



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON, BAUMHOLDER
UNIT 23746
APO AE 09034-0003

IMEU-BMH-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter 8-1, Non-Chaplain Led Religious Activities in the United States Army Garrison Baumholder Area of Operations

1. References: AR 165-1 Chaplain Activities in the United States Army.
2. Purpose: To prescribe the procedures for the approval of non-chaplain led recurring and non-recurring religious activities in the United States Army Garrison (USAG) Baumholder.
3. Applicability: Applies to all members of the USAG Baumholder.
4. Policy: All recurring and non-recurring non-chaplain lead religious activities in the USAG Baumholder area will be approved by the Garrison Chaplain. All advertising and coordination will be accomplished only after the sponsoring individual or organization has received written approval. For the purposes of this policy denominational services are considered chaplain-led activities. Denominational leaders, who are not chaplains, must meet the requirements established by the USAG Baumholder Chaplain.
5. Procedures: Individuals or organizations wishing to sponsor religious activities, undertake any religious action such as surveys or distribution of literature, or conduct events of a religious nature must be lead and or sponsored by a chaplain and will request permission in memorandum format. The memorandum will be routed through the Chaplain's Office (USAG) for approval or disapproval. The memorandum will detail the purpose, target group, date, time, projected location, risk assessment, and all requirements for the event. The sponsoring organization and individual leaders will be clearly identified. These individuals must be DOD ID Card holders serving in the Baumholder Community. The sponsor will indicate, in memorandum format that there will be no fees or costs associated with the activity, nor will there be any expectation that chaplain funds will be spent in support of the stated activity. Collections and fund raising are not authorized.

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6. Proponent for this policy letter is USAG Senior Staff Chaplain at DSN 485-1570.

A handwritten signature in dark ink, appearing to read "Sam R. McAdoo". The signature is fluid and cursive, with a large initial "S" and "M".

SAM R. McADOO
LTC, SC
Commanding

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