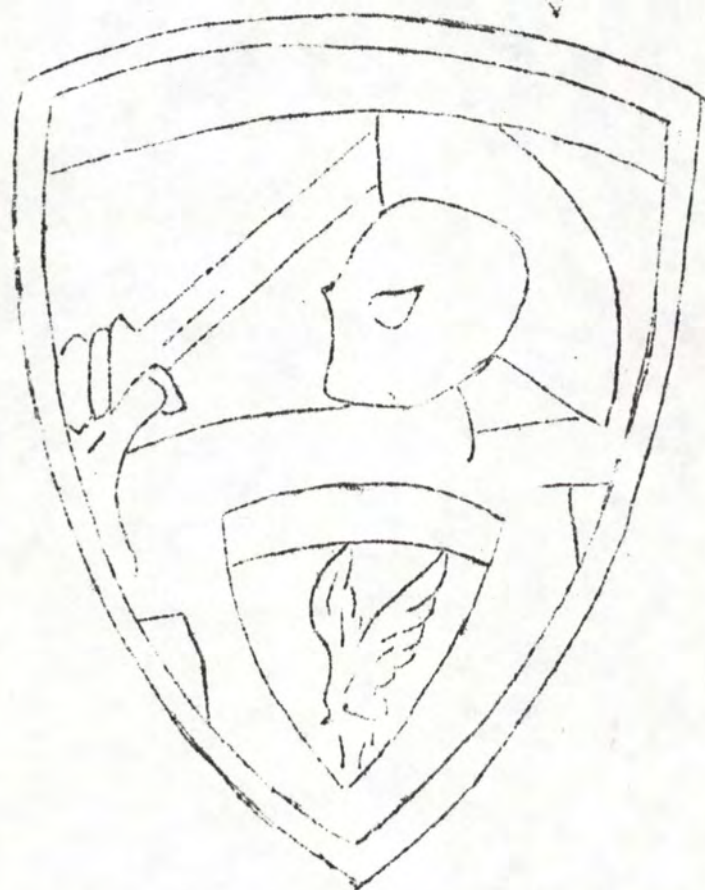
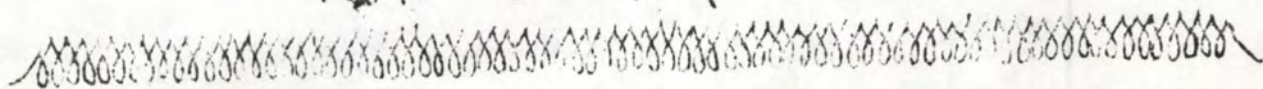


~~~~~  
Welcome To The  
57th



GLADIATORS  
One Thing We Never  
Do Is Quit!





DEPARTMENT OF THE ARMY  
57TH AVIATION COMPANY (ASLT HEL)  
APO San Francisco 96494  
"GLADIATORS"

1. Welcome to the 57th Aviation Company "GLADIATORS". We hope your stay here will be both pleasant and rewarding. This will be your home for a period of 12 months or longer, if you wish to extend. While in the 57th Aviation Company, your basic watchwords will be soldiering and hard work.

2. UNIT HISTORY:

On 10 February 1967 the 57th AHC was reorganized from an Airmobile Fixed Wing Company to an Assault Helicopter Company. October 1967 saw the 57th deployed to Vietnam and by the end of December it was operating from its new home at Kontum in northwest II Corps. The 57th's primary mission is to provide tactical air mobility of combat troops, supplies, equipment, and aerial fire support within the II corps area. Various units who receive support from the 57th include the 5th Special Forces Group, (ABN), 4th Infantry Division, 1st Field Forces, and MACV and ARVN units.

Upon arriving at Kontum the 57th set up home at airfield formerly used by the 1st Cav. The construction of permanent structures was foremost in everyone's mind and the nickname of "Rocket City", given to Kontum gave everybody incentive to build bunkers and a strong defensive perimeter. During the siege of Dak To in November 1967 the 57th proved itself to be combat ready and capable of handling any mission assigned to it. 1968 saw the Tet offensive hit Konyum. Other than suffering an initial sapper attack on 10 January the 57th AHC kept the compound secured from all ground attacks. Kontum City itself was overrun and at the end of a six day battle a body count revealed 785 NVA troops dead. During the remainder of the year normal missions were carried out in such a manner which gave recognition to the 57th as a highly professional unit ready to take on any task. The unit's motto of "Try Us" came into being with everybody giving their utmost for any unit supported by the 57th. 1969 saw the 57th flying FOB II in support of 5th Special Forces Group (ABN), out of Kontum. This is a highly classified mission with a normal rotation of four months for each unit assigned to it but the 57th AHC did such an outstanding job with a minimum loss of personnel and equipment that it was put on an indefinite status. The siege of Ben Het began in June with the 57th playing significant role in supplying the battered camp and bravely making dustoffs under intensive ground and mortar. March 1970 saw the 57th pack its bags and move to An Khe with its new primary mission to support the 4th Infantry Division. In April the 57th was once again flying up near the tri-border area as the Special Forces camp of Dak Seang was under siege. After a month of fierce fighting the NVA retreated back into Laos, but thanks to emergency resupply by the 57th AHC and other aviation units in the 52d Battalion the camp repelled all the ground attacks made by the NVA. May was the month when the 57th helped take the war to the NVA and VC as the Cambodian border was crossed. Although there wasn't much enemy contact after the initial insertion, the move was a success in that a great quantity of equipment was discovered and brought back into Vietnam. By the end of June the 57th AHC had helped bring back the 4th Division to An Khe.



On 16 November 1970 the 57th Aviation Company redeployed to Camp Holloway in Pleiku, RVN, where it is presently performing in the professional manner that the name "GLADIATOR" is known for.

3. In-Processing: To make sure your transition into this unit is a smooth one, the following in-processing procedures should be observed.

a. Sign in the company's personnel register and fill out a personnel data card (2475).

4. Personal Affairs and Problems:

a. No Officers or NCO in this company will ever refuse to help you with any problems which may arise. However, to avoid duplication of effort and unnecessary waste of time, the chain of command will be followed. This chain of command is the following:

SQUAD LEADER

PLATOON SERGEANT

PLATOON LEADER      FIRST SERGEANT

COMPANY COMMANDER

b. Any problems or complaints that you have, such as problems, etc., should immediately be brought to the attention of the FIRST SERGEANT.

c. The Company Commander is available without appointment from 2030 hours to 2130 hours every Friday, or by use of the Chain of Command, an appointment can be made during duty hours.

d. The Battalion Chaplain is also available to assist you if you desire to see him. If such is the case, an appointment will be made for you by the First Sergeant, or he may be seen without units approval.

5. Off-Limits Areas.

a. First Field Force Vietnam unclassified message number B0693, dated 26 January 1970, subject as above is quoted for your information and guidance. Quote: "Under the provisions of para 6b (1), USARV Reg 190-1, the following cities are "OFF LIMITS" for an indefinite period.

Pleiku, RVN Effective date: 3 January 1970

An Khe, RVN Effective date: 10 January 1970

No passes are given to troops because of the area.

## 6. R&R and Leave

You must be in-country at least ninety (90) days to qualify for R&R, although application may be made anytime. Application must be made at least 45 days prior to the 20th day of the month prior to date requested. For more information on R&R and leave sights, see your R&R clerk.

## 7. Promotion Policy:

a. DR's Article 15's, time AWOL, military performance and personal appearance will have a direct bearing on the commanding officer's recommendation for promotion.

b. Promotion to E-2 will be automatic upon completion of four months of service. At that time you should see the morning report clerk so that your advance is recorded on the morning report.

### Administrative Requirements for Promotion

| TO BE | TIME IN GRADE             | TIME IN SERVICE |
|-------|---------------------------|-----------------|
| E-3   | When you get into Vietnam |                 |
| E-4   | 6 months in E-3           | 1 year          |
| E-5   | 3 months in E-4           | 21 months       |
| E-6   | 10 months in E-5          | 5 years         |
| E-7   | 12 months in E-6          | 10 years        |
| E-8   | 14 months in E-7          | 15 years        |
| E-9   | 16 months in E-8          | 18 years        |

### Amount of Active Duty Time Waiverable

|     |          |
|-----|----------|
| E-4 | 5 months |
| E-5 | 6 months |
| E-6 | 2 years  |
| E-7 | 3 years  |
| E-8 | 4 years  |
| E-9 | 5 years  |

Waiver of 1/2 time in grade is permissible, as per 600-200

## 8. Company formations

a. Company reveille is held each Monday at 0615 hours. You will be in



Formation by 0610 hours. All personnel E-1 thru E-7 assigned and attached to the company will attend.

b. Work call is Monday thru Sunday, 0700-1800 hours. Each morning before there will be a police call by platoon of their assigned areas.

c. All other mandatory company formations will be held at the discretion the commander of 1SG.

9. Alert Status:

a. There are four alert statuses.

1. White (normal)
2. Grey (suspected enemy action)
3. Yellow (confirmed enemy action)
4. Red (attack is imminent)

b. Whenever siren continues blast proceed immediately to bunker unless incoming, then you go to closest protection. DO NOT RUN AROUND IN AREA.

\*NOTE: ON SIREN YOU WILL IMMEDIATELY PROCEED TO BUNKER WITH EQUIPMENT IF POSSIBLE ALL LIGHTS OUT

10. Mess Hall Procedures:

a. The duty uniform will be worn in the mess hall. Civilian clothing may be worn.

b. Civilian clothing will not be mixed with the uniform.

c. No "T" shirts, shower shoes, shoes without socks will be worn in the mess hall.

d. Meal hours are the following:

Monday thru Friday

|           |             |
|-----------|-------------|
| Breakfast | 0530 - 0700 |
| Lunch     | 1130 - 1230 |
| Supper    | 1730 - 1830 |

Sunday and Holidays

|           |             |
|-----------|-------------|
| Breakfast | 0530 - 0730 |
| Lunch     | 1130 - 1230 |
| Supper    | 1730 - 1830 |

11. Mail Procedures and Distribution:



- a. Your return address on all mail will be:

SP4 John D. Doe  
316 41 1321  
57th Avn Co (Aslt Hel)  
APO San Francisco 96494

b. The outgoing mail box is located in front of mail room. Outgoing mail is picked up at 0700 hours and 1300 hours.

- c. Mail will be passed out to authorized personnel between:

Monday thru Sunday 1730 - 1830 hours

12. Post Chapel Services

Schedule of religious activities is posted on the company bullet board.

13. Recreation facilities

- a. Library

- b. Swimming Pool

c. Your company Day Room is maintained for your use. There are ping pong tables, a TV set, magazines, and latest local papers. DO NOT MISS THIS FACILIT

14. OCS and Warrant Officer applications.

a. These applications may be accomplished with the assistance of the company Administrative Specialist.

b. The Company Commander will interview all prospective applicants for Warrant Officer's Training and Officers Candidate School.

15. Safety Procedures:

a. The following is a list of normal safety practices that will be followed to preclude any unauthorized discharge of fire arms in this company.

b. All Squad Leaders will check all weapons and make sure they are clear prior to duty and also after duty.

c. There will be no weapons cleaning inside the barracks. In each barracks there are posted rules concerning the safe handling of all the weapons.

d. A cleaning barrel is located in front of the company.

e. All accidents will be reported to the Orderly Room or 1SG immediately.



16. Sick Call:

a. Sick call at the dispensary is from 0730 to 0930 hours Monday thru Saturday. Personnel going on sick call will pick up sick slips at the orderly room from 0630 to 0700 hours. You are required to bring the sick slip back to the orderly room.

17. Uniform regulations

a. The work uniform will be the normal duty uniform (jungle fatigues), civilian clothing may be worn in the company area if you are off duty.

18. Personnel conduct

a. Conduct yourself as a gentleman at all times. Remember your actions reflect directly upon the United States Army and your families.

b. Gambling, thievery, sloppiness, rudness and consumption of alcoholic beverages in the company area will not be tolerated. You may only consume alcoholic beverages in designated areas by the company commander. Violators are subject to disciplinary action. NOTE: All EM will read the bulletin board twice daily.

19. Receipt of Unsolicited Correspondence

a. While in the unit, if any unsolicited correspondence you receive should be returned to the mail clerk immediately. A report will be made by the mail clerk to postal authorities to insure that such mail is not again sent to the addressee. The sending of such unsolicited mail is now covered by federal law, and the firm which sends the mail is responsible under Federal Act.

20. Improper Use of Drugs

a. Any illegal/improper use of drugs will be tolerated in this unit. Individuals who are guilty of violations under the UCMJ will be punished by the same authority. It should be known however, that if the individual has a problem concerning drugs, the Commanding Officer has an open door policy at all times regarding this type of problem. Individuals who are already involved with drugs are eligible and encouraged to participate in the Amnesty Program here at Camp Holloway. Further information can be gained on this program from the First Sergeant.

21. Inspector General Services

a. Inspector General services are available here at Camp Holloway. The Battalion Executive Officer is the representative of the Inspector General. Appointments may be made through the First Sergeant if a complaint is desired. You are asked to exhaust all possibilities at the Company level before making a complaint to the Inspector General's representative.



22. Savings Bond/Savings Deposit Program

a. A savings bond program is available to all individuals through the 13th Finance Section located at Camp Wilson. All individuals are encouraged to participate in the program. The unit has set a goal of obtaining one hundred per cent participation in the program.

b. Soldiers Deposit Program is also available through 13th Finance. This savings program is strictly for the soldier in Vietnam and pays ten per cent interest on all money deposited.

23. Prevention of Venereal Disease.

a. Venereal Disease is a serious problem in the Republic of Vietnam. All types of venereal diseases known to man can be contracted in the local area. Individuals should use extreme caution about sexual involvement during their tour of duty. If one finds himself succumbing to each desires, condoms are available free of charge in the Orderly Room, and individuals are encouraged to use them.

24. Safety

a. As an aviation unit, safety is high on the priority of things that must be completed. Weekly safety briefings will be held and attendance is mandatory. It is requested that any unsafe actions observed be reported to your immediate supervisor for corrective action. The unit SOP has a supplement on safety which is required reading for all new entrants into the company. The guidelines set up in the SOP will be strictly adhered to.

25. Monetary Loans Among Military Personnel.

a. Monetary loans among military personnel are discouraged. It is encouraged that each individual set up a monthly budget and adhere to it. If personal loans are completed by individuals, the interest rate on these loans may not exceed ten per cent. Many problems arise out of personal loans, and they often times bring about a great deal of frictions among the personnel concerned. For these reasons, you are discouraged from making personal loans of any type.

26. Mailing of Contraband Items

a. The mailing of contraband items from the Republic of Vietnam is expressed prohibited under AR 65-75. These items include:

- a. Explosives
- b. Firearms or parts thereof
- c. Ammunition of any kind
- d. Marijuana
- e. Narcotics
- f. Flammable Material
- g. Poison or matter containing poison
- h. Pornographic Material
- i. Alcoholic Beverages
- j. Unauthorized Government Property



Any individual who tries to send materials of this type is subject to punishment by postal authorities and the UCMJ.

27. Safeguarding of Weapons and Ammunition.

a. All weapons and ammunition will be secured in the Arms Room. Individuals will be issued a weapon and weapons card. The weapons card will be used to draw your assigned weapon when the situation warrants it. No weapons are authorized the individual other than his assigned weapon, and the only authorized storage place for said weapon will be the company Arms Room.

28. Geneva Convention of 1949

a. All rules and guidelines set down by the Geneva Convention of 1949 will be strictly adhered to. This is to include captured prisoners and Vietnamese nationals. The Geneva Convention card which you were issued upon your arrival in country sets down the guidelines for treatment of prisoners. It should be kept in your possession at all times, and be referred to any situation which dictates its use.

29. Piaster Expenditure Reduction

a. Individuals are required to pay Vietnamese nationals in piaster, the national currency of Vietnam. A piaster conversion point is set up in the NCO/EM club for your convenience. Piaster is also readily available each payday in the company pay line. MPC payment is illegal in dealings with Vietnamese nationals. The reasoning behind this is to prevent MPC from becoming a black market item which may eventually allow the purchase of weapons and equipment by the enemy.

30. Out Processing

a. Each EM must have his ID card, shot record, ID tags and clothing records before he can out process.

b. EM will start clearing five (5) days prior to their "two will proceed" (WP) date. The company commander is the only authorized person to let you start clearing early.

c. Strict compliance with instructions given by the in and out processing personnel will assure you an easier task of out processing.

d. We hope that the guidelines established in this brief welcoming letter will aid you in your transition into this unit. Remember your unit, the "GLADIATORS", is only as good as you are. We hope your stay in the 57th Aviation Company will be a meaningful one.

*Thomas M. Walker*

THOMAS M. WALKER

CPT, TC

Commanding