



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, US ARMY GARRISON  
2837 BOYD AVENUE  
FORT HUACHUCA ARIZONA 85613-7001

ATZS-CDR

2 February 2004

MEMORANDUM FOR See Distribution

SUBJECT: POLICY - Installation Bar Letters

1. References:

- a. Title 18, United States Code, Section 1382.
- b. AR 190-45, Law Enforcement Reporting, 20 October 2000.
- c. Memorandum for Garrison Commander, dated 15 Aug 03, Subject: Delegation of Authority.

2. This policy implements the Commanding General's delegation of authority for the Garrison Commander to impose Bar Letters to those individuals who have committed offenses listed at the enclosure.

3. Under the authority of Reference 1 a., Bar Letters shall be issued to all civilian persons whom the Garrison Commander has credible evidence to believe have committed offenses listed on the attachment. Bar Letters will NOT be issued to active duty soldiers.

4. Limited Bar Letters will be issued to the individuals listed below. However, during the period of the bar, individuals must contact the Provost Marshal's office to provide date, time, and facilities to be visited.

- a. Family Members of Active Duty Soldiers: Bar Letters will permit access to AAFES, commissary, medical and dental facilities.
- b. Retirees: Bar Letters will permit access to AAFES, commissary, medical and dental facilities.
- c. Civilian Employees: Bar Letters will permit access to place of employment based on offense(s) committed.

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SUBJECT: POLICY - Installation Bar Letters

d. Multi-Status: If an individual has more than one status, the Bar Letter must grant access to all facilities to which the individual is entitled, e.g., retirees who are civilian employees receive access to facilities enjoyed by retirees, as well as, civilian employees.

5. Requests for Bar Letters for all categories of offenses not listed on the attachment, or for situations not contemplated by this memorandum, will be forwarded through the Staff Judge Advocate to the Garrison Commander for approval and signature.

6. Any person in violation of the provisions of a Bar Letter may be prosecuted in federal court under Title 18, United States Code, Section 1382.

7. All requests for reconsideration of Bar Letters will be addressed to the United States Army Garrison, ATTN: Provost Marshal and coordinated with the office of the Staff Judge Advocate for the Garrison Commander's decision.

8. Nothing in Reference 1 c. above limits the Commanding General's authority to issue Bar Letters in appropriate circumstances.

9. The proponent for this subject area is the Directorate of Public Safety, US Army Garrison, Fort Huachuca, Arizona 85613-7012.

Encl  
as

//original signed//  
LAWRENCE J. PORTOUW  
COL, MI  
Commander, US Army Garrison

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## OFFENSE

1. Simple Assault
2. Assault by striking, beating or wounding
3. Disorderly Conduct
4. All other assaults/Resisting Arrest
5. Shoplifting by non-affiliated civilian (person not entitled to military ID Card)
6. Robbery
7. Burglary
8. Housebreaking
9. Illegal entry of on-post housing or government buildings
10. Homicides
11. Rape, sodomy, sexual assault
12. Larceny of government property/private property other than shoplifting
13. Solicitation without a permit
14. Violating a previous letter of exclusion
15. Carrying a concealed weapon/and or unregistered weapon
16. Willful damage to government property
17. Being in a posted off-limits area
18. Possession of a controlled substance
19. Manufacture or distribution of a controlled substance
20. Being in possession of firearm while committing any offense.
21. Forgery

Encl 1