



DEPARTMENT OF THE ARMY
1ST BATTALION, 1ST AIR DEFENSE ARTILLERY
UNIT 5140
APO AP 96368

APMC-PB

18 June 09

MEMORANDUM FOR All personnel assigned, attached or OPCON to 1-1 ADA, Unit 5140, 96368

SUBJECT: Policy Memorandum #9 – Family Readiness

1. Reference Army Regulation 608-1, Appendix J, Army Community Service Center, 21 July 2006.
2. Applicability. This policy applies to all Soldiers and Family members of 1-1 ADA.
3. The Family readiness system consists of the unit Family Readiness Group (FRG), the Rear Detachment (RD), the Family Assistance Center (FAC) and related support operations. This policy provides guidance on establishing and sustaining a Family readiness system to ensure a centralized and coordinated effort during all phases of a deployment cycle, routine training exercises, disaster, and garrison operations.
4. Family Readiness Groups (FRGs). The Battery/Company will have a FRG for the purpose of providing a communication network, sponsoring Family activities, and social support. The FRG will register with the Community Services Center (CSC) on Torii Station. The FRG leader should complete a 12-hour FRG seminar and obtain a Department of the Army Training Certificate. The CSC will have on file all registered FRGs memorandum of authority and current telephone numbers of the unit POC and FRG leaders.
5. A registered FRG informal fund is authorized to raise funds to support social activities. Each battery/company FRG is authorized to have an informal fund and may operate on the installation without being chartered as a private organization. FRG informal funds will be managed IAW Appendix J of AR 608-1 and applicable command policies. The FRG informal funds custodian will be appointed in writing and be held accountable for any loss or misuse of funds. All unit FRG leaders are highly encouraged to monitor the battalion's virtual FRG website (www.Armyfrg.org). The BN FRG leaders will have current updates, information, and links to many FRG resources on and around Okinawa.
6. The Family Readiness Administrative Liaison (FRAL) serves as a resource and liaison to the FRG. The FRAL is the primary point of contact for providing services to the FRGs during the deployment cycle, routine training exercises and disaster. The FRAL interviews callers and walk-in clients to assess the type of assistance required and make appropriate referrals based on a competent evaluation of the issue and practical knowledge of the nature and availability of support services. The FRAL will keep rear detachment commanders aware of major problems affecting Families of mobilized or deployed Soldiers.

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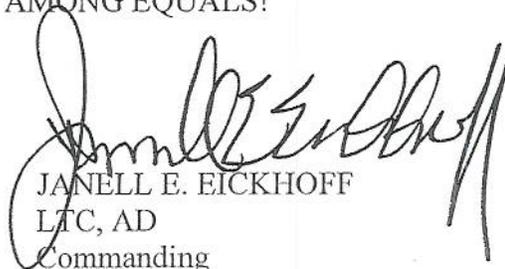
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7. The unit commander will identify seasoned leaders who are capable of handling the variety of deployment issues to serve as Rear Detachment Commanders (RDC). The battery commander will pre-select one or more personnel to serve as RDCs during routine deployments. All RD personnel will be trained through the CSC rear detachment training classes.
8. This policy letter will remain in effect until canceled or superseded.

“FIRST AMONG EQUALS!”



FINIS A. DODSON
CSM, USA
Battalion Command Sergeant Major



JANELL E. EICKHOFF
LTC, AD
Commanding