

Headquarters
United States Forces Korea
Unit #15237
APO AP 96205-5237

United States Forces Korea
Regulation 930-5

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Personnel - General

AMERICAN RED CROSS PROGRAM AND PERSONNEL IN KOREA

*This regulation is the first edition.

FOR THE COMMANDING GENERAL:

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Summary. To establish policy governing the American Red Cross (ARC) program and support of personnel in Korea.

Applicability. This regulation applies to all military commands in Korea and ARC personnel assigned or attached to military units in Korea.

Supplementation. Issue of supplements to this regulation by subordinate commands is prohibited unless prior approval is obtained from United States Forces Korea (USFK) J1 (FKJ1-12), Unit #15237, APO AP 96205-5237, email: pacom.yongsan.usfk.mbx.j11-workflow@mail.mil.

Forms. USFK forms are available at <http://www.usfk.mil>.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information System website at <https://www.arims.army.mil>.

Suggested Improvements. The proponent of this regulation is USFK Assistant Chief of Staff (ACofS) J1. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the USFK ACofS J1 (FKJ1-12), Unit #15237, APO AP 96205-5237, email: pacom.yongsan.usfk.mbx.j11-workflow@mail.mil.

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Table 1. American Red Cross Title/Grade Comparison

Glossary

1. Purpose

This regulation establishes the policy governing the American Red Cross (ARC) program and personnel in Korea.

2. References

Required and Related publications are listed in Appendix A.

3. Explanation of Abbreviations

Abbreviations used in this regulation are explained in the glossary.

4. General

a. Title 10, USC 2602, provides for use of the ARC in aid of the Armed Forces and for other purposes. Under the authority contained in this law, Department of Defense (DoD) Directive 1000.26E (Support for Non-Federal Entities Authorized to Operate on DoD Installations), the American National Red Cross established policies with respect to cooperation and use of the ARC within the U.S. Armed Forces; Memorandum of Understanding (MOU) between the United States Department of Defense (DoD) and the American Red Cross (ARC); dated 10 March 2009.

b. DoD Directive 1000.26E and MOU govern ARC activities and relationships within the respective military services and provides for logistic support.

c. The Red Cross cooperates closely with the military authorities by carrying out activities supplementing and otherwise assisting the Armed Forces in programs relating to the health, welfare, recreation and morale of military personnel, when the need is within Red Cross capabilities, resources and the Red Cross mission.

5. Responsibilities

a. The responsibility for administration of ARC services and programs and the supervision of ARC personnel within Korea is charged to the Director of Korea Region, United States Forces Korea (USFK), APO AP 96205. The sponsoring agency within USFK is the J1.

b. The Director, Korea Region, USFK, APO AP 96205 is the official ARC liaison to Headquarter (HQ), USFK and the component service command headquarters.

c. The scope of responsibility for the Region within the USFK jurisdiction is as follows: Korea Region, USFK, APO AP 96205.

(1) Eighth Army.

(2) Headquarters (HQ), 2d Infantry Division (2ID).

(3) Installation Management Command - Pacific (IMCOM-P).

(a) Area I - United States Army Garrison (USAG) Red Cloud/USAG Casey.

(b) Area II - USAG Yongsan.

(c) Area III - USAG Humphreys.

(d) Area IV - USAG Daegu.

- (4) 7th Air Force.
 - (a) Osan Air Base.
 - (b) Kunsan Air Base.
- (5) Command Naval Forces Korea (CNFK) including Fleet Activities Chinhae.
- (6) Marine Corps Forces Korea (MARFORK) including Camp Mujuk.

6. Core Services

The following core services are provided for the benefit of all military personnel, civilian and contract personnel employed by DoD, and their family members in Korea.

- a. Reporting and communications services to help in resolving personal and family emergencies (24-hour basis).
- b. Access to financial assistance on behalf of the Aid Relief Societies for emergency travel and other selected emergency circumstances (24-hour basis).
- c. Red Cross Health and Safety courses.
- d. Recruitment, training and administration of adult and youth volunteers to extend Red Cross programs and services to the military community.
- e. Information and referral services.
- f. The ARC in Korea, when requested, also coordinates volunteer activities and donations as they apply to the sick and wounded, and family members. It renders assistance to veterans and unmarried widows of veterans concerning Veterans Administration benefits and claims.

7. Status of Personnel

- a. Uniformed, full time, paid professional, secretarial and clerical ARC personnel report to ARC offices of assignment on orders prepared by the branch of service having command responsibility for the military Installation where ARC offices are located. They are transported to, from, and between places of duty at cost and charge to the government, on the same basis as civilian employees of the Department of Defense, when traveling under Permanent Change of Station (PCS) or Temporary Duty (TDY) orders. They are furnished quarters on the same basis as civilian employees of the Department of Defense.
- b. ARC personnel in Korea in categories described above are considered members of the civilian component of the United States Armed Forces in Korea within the provisions of the Status of Forces Agreement. They are therefore authorized the use of medical facilities, messing facilities, exchanges, commissary stores, clothing sales stores, ships' stores ashore and afloat, and recreational facilities and similar privileges, subject to regulations of the military services and/or other authority.

8. Provision of Facilities, Equipment, and Supplies

The ARC is furnished office space, utilities, maintenance and custodial services, warehousing, wharfage, communications (DSN lines, email accounts and internet connections) and other assistance in accordance with DoD Directive 1000.26E and MOU (see references). Miscellaneous support required is documented in a written agreement and signed by the Installation Commander.

9. Procedures

a. Travel Orders.

(1) Requests for travel orders for ARC personnel stationed in Korea are made by the ARC, Service to the Armed Forces (SAF), Human Resources (HR); to the service commander of the Installation to which the individual performing the travel is permanently assigned, or to such other commander as the service commander may designate. Requests from ARC are submitted through the ARC Regional Director to the Installation concerned. PCS, TDY and Emergency Leave orders involving cost to the government are issued, and funds for travel are budgeted, in accordance with the directives of the military services. Accounting data for travel costs is included in such travel orders.

(2) Transportation costs for PCS to another command in Korea or the Far East are charged to the receiving activity.

(3) Travel costs for PCS to the United States are charged to the losing military activity from which the ARC staff member was assigned. Delays in route are authorized by SAF, Service Delivery Department, ARC National Headquarters, Washington, DC.

(4) Funding for TDY orders is normally the responsibility of the military activity to which the Red Cross paid or volunteer member is assigned. When the Regional Director and/or Volunteer Chairman determine that TDY is performed for the benefit of another command, the command receiving benefit of the travel is responsible for travel costs.

b. Quarters.

(1) ARC personnel (Emergency/Mission Essential) assigned to duty with U.S. forces in Korea are furnished quarters on the same basis as civilian employees of the Department of Defense. ARC personnel occupying approved private rentals are afforded the same logistical support provided comparable to Department of Defense civilian employees.

(2) For determining accommodations, privileges and amenities to be afforded ARC personnel, the following grade comparison applies. (The date ARC personnel acquire their ARC grade is their date of rank.)

Table 1
American Red Cross Title/Grade Comparison

ARC Title/Grade DOD	Appropriated Fund Grade	Military Grade
Regional Director	15	Colonel
Senior Station Manager	14	Lt Colonel
Station Manager	13	Major
Assistant Station Manager	12	Captain

(3) Request for establishment or disestablishment of ARC services, or request for additional services or personnel are forwarded via service commanders to the Senior Director, SAF Service Delivery, American Red Cross, National Headquarters, Washington, DC 20006.

Appendix A References

Section I. Required Publications

Memorandum of Understanding (MOU) between the United States Department of Defense (DoD) and The American Red Cross (ARC), 10 March 2009.

DoD Directive 1000.26E (Support for Non-Federal Entities Authorized to Operate on DoD Installations)

10 United States Code (USC) 2602, American National Red Cross Cooperation and Assistance

Section II. Related Publications

AFI 32-6001_AFGM2.1, Family Housing Management, 6 October 2011.

AR 40-400 Patient Administration.

AR 930-5, American National Red Cross Service Program and Army Utilization

DoD Directive 4500.09E, Transportation and Traffic Management

DoD Directive 5124.08, Principal Deputy under Secretary of Defense for Personnel and Readiness

Department of Defense (DoD) Instructions 1000.13 (Identification Cards for Members of the Uniformed Services, Their Dependents and Other Eligible Individuals residing in the same household)

Department of the Army Personnel Policy Guidance for Overseas Contingency Operations, 17 February 2012.

Joint Federal Travel Regulations (JFTR) Vol. II Par., C5134 Medical Emergency Travel.

USDP&R Directive - Type Memorandum (DTM) 08-003 (Next Generation Common Access Card (CAC) Implementation Guidance), December 2008.

Status of Forces Agreement (Korea)

Appendix B Exercise Support

References:

- a. Memorandum of Understanding between Department of Defense and American National Red Cross, March 2008.
- b. DoDD 1404.10 Emergency Essential (EE) DoD US Citizen Civilian Employees, 23 January 2009.
- c. AR 930-5 (American National Red Cross Service Programs and Army Utilization)

1. **GENERAL.** The American Red Cross will support USFK with reporting and communications service between military/ civilian personnel in Korea and their families in the United States.

2. EXECUTION.

a. Functions.

(1) Provide reporting and communications service between military/ civilian personnel in Korea and their families in the U.S. These services will be provided at the request of families in the U.S. or at the request of military/ civilian personnel in theater.

(2) Provide access to financial assistance to military for emergency travel, maintenance and related expenses.

(3) Provide comfort and support to patients in military hospitals.

(4) Provide liaison to USFK Headquarters on American Red Cross issues.

(5) Provide liaison to the Republic of Korea (ROK) National Red Cross and the International Committee of the Red Cross.

(a) The ROK National Red Cross provides Red Cross humanitarian relief services to Korean citizens.

(b) The International Committee of the Red Cross provides services to prisoners of war.

b. Organization.

(1) American Red Cross Element – CP OSCAR.

(a) The mission of the American Red Cross element at CP OSCAR is to provide liaison to the USFK J1 on American Red Cross issues and services throughout Korea, provide in-country liaison with the ROK National Red Cross and the International Committee of the Red Cross, and manage all American Red Cross operations in the Korea Theater Operation (KTO).

(b) The American Red Cross element at CP OSCAR will be managed by the person who is the Regional Director at YONGSAN during armistice, augmented by staff from outside KOREA.

(2) Support to Units.

(a) The American Red Cross element at CP OSCAR will organize and task available Red Cross representatives to provide support to all US units in theater.

(b) Upon Transition to War, American Red Cross representatives that are in KOREA during armistice will deploy with appropriate Combatant Command Support Groups and will provide Support within their areas of responsibility.

(c) As additional American Red Cross representatives arrive in theater, the American Red Cross element at CP OSCAR will assign them to a unit and give them a geographic area of responsibility. The American Red Cross element at CP OSCAR will notify USFK major subordinate Command Headquarters as American Red Cross representative's area of responsibility changes.

(d) Unit American Red Cross representatives will be under operational control of, and will report to, the American Red Cross element at CP OSCAR.

3. SUPPORT. Upon arrival to Korea, all Emergency Essential American Red Cross personnel will be provided all necessary logistical support, including United States DoD/Uniformed Services Geneva Conventions Identification Card for Civilians Accompanying the Armed Forces (CAC), Medical (physicals and immunizations) and Dental Care, Rations, applicable deployable uniforms plus field gear and NBC equipment (i.e., chemical suits, protective masks), and communications connection support, transportation, and billeting, by the unit to which they are attached. American Red Cross staff will wear all issued gear according to Eighth Army Uniform Policy.

Glossary
Abbreviations

2ID	2nd Infantry Division
ARC	American Red Cross
CNFK	Command Naval Forces Korea
DoD	Department of Defense
EEC	Emergency Essential Civilians
HR	Human Resources
HQ	Headquarters
IMCOM-P	Installation Management Command - Pacific
KTO	Korea Theater Operation
MARFORK	Marine Corps Forces Korea
MEC	Mission Essential Civilians
MOU	Memorandum of Understanding
PCS	Permanent Change of Station
ROK	Republic of Korea
SAF	Service to the Armed Forces
TDY	Temporary Duty
U.S.	United States (of America)
USFK	United States Forces Korea