



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, BAMBERG
UNIT 27535
APO AE 09139-7535

IMEU-BAM-ZA

07 January 2010

MEMORANDUM FOR Commanders, Civilian Employees, Sponsors, and Dependents in the Bamberg Military Community

SUBJECT: SUBJECT: Standing Operating Procedures – Community Supervision Program for USAG Bamberg

1. Reference Army in Europe Regulation 27-9, Misconduct by Civilians, 29 January 2009
2. Purpose: To implement procedures regarding community supervision programs for non-active duty personnel and Department of the Army Civilians who engage in serious or repeated misconduct on USAG Bamberg. This program is intended to determine whether or not the offender is willing to be a responsible community member.
3. Applicability: These procedures apply to all Commanders, Civilian Employees, Sponsors, and Dependents in the Bamberg Military Community.
4. Operating Guidelines:
 - a. Civilians who commit serious misconduct on USAG Bamberg may be required to conduct community service. Community service requirements will be tailored to the offense and offender. Individuals who consent, in writing, to complete community service will adhere to the following:
 - (1) Community Service will begin and finish in the DES building (MP Station).
 - (2) Community Service will be conducted on Saturday and Sunday from 1200-1700hrs.
 - (3) Individuals on community service will be required verify their identity and then sign in and out of community service; failure to do so will result in no credit given.
 - (4) Individuals with community service obligations that exceed 25 hours should complete a minimum of 25 hours of Community Service per month. Failure to meet this requirement will be reviewed by the ACMAA to determine whether additional administrative action is warranted.
 - b. Individuals who consent to perform community service may be accompanied by a sponsor or legal guardian who may work with alongside them for double credit. Sponsors or legal guardians who participate in community service must inform the acting Community Supervision officer, prior to engaging in community service of their desire to work for credit, and verify their identity. Additionally, sponsors or legal guardians

IMEU-BAM-ZA

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who participate in community service must sign in and out, in order to track the number of hours spent performing community service.

c. Individuals who consent to perform community service may apply time spent in self-improvement courses (e.g., ASAP, Parenting Classes, SWS sessions, etc.) toward any directed period of community service, if the courses are self-referred. A provider must verify time spent in an applicable self-improvement course to ACMAA via official email at the email address below.

d. The offender (sponsor or parents if the offender is a juvenile) must consent in writing to any community supervision program. The agreement should specify what will constitute satisfactory compliance with the program and successful completion of the program. When deciding other appropriate action to take against the offender, the CMAA may consider failure to consent to or unsatisfactory participation in a community supervision program, when deciding whether to take additional administrative action.

5. Responsibilities:

a. The ACMAA will manage this program for individuals given community service for serious or habitual acts of misconduct.

b. The sponsor, parent or guardian will ensure that their dependent attends community service and meets the standards imposed by the ACMAA. The sponsor, parent or guardian must notify the ACMAA at the email address below if their dependent will not attend community service on a particular day. The sponsor or parent/guardian must provide transportation to the site of community service activities.

6. The Point of contact for this memorandum is the USAG Bamberg Assistant Civilian Misconduct Actions Authority (ACMAA) located in building 7092, room 113. He can be reached at DSN 469-8928, CIV 0951-300-8928 or at james.cagney@eur.army.mil.



STEVEN L. MORRIS
LTC, AV
Commanding