



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON STUTTGART
UNIT 30401
APO AE 09107-0401

07 MAY 2018

IMSG-ZA

MEMORANDUM FOR USA Girl Scouts Stuttgart, Attn: Lisa Dennis, CMR 480, BOX GD, APO, AE 09128

SUBJECT: Approval of USA Girl Scouts Stuttgart Request to Renew as a Private Organization

1. References:

a. Memorandum, USA Girl Scouts Stuttgart, Subject: Request for Renewal of Approval to Operate as a Private Organization (PO), 20 April 2018.

b. AR 210-22, Private Organizations on Department of the Army Installations, 22 Oct 01.

c. AE Reg 210-22, Private Organization and Fundraising Policy, 13 Aug 10.

d. DoD Instruction 1000.15, Procedures and Support for Non-Federal Entities Authorized to Operate on DoD Installations, 24 Oct 08.

e. DoD Instruction 1015.10, Military Morale, Welfare, and Recreation (MWR) Programs, 6 May 11.

f. DoD 5500.7-R, Joint Ethics Regulation.

2. This command has received your request to renew as a private organization under the references listed above. Renewal is granted until **30 April 2020**.

3. To obtain renewal for a period of two years, the organization must submit its request to the approval authority by **30 January 2020**. The request must be accompanied by the documents stipulated in AR 210-22 and AE 210-22.

4. The organization operates and exists on a military installation only with the consent of the Garrison Commander, the approval authority. This consent is contingent upon the organization's compliance with current regulations. Failure to comply with these regulations will result in dissolution of the organization. The organization will not use official ranks, titles, etc, in their PO correspondence or documents.

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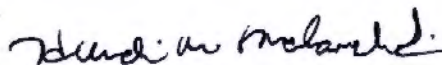
5. In no event will the Department of the Army or IMCOM-Europe/USAREUR assume any responsibility for the organization's actions and/or debts. Its members may be held personally liable in accordance with applicable host nation laws. For this reason, as required by AR 210-22, liability insurance is necessary.

6. Upon change of officers, a list with names, addresses, telephone numbers, and e-mail addresses will be forwarded to the approval authority immediately.

7. Private Organizations should not make use of military ranks or titles or any official job positions in PO correspondence. No reference to any DSN telephone number or official email addresses should be used in PO correspondence or documents.

8. Federal Government resources, including personnel, equipment, and property, shall be used by DoD personnel for official purposes only IAW JER 2-301(b). PO activities, including fundraisers, do not support the DoD's official purpose. Official duty time cannot be used to support these activities. When PO events, including fundraisers, fall on a duty day or during duty hours military members may only volunteer while on leave or pass. DoD civilian employees may only volunteer while on leave or will make arrangements to flex their work hours. JER 2-301(b) does not apply to non-DoD volunteers such as military dependents.

9. Point of contact for this action is George Heatherington, DSN 421-2622, Civ (0711) 729-2622 or e-mail: george.b.heatherington.naf@mail.mil.

For 

NEAL A. CORSON
COL, AR
Commanding



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON STUTTGART
UNIT 30401
APO AE 09107-0401

IMSG- ZA

2 May 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Authority

1. In accordance with AR 600-20, paragraph 1-5a, Ms. Heidi Malarchik, Deputy to the Commander, is designated to exercise general supervision over the United States Army Garrison Stuttgart during the period 4 – 12 MAY 2018.

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COL, AR
Commanding

DISTRIBUTION:
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