to be followed by eight weeks of field training at the National Guard site at Camp Shelby. Because of the concept of the modern light infantry brigade ("Light, Swift, and Accurate" says the 199th's motto) and its role in counter-insurgency warfare, it was designed to be a hitch-hiker unit, with heavy equipment kept to a minimum. At first, for example, Delta Troop, 17th Cavalry had only jeeps with mounted machine guns. Its armored tracks came after it had been in-country for awhile.

The 199th was still smaller and lighter than it is today because it lacked the 5th Bn, 12th Inf, which did not join the Brigade until April 1968.

In another change dictated by the Brigade's TO&E, Brigadier General Charles W. Ryder became Commanding General and COL Rehkoph became the Brigade Deputy Commanding Officer before leaving Fort Benning.

Following intensive preparations, a 280-man advance party left in early November. After a final review, the majority of Redcatchers were flown to Oakland where they boarded the *USS Sultan* and *USS Pope* for the more than two week trip across the Pacific.

On December 10, the *USS Sultan* docked at Vung Tau and a mass of Redcatchers piled off. Two days later the *USS Pope* docked and everyone moved to meet the advance party at a tent encampment north of Long Binh Post that was to become the 199th's main base camp.

In mid-January 1967, the Brigade established a forward command post at Cat Lai, seven miles east of Saigon, and by the end of the month, the first permanent mission was evident to all: committed to the defense of Saigon.

Together with elements of the 5th Army of the Republic of Vietnam (ARVN) Ranger Group, the Brigade launched Operation "Fairfax/Rang Dong" on January 12. Nine days later saw the first two Redcatchers die from hostile fire. Private First Class Herbert E. Frenzell and Specialist Four Billy C. Jones died when a portion of their unit, Alpha Company, 4th Bn, 12th Inf was caught in an ambush in the Thu Duc area. After enabling exposed elements of his company to reach cover by drawing the enemy's fire, PFC Frenzell was hit and killed as he also tried to withdraw to a safe position. SP4 Jones then crawled through mud and enemy fire to reach Frenzell's body and after carrying it for over two hours through thick mud and hazardous swamps, Jones reached a waiting helicopter. Moments later, when he went to assist another wounded man, Jones too was hit and fatally wounded. His final words were, "I tried; I did all I could do. I couldn't do anymore." On September 18, 1967 the Brigade main base was named Camp Frenzell-Jones in honor of the two men.

1967 saw two new generals: BG John F. Freund replaced BG General Ryder in March. General Freund, wounded August 7 when he attempted to rescue troops with his own helicopter during action that saw five helicopters shot down, was himself replaced by BG Robert C. Forbes in September.

Brigade Main Base increased to about 1200 acres and buildings were built accordingly

with much assistance from the 87th Engineer Company. In addition to three 500-man mess halls and one 165-man mess hall built by the engineers, two BOQ's and 47 BEQ's were constructed. More than five million board feet of lumber were used by units at BMB during 1967.

Later in the year on December 6, an element of the 4th Bn, 12th Inf located a battalion-size Viet Cong basecamp 35 miles northeast of Saigon and became involved in the bitterest and bloodiest battle to date for a unit of the 199th. After initially taking heavy casualties, two platoons of *Warriors* from Alpha Company with help from elements of the 3rd Bn, 7th Inf and Delta Troop, 17th Cav fought back to kill 67 of the enemy.

Chaplain Liteky Medal Of Honor Winner

Chaplain (CPT) Angelo J. Liteky became a living legend that day through his efforts to evacuate wounded and administer last rites to the dying. Repeatedly during the battle he was seen moving upright through intense enemy fire. Upon the unit's relief it was discovered that, despite painful wounds in the neck and foot, Father Liteky had personally carried over 20 men to safety from the battle zone. For his heroism, Chaplain Liteky became the fifth chaplain in history and the first in the Vietnam war to receive the Congressional Medal of Honor.

The heroics of December 1967 were a high point for the Brigade. But in view of what was to come, these actions were just a prelude.

To Redcatchers the 1968 Tet attacks were a welcome change. They were finally given the chance to catch the enemy out in the open. During the first 14 hours of the attacks, Brigade records indicate Redcatchers killed more than 500 VC and NVA soldiers. In the next few days over 400 more enemy fell.

Early word of the attacks can be attributed to the Brigade's 179th Military Intelligence Detachment, who working with the Intelligence Section, had gathered evidence of the attacks and knew the exact date a week ahead. Their forecast was off by a mere three hours because the enemy was delayed in reaching his assembly point. Colonel Davison, then acting Brigade Commander during an absence of General Forbes, had repositioned Brigade maneuver elements around the Long Binh-Bien Hoa area just before the attacks were scheduled to begin.

At about 11 p.m., January 30, a Long Range Reconnaissance Patrol reported sighting a VC company of about 80 hurrying toward Long Binh Post, a few miles away. The perimeter at Frenzell-Jones, with bunkers manned largely by men of 7th Support Battalion, received probing sniper fire from Ho Nai village. Soldiers were ordered to hold their fire unless they could see the man shooting, to avoid harming civilians in the area.

The attack finally broke at 3 a.m. when seven 122mm rockets slammed into Long Binh Post. Within minutes helicopter gunships, air strikes, and artillery fire from the 199th's 2nd Bn, 40th Arty virtually wiped out the enemy's rocket launching sites. By 4 a.m. two platoons of *Comanche* Co, 4th Bn, 12th Inf along with armored cavalry vehicles from Delta Trp, 17th Cav were hurrying to a hilltop outside Ho Nai. It was there that the main Battle of Long Binh began. The *Warriors* had run head on into a VC battalion.

While the 2nd Bn, 3rd Inf was countering the enemy offensive in Bien Hoa Province, members of the 3rd Bn, 7th Inf were discovering that Long Binh was not the only enemy target for TET, 1968.

At the first hint of an enemy offensive the *Cottonbalers* moved from Binh Chanh to Saigon, and by day-break, Alpha Company, with the help of tracks from Delta Trp, 17th Cav was fighting its way towards an enemy headquarters at Phu Tho racetrack in the Cholon sector. Bitter house-to-house fighting erupted when the *Cottonbalers* moved to within six

blocks of the enemy command post, but by late afternoon the Redcatchers were inside. The enemy had been both evicted and soundly defeated.

Late in 1968, the Brigade received the Valorous Unit Award for extra-ordinary heroism. In September 1969, the government of the Republic of Vietnam presented the Vietnamese Cross of Gallantry to the 199th for its operations during the Tet Offensive of 1968.

Total Brigade casualties during the Tet Offensive of 1968 were: 14 killed and 92 wounded, 45 of whom did not require hospitalization.

April 1968 brought the final major addition to the Brigade with the arrival of the 5th Bn, 12th Inf at Bien Hoa Air Base to join its sister *Warrior* battalion.

By the beginning of May, Paris had been chosen as site for the peace talks. Peace! Several days later the enemy attacked in force in a desperate attempt to seize as many key cities as he could. When enemy forces ran up against Redcatchers on the south and west inner defense perimeter of Saigon they ran into a meatgrinder and lost more than 500 dead in a little more than a week of fighting.

Heavy contact began on May 6 when elements of Charlie and Delta Companies of the 4th Bn, 12th Inf encountered two NVA soldiers near their combined base-camp west of Saigon. One was killed and the other captured. Moments later the basecamp was attacked. Less than six hours later Redcatchers had killed 25 and detained six. The next day the Redcatchers encountered and, with artillery and helicopter gunships in support, virtually erased an NVA battalion about 2.5 miles outside Saigon.

At 3 a.m. on the 8th another main force battalion ran into a *Warrior* company and after a heavy exchange of automatic weapons and artillery fire, the *Warriors* pulled back and called in airstrikes. Sweeps outside the 199th positions at dawn disclosed 92 enemy bodies. Sporadic fighting continued throughout the day and for almost the next week.

Casualty figures over the entire period of the offensive show that Brigade units killed 550 enemy soldiers in a 10 day period while detaining 71 suspects. Over the same period, friendly casualties were a remarkable 19 killed.

Move to the 'Pineapple'

At the completion of the May offensive the Brigade moved to the soggy, slimey, steaming, flat and seemingly endless area covered with rice paddies, elephant grass, nipa palm and succulent fruit -- all peppered with bomb craters and enemy bunkers. This was the "Pineapple" and the rice paddies that surrounded it, and as of June 20, 1968, this was the Redcatchers new home.

Beside the new area the brigade received a new commander, Brigadier General Franklin M. Davis, Jr. The forward headquarters was set up at "Horse-shoe Bend" and once again the Brigade took up the defense of the capital city. The operations were part of the Vietnam-wide operation "Toan Thang II", under the control of the Capital Military District.

As before, it was not a particularly glamorous assignment. Redcatchers guarded numerous streams, rivers, bridges, and roads through the paddylands southwest of Saigon. But of more interest was the large pineapple plantation further to the west that served as a buffer zone between the Saigon area and Cambodia. As Redcatchers soon found out, it also served as a sanctuary for enemy troops. Initially, heavy casualties were taken from booby-traps in the area, and enemy body counts rarely exceeded three or four daily.

Day after day, Redcatchers conducted searches and sweeps destroying literally thousands of bunkers and finding caches. Between August and October the bustin-bunker Redcatchers destroyed over 1,732 bunkers.

On August 5, General Davis was wounded and later evacuated to the United States with an ear injury. Colonel Frederic Ellis Davison, the the Brigade Deputy Commander, took over

as the Commander. At nearly the end of summer, he was promoted to Brigadier General, with his star being presented by General Creighton W. Abrams. To add a distinction to the Brigade's commander: the first Negro on active duty in the Army to be so honored.

The remainder of the year saw Operation Rang Dong (combined 199th-ARVN) in which there were 1053 VC killed in action and 7683 enemy fortifications destroyed. This figure goes to the root of the problem: Seek out the enemy and destroy his hiding places and territory, which was done.

The new year was just underway January 6 when Colonel Jeffrey G. Smith, Acting Commander in the absence of General Davison, became the third Brigade commander to be wounded in action. Flying over a "hot bunker complex" that had shot a Huey Cobra down and forced another helicopter down, Colonel Smith's chopper was struck and he was wounded in the leg and shoulder.

When the VC wanted to slug, Redcatchers slugged back! while operating in a bend of the Yam Co Dong River known as the "parrot's beak", two companies of *Cottonbalers* from 3rd Bn, 7th Inf supported by elements from the 9th Infantry Division, trapped an estimated force of 100 combined NVA/VC. The three-day action resulted in 42 enemy killed.

The enemy was weakened in February, when several high ranking enemy officers in the Brigade's area rallied under provisions of the "Chieu Hoi" program. Shortly thereafter, Charlie Company, 5th Bn, 12th Inf killed LTC Nam Xuam, chief of staff of an enemy sub region within the Brigade's area. A key man in the local VC structure, Nam Xuam had lived and operated in the "Pineapple" for over 10 years at the time of his death.

The Cordons

Beginning in February, Redcatchers launched a series of large, combined cordons that compared favorably to any operations the 199th had participated in since its arrival in Vietnam. Together, five cordons eliminated 249 Viet Cong and VC supporters from the enemy's ranks while friendly casualties were almost nil.

Each cordon (three "Stranglers" and two "Caesars") was aimed at a different contested village within the Brigade's area. During the five operations, 24,000 men, women, and children were processed through Combined Holding and Interrogation Centers (CHICs). ID cards were made an interrogation was conducted by the Brigade's 179 MI Detachment. The Redcatcher civil affairs officer (S-5) also played a major role in these operations, insuring that the civilians were fed and entertained during their stay. Medcaps and Denticaps were also held at the holding centers.

Summing up the five operations at the close of the last cordon, Major Dennis Hightower, Brigade Intelligence Officer, said, "The elimination of almost 250 enemy from the Capital Military District is significant and has served to frustrate the VC's objectives and efforts in the Brigade's area of operation."

In June the Brigade moved in with the 11th Armored Cavalry at Fire Support Base Blackhorse, east of Saigon, and another chapter in the history of the 199th opened.

Into Long Khanh Province

Under a new commander, Brigadier General Warren K. Bennett who had received the Brigade colors from General Davison May 28, Redcatchers suddenly found themselves on unfamiliar ground facing a more hardened, professional soldier than they had ever faced before.

The Brigade's new area of operations was centered in Long Khanh Province, a sparsely populated region northeast of Saigon dominated by rubber plantations and vast areas of

virgin jungle. Tactically, the area was known as a hiding place, resupply and infiltration point for enemy units closer to Saigon.

In late August the Brigade moved the forward command post to the center of the AO and set up in Xuan Loc located on Highway 1. Major fire bases were set up in or around the villages of Dinh Quan, Gia Ray, and Bau Ca.

Redcatchers once again demonstrating their "light, swift, and accurate" nature, moved quickly into this new area and made themselves at home. The new area contrasted in almost every respect with the "Pineapple" and the rice paddies south of Saigon, but it wouldn't be long before the Long Khanh Province "newfers" of mid-June would be the area veterans of July and August -- the thick, wet, reddish-brown mud that began caking on Redcatcher boots from the first day would prove it.

The 199th aimed the bulk of its ground reconnaissance operations in Long Khanh at two large, well trained, and well disciplined enemy units -- the 274th Viet Cong Regiment and the 33rd NVA Regiment. Both were known to be active in the province when the 199th arrived, and each was a formidable opponent. The enemy was elusive: Redcatchers found his camps, his food, and his weapons far more frequently than they found him. And when they did find "Charlie," they found him to be unlike the disorganized, poorly supplied, and understrength Viet Cong often found in the "Pineapple." This enemy often stood and fought when attacked. The day-to-day finds tended to be small, and enemy killed once again generally came in two's and three's. But by early October, the results of these operations were apparent.

Consistent, concentrated pressure, intelligence reports showed, had pushed the 33rd NVA Regiment away from its threatening positions in Long Khanh Province and into the jungles north of the Dong Nai River. There the unit remained, gradually dispersing and effecting no significant contact with American or Vietnamese units.

The 274th's effectiveness had likewise been curtailed, although for the time being, the unit remained in its positions in the southwestern portion of the Brigade's area of operations. In scattered contacts with the 199th and ARVN units during the fall, the 274th was constantly defeated.

In October, elements of Bravo Company, 3rd Bn, 7th Inf captured COSVN Resolution No. 9 in a contact south of Xuan Loc. LTG Julian Ewell, CG II FFV, was later to call it, "the most important single intelligence discovery in Vietnam during 1969." It outlined the enemy's fall/winter offensive stating their goal to be: (1) disruption of the RVN pacification effort; (2) maintenance of military pressure on urban areas; (3) attacks on convoys to weaken logistical support; (4) all aimed at creating a favorable communist position in the event of an agreement on a cease-fire at the Paris peace talks.

By the end of 1969 results were definitely evident. General Bennett had always maintained that if the enemy could be isolated from the population he could accomplish two of the Brigade's missions -- assisting in pacification and up-grading the RVNAF (Republic of Vietnam Armed Forces) by training and coordinated-combined operations; while accomplishing the third -- elimination of the enemy by attrition of his supply lines and destruction on the battle-field.

Under the leadership of BG William R. Bond, who had received the Brigade colors November 28th, land clearing operations continued in full swing in western Long Khanh Province, depriving the enemy of his cherished jungle sanctuaries. Redcatcher units in all parts of the AO were uncovering caches daily. Captured enemy revealed that enemy units were reduced to living on bananas and roots because allied operations isolated them from their food supplies. One significant action occurred December 21 when the 4th Bn, 12th Inf's Tiger Patrol (gun jeeps with infantry) ambushed an enemy resupply unit crossing Highway 20 several miles north of Dinh Quan. The enemy losses were 10 killed and almost

all the supplies captured.

In January the 33rd Regiment decided that they had lost control of Long Khanh Province and moved to a more lucrative target -- Binh Tuy Province. Operations continued in Long Khanh. On 31 January elements of Charlie Company, 4th Bn, 12th Inf were attacked by a NVA company, killing 2 US and wounding 26 during the initial contact. SGT Richard A. Penry of Petaluma, California was a hero that night. One of only three men not wounded in the contact, he crawled three times outside the perimeter to retrieve and re-assemble pieces of a radio in order that the company commander would be able to have communications. He then repositioned, resupplied, and treated the wounded. When the enemy did attack, Penry almost single handedly repulsed the attack. In July he was awarded the Distinguished Service Cross for valor. He was the thirteenth Redcatcher so honored.

February found the Redcatchers pushing into Binh Tuy Province in search of the 33rd NVA Regiment. Elements of the 3rd Bn, 7th Inf highlighted the month's action when on 12 February they engaged what they thought to be four enemy. A subsequent search of the area produced 13 bodies.

March was more of the same cache and small contact war. On the 15th Charlie Company, 3rd Bn, 7th Inf engaged 16 enemy, killing 12 and taking one POW along with 12 weapons. The enemy retained initiative and randomly ambushed convoys with contact lasting five to ten minutes at a time. On the first of April, near VoXu in Binh Tuy Province, Delta Troop 17th Cav was ambushed by the 33rd Regiment. While inspecting the contact from his helicopter, General William R. Bond, Brigade commander, decided to land in order to organize a search party to find an enemy's body to determine the unit they were from. While maneuvering a sniper's bullet found its mark and killed General Bond.

In mid-April elements of Echo and Charlie companies, 4th Bn, 12th Inf and the 2nd Bn, 40th Arty were attacked at FSB Den, located west of Tanh Linh, by an estimated two infantry and sapper companies from the 33rd Regiment. The battle lasted throughout the night with gunships and artillery sometimes firing pointblank into enemy formations. Enemy losses were 26 killed. US had one killed and 16 wounded.

In Long Khanh Province Bravo Company, 2nd Bn, 3rd Inf made a significant intelligence breakthrough when they captured the XO of the 74th Artillery Regiment (who had the responsibility for rocket attacks on the Long Binh/Bien Hoa area).

Into Cambodia

On April 30 President Nixon announced that US troops were going into Cambodia. The 5th Bn, 12th Inf crossed the border and set up a command post at Landing Zone Brown on May 12, while under the operational control (Opconed) of the 1st Cavalry Div (Airmobile). Six hours later the Redcatchers were attacked. When the attack ended Bravo and Charlie companies had killed 50 NVA regulars while losing only one.

The next two months the *Warriors* were kept busy finding and retrieving numerous caches. Included in the total of captured goods were: nine jeeps, 1133 60mm mortar rounds, 279,000 AK-47s and several crew-served weapons.

Back in Vietnam the 33rd remained active attacking FSB Sun, located east of Tanh Linh. Elements of the 3rd Bn, 7th Inf killed 43 enemy and captured two. There were no US killed.

June was a rather slow month. The Brigade's artillery unit, 2nd Bn, 40th Arty, found itself supporting US troops from the South China Sea across into Cambodia (the entire width of III Corps Tactical Zone). Also in June, 68 Montagnard villagers turned themselves over to elements of Echo Recon, 3rd Bn, 7th Inf near Ham Tan after being under VC control for nearly five years.

On July 18 Colonel Joseph E. Collins received the Brigade colors from Colonel Robert W. Selton, who had assumed command of the Brigade upon General Bond's death. That same day elements of 3rd Bn, 7th Inf discovered 48 tons of flour in Binh Tuy Province.

Realizing its commitment to fight the 33rd Regiment in Binh Tuy Province and completing its mission in Long Khanh Province, the Brigade shifted its forward command post to FSB Mace, near Gia Ray, in mid-July. Presently conducting operations in Binh Tuy Province, the Brigade is still involved in small contact and uncovering caches.

Press Release

APPENDIX 5 (SEQUENCE OF SIGNIFICANT EVENTS) TO ANNEX H

Sequence of Significant Events

| | |
|--------------|--|
| 1966 | |
| April 8 | Colonel George D. Rehkoph receives orders to form the Brigade at Fort Benning, Georgia. |
| June 1 | The 199th Infantry Brigade (Sep) (Lt) is formally activated. |
| November 26 | BG Charles W. Ryder assumes command of the Brigade. |
| December 10 | USS Sultan docks at Vung Tau with the first increment of Redcatchers. |
| 1967 | |
| January 12 | The Brigade begins its first operation combined with the 5th ARVN Ranger Group, "Operation Fairfax/Rang Dong." |
| January 21 | First two Redcatchers die from hostile fire. |
| March 1 | BG John F. Freund assumes command of the Brigade. |
| August 7 | General Freund is wounded while directing combat operations. |
| September 1 | BG Robert C. Forbes assumes command of the Brigade. |
| September 18 | The Brigade main basecamp at Long Binh is named Camp Frenzell-Jones after the first two Redcatchers killed on January 21. |
| December 6 | Redcatchers become involved in their bitterest and bloodiest battle to date. |
| December 6 | Chaplain (CPT) Angelo J. Liteky becomes the fifth chaplain in history and the first in the Vietnam war to be awarded the Congressional Medal of Honor. |
| 1968 | |
| January 31 | Redcatchers kill over 500 VC and NVA at Long Binh Post during the first 14 hours of Tet 1968. |
| April | The 5th Bn, 12th Inf joins the Brigade. |
| May 6 | Heavy fighting begins south of Saigon which extends for about a week -- over 500 VC and NVA were killed. |
| May 10 | BG Franklin M. Davis, Jr. assumes command of the Brigade. |
| June 20 | The Brigade moves their area of operation to the "Pineapple" area south of Saigon. |
| August 5 | General Davis is wounded and Colonel Frederic E. Davison assumes command of the Brigade. |

Press Release

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|-------------------|--|
| September | Colonel Davison is promoted to Brigadier General. |
| September 13 | The 199th receives the Valorous Unit Award for action during Tet, 31 January to 19 February. |
| 1969 January 6 | Colonel Jeffrey C. Smith, DCO who was acting commander during the absence of General Davison, is wounded, becoming the third Brigade commander to be wounded during combat. |
| February | Several high-ranking enemy rally to the 199th under the "Chieu Hoi" program. |
| May 28 | BG Warren K. Bennett assumes command of the Brigade. |
| June | The Brigade moves to Long Khanh Province and sets up the forward headquarters at FSB Blackhorse. |
| August | The Brigade forward command post moves to Xuan Loc located approximately 35 miles east of Saigon. |
| September | The 199th receives the Vietnamese Cross of Gallantry for operations during Tet 1968. |
| October | The 3rd Bn, 7th Inf captures COSVN Resolution No. 9 which LTG Julian Ewell, CG II FFV, called, "the most important single intelligence discovery in Vietnam during 1969." |
| November 28 | BG William Ross Bond assumes command of the Brigade. |
| 1970 February | Elements of the 199th begin operations in Binh Tuy Province directed against the 33rd NVA Regiment. |
| April 1 | General Bond is killed while directing operations on the ground south of VoXII and Colonel Robert W. Selton assumes command of the Brigade. |
| April | Elements of the 4th Bn, 12th Inf killed 26 enemy during an attack on FSB Den located west of Tanh Linh. |
| May 12 | The 5th Bn, 12th Inf (OPCON to the 1st Cav) enters Cambodia and within six hours killed 50 NVA regulars during an attack on LZ Brown. During their two months in Cambodia they captured: nine jeeps, 1133 60mm mortar rounds, 279,000 AK-47 rounds, 375 tons of rice, plus SKS rifles, mortars, AK-47's and crew-served weapons. |
| May | The 3rd Bn, 7th Inf kills 43 enemy during an attack on FSB Sun located east of Tanh Linh. |

Press Release

| | |
|---------|--|
| June | The Brigade's 2nd Bn, 40th Arty is supporting US troops from the South China Sea across into Cambodia (the entire width of III Corps Tactical Zone.) |
| June | 68 Montagnard villagers turned themselves over to elements of the 3rd Bn, 7th Inf near Ham Tan after being under VC control for nearly five years. |
| July 15 | The Brigade forward command post moves to FSB Mace near Gia Ray. |
| July 18 | Colonel Joseph E. Collins assumes command of the Brigade. |
| July 18 | The 3rd Bn, 7th Inf found 48 tons of wheat. |

Press Release

APPENDIX 6 (INDIVIDUAL AWARDS) TO ANNEX H

INDIVIDUAL AWARDS WINNERS

Congressional Medal Of Honor

| | | Date Of Action |
|------------------------|-----|------------------|
| Kenneth L. Olson* | SGT | May 13, 1968 |
| Chaplain Angelo Liteky | CPT | December 6, 1968 |

Distinguished Service Cross

| | | |
|-----------------------|-----|-------------------|
| Wayne Morris | 1LT | December 6, 1967 |
| Robert S. Archibald | SP4 | January 31, 1968 |
| Robert L. Tonsetie | CPT | January 31, 1968 |
| Walter E. Baker | SP4 | April 24, 1968 |
| James F. Dabney | CPT | May 6-10, 1968 |
| Robert W. Maloney | SP4 | May 16, 1968 |
| William H. Denny, Jr. | CPT | February 2, 1969 |
| Jeffrey F. Zaubert | SP5 | February 2, 1969 |
| James A. Diamond | 1SG | February 6, 1969 |
| Mel R. Ballard* | SGT | April 18, 1969 |
| Richard L. Wilson* | PFC | August 7, 1969 |
| William F. Little* | 1LT | November 11, 1969 |
| Richard A. Penry | SP4 | January 31, 1970 |

*Postumous

GENERAL ORDERS

No. 77

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC. 20, December 1967

AWARD OF THE MEDAL OF HONOR

By direction of the President, under the Joint Resolution of Congress approved 12 July 1862 (amended by act of 3 March 1863, act of 9 July 1918 and act of 25 July 1963), the Medal of Honor for conspicuous gallantry and intrepidity at the risk of life above and beyond the call of duty is awarded by the Department of the Army in the name of Congress to:

Chaplain (Captain) *Angelo J. Liteky*, O2326338, United States Army, who distinguished himself by exceptional heroism on 6 December 1967, while serving with Company A, 4th Battalion, 12th Infantry, 199th Light Infantry Brigade. He was participating in a search-and-destroy operation near Phuoc-Lac, Bien Hoa Province, in the Republic of Vietnam, when Company A came under intense fire from a battalion-size enemy force. Momentarily stunned from the immediate encounter that ensued, the men hugged the ground for cover. Observing two wounded men, Chaplain *Liteky* moved to within fifteen meters of an enemy machinegun position to reach them, placing himself between the enemy and the wounded men. When there was a brief respite in the fighting, he managed to drag them to the relative safety of the landing zone. Inspired by his courageous actions, the company rallied and began placing a heavy volume of fire upon the enemy's positions. In a magnificent display of courage and leadership, Chaplain *Liteky* began moving upright through the enemy fire, administering last rites to the dying and evacuating the wounded. Noticing another trapped and seriously wounded man, Chaplain *Liteky* crawled to his aid. Realizing that the wounded man was too heavy to carry, he rolled on his back, placed the man on his chest and through sheer determination and fortitude crawled back to the landing zone using his elbows and heels to push himself along. Pausing for breath momentarily, he returned to the action and came upon a man entangled in the dense, thorny underbrush. Once more intense enemy fire was directed at him, but Chaplain *Liteky* stood his ground and calmly broke the vines and carried the man to the landing zone for evacuation. On several occasions when the landing zone was under small arms and rocket fire, Chaplain *Liteky* stood up in the face of hostile fire and personally directed the medevac helicopters into and out of the area. With the wounded safely evacuated, Chaplain *Liteky* returned to the perimeter, constantly encouraging and inspiring the men. Upon the unit's relief on the morning of 7 December 1967, it was discovered that, despite painful wounds in the neck and foot, Chaplain *Liteky* had personally carried over twenty men to the landing zone for evacuation during the savage fighting. Through his indomitable inspiration and heroic actions, Chaplain *Liteky* saved the lives of a number of his comrades and enabled the company to repulse the enemy. Chaplain *Liteky*'s actions reflect great credit upon himself and were in keeping with the highest traditions of the United States Army. (This award supersedes the Distinguished Service Cross awarded to Chaplain *Angelo J. Liteky* for extraordinary heroism on 6 December 1967, as announced in General Orders Number 1317, Headquarters, United States Army Vietnam. APO San Francisco 96375, dated 28 March 1968.)

By Order of the Secretary of the Army:

GENERAL ORDERS

No. 22

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 23 April 1970

AWARD OF THE MEDAL OF HONOR



By direction of the President, under the Joint Resolution of Congress approved 12 July 1862 (amended by act of 3 March 1863, act of 9 July 1918 and act of 25 July 1963), the Medal of Honor for conspicuous gallantry and intrepidity at the risk of life above and beyond the call of duty is awarded posthumously by the Department of the Army in the name of Congress to:



Specialist Four *Kenneth L. Olson*, 468-54-8603, United States Army, who distinguished himself by conspicuous gallantry and intrepidity at the cost of his life on 13 May 1968 while serving as a team leader with Company A, 5th Battalion, 12th Infantry, 199th Infantry Brigade (Separate) (Light), in the Republic of Vietnam. On this date Specialist *Olson* was participating in a mission to reinforce a reconnaissance platoon which was heavily engaged with a well-entrenched Viet Cong force. When his platoon moved into the area of contact and had overrun the first line of enemy bunkers, Specialist *Olson* and a fellow soldier moved forward of the platoon to investigate another suspected line of bunkers. As the two men advanced they were pinned down by intense automatic weapons fire from an enemy position 10 meters to their front. With complete disregard for his own safety, Specialist *Olson* exposed himself and hurled a hand grenade into the Viet Cong position. Failing to silence the hostile fire, he again exposed himself to the intense fire in preparation to assault the enemy position. As he prepared to hurl the grenade he was wounded, causing him to drop the activated device within his own position. Realizing that it would explode immediately, Specialist *Olson* threw himself upon the grenade and pulled it in to his body to take the full force of the explosion. By this unselfish action Specialist *Olson* sacrificed his own life to save the lives of his fellow comrades-in-arms. His extraordinary heroism inspired his fellow soldiers to renew their efforts and totally defeat the enemy force. Specialist *Olson's* profound courage and intrepidity were in keeping with the highest traditions of the military service and reflect great credit upon himself, his unit, and the United States Army.



APPENDIX 7 (UNIT CITATIONS) TO ANNEX H

Meritorious Unit Commendation

The 87th Engineer Company, 199th Infantry Brigade (Sep) (Lt) distinguished itself in support of military operations in the Republic of Vietnam during the period 1 January 1968 to 31 December 1968. Demonstrating singular initiative, diligence and consummate skill, the officers and men of the company provided truly superb combat engineer support to the assigned and attached units of the Brigade. Quickly and efficiently constructing numerous fire support bases, unit personnel contributed significantly to the successes achieved in over 14 battalion-size operations conducted in their area of responsibility. Despite the hazards created by unfavorable weather conditions and enemy activity, the members of the 87th Engineer Company retained a high level of morale, esprit de corps and a firm dedication to mission accomplishment. Realizing the importance of promoting friendly ties with the local populace, the engineers constructed a dispensary, housing facilities, wooden foot-bridges and assorted other structures which did much to foster good will between United States servicemen and the Vietnamese people. With pride, perseverance and determination, the men of the unit materially advanced the free world effort in the Republic of Vietnam. The remarkable proficiency and devotion to duty displayed by the members of 87th Engineer Company are in keeping with the highest traditions of the military service and reflect distinct credit upon themselves and the Armed Forces of the United States.

Meritorious Unit Commendation

Headquarters and Headquarters Company, 199th Infantry Brigade (Sep) (Lt) and attached units distinguished themselves in support of military operations in the Republic of Vietnam from January 1968 to June 1969. These units distinguished themselves by extraordinary heroism while engaged in military operations in support of Saigon and Long Binh Post during the Tet offensive. During the ensuing months the officers and men of these units demonstrated dynamic leadership and dedicated efforts in exercising command, control and support of Brigade staff activities and assisting subordinate units in operational and support activities. Primary data for military intelligence was obtained through the use of the airborne personnel detector and a near perfect VHF communications system was established for the Brigade. The Hometown News Program was expanded until it compared favorably with division size elements and the Brigade newspaper "Redcatcher" was initiated. Material assistance was provided which was primarily responsible for the Brigade receiving an overall excellent rating from the USARV AGI, one of the highest in Vietnam. Numerous, vigorous and effective Civil Affairs Program and participation of personnel in various other programs in aid of the civilian population have done much to support the free government of Vietnam, to increase the welfare of the Vietnamese people and to build the foundation for a stable and prosperous Vietnamese nation. The remarkable proficiency and devotion to duty displayed by the members of Headquarters and Headquarters Company, 199th Infantry Brigade (Sep) (Lt) and attached units are in keeping with the highest traditions of the military service and reflect distinct credit upon themselves and the Armed Forces of the United States.

Headquarters and Headquarters Company
503 Chemical Detachment
40 Public Information Detachment
44 Military History Detachment
298 Signal Platoon
152 Military Police Platoon

Presidential Unit Citation

TO: Company D, 4th Battalion, 12th Infantry, 199th Infantry Brigade and attached units: Medical Aid Detachment, Battalion Headquarters and Headquarters Company, Forward Observer Team, Battery C, 2nd Battalion, 40th Artillery, 1st Platoon, D Troop, 17th Armored Cavalry.

Who distinguished themselves by extraordinary heroism during the period 5 to 10 May 1968, while engaged in military operations against a hostile force in the Republic of Vietnam. Serving as a blocking element to deny hostile forces approach routes into Saigon and portions of Binh Chanh District, Company D and attached units repeatedly displayed outstanding acts of valor against superior forces in offensive, defensive, and ambush operations. During the period nine major contacts were made with elements of four North Vietnamese Army battalions and in each instance the enemy forces were routed from the battlefield by the aggressive action, teamwork, firepower, esprit, heroism and outstanding tactics of the combined arms team. Maintaining pressure on the enemy forces to prevent their withdrawal, Company D dispersed and demoralized the units and prevented their reorganization, while killing 181 North Vietnamese Army soldiers and capturing ten prisoners of war, numerous weapons, equipment and ammunition. Throughout the prolonged period of savage fighting the men of Company D by their relentless determination, undaunted courage and aggressive spirit performed countless acts of heroism as they defeated enemy forces with numerically superior automatic weapons, small arms, mortar and rocket fire. These actions significantly contributed to the overall defense of Saigon. The extraordinary heroism, devotion to duty, and determination of all personnel of Company D and attached units reflect great credit upon themselves, their units and the United States Army.

Valorous Unit Award

The 199th Infantry Brigade (Sep) (Lt) and its attached units distinguished themselves by extraordinary heroism while engaged in military operations during the period 31 January 1968 to 19 February 1968 in support of Saigon and Long Binh Post during the Tet offensive. In the early morning hours on 31 January, insurgent forces launched savage attacks against Long Binh by firing rockets at II Field Force Headquarters and Bien Hoa Air Base. Brigade artillery promptly and effectively reacted to the attack, destroying two rocket bases and silencing the rest with a voluminous barrage. Thwarted in this aspect of their attempt, the Viet Cong then initiated well-organized and determined attacks upon Long Binh and the main base camp of the Brigade. In response clerks, cooks, mechanics and other support troops of the 199th Infantry Brigade (Sep) (Lt) manned the unit's perimeter while maneuver elements aggressively engaged and pursued enemy forces. During the fighting at Long Binh, the Brigade's firepower and indomitable spirit were instrumental in depriving concentrated enemy forces of progression into the city of Saigon. The resourcefulness and tactical expertise of unit commanders enabled units to retain constant contact with the insurgents and inflict numerous casualties which totally demoralized the enemy and destroyed his initiative. The men of the 199th Infantry Brigade (Sep) (Lt) displayed extraordinary heroism and devotion to duty which are in keeping with the highest traditions of the military service and reflect distinct credit upon themselves and the Armed Forces of the United States.

Vietnamese Cross Of Gallantry With Palm

The 199th Infantry Brigade (Sep) (Lt) and assigned and attached units distinguished themselves by extraordinary heroism in action against the enemy in the city of Saigon and the surrounding provinces, Republic of Vietnam, from January 1968 to June 1969. The Tet Offensive began on 31 January 1968 when insurgent forces launched savage rocket attacks followed by well organized and determined ground attacks upon Long Binh Post and the Brigade main base camp. The resourcefulness and tactical expertise of unit commanders enabled units to retain constant contact with the insurgents and inflict numerous casualties, over 500 in the first 14 hours, which totally demoralized the enemy and destroyed his initiative. During April, the 199th showed a concentrated effort manifested by numerous enemy bunker and supplies being destroyed and aggressive fighting responsible for more than 130 enemy killed in action. May brought another offensive by the determined enemy. The Brigade's professional acumen and fortitude, exemplified in the battle at Binh Tri Dong, was responsible for 687 of the enemy eliminated in this period and another threat to the city of Saigon being stopped. In June the Brigade was committed to defend Saigon from rocket and mortar attacks and to prevent enemy infiltration from the south and west. In coping with these changing tactical requirements the Brigade approached its new mission with tenacity, esprit de corps and determination. The following year found Saigon unharmed and the local Viet Cong infrastructure broken, 7683 fortifications destroyed and 1053 of the enemy killed. This heroic and unyielding defense of Saigon and continuous gallant performance and devotion to duty of the 199th Infantry Brigade (Sep) (Lt) were in keeping with the highest traditions of the military service and reflect the utmost credit upon themselves and the United States Army.

DEPARTMENT OF THE ARMY
Headquarters, 199th Infantry Brigade (Sep)(Lt)

AFTER ACTION REPORT

KEYSTONE ROBIN

ANNEX I (HONOR GUARD DETACHMENT AND INACTIVATION CEREMONIES)

1. GENERAL.

a. On 15 September 1970, the inactivation of the 199th Infantry Brigade was officially announced. The Brigade was tasked to return to Fort Benning, Georgia at two percent strength (94 personnel) for appropriate inactivation ceremonies by the Honor Guard Detachment.

b. The Commanding Officer, Honor Guard Detachment made all necessary preparation to accomplish the following tasks:

(1) To organize and train an Honor Guard Detachment to conduct appropriate ceremonies related to the redeployment and inactivation of the 199th Infantry Brigade and its subordinate battalions.

(2) To plan and conduct appropriate departure ceremony in RVN no earlier than 24 hours prior to scheduled departure.

(3) To redeploy the Colors of the 199th Infantry Brigade and subordinate battalions to USAIC, Fort Benning, Georgia, under honor guard escort.

(4) To arrive at Fort Benning, Georgia and participate in arrival ceremony to be conducted by CG, USAIC.

(5) To plan and conduct appropriate inactivation ceremony in coordination with CG, USAIC.

(6) Upon completion of Honor Guard activities to provide assistance to USAIC in reassignment processing of Honor Guard personnel.

c. Commanding Officer, Honor Guard Detachment was authorized direct coordination with CG, USAIC.

2. HONOR GUARD SELECTION.

a. USARV directed that the Honor Guard members would be selected from all units and that those selected would have a minimum of

10 months of their tour completed on their unit's last day of stand-down and have 30 days retainability upon arrival in CONUS.

b. The Brigade S-1 assisted by the Brigade Sergeant Major was tasked with establishing the following additional criteria to select potential guard members:

(1) Individuals selected shall have no record of an Article 15 or court-martial and must be recommended by their immediate supervisor and unit commander.

(2) Personnel selected should have been awarded the CIB or CME, if applicable to their MOS.

(3) Personnel with valor awards will be given special consideration. However, this will not be an overriding criteria.

c. Each unit was asked to submit a quota by grade to equally distribute the membership. These units would use the criteria established to select the most qualified personnel to be their representatives.

3. ORGANIZATION.

a. The Honor Guard, organized at Camp Frenzell-Jones on 23 September 1970, included 11 officers, 1 warrant officer, 1 Command Sergeant Major, and 80 enlisted personnel with color bearing units represented on a proportional basis.

b. The Honor Guard was organized as a provisional detachment with commander, appropriate staff and two Honor Guard companies (Appendix 1).

4. CONCEPT.

a. The Honor Guard trained and prepared themselves as outlined in the activities schedule (Appendix 2).

b. The Honor Guard conducted and participated in the ceremonies listed below as directed by Commanding Officer, Honor Guard Detachment:

(1) DEPARTURE CEREMONY REPUBLIC OF VIETNAM. This ceremony, planned and conducted by the Honor Guard Detachment, was held 11 October 1970, 1000 hours, Camp Frenzell-Jones. This ceremony followed the sequence of events described at Appendix 4 except that it did not include casing of the Brigade and Battalion colors. In place of the casing ceremony the Brigade colors were honored by receipt of the Vietnamese Cross of Gallantry with Palm and the Civic Action Honor Medal. A memorial prayer was given by the chaplain after honors to the reviewing officer.

(2) ARRIVAL CEREMONY, FORT BENNING, GEORGIA. The Honor Guard Detachment was prepared to participate in an arrival ceremony at Lawson Army Airfield.

(3) INACTIVATION CEREMONY, FORT BENNING, GEORGIA. This ceremony, planned and conducted in coordination with CG, USAIC, was scheduled to be held on 15 October, at the USAIC, Fort Benning, Georgia. The sequence of events at Appendix 4 was approved by CG, USAIC prior to departure of the Honor Guard from RVN.

c. Arrangements to transport the Honor Guard from RVN to Fort Benning, Georgia were made by the Commanding Officer, Honor Guard Detachment through USARV G-4. Transportation support arrangements at Fort Benning were provided by CG, USAIC.

d. Upon completion of the tasks listed in paragraph 3, above, the Honor Guard personnel were processed for reassignment in accordance with individual orders as directed by CG, USAIC.

5. RESPONSIBILITIES.

a. Commanding Officer, Honor Guard Detachment exercised command authority over all personnel assigned to the Honor Guard, to include UCMJ jurisdiction.

b. The Deputy Commanding Officer performed duties as Commander of Troops and Officer in Charge of the Advance Party. He supervised the conduct of scheduled activities using the Command Sergeant Major as the principal assistant.

c. The Executive Officer assisted the Commanding Officer in the performance of his duties and supervised the Detachment staff in accomplishing the following:

(1) Coordination of mess and billets.

(2) Arrangement for necessary finance assistance.

(3) Assisted in completing necessary personnel actions.

(4) Supervised the outprocessing of Honor Guard personnel from RVN (Tab B, Appendix 2).

d. Personnel Officer (S-1) was responsible for all administration to include necessary morning reports, packing, and final disposition of all records.

e. Intelligence Officer (S-2) was responsible for individual and unit security. He conducted shakedown inspections to assure compliance with customs regulations and conducted appropriate security briefings and debriefings.

f. Operations Officer (S-3) coordinated and supervised all ceremonial activities to include the conduct of rehearsals and arrangement of all necessary support.

g. Supply Officer (S-4) was responsible for all supply activities related to Honor Guard Detachment to include:

- (1) The disposition of all unit and National Colors.
- (2) Acquired and disposed at Fort Benning, Georgia of M14 rifles, for use by color guard personnel, and six .45 cal pistols.
- (3) Arranged necessary transportation in RVN and at Fort Benning, Georgia.
- (4) Coordinated the issuance and turn-in of appropriate uniforms for Honor Guard personnel (Tab A, Appendix 2).

6. ADVANCE PARTY.

Details of Advance Party to include travel and tasks are attached at Appendix 5.

7. PROBLEMS AND RECOMMENDATIONS.

a. Preplanned Ceremonial Activities and Necessary Support. All ceremonial activities and necessary support were left for the Honor Guard Detachment to initiate, coordinate, and finalize. With the short time in which the Detachment was brought together and with personnel who were responsible for formulating activities stepping into positions lacking any guidelines from which they could establish courses of action, several key individuals were confused as to what had been accomplished and what had to be done.

RECOMMENDATIONS: Prior to the formulation of the contingent to escort the colors for inactivation, a check list should be established listing explicitly the duties and responsibilities of the Honor Guard Detachment Staff. This should be used as a plan of operation for the Honor Guard to facilitate the assumption of staff duties and to plan the necessary ceremonies.

EXAMPLE:

LIST

- (1) Guest List
 - a. Who to invite?
 - b. Has there been a change in officers?
- (2) Invitations
 - a. What type?
 - b. Where do you get them?
 - c. How much will they cost?
 - d. How will you pay for them?
- (3) Support*
 - a. Band
 - (1) Which one?
 - (2) How do you contact them?
 - (3) Formal request required?
 - b. PA System
 - Where do you get one?
 - c. Escort Officers
 - Who will be available?
 - d. MP coverage
 - Who will provide this?
- * 1st premise - You are inactivating your unit, supplies and support are limited, outside assistance is needed.
- (4) Awards
 - a. How are Vietnamese awards presented?
 - b. Protocol
- (5) Ceremony
 - a. Where will it take place?
 - b. Inclement weather ceremony.
- (6) Reception
 - a. Where will it take place?
 - b. What will be served?
 - c. How will it be paid?

b. Honor Guard Support. With the Honor Guard being brought together and units simultaneously inactivating, where does one acquire support in order to transport personnel about for hold baggage purposes, to pick up the Honor Guards' mail, to acquire invitations, to disseminate these and a score of other occurrences that necessitate a vehicle to be at the disposal of the Honor Guard Staff. The Honor Guard is a separate entity and must function as such. Morning reports must be filled out, formal paperwork typed, messages transmitted, all of which require the use of clerks, typists, clerical materials, typewriters, disposition forms, etc.

RECOMMENDATIONS: A vehicle should be made available to the Honor Guard staff until after the inactivation ceremony. Clerical material and equipment as well as a clerk and typist should be assigned to aid the Honor Guard unit during inactivation. Training aids, charts, and other materials must be programmed prior to equipment turn-in to avoid shortages of necessary items.

c. Dual Function. Several individuals were assigned dual responsibilities in units becoming inactive and in the Honor Guard Detachment. This causes a burden upon those individuals, in that, they could not devote the required attention to either job. Both the closing out of the units and the functions of the Detachment were seriously hampered.

RECOMMENDATIONS: Individuals attend to their primary job of closing out units first. Then they can be briefed by the staff as to what has been done and as to what is required. After this sort of transition they can assume their duties with full knowledge of the situation.

d. Accountable Bills. Events occurred which necessitated the paying of several bills incurred because of ceremonies and a reception. That all funds had been closed-out and that mess facilities had been turned over to another command added to the problem.

RECOMMENDATIONS: Possible expenditures must be anticipated. A fund should be established for use by the Commanding Officer of the Honor Guard so that invitations, food and beverages for a reception can be paid for. An alternate plan would be to order invitations in advance of the termination of funds and to have the food and beverages supplied by the mess system. \$250.00 would probably adequately take care of most expenditures.

APPENDIXES:

- 1 - Honor Guard Organization
- 2 - Activities Schedule

- 3 - Inactivation Ceremony
- 4 - Advance Party

APPENDIX 1 (HONOR GUARD ORGANIZATION) TO ANNEX I

| <u>POSITION</u> | <u>NAME</u> |
|---------------------------|------------------------|
| Commanding Officer | LTC George E. Williams |
| Deputy Commanding Officer | MAJ Peter R. Park |
| Executive Officer | MAJ Donald Hubbard |
| Command Sergeant Major | CSM Floyd J. Smith |
| S-1 | 1LT William D. Rose |
| S-2 | 1LT Ralph Bunche, Jr. |
| S-3 | 1LT Martin Pecci |
| S-4 | CPT Kenneth W. Hall |
| 1st Company | |
| Commander | CPT Henry H. Wendling |
| Executive Officer | 1LT Jasper P. Dotson |
| 2nd Company | |
| Commander | CPT Ivan D. Frye |
| Executive Officer | 1LT Ted W. Friesner |

APPENDIX 2 (HONOR GUARD ACTIVITIES SCHEDULE) TO ANNEX I

| | | |
|---------------|-----------|---|
| <u>23 Sep</u> | 0800-1100 | Personnel report to Honor Guard Detachment, assignment of billets, organize into units. |
| | 1300-1600 | Individual preparation-unit commander's time. |
| <u>24 Sep</u> | 0800 | Muster formation-inspection. |
| | 0900-1100 | Training activities as directed by CO. |
| | 1300-1600 | Unit commander's time. |
| <u>25 Sep</u> | 0800 | Muster formation-inspection. |
| | 0830 | Issue uniform (see Tab A). |
| | 1000-1200 | Training activities as directed by CO. |
| | 1300-1600 | Individual preparation-commander's time. |
| <u>26 Sep</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Dismounted drill-military courtesy and customs-individual attention. |
| | 1300-1600 | Commander's time-remedial training as necessary |
| <u>28 Sep</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Hand salute-close order drill-other as directed. |
| | 1300-1600 | Commander's time. |
| <u>29 Sep</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Briefing at Old Guard Parade Field-LTC Williams (CO). |
| | 1300-1600 | Commander's time. |
| <u>30 Sep</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Close order drill-marching with proper 30 inch step and correct arm swing. |
| | 1300-1600 | Commander's time. |

| | | |
|---------------|-----------|--|
| <u>1 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Close order drill-review military courtesy. |
| | 1300-1600 | Commander's time. |
| <u>2 Oct</u> | 0800 | Formation-inspection |
| | 0900-1100 | Close order drill-review hand salute. |
| | 1300-1600 | Commander's time. |
| <u>3 Oct</u> | 0800-1100 | Stand by inspection in billets of personnel and equipment. |
| | 1300-1600 | Commander's time. |
| <u>5 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Ceremony-practice and rehearsal for 11 Oct 70. |
| | 1300-1600 | Commander's time. |
| <u>6 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Ceremony-practice and rehearsal for 15 Oct 70. |
| | 1300-1600 | Commander's time. |
| <u>7 Oct</u> | | Advance party departs, other personnel train as directed. |
| <u>8 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Ceremony-practice and rehearsal for 11 Oct 70. |
| | 1300-1600 | Commander's time. |
| <u>9 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Ceremony-practice and rehearsal for 15 Oct 70. |
| | 1300-1600 | Commander's time. |
| <u>10 Oct</u> | 0800 | Formation-inspection. |
| | 0900-1100 | Ceremony-practice and rehearsal for 11 Oct 70. |
| | 1300-1600 | Commander's time. |

| | | |
|---------------|-----------|--|
| <u>11 Oct</u> | 1000 | Departure Ceremony. |
| | 1800 | Depart Vietnam. |
| <u>12 Oct</u> | 0800 | Enroute to Fort Benning, Georgia. |
| | 1000 | Arrival ceremony (Fort Benning). |
| | 1300-1600 | Commander's time (In-Processing). |
| <u>13 Oct</u> | 0800-1100 | Out processing. |
| | 1300 | Practice for ceremony. |
| <u>14 Oct</u> | 0800 | Final practice for inactivation ceremony. |
| | 1300 | Preparation for ceremony. |
| <u>15 Oct</u> | 0800 | Final processing of personnel. |
| | 1500 | Inactivation ceremony. |
| | 1600 | Turn in equipment, sign out, individual departure. |

TABS:

A. Uniform Requirements

B. Outprocessing Actions

PAGE A (UNIFORM REQUIREMENTS) TO APPENDIX 2 TO ANNEX I

1. Uniform requirements for all Honor Guard personnel are as follows:
 - a. Three sets jungle fatigues with authorized patches, name tapes and US Army.
 - b. Helmet with camouflage cover and camouflage band.
 - c. Pistol belt, stripped.
 - d. Jungle boots (1 pr).
 - e. Necessary toilet articles.
2. Members of the Advance Party will travel to CONUS in khaki uniform, overseas cap, and low quarter shoes. Items listed at paragraph 1 will accompany each member of the Advance Party.
3. The main body of the Honor Guard will travel in jungle fatigues, jungle hat, and jungle boots.

TAB B (OUTPROCESSING ACTIONS) TO APPENDIX 2 TO ANNEX I

Outprocessing actions to be completed at Camp Frenzell-Jones:

- a. Immunization check, medical records check and required shots.
- b. Finance outprocessing.
- c. AG outprocessing.
- d. War trophy, war trophy-firearms, and privately owned firearms registration.
- e. Organizational clothing turn-in: All field equipment, extra uniforms, and bedding will be turned in at HHC, 199th Infantry Brigade supply room.
- f. Preliminary shakedown inspection: Check for restricted items. Provision will be made for "no questions asked turn-in points" immediately prior to the inspection.
- g. Malaria debriefing.
- h. Ration card turn-in.
- i. Currency conversion: A maximum of \$1000.00 may be taken out of country. A Commander's certificate is required if the amount is in excess of \$200.00.
- j. Shakedown inspection.

APPENDIX 3 (SEQUENCE OF EVENTS - INACTIVATION CEREMONY) TO ANNEX I

1. Troops are moved to their positions on the ready line by the troop unit leaders, who then command PARADE REST.
2. Adjutant directs SOUND ATTENTION.
3. Unit commanders face about, bring their units to attention, and face back to the front.
4. When all units are at attention the Adjutant says SOUND ADJUTANT'S CALL.
5. All unit commanders immediately command GUIDE ON LINE. Guide double-times to position six inches in front of the final line of markers, halts, and executes right face.
6. Commander nearest the band gives FORWARD MARCH. (Band plays marching music until the Adjutant signals that all units are on the final line and at PARADE REST.)
7. The Adjutant aligns the guides and immediately moves to position 27 paces in front of, centered on, and facing colors.
8. Simultaneously, troop unit leaders align troop units (on the command FRONT, guides move to their position in ranks by executing a face to the left as in marching), and leaders command PARADE REST.
9. Adjutant signals band to stop playing when units are on final line at PARADE REST. He then gives the command ATTENTION.
10. When all units are at attention the Adjutant faces about, which is the signal for the COT and Staff to assume position. (36 paces in front of, centered on, and facing the colors. The Staff assumes position 2 paces to rear of COT.)
11. When COT has halted, the Adjutant faces about and commands PRESENT ARMS.
12. Adjutant, without returning salute, faces about, salutes COT, and reports "Sir, the Guard of Honor is formed".
13. COT returns Adjutant's salute. Adjutant drops his salute and marches by most direct route to his position on left of Staff.
14. COT directs ORDER ARMS and PARADE REST.

15. COT then faces toward reviewing stand.

16. As COT faces about, facing reviewing stand, staff executes right face and 2 successive columns left, halting 2 paces behind and centered on COT, facing reviewing stand.

17. When Staff is in position, COT and Staff execute PARADE REST in unison.

18. As reviewing party starts toward reviewing stand, COT executes about face to face troops and directs ATTENTION and PRESENT ARMS. COT then executes about face and, facing reviewing stand, salutes reviewing party.

19. Band plays RUFFLES AND FLOURISHES and the GENERAL'S MARCH.

20. At last note of GENERAL'S MARCH, COT executes about face and, facing troops, directs ORDER ARMS and PARADE REST. COT then executes about face and, facing the Reviewing Officer, salutes and reports "Sir, the Guard of Honor is formed".

21. Host, Reviewing Officer, and other members of the reviewing party dismount the reviewing stand and approach the COT.

22. As reviewing party approaches, COT salutes Reviewing Officer. Reviewing Officer shakes hands with COT. (Order of march for reviewing party: Reviewing Officer marches on COT's left. Host marches behind COT with 2d member of reviewing party on his left, behind Senior Reviewing Officer. Exception: If there is only a two man reviewing party, host marches to right of COT and Reviewing Officer to the left of COT.)

23. As COT and reviewing party approaches band, band leader salutes. (Note: Reviewing party does not return salute of band leader nor of troop leaders but does salute colors.)

24. As reviewing party approaches troop units, unit commanders, in turn, command ATTENTION and EYES RIGHT. Troop unit leader salutes. Troop unit tracks reviewing party with eyes until reviewing party is directly ahead. When reviewing party passes, troop unit leader returns to Order Arms.

25. When reviewing party reaches terminus of inspection, COT halts and salutes Reviewing Officer. Host then leads reviewing party back to reviewing stand. COT returns to post.

26. When reviewing party has returned to reviewing stand, COT commands: Persons and colors to be decorated, CENTER MARCH. Staff executes Right Face and marches to the right a sufficient distance to provide clearance for colors, and faces left.

27. COT takes his post 5 steps in front of leading element (colors to be decorated are in single rank 5 paces ahead of persons to be decorated).

28. COT commands (over shoulder) colors and persons to be decorated FORWARD MARCH. Band picks up drum cadence. COT marches within 10 paces of Reviewing Officer and commands DETACHMENT HALT. Colors to be decorated and other colors maintain 5 pace distance between each element.

29. COT salutes Reviewing Officer and reports "Sir, the colors to be cased are present".

30. Reviewing Officer directs COT to PRESENT THE COMMAND.

31. COT moves around right of colors and assumes position 5 paces behind and centered on colors, facing troop units.

32. COT directs PRESENT ARMS, executes about face, and facing reviewing stand executes present arms.

33. As COT executes PRESENT ARMS, band begins.

34. At last note of US National Anthem, COT executes about face and, facing troops, directs ORDER ARMS.

35. Reviewing party moves forward. Bde CO on left of Reviewing Officer. Bde CSM receives Bde colors from standard bearer and presents them to Bde CO.

36. At this point the inactivation order is read.

37. Bde CO passes colors to Reviewing Officer and puts himself to the left front of the Reviewing Officer, opposite the Bde CSM.

38. Reviewing Officer rotates and lowers the color allowing the Bde CSM to case the color assisted by the Bde CO. Upon completion of casing, Reviewing Officer hands the colors to the Bde CSM who returns them to the standard bearer.

39. Simultaneously with the actions described in para 38, the battalion colors are cased. Casing proceeds so as to complete all battalion colors simultaneously with the casing of brigade color; the cased color is marched off field by CSM.

40. Reviewing party returns to reviewing stand. COT commands, COLORS, POST.

41. Senior NCO commands COLORS-REVERSE MARCH and FORWARD MARCH.

42. When colors have passed, COT and Staff move into position.

43. When colors are in position, COT directs PARADE REST. COT then executes about face and, facing reviewing stand, COT and Staff execute PARADE REST in unison.

44. Members of reviewing party, in turn, address the Honor Guard. When addresses have been completed, the reviewing party steps back to microphones. COT then faces troops and commands ATTENTION.

45. The host then directs PASS IN REVIEW.

46. The COT faces about and directs PASS IN REVIEW. The band is then faced to the right and marches to a position that enables it to move straight forward onto the line of march without an initial turning movement. Unit commanders face to the right on COT directive to PASS IN REVIEW. The commander next to the band waits until the band moves into position. He then commands RIGHT TURN MARCH (for the band to hear). The band takes this command as their signal to begin to play and to march forward onto the line of march. Other units move out in the same manner and follow in column at prescribed distances.

47. The band and each following unit change direction at points indicated by markers. Each formation commander in turn commands LEFT TURN MARCH, FORWARD MARCH at each change of direction.

48. After the band has turned onto the reviewing line, the COT and his staff move to a marching position 12 steps in front of the band.

49. The COT and staff execute eyes right and salute when in position six steps (marker) from the Reviewing Officer. They terminate eyes right and the salute when the staffs has passed six steps beyond the front of the Reviewing Officer. The Reviewing Officer returns only the salute of the COT when passing in review. The reviewing party salutes the National Color when it passes.

50. After saluting the Reviewing Officer, the COT and staff execute a wheeling movement ending up on line with and six steps to the right of the Reviewing Officer.

51. Troop units will execute EYES RIGHT on command from their company commander. Six (6) steps before Reviewing Officer (marker) the right file continues to look straight forward and maintain correct distance. When six steps beyond Reviewing Officer, the company commander commands READY FRONT. (Both commands are given on the left foot)

52. The band master and drum major will execute eyes right and salute when passing the Reviewing Officer. Then the drum major will cause the band to execute three left turns into a position in front of and facing the Reviewing Officer 12 steps from left flank of marching troops.

53. As colors pass, bandmaster and drum major salute. The color guard passes the Reviewing Officer; each member except the right flank man executes eyes right. On command of senior color sergeant, the organizational color is dipped.

54. When last element passes and executes ready front, the band ceases playing and goes into an 8 bar drum cadence. On second bar, band marches forward and left turns onto line of march. Then the band plays "The Army Goes Rolling Along". At completion of the Army Song, CCT and Reviewing Officer face each other and exchange salutes - this ends the ceremony.

APPENDIX 4 (ADVANCE PARTY HONOR GUARD DETACHMENT) TO ANNEX I

1. GENERAL. This appendix outlines the composition of and identifies those responsibilities assigned to the Advance Party of the Honor Guard Detachment.

2. COMPOSITION. The Advance Party was composed of the following members:

- a. Deputy Commander.
- b. Personnel Staff Officer.
- c. Command Sergeant Major.
- d. Eleven enlisted members of Detachment.

3. MISSION. The directed tasks to be accomplished by the Advance Party included:

- a. Assist CG, USAIC in the planning for and the reception of the Honor Guard Detachment.
- b. Coordinate billeting and messing of the Detachment and act as guides upon its arrival.
- c. Coordinate all ceremonies planned at USAIC and brief Honor Guard Detachment upon its arrival at Fort Benning, Georgia.
- d. Coordinate details as to turn-in of equipment and outprocessing of personnel.
- e. Arrange for necessary special laundry support for Detachment personnel.
- f. Arrange for two M-14 rifles and four .45 Cal pistols.
- g. Perform additional duties assigned by Commander, Honor Guard Detachment or as directed by CG, USAIC.

4. CONCEPT.

- a. The Advance Party processed through the 90th Replacement Battalion, Long Binh under group travel instructions.
- b. The party departed Bien Hoa Airfield, RVN at 0830, 7 October 1970, Flight NO. G2B4.

c. Scheduled arrival at McGuire Air Force Base, New Jersey, 7 October 1970, at 1730.

d. Travel from McGuire AFB to Atlanta, Georgia was accomplished by commercial air as arranged by the Passenger Coordination Liaison Officer (PCLO), McGuire AFB. Flight number and scheduled arrival time of the party at Atlanta was to be provided to CG, USAIC by the Advance Party Commander as follows:

(1) Prior to 1700 hours by calling AC404-545-5788 or 545-5794 (Office of Operation and Training).

(2) After 1700 hours and before 0800 hours by calling AC404-545-1191 or 545-3612 (Duty Officer, USAIC).

e. Travel from Atlanta, Georgia to Fort Benning, Georgia was by chartered bus arranged by PCLO, McGuire AFB.

f. Appropriate messing and billeting arrangements enroute were the responsibility of the Advance Party Commander. Messing and billeting arrangements at Fort Benning, Georgia were arranged by CG, USAIC.

5. UNIFORM AND EQUIPMENT.

a. The Advance Party traveled in khaki uniform, garrison caps, and low quarter shoes.

b. The members carried with them all items listed at Appendix 7.

6. COORDINATING INSTRUCTIONS.

a. The Deputy Detachment Commander had over-all responsibility for the Advance Party.

b. The Detachment Command Sergeant Major was responsible for the control, appearance, and conduct of EM in the Advance Party.

c. The Detachment Personnel Officer contacted the Project Officer, USAIC, immediately upon arrival at McGuire AFB for last minute travel instructions.

d. Individual military records of Advance Party personnel were carried with the Advance Party.

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