

124

DEPARTMENT OF THE ARMY
HEADQUARTERS, 2ND SQUADRON, 11TH ARMORED CAVALRY REGIMENT
APO SAN FRANCISCO 96257

SUBJECT: Commander's Notes Number 3

8 August 1971

TO: SEE DISTRIBUTION

INFORMATION

1. Personnel Matters. The "Army Personnel Letter," 2 July 1971, discussed the following career-related matters; special duty assignment (proficiency pay) for recruiters and drill sergeants, reenlistment planning, the advanced degree program for ROTC instructor duty, centralization of E5 promotions, the need for a continuing review of 201 files at DA by senior enlisted men, and the need for Army recruiters. The UFO or Reenlistment NCO have particulars.
2. E7, E8, E9 Promotions. Once a year, Department of the Army holds a two-week board to select the most qualified senior NCO's (E6, E7, E8) for promotion to the next higher grade. The next board is expected to be held in January-February 1971. The Unit Personnel Officer will prepare a brief sometime in October-November of this year for all senior NCO's. This brief will be forwarded to the Department of the Army. If troop commanders expect highly qualified individuals to DEROS prior to October-November 1971, they should write letters of commendation and/or appreciation before it's too late. Give the Army a lift; recognize the outstanding NCO's.
3. Visits by News Correspondents. The two NBC-TV crewman who visited the field on 20 July, and more recently, representatives of Stars and Stripes and U.S. News and World Report have asked me to convey their thanks for your candor and cooperation during their visits. The courteous, helpful attitude of all troopers involved in these visits has been the most important single factor in making these visits successful. The fact that we're able to accommodate the news media with seeming ease, making the necessary adjustments, and then continuing the mission, is proof of the professional attitude of our unit.
4. Wearing of Unit Crest. I encourage the wearing of the official Blackhorse Crest by those troopers not involved directly in combat operations. When worn, the crest should be centered on the right pocket flap.
5. Conjunctivitis ("Pink Eye"). At the present time the Bien Hoa area is in the early stages of a conjunctivitis epidemic. Preliminary evidence indicates that this disease is caused by a virus and is transmitted by hand-to-hand contact. All individuals with symptoms of burning, itching, redness and tearing of one or both eyes should contact the appropriate medical facility. This disease usually lasts from 3 to 5 days and unless the individual is in an occupation requiring expert visual acuity, no duty restrictions are given.

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POLICY

1. Food Containers. More than two thirds of the food containers authorized this squadron have been turned in as unserviceable. The likelihood of obtaining replacements in the near future is slim. Unit commanders will insure that mess containers are not syphoned off as beer coolers.
2. Back-Haul of Logistic Accessories. Cargo nets, water and food containers, and fuel bladders are in critically short supply. All of these items received during the afternoon front-haul must be returned in the following morning's back-haul. Lack of these items has put us in a bind before: it doesn't look like any replacement items are going to be coughed up anytime soon.
3. Overstaying Stateside Leave. All personnel who do not return from 14 days leave, TDY and R&R will be AWOL as of 2400 hours on their expected date of return. Every AWOL will be investigated and cogent reasons must be given by the individual concerning why he overstayed his authorized absence. I want each man departing on such absences briefed on the consequences of overstaying his authorization.
4. Colonel's Orderly. On a daily basis, one Colonel's Orderly will be selected from the 1500 Blackhorse Troopers. The orderly will report to the CSM at 0700 hours on the date of his duty, and he will accompany the commanding officer throughout the day. This will give selected enlisted men a glimpse at the scope of the Squadron's entire operation.
5. Grenades. Upon arrival of the stand-down platoon at Cu Chi all fragmentation and concussion grenades will be removed from the tracks, inspected for safety, and secured in containers until the unit returns to the field. In the field, units will keep their grenades in containers ready for use. Concussion and frag grenades will not be hung along cupolas or gunshields, except when their imminent use is expected, as determined by the unit commander.
6. Aircraft Utilization. To reduce blade time and increase time available for aircraft maintenance, our "birds" should be released as early as operational requirements permit. We can help the Aviation Section in this regard by having passengers ready for pickup rather than requiring the aircraft to wait; similarly, pilots can assist by alerting the NCS when they are 10 minutes out. I want to mention three other aircraft-related faults here: all passengers will roll their sleeves down, shoulder fired weapons will be cleared before entering the aircraft (magazines will be removed), and cargo will be loaded in accordance with instructions of the crew chief.

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7. DR's Within the Squadron. This command received twenty-three driving violations in a five-day period. Commanders will take an interest in their wheel drivers. You must demand that vehicle commanders enforce driving within the established USAIV Regs.

This Headquarters was not notified by any troop executive officers that their drivers received DR's. It will be policy, henceforth, that the S-1 be notified when a driver is stopped by the military police.

8. Combat Loss Reporting. Once a combat loss is incurred, the commander of the unit suffering the loss must immediately report it to the support platoon leader at Cu Chi, the squadron maintenance officer, and the unit supply sergeant. Messages will include the time, date the loss occurred, where the loss was suffered, the nomenclature of the item, the bumper/USA/serial/FSN number of the item, and whether it is recoverable or non-recoverable. The support platoon leader and squadron maintenance officer will be notified by direct radio communication with the appropriate unit commander. The support platoon leader will in turn notify the S-4 officer by direct radio contact. The S-4 officer will then inform the unit supply sergeant that his unit has incurred a combat loss. All radio communications will be backed by written messages between the individuals involved in the combat loss reporting process. This will act as a check to insure timely and accurate reporting of all combat losses.

9. Unauthorized Holsters. This Squadron does not authorize the wearing or use of holsters not issued by WHT or CIF. Unauthorized holsters are generally poorly constructed and are a safety hazard.

10. Weapons Safety. All weapons safety procedures require continuous supervision by all officers and NCO's, both in the field and in the rear. Weapons must be cleared when not in use and when danger is not imminent. Although weapons safety was stressed in Commander's Notes Number 2 (Policy, paras 1 & 2), we had an accidental shooting incident at Camp Frenzell Jones during the first week of August. The individual had to be returned to CONUS. This was a senseless loss of manpower.

GUIDANCE

1. Unit Fund. The Consolidated Unit Fund has over \$4,000.00. The fund is designed by the Army to boost morale of the troopers. Many enlisted men have been asking for Blackhorse wallets, crests, patches, stationery, and decals. I would appreciate it if unit fund councils

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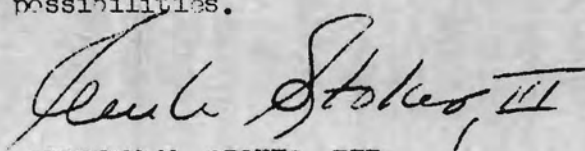
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NARA Date 7/10/01

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would consider such esprit building possibilities.



WILLIAM M. STOKES, III
LTC, Armor
Commanding

DISTRIBUTION:

10 each Unit
2 each Staff Officer
5 S-1
5 OIC Cu Chi

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10 NARA Date 4/10/01