DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY COMBAT SUPPORT TRAINING CENTER AND
US ARMY GARRISON FORT HUNTER LIGGETT
BUILDING 238, CALIFORNIA AVENUE
FORT HUNTER LIGGETT, CA 93928-7000

REPLY TO
ATTENTION OF

IMWE-CST-PA 11 July 2007

MEMORANDUM FOR Combat Support Training Center (CSTC) Civilian and Military Population

SUBJECT: CSTC Policy #7- Media-related Activities at Combat Support Training Center (CSTC) Sites

1. REFERENCE. AR 360-1, The Army Public Affairs Program, 5 Sep 00.

2. PURPOSE. To provide procedures for media-related activities occurring at CSTC sites.

3. APPLICABILITY. These procedures apply to all individuals planning media-related activities at CSTC sites: Camp Parks, Fort Hunter Liggett, Moffett Housing Area, and B.T. Collins lodging and dining facilities.

4. POLICY. All individuals wishing to conduct media-related activities at a CSTC site will follow the procedures set forth in this policy. All media and external inquiries involving the CSTC, its employees, and residents must be directed to the CSTC Public Affairs Office (PAO) for response. The PAO is the official information release authority for the CSTC.

5. PROCEDURES.

a. The CSTC PAO can authorize all media-related activities at CSTC sites. However, media access to military areas, information release, and utilization of installation facilities are the Installation Commander's prerogatives. All media-related activities must be coordinated with the PAO prior to entering any CSTC sites.

b. The PAO will inform installation law enforcement office of any media visits to facilitate access to installations. Media arriving at installation gates without prior notice will be held at the gate until cleared by the PAO and escorted by an authorized individual.

c. The PAO will forward media and external inquiries on tenant organizations to the appropriate tenant organizations.

d. Media representatives may visit areas of the installation normally open to the public. However, they must be escorted by a CSTC PAO staff member, tenant organization staff member, or individual(s) designated by the CSTC PAO as a media escort. The media is prohibited from the Federal Correctional Institute and areas where access must be controlled for

criminal justice purposes. The media will be informed that they are operating on federal property and will be subject to federal regulations and jurisdiction.

e. Media representatives must wear a PRESS badge during the duration of their Installation visit.

f. Media representatives will ask for permission to record conversations or take photographs/video of individual(s).

g. Individuals or organizations requesting to conduct media activity at a CSTC site must provide the names, media organization, and contact number of all media representatives and will be held responsible for ensuring the compliance with this policy.

h. Military journalists will be afforded the same rights and privileges as civilian media representatives and follow guidelines as listed above, however, are not required to have an escort.

6. PROPONENT. The Public Affairs Office is the proponent for this policy and is located at Camp Parks Building 790 on 5th Street. The Public Affairs Staff can be reached at (925) 875-4298/4636 or pao.parks@us.army.mil.

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Commanding