

HEADQUARTERS, UNITED STATES FORCES KOREA UNIT #15237 APO AP 96271-5327

FKCC

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Force Korea (USFK) Command Policy Letter #1, Building and Maintaining the Force

- 1. Applicability. This policy applies to all USFK Service members, Civilians, invited contractors, technical representatives, and dependents.
- 2. While military components have their own core principles, some values—such as selfless service and commitment—are woven into the fabric of all military service. By voluntarily taking an oath upon joining the service, every one of you have made a commitment to the women and men you serve with and to an ideal larger than yourself.
- 3. Taking care of each other and placing people first is the soul of our profession. It is not enough to acknowledge the people around you. People need to feel valued, that they belong, and they need to know that the work they do is important to our mission.
- 4. It is imperative that Commanders and leaders, at all echelons, connect with their people, know their base line, and regularly follow-up with them. Involved engagement is the only way to know if your people are deviating from their norm or if they need help.
- 5. Taking care of each other is not a responsibility limited to commanders and leaders. All members of our organization have a role in keeping each other safe. If you see a member needs help, take the initiative to provide the necessary assistance or contact the appropriate agency to respond. Encourage each other to seek help early. Such initiative prevents small issues from becoming larger problems.
- 6. Establishing an environment where people feel safe is the bare minimum of what we, as leaders, should do. Comments or actions that discourages any of our teammates, uniformed or civilian, from seeking behavioral, religious, or medical assistance are unacceptable. We owe it to those entrusted to our care to be able to foster an environment where they can thrive and meet or exceed all expectations in the service of our nation. I expect all leaders to embrace the above principles and strive every day to make them a reality throughout USFK.

General, U.S. Army

Comm**/**ander