



DEPARTMENT OF THE ARMY
HEADQUARTERS, 2D INFANTRY DIVISION
UNIT #15041
APO AP 96258-5041

EAID-CG

23 SEP. 2013.

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

1. This policy supersedes 2d Infantry Division (2ID) Command Policy Letter #10-1 Curfew, Pass, and Leave dated 21 Mar 13, and any other 2ID policy letters or orders on the subject.
2. References.
 - a. Army Regulation (AR) 600-8-10, Leave and Passes, dtd 15 Feb 06, Rapid Action Revision (RAR) 4 Aug 11.
 - b. United States Forces Korea Command Policy, General Order Regarding Off-Installation Curfew, dtd 14 Jan 13.
 - c. 2ID Policy Letter #10-1, Leave and Off-Post Pass Privileges, dtd 21 Mar 13 (superseded).
 - d. 2ID OPORD 13-166, Responsible Conduct Implementation, dtd 20 Dec 12.
 - e. Joint 2ID-USAG Area 1 Memorandum for Distribution, SUBJECT: Living Standards in Barracks and Bachelor Quarters, dtd 18 Dec 12.
3. Purpose. This policy revises 2ID curfew, pass and leave policies in accordance with Eighth Army (8A) and U.S. Forces Korea (USFK) policies.
4. Applicability. This policy applies to all Soldiers subject to the general court martial authority of the Commander, 2ID ("Soldiers"). This is a punitive general order punishable under the UCMJ and through adverse administrative action. Nothing contained herein limits the authority of subordinate commanders to impose a more restrictive curfew, pass, and leave policy for Soldiers under their command.
5. Curfew. An off-installation curfew is in effect from 0100-0500 every day of the year. By 0100, Soldiers will be on their assigned installation or inside their command-approved off-post residence. By 0200, Soldiers assigned to quarters on a military installation will be inside their assigned room.

EAID-CG

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

6. Exceptions to Curfew.

a. Travel during curfew is authorized for official duty.

b. Soldiers who are assigned quarters in two Areas (i.e., on-post housing in Area I and family housing in Area II) are considered as being assigned to both Areas for the purposes of this policy and may be in either of their assigned quarters between 0200 and 0500.

c. During curfew, Soldiers who want to be: (1) on another U.S. military installation; (2) inside someone else's residence; or (3) inside a hotel room (NOT in any public area of the hotel such as the lounge, bar, lobby, restaurant, casino, pool, spa, or hallway) **must have an approved pass** (DA Form 31, Request and Authority for Leave).

d. During curfew, Soldiers who want to be **anywhere other than the approved locations listed above** must have an approved DA Form 31 that states in the remarks section, "*exception to curfew policy granted*," including the reason an exception was granted. Soldiers must carry the approved DA Form 31 with special remarks on their person during curfew and present it upon request.

7. Pass. Passes may be granted for no more than four consecutive days. Soldiers must request a pass: (1) in accordance with paragraph 6 above; or (2) to travel anywhere beyond the southern boundary of Area III **at any time**. For purposes of this policy, Osan and Suwon Air Force Bases are included in Area III.

8. On-Peninsula Leave. Unless the remarks section of their approved DA Form 31 states, "*exception to curfew policy granted*," including the reason an exception was granted, Soldiers on leave who remain within the Republic of Korea may only be in one of the following places during curfew: (1) on another U.S. military installation; (2) inside a private residence; or (3) inside a hotel room (NOT in any public area of the hotel such as the lounge, bar, lobby, restaurant, casino, pool, spa, or hallway).

9. Off-Peninsula Pass and Leave. Soldiers requesting pass or leave to any country other than the Republic of Korea or the United States will coordinate with S2/G2 for any necessary travel briefings and trainings.

EAID-CG

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

10. Pass and Leave Approval Authority.

a. Unless stated otherwise below, the approval authority for leave and off-peninsula pass requests is the first O-5 level Commander in a Soldier's chain of command. This authority is delegable to the first O-3 level Commander.

b. Staff Section Principals for 2ID Headquarters and Brigade Headquarters have approval authority for pass requests for Soldiers assigned to their staff sections who request a pass destination within the Republic of Korea. Pass forms will be processed through the respective company headquarters for accountability.

c. Soldiers in-processing at Warrior Readiness Company (WRC) are not authorized pass, leave, or unofficial off-post travel. However, pass exceptions may be granted if a gaining unit officially sponsors an in-processing Soldier for a limited period of time (such as a weekend) to show the Soldier the gaining unit and installation. The Commander, WRC, has authority to grant pass exceptions. The first O-5 in the WRC chain of command has authority to grant emergency leave requests.

11. Suspension of Pass Privilege.

a. A Soldier's pass privilege will be immediately suspended pending investigation of: (1) disorderly conduct; (2) any alcohol-related incident; or (3) possession or use of an illegal substance. The suspension will last for: (1) 30 days for the first incident; (2) 90 days for the second incident; and (3) 180 days for the third or any subsequent incidents.

b. A Soldier's pass privilege will be immediately suspended pending investigation of any offense under the U.S./Republic of Korea Status of Forces Agreement that also involves assault, alcohol or illegal substances. The suspension will last for the duration of the international hold, pending completion of the investigation and any host-nation judicial action that may follow.

c. Soldiers may request an exception to suspension of pass privilege or early reinstatement of pass privilege on a case by case basis from their Battalion Commander. Company-level commanders are authorized to grant a temporary exception or a temporary reinstatement of pass privilege in emergency circumstances when the Battalion Commander is not available.

12. Battle Buddies. In addition to the requirements set forth in this policy letter, commanders will ensure that all 2ID Soldiers adhere to the battle buddy policy in 2ID OPOD 13-166, Responsible Conduct Implementation, dated 20 Dec 12.

EAID-CG

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

13. Questions regarding this policy should be directed to the 2d Infantry Division Chief of Administrative Law, DSN 732-8216.



THOMAS S. VANDAL
Major General, US Army
Commanding

Annex

A – Table of Examples

DISTRIBUTION:

A

EAID-CG

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

Annex A
Table of Examples

<p>DA Form 31 Not Required</p>	<p>Soldiers assigned to quarters on a military installation are on their assigned installation by 0100 and inside their assigned room by 0200.</p> <p><u>Example:</u> <i>PVT Smith, who is stationed at Camp Casey, has dinner with a friend on Camp Red Cloud, returns to Camp Casey before 0100, and returns to his barracks room by 0200.</i></p> <p><u>Example:</u> <i>SPC Garcia, who is assigned to Camp Red Cloud, returns to post on Friday night at 2345, watches TV in her friend's barracks room until 0100 (in accordance with the visitation hours in reference e), and returns to her own barracks room by 0200.</i></p> <p><u>Example:</u> <i>LTC Lee is assigned off-post housing near Camp Stanley. LTC Lee must be inside his off-post housing by 0100.</i></p> <p><u>Example:</u> <i>SGT Jones is assigned watch from 0200-0400. SGT Jones is authorized to travel from his barracks room to and from his assigned duty location during curfew.</i></p>
<p>DA Form 31 Required</p>	<p>During curfew, a Soldier wants to be: (1) on another U.S. military installation; (2) inside someone else's residence; or (3) inside a hotel room (NOT in any public area of the hotel such as the lounge, bar, lobby, restaurant, casino, pool, spa, or hallway).</p> <p><u>Example:</u> <i>PVT Smith is stationed at Camp Red Cloud and wants to be at the Casey Lodge on Camp Casey during curfew.</i></p> <p><u>Example:</u> <i>SPC Garcia is assigned to Camp Casey and wants to be in a friend's off-post residence between 0100 and 0500.</i></p> <p><u>Example:</u> <i>CPT Kim is stationed at Camp Humphreys and wants to be in a hotel room in Seoul during curfew.</i></p> <p style="text-align: center;">OR</p> <p>A Soldier wants to travel anywhere beyond the southern boundary of Area III at any time (for the purposes of this policy, Osan and Suwon Air Force Bases are included in Area III).</p>

EAID-CG

SUBJECT: 2d Infantry Division Command Policy Letter #10-1, Curfew, Pass, and Leave

	<p><u>Example:</u> MAJ Thomas is stationed at Camp Humphreys and wants to travel to Area IV for a festival on Saturday, but he will be back on his assigned installation by 0100.</p>
<p>DA Form 31 Required With Remarks, "exception to curfew policy granted," and Reason Exception Was Granted</p>	<p>During curfew, a Soldier wants to be somewhere other than: (1) on another U.S. military installation; (2) inside someone else's residence; or (3) inside a hotel room (NOT in any public area of the hotel such as the lounge, bar, lobby, restaurant, casino, pool, spa, or hallway).</p> <p><u>Example:</u> PVT Smith is going on leave and needs to depart his installation at 0400 in order to catch an early flight at Incheon Airport. (Remarks: "exception to curfew policy granted for early travel to Incheon airport.")</p> <p><u>Example:</u> SPC Garcia has tickets to a concert in Seoul that doesn't end in time for him to safely return to his assigned installation by 0100. (Remarks: "exception to curfew policy granted for Soldier to attend concert in Seoul.")</p> <p><u>Example:</u> CPT Kim is stationed at Camp Red Cloud and wants to attend a midnight premiere of a new movie. (Remarks: "exception to curfew policy granted to attend movie premiere at Theatre Name on DDMonYY.")</p> <p><u>Example:</u> MAJ Thomas takes a week of on-peninsula leave to tour Korea, and he wants to stay out past curfew to do a night dive off the coast of Jeju. (Remarks: "exception to curfew granted for night dive on DDMonYY.")</p>