



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
HEADQUARTERS, 69TH AIR DEFENSE ARTILLERY BRIGADE  
56021 TEDESCO WAY  
FORT HOOD, TX 76544

AFVL-LBC

22 July 2011

MEMORANDUM FOR RECORD

SUBJECT: 69<sup>th</sup> ADA Brigade Commander Policy Letter 8, Home Visitation Program

1. Leaders at all levels must monitor how our Soldiers and their families live both on and off post. This policy recognizes that all Soldiers are adults who are responsible and accountable for their actions. However, Commanders will always be responsible for the health, welfare, and security of Soldiers and their families, regardless of where they live.
2. All Soldiers residing on the installation shall have their barracks space(s) inspected on a daily basis. Those that reside in government quarters and off the installation visits shall be requested at least semi-annually to promote health, safety, and welfare. Non-barracks inspections must be coordinated in advance with a unit's supporting judge advocate; IAW The Phantom Warrior Standard Handbook, PART ONE: The Fort Hood Pact, Section 3: Command Responsibilities. All visits will be scheduled, generally, two weeks prior and at a time convenient to the family being visited. Consideration should be given to the Soldier when scheduling such visits. Units will schedule and record all home visitations and report as necessary.
3. A copy of this letter will be posted on all unit bulletin boards.
4. "GUARDING THE SKIES!"

A handwritten signature in black ink that reads "Randall A. McIntire". The signature is stylized and includes a large flourish at the end.

RANDALL A. MCINTIRE  
COL, AD  
Commanding