

2 January 2003

**Personnel – General**

**STANDARDS OF CONDUCT**

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**Summary.** This regulation clearly defines terms and specifically identifies prohibited practices.

**Applicability.** This regulation applies to all military and civilian personnel assigned or attached to the U.S. Army Intelligence Center and Fort Huachuca (USAIC&FH). Civilian employees, who engage in conduct that constitutes an abuse of their position, and undermines the efficiency of the service, are subject to appropriate disciplinary action under the provisions of applicable civilian personnel regulations in those cases where a connection is established between the violation of the regulation and the efficiency of the service. Military personnel who engage in conduct that constitutes an abuse of their position and undermines the efficiency of the service are subject to appropriate disciplinary action under the provisions of the Uniform Code of Military Justice (UCMJ).

**Supplementation.** Supplementation of this regulation is prohibited unless approved by the Commander, USAIC&FH, ATTN: ATZS-CDR, Fort Huachuca, Arizona 85613-6000.

**Suggested Improvements.** The proponent of this regulation is the Commander, USAIC&FH. Users may send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, USAIC&FH, ATTN: ATZS-CDR, Fort Huachuca, Arizona 85613-6000.

**AVAILABILITY.** This publication is available solely on the Fort Huachuca Homepage at <http://huachuca-www.army.mil>.

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\*This regulation supersedes FH Regulation 600-50, 6 March 1997

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**Chapter 1  
Introduction**

**1-1. Purpose.**

a. This regulation identifies and sets forth standards of conduct pertaining to all personnel assigned or attached to elements of the USAIC&FH. It further identifies prohibited practices for those personnel. It is directive in nature, and violations of this regulation may subject offenders to punitive action under the UCMJ or administrative action under applicable regulations.

b. This regulation prohibits nonprofessional relationships between soldiers and/or civilians that involve or give the appearance of partiality, unfairness, preferential treatment, or the improper use of rank or position for personal gain; or cause an actual or clearly predictable adverse impact on discipline, authority, and morale.

c. This regulation prohibits superior and subordinate nonprofessional relationships among personnel whenever the senior member has direct command or supervisory authority over the subordinate member or has the ability to influence subordinate personnel through disciplinary action, assignments, benefits, or privileges.

d. This regulation prohibits engaging in commercial activities with subordinates, discrimination because of race, religion, gender, national origin or color, and denying the right of any soldier or civilian to see a Chaplain; Equal Opportunity Advisor (EOA); Equal Employment Opportunity (EEO) Representative; Judge Advocate; Inspector General (IG); the chain of command; or to seek medical care

**1-2. References.**

a. Required Publications.

- (1) The Manual for Courts Martial, United States.
- (2) DoD 5500.7-R, paragraph 2-302, Joint Ethics Regulation, August 1993.
- (3) AR 600-20, Army Command Policy, 13 May 2002.
- (4) TRADOC Regulation 350-6, Initial Entry Training Policies and Administration, 3 July 2001.
- (5) DA Pamphlet 600-35, Relationships Between Soldiers of Different Rank, 21 February 2000.

b. Prescribed Form. FH Form 600-5-R-E (Acknowledgement Form to FH Reg 600-50).

c. Referenced Form. DA Form 2028 (Recommended Changes to Publication and Blank Forms).

**1-3. Explanation of abbreviations and terms.**

a. Abbreviations.

- (1) ANCO—Advanced Noncommissioned Officers Course
- (2) AR—Army Regulation
- (3) BNCO—Basic Noncommissioned Officers Course
- (4) DoD—Department of Defense
- (5) EO—Equal Opportunity
- (6) EOA— Equal Opportunity Advisor
- (7) EEO—Equal Employment Opportunity
- (8) FH—Fort Huachuca
- (9) IET—Initial Entry Training
- (10) IG—Inspector General
- (11) MICCC—Military Intelligence Captain’s Career Course
- (12) NCO—Noncommissioned Officer
- (13) OBC—Officer Basic Course
- (14) TAC—Training Assessment and Counseling
- (15) TRADOC—Training and Doctrine Command
- (16) UCMJ—Uniform Code of Military Justice
- (17) USAIC&FH—United States Army Intelligence Center and Ft. Huachuca
- (18) WOAC—Warrant Officer Advanced Course
- (19) WOBC—Warrant Officer Basic Course

b. Terms.

(1) Permanent Party. All military and civilian personnel assigned or attached to elements of the USAIC&FH for reasons other than attending a military course or school. This includes organizations that reside and/or conduct business on Fort Huachuca, regardless of rank, grade, or branch of service.

(2) Initial Entry Training (IET) Students.

(a) All enlisted military personnel with no prior military service, or prior service soldiers with a break in service requiring retraining in Basic Combat Training (BCT), who are undergoing initial entry training at Fort Huachuca.

(b) For the purpose of this regulation, this includes members of other services in the grade of E4 and below attending Skill Level 1 training at Fort Huachuca.

(c) A person assigned or attached as an IET student who becomes a holdover/holdunder or who is placed in a casual duty status remains an IET student for purposes of this regulation until that person returns to their duty station of origin, or signs into a new unit on permanent change of station, or is permanently assigned to a unit on USAIC&FH.

(3) Reclassified/Prior Service Student. All military personnel who are graduates of IET but are at Fort Huachuca attending Skill Level 1 training as a result of reclassification or enlistment actions, where they did not require retraining in BCT.

(4) Nonprofessional relationship. Except as otherwise authorized by this regulation any relationship, association, contract or affair of a personal nature between personnel listed in paragraph 2-1.c. Nonprofessional relationships can give the appearance of partiality or preferential treatment and/or give the appearance of degrading the integrity of a permanent party person. Nonprofessional relationships may include, but are not limited to:

(a) Dating or engaging in sexual activities.

(b) Consumption of alcoholic beverages.

(c) Offering or accepting a ride in a privately owned vehicle or rental car except in emergency situations or official functions sanctioned by the command.

(d) Sharing living quarters.

(e) Any social activities that may create familiarity between personnel listed in paragraph 2-1.c., except as otherwise authorized by this regulation.

(5) Harassment. Directing any verbal or nonverbal humiliating, abusive, vulgar, or obscene language, gesture, or action toward any individual or group. Requiring any military

individual or military group to participate in any formation, drill, exercise, or activity that is not reasonably related to the training mission. Harassment includes, but is not limited to:

(a) Engaging in physical contact with or touching including, but not limited to: caressing, striking, kicking, fondling, and jabbing with fingers, fist, or object. This will not prohibit reasonable physical contact or touching necessary in cases of emergency, for protection in a training environment, or to facilitate training or administrative activities.

(b) Use of insulting, obscene, or sexually offensive language in communicating at any time to include, but not limited to, sexual innuendo, jokes, requests for dates, or meetings of a personal and unofficial nature.

(c) Using racial or ethnic jokes, slurs, or allegations toward or about individuals or groups.

(d) Punishing or correcting personnel except under the provisions of the UCMJ or appropriate administrative regulations.

(e) Irregular military practices, such as hazing, use of physical fitness pits, interference with legitimate privileges, mass punishment, room trashing (e.g. emptying trash on floor, taking clothes from wall locker or closet and throwing them on the floor, putting food items on the bed or on the floor, etc.), and unwarranted interruption of sleep.

#### **1-4. Responsibilities.**

a. Commanders and supervisors of all elements attached or assigned to the USAIC&FH, will:

(1) Implement and enforce provisions of this regulation.

(2) Ensure all military and civilian personnel are briefed on this regulation during in-processing, and ensure all personnel assigned or attached to elements of the USAIC&FH read and review this regulation; AR 600-20, chapters 4 & 6; and DoD 5500.7-R, paragraph 2-302, semi-annually.

(3) Take appropriate actions, as prescribed in chapter 3, in the event of a violation or alleged violation of the regulation.

b. Individuals. All military and civilian personnel of all elements assigned or attached to the USAIC&FH, will be familiar with and comply with the provisions of this regulation, to include reading and reviewing this regulation; AR 600-20, chapters 4 & 6; and DoD 5500.7-R, paragraph 2-302, semi-annually.

**Chapter 2**  
**Prohibited Practices**

**2-1. Prohibited Practices.** The following are prohibited practices:

a. Harassing or encouraging another individual to harass any personnel assigned or attached to elements of the USAIC&FH, including partner organizations of Fort Huachuca. Harassment is defined above in paragraph 1-3.b.(5).

b. Engaging in commercial activities with a subordinate. This includes, but is not limited to:

(1) Using any subordinate for personal gain or purpose.

(2) Soliciting, accepting, receiving, lending, or borrowing money, property, favors, or anything of value from subordinates.

(3) Soliciting for or acting as an agent or sponsor for any commercial enterprise. Soliciting is the sale or offer of sale of goods under circumstances in which either the seller or buyer is a superior/supervisor and the other party is a subordinate. Soliciting shall not include those situations in which the buyer and seller are of equal bargaining position, e.g., want ads in the paper, cars placed in the For Sale Lot. However, sales or offers of sale in which the buyer or seller could or does use his or her status as a superior/supervisor to affect the course or final outcome of the purchase or sale are strictly prohibited. Soliciting includes situations in which persons are employed off duty in commercial establishments.

(4) Participating in any gambling activity while on Government property or while on duty for the Government.

c. Engaging or attempting to engage in any nonprofessional relationship (see paragraph 1-3.b.(4)) between:

(1) Any permanent party member and an IET student.

(2) Any instructor, Drill Sergeant, TAC Officer or other cadre member for any USAIC&FH course and any student of that course.

(3) Any supervisor and a subordinate when the senior member has direct command or supervisory authority over the subordinate member or has the ability to influence personnel or disciplinary actions, assignments, or other benefits or privileges of the subordinate member.

(4) Soldiers of unequal status, regardless of rank or branch of service. Examples include but are not limited to the following types of relationships:

(a) Officer students and enlisted/ Noncommissioned officer (NCO) students.

(b) NCO students and IET students.

(c) Reclassified/Prior Service students and IET students.

d. Denying the right of any soldier or civilian to see a Chaplain, EO Advisor, EEO Office, a Judge Advocate, the IG, the chain of command, or to seek medical care.

**2-2. Official Socializing.** These prohibited practices are not to be construed as prohibitions against socializing involved with protocol or the normal course of business; for example, student counseling or coaching, command-sanctioned activities such as office or unit parties, luncheons, right arm nights, seasonal activities, or team sports.

### **Chapter 3**

#### **Orientation, Investigations and Reports**

**3-1. Purpose of orientation.** This chapter defines the orientation system and ensures all civilian and military personnel understand and comply with this regulation. This orientation must emphasize how violations of the regulation prejudice good order and discipline. The orientation will explain that violations of this regulation may be serious enough to warrant administrative and/or punitive action.

#### **3-2. Training of all USAIC&FH personnel.**

a. All personnel newly assigned or attached to elements of the USAIC&FH will:

(1) Be briefed during in-processing by commanders, their representatives, or supervisors on FH Regulation 600-50; AR 600-20, chapters 4 & 6; and DoD 5500.7-R, paragraph 2-302.

(2) Read this regulation.

(3) Understand the necessity to report any violations of this regulation to the chain of command, or when appropriate to the Inspector General.

(4) Understand that false allegations and/or false official statements negatively impact good order and discipline. Personnel found to have made false allegations may be charged under appropriate articles of the UCMJ or other appropriate regulations.

b. Commanders or supervisors will ensure all personnel assigned or attached to elements of the USAIC&FH read and review this regulation; AR 600-20, chapters 4 & 6; and DoD 5500.7-R, paragraph 2-302, semi-annually, and sign FH Form 600-5-R-E. A copy of FH Form 600-5-R-E will be maintained on unit file as long as the soldier is assigned to Fort Huachuca.

**3-3. Investigation procedures.** Alleged violations will be promptly and thoroughly investigated in accordance with the UCMJ, investigation by the Criminal Investigation Command, or other appropriate avenues.

**3-4. Reports.** Commanders will keep records of incidents alleging violations of this regulation for two years.

## **Chapter 4**

### **Exceptions to Policy**

**4-1. Exceptions to policy.** Personnel may seek exceptions to this policy. For example, this regulation does not preclude relationships between spouses or siblings, where one is an IET student and the other is a permanent party. Relationships will not be routine or continuous in nature, regardless of the relationship to one another. They should be the exception, rather than the norm. Questions regarding what is a prohibited practice should be addressed through the chain of command.

a. Requests for exceptions to policy will only be granted through a formal, written request through the chain of command to the first O5 (LTC) or higher.

b. The memorandum will include, at a minimum, the following information:

(1) Names, ranks, and status of personnel involved.

(2) Data fully explaining any prior relationship.

(3) Justification for exception to policy.

c. The memorandum must be endorsed by the chain of command at each level. When personnel are in separate organizations, both chains of command must execute and approve the exception to policy.

d. If approved, a member of the chain of command will notify the requestor of the approval, and the exception to policy memorandum will be placed in the individual's local file.

e. If disapproved, the individual will be formally counseled by their chain of command. A copy of this counseling will be placed in the individual's local file.

f. Soldiers may not engage in the relationship until the request is approved.

## **Chapter 5**

### **Examples of Acceptable and Prohibited Relationships**

**5-1. Purpose.** This chapter gives specific examples of acceptable and prohibited relationships to clarify the guidance in this regulation.

**5-2. DA Pamphlet 600-35.** DA Pamphlet 600-35, Relationships Between Soldiers of Different Rank, 21 February 2000, provides guidance and examples about relationships between soldiers of different ranks in the United States Army. USAIC&FH personnel should consult DA Pam 600-35 for additional examples.

### **5-3. Examples.**

a. Officer Basic Course (OBC) instructors, TAC officers and other OBC cadre WILL NOT socialize with OBC students except as authorized in paragraph 2-2.

b. Military Intelligence Captain's Career Course (MICCC) instructors, TAC officers and other MICCC cadre WILL NOT socialize with MICCC students except as authorized in paragraph 2-2.

c. Warrant Officer Basic Course (WOBC) instructors, TAC officers and other WOBC cadre WILL NOT socialize with WOBC students except as authorized in paragraph 2-2.

d. Warrant Officer Advanced Course (WOAC) instructors, TAC officers and other WOAC cadre WILL NOT socialize with WOAC students except as authorized in paragraph 2-2.

e. OBC, MICCC, WOBC and WOAC students may socialize with permanent party officers of any grade or service, provided the permanent party officer is not an instructor, TAC officer or other cadre member for the course the student is attending.

f. Basic Noncommissioned Officers Course (BNCOC) instructors and cadre WILL NOT socialize with BNCOC or ANCOG students except as authorized in paragraph 2-2.

g. Advanced Noncommissioned Officers Course (ANCOG) instructors and cadre WILL NOT socialize with BNCOC or ANCOG students except as authorized in paragraph 2-2.

h. BNCOC and ANCOG students may socialize with permanent party NCOs of any grade or service, provided the permanent party NCO is not an ANCOG or BNCOC instructor or cadre member.

i. Reclassified/Prior Service students may socialize with permanent party enlisted members of any grade or service, provided the permanent party enlisted member is not a Drill Sergeant, instructor or other cadre for any skill level 1 course.

j. Drill Sergeants, instructors and other cadre for any skill level 1 course WILL NOT socialize with Reclassified/Prior Service students except as authorized in paragraph 2-2.

k. Drill Sergeants, instructors and other cadre for any skill level 1 course WILL NOT socialize with IET students except as authorized in paragraph 2-2.

l. Permanent Party personnel WILL NOT socialize with IET students except as authorized in paragraph 2-2.

m. Students attending any functional course may socialize with permanent party personnel of similar grade of any service, provided the permanent party person is not a functional course instructor or cadre.

n. Functional course instructors and cadre WILL NOT socialize with functional course students except as authorized in paragraph 2-2.

**5-4. Additional Guidance.**

a. If anyone is unsure of the propriety of a relationship, they will seek guidance from their chain of command. The Company and Battalion Commander will be apprised of the situation and provide necessary guidance.

b. These examples are intended to clarify the guidance contained in this regulation. All personnel must also adhere to other Army standards, including those pertaining to relationships, fraternization and standards of conduct addressed in AR 600-20, chapter 4, and The Manual for Courts-Martial.

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