

Army Regulation 614-10

Assignments, Details, and Transfers

**United States Army
Personnel
Exchange Program
with Armies of
Other Nations**

**Short title:
Personnel
Exchange Program**

**Headquarters
Department of the Army
Washington, DC
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SUMMARY of CHANGE

AR 614-10

United States Army Personnel Exchange Program with Armies of Other Nations

Short title: Personnel Exchange Program

Effective 1 July 1977

Assignments, Details, and Transfers

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Short title: Personnel Exchange Program

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:

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Major General, United States Army
The Adjutant General

History. This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. This is a complete revision of AR 614-10. This regulation has been restructured to afford easier access to information, and contains DA policies and procedures

concerning planning, programming, budgeting, fiscal administration, and control of all personnel exchange programs with other nations.

Applicability.

a. This regulation applies to all Army personnel, Active and Reserve component, on active duty who participate in the Army's Personnel Exchange Program as defined in paragraph 1-5a.

b. Although this regulation may be used as a guide, it does not apply to—

(1) Exchanges of personnel arranged between major US Army commands (within CONUS or overseas) and foreign Army units on temporary duty.

(2) US officers attending foreign service schools under AR 351-16.

(3) Exchanges of US Army personnel with other US agencies and Military Departments.

(4) Exchanges of US Army personnel for liaison purposes.

(5) Exchanges of Army units between the United States and allied nations for training under the provisions of AR 350-11.

Proponent and exception authority.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Military Operations and Plans. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAMO-SSA) WASH DC 20310.

Army management control process.

Not applicable.

Supplementation. Local supplementation of this regulation is prohibited except upon approval of the Deputy Chief of Staff for Operations and Plans.

Suggested Improvements. Not applicable.

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Chapter 1 General

1-1. Purpose.

This regulation establishes the United States Army Personnel Exchange Program with Armies of Other Nations and prescribes Department of the Army policies, procedures, and responsibilities for conducting this program. It contains the procedures governing the administration and operation of this program and the method for establishing and expanding personnel exchange programs within the United States Army.

1-2. Scope and applicability.

a. This regulation applies to all Army personnel, Active and Reserve component, on active duty who participate in the Army's Personnel Exchange Program as defined in paragraph 1-5a.

b. Although this regulation may be used as a guide, it does not apply to—

(1) Exchanges of personnel arranged between major US Army commands (within CONUS or overseas) and foreign Army units on temporary duty.

(2) US officers attending foreign service schools under AR 351-16.

(3) Exchanges of US Army personnel with other US agencies and Military Departments.

(4) Exchanges of US Army personnel for liaison purposes.

(5) Exchanges of Army units between the United States and allied nations for training under the provisions of AR 350-11.

1-3. Objectives.

The objectives of the Personnel Exchange Program are to—

a. Establish, on a mutually agreeable basis, relationships between US Army personnel and the personnel of armies of other nations by which experience, professional knowledge, and doctrine of the respective armies are shared to the maximum extent permissible within existing policies.

b. Foster in the personnel exchanged, and in their coworkers a mutual appreciation and understanding of the policies and doctrines of their respective armies through the sharing of professional knowledge and experience.

c. Encourage the mutual confidence, understanding, and respect necessary to enable harmonious relationships to exist between the US Army/Government and the armies/governments of other nations.

d. Provide interesting and challenging duty with other armies for US Army officers and career-enlisted personnel.

1-4. Explanation of terms.

a. *US Army Personnel Exchange Program with Armies of other Nations.* A Department of the Army program for exchanging personnel between the US Army and armies of other nations under formal agreement (para 1-5a).

b. *US Army exchange personnel.* US Army personnel (officer or career enlisted) assigned to exchange duty with another nation's army.

c. *Foreign army exchange personnel.* Foreign personnel (officer or enlisted) participating in the Personnel Exchange Program who are assigned to exchange duty in the US Army.

d. *Exchange personnel.* Personnel of either the US Army or foreign army assigned to exchange duty under the Personnel Exchange Program.

e. *Exchange program.* A program which provides for the exchange of personnel between the US Army and another nation's army. A program may consist of a varying number of exchange positions.

f. *Exchange position.* A specific job position for which an individual is exchanged between the US Army and another nation's army. A list of these positions is provided at appendix A.

g. *Personnel Exchange Program Administrator.* A US Army officer designated by Department of the Army for exercising administrative control and supervision of the exchange program in the

country in which he/she is serving. The Exchange Program Administrator will either be the US MAAG Army Section Chief, the US Army Attaché, or other appropriate US Army officer. A list of exchange program administrators for participating countries is provided at appendix B.

1-5. Concept.

a. The Army's Personnel Exchange Program with Armies of Other Nations operates on a one-for-one exchange of personnel. The ranks/grades of the exchanged personnel will be equal to, insofar as possible, and as agreed upon by the participating armies. Exchange personnel are assigned on a permanent change of station to duty positions within authorized manpower requirements. Each position has a reciprocal position within the other army. Reciprocal positions may vary as dictated by differences in organizational structure, weapon systems, equipment, tactics, etc., as mutually agreed. Exchange personnel are given meaningful and responsible assignments commensurate with their grade and qualifications and are integrated into the host organization as though they belonged to the army to which they are assigned, consistent with applicable security disclosure authorizations. A service-to-service Memorandum of Agreement (MOA) is completed for each exchange program, which outlines the general conditions applicable to the exchange of personnel for that particular program.

b. Exchange personnel may not serve in a liaison or supernumerary position nor perform liaison duties for their parent army.

c. The policy established in this regulation will be incorporated in each Memorandum of Agreement. Subject to the agreement of the foreign country. This may be modified in a particular case.

1-6. Responsibilities.

a. The Deputy Chief of Staff for Operations and Plans, Department of the Army, is assigned general staff responsibility for monitoring the Army's Personnel Exchange Program and, in coordination with other appropriate staff agencies, will—

(1) Establish implementing policies and procedures for administering and operating the Army's Personnel Exchange Program.

(2) Develop policy for the establishment/expansion of personnel exchange programs, including listing by priority, the regions and countries wherein exchange programs should be established/expanded.

(3) Staff, for Department of the Army approval, requests for personnel exchange programs, requests to establish new exchange positions within existing programs, and proposed Memorandums of Agreement.

(4) Monitor the effectiveness of the entire exchange program including periodic visits to US Army exchange personnel, Personnel Exchange Program Administrators, and appropriate host army personnel in the countries having exchanges.

(5) Prepare Department of the Army regulations; and directives on personnel exchange programs.

(6) Serve as initial receiving/orientation point for personnel arriving at the Pentagon for in processing.

(7) Review efficiency reports for exchange personnel.

b. The Deputy Chief of Staff for Personnel is assigned general staff responsibility for administering the Personnel Exchange Program. In coordination with other appropriate staff agencies, DCSPER will establish, within the parameters of this regulation and supplementary guidance as may be provided, procedures for the administrative support of US Army personnel assigned to exchange programs including—

(1) Records and pay administration.

(2) Evaluation report procedures.

(3) Leave and travel procedures.

(4) Uniform policy.

(5) Military Occupational Specialty (MOS) evaluation policy.

(6) Housing.

(7) Use of medical facilities.

(8) Tour extension/curtailments.

(9) Acceptability of nominated personnel to the foreign country.

(10) News releases.

c. The Assistant Chief of Staff for Intelligence is assigned General Staff responsibility for ensuring that the US Army Disclosure Policy, as it pertains to foreign exchange personnel, is being implemented in accordance with AR 380-10, AR 380-11 and AR 380-25 and, in coordination with other appropriate staff agencies, will—

(1) Accredited all foreign exchange personnel participating in the Personnel Exchange Program by—

(a) Staffing all requests for accreditation of foreign exchange personnel to the agencies/ commands.

(b) Determining the terms of accreditation for the foreign exchange personnel, based upon the recommendations of the command/activity and the disclosure policy.

(2) Maintain a current file of all foreign personnel serving in exchange positions with US commands/activities.

(3) Review all new exchange proposals to determine whether the proposal is in accordance with the US Army and National Disclosure Policy.

(4) Keep the foreign military attache, Washington, apprised of the status of all exchange proposals submitted to the Department of the Army by his country.

d. The CG, US Army Military Personnel Center (MILPERCEN), is responsible for the selection and assignment of US Army personnel to exchange programs and, in coordination with other appropriate staff agencies, will—

(1) Solicit volunteers from the US Army for participation in exchange programs.

(2) Select, nominate, through the Exchange Program Administrator to the host army, and assign qualified US Army personnel to exchange programs.

(3) Maintain a current list of all US Army personnel, active or retired, who have served in exchange positions.

(4) Furnish major commanders a list of exchange positions and personnel within the command's area of interest quarterly, and updated information as required by changes.

e. The Commanding General, US Army Military District of Washington, is responsible for personnel records and financial administration, including attached morning report accountability, in accordance with current Department of the Army policies, of all US Army exchange personnel.

f. The Personnel Exchange Program Administrator is responsible for exercising administrative control and supervision of the program in the country in which he is assigned. In this capacity, he/she will be the Department of Army point of contact for administrative matters concerning exchange personnel in his country. In exercising this responsibility, the Exchange Program Administrator is authorized to correspond directly with the host country command/activity and the appropriate DA Staff agencies on all matters pertaining to the administration and well being of US Army exchange personnel in his/her country.

Chapter 2 Establishing Personnel Exchange Programs and Positions

2-1. Approving authority.

Subject to clearance by Department of State, the Chief of Staff, United States Army, is the approving authority for the establishment of new personnel exchange programs. The authority to increase or decrease exchange positions within existing programs is delegated to the Deputy Chief of Staff for Operations and Plans. Personnel exchange programs and positions in existence prior to the effective date of this regulation are considered approved and authorized; however, these programs will be formalized by the execution of a Memorandum of Agreement (MOA) with the host countries. The Exchange Program Administrator in the host country will negotiate

and sign the MOA under authority of this regulation for the Chief of Staff.

2-2. Procedures for establishing personnel exchange programs.

a. When a US Army activity desires to propose an exchange program, that activity will submit a letter proposal through the normal chain of command to HQDA (DAMOSSA), WASH DC 20310. In each case, the proposal will include the following information:

(1) Detailed justification for the proposed exchange, indicating desired implementation date.

(2) Suggested utilization and assignment of US Army personnel in the counterpart position when appropriate.

(3) Identification of the US unit and position in which the foreign officer/career enlisted personnel will be utilized as set forth in the format at appendix C.

(4) Statement on whether the proposed exchange of personnel is to be established on a continuing or one-time basis.

(5) Statement on whether or not informal coordination has been made with the foreign country, and if so, their desires regarding the proposed exchange. Extreme care must be exercised to ensure that no commitments are made during any informal coordination of exchange proposals with representatives of foreign countries.

(6) Other pertinent comments including accommodations, which can be made available to foreign personnel, such as quarters, household furnishings.

b. The MOA will be developed as follows:

(1) Upon receipt of a proposal to establish an exchange program, the Department of the Army will determine the feasibility and desirability of such a program. This will be accomplished through coordination with the Army Secretariat, the Army Staff, Army activities/commands concerned, and the Exchange Program Administrator in the country concerned. If the US and the host country determine that the proposed exchange is both feasible and desirable, and after approval by the Chief of Staff, an MOA will be developed which defines the concept and terms under which the exchange program will operate. Negotiations involving the development of the MOA will be conducted through appropriate US Army channels in order to assure compliance with existing treaty agreements and other international agreements between the participating countries and to ensure coordination with all affected agencies and commands.

(2) The MOA will be developed and negotiated by an appropriate US Army official/activity designated by the Department of the Army (normally the Exchange Program Administrator in the host country). The format for the MOA will be provided by Department of the Army. The MOA will be sent to HQDA (DAMOSSA), WASH DC 20310, for coordination and approval prior to it being submitted for approval by the foreign army. The Exchange Program Administrator in the host country will normally represent the US Army in discussing, formalizing, and signing the MOA with the foreign army.

(3) Upon approval of the MOA by the foreign army, it will be sent to the Department of the Army for necessary action to accomplish the exchange. A copy of the agreement will be provided to the appropriate foreign army command/activity, the participating US command/activity, Exchange Program Administrator, and appropriate DA Staff agencies.

2-3. Procedures for establishing new exchange positions within existing programs.

The procedure in paragraph 2-2 will be followed to establish new exchange positions within an existing program except that the Deputy Chief of Staff for Operations and Plans (DCSOPS) is the approving authority. Once Department of the Army approval is granted, the MOA in effect for that program will be modified accordingly to include the new positions.

2-4. Exchange proposal by another nation's army.

When an exchange program is proposed by another nation's army, the Department of the Army will determine whether the exchange is

feasible and appropriate. The procedures in paragraph 2-2b will be followed. MOA will be negotiated and developed in the manner outlined in paragraph 2-2b.

Chapter 3 Administration and Control

3-1. General.

a. HQDA designates, on orders, a Personnel Exchange Program Administrator in each country. The Exchange Program Administrator will be either the US MAAG Army Section Chief, the US Army Attaché, or other appropriate US Army officer. He/she represents and is responsible, through the normal chain of command, to Department of the Army for exercising administrative control and supervision of the program in the country to which he/she is assigned.

b. The nearest appropriate US military activity will be designated by HQDA to provide tenant support to the extent required by the Exchange Program Administrator in that country.

c. US Army exchange personnel will be assigned on a permanent change of station against a TOE/ MTOE/TDA position in the US command/activity to which the exchange position is accredited and attached to Military Personnel Office (MILPO), Headquarters, US Army Military District of Washington, for personnel records and financial administration including attached morning report accountability. Duty station will be with the foreign unit. The Exchange Program Administrator will exercise his responsibilities in consonance with this assignment system.

d. In accordance with applicable Department of the Army directives, concurrent transportation of dependents, household goods, and privately-owned automobile (except Australia) is authorized for personnel ordered to exchange duty. Requests for such approval are not required.

3-2. Preassignment briefings.

a. Upon completion of required schooling and training, personnel selected for exchange duty will be ordered to HQDA on temporary duty status for 1 day for administrative processing by MILPO and for pre-assignment briefings, if required, by appropriate Department of the Army Staff agencies. After completing exchange duty, personnel may be ordered to HQDA on a temporary duty status for debriefing prior to reporting to new duty stations. Personnel and finance records of returning, US Army exchange personnel will be sent to their next duty station as determined by MILPO.

b. Orders will further authorize exchange personnel a 1-day orientation visit with the Exchange Program Administrator in-country prior to reporting for duty with the host Army unit. As an exception to AR 310-10, all temporary duty travel in connection with a permanent change of station in excess of 1 day will be funded from Military Personnel, Army (MPA), appropriation.

3-3. Records and pay administration.

a. Personnel records.

(1) Individual Military Personnel Records Jacket (Field 201 File) will be maintained by the MILPO. Personnel matters that arise during the exchange tour of duty will be coordinated directly between the Exchange Program Administrator and MILPO.

(2) MILPO will, upon completion of processing, send to the US unit participating in the exchange one copy of the following:

- (a) Assignment/attachment orders.
- (b) Photo static copy of DA Forms 66, 20, and/or DA Form 2-1.
- (c) Photo static copy of Record of Emergency Data, DD Form 93.

(3) The personnel officer of the US unit participating in the exchange will send 0 officer Record Briefs and DA Form 2 received during the period of assignment to MILPO for necessary processing.

b. Finance records. Individual finance records will be maintained by the Finance and Accounting Office, Headquarters, US Army

Military District of Washington. The individual will send finance actions occurring during the exchange tour of duty through the Exchange Program Administrator to MILPO for administrative processing and subsequent transmittal to the Finance and Accounting Office.

c. Medical and dental records. Medical and dental records will be retained by the individual and his dependents throughout the exchange tour. The records will be appropriately annotated by either host country or US medical/dental personnel as required.

d. Flight records. US Army exchange personnel in flying status will normally be provided facilities by the host Army to maintain flight proficiency up to minimum requirements. Waivers to requirements may be granted by Department of the Army in accordance with paragraph 2-23, AR 95-1. The individual will maintain flight records, including all flying time certified by the appropriate host army authorities. Additional instructions for aviator qualified exchange officers will be included in the MOA establishing the exchange position.

3-4. Uniform policy.

Exchange personnel will comply with the current Army dress regulations, and the order of dress for any occasion will be that which most nearly conforms to the order of dress of the particular host unit of assignment. Customs of the host army will be observed with respect to the wearing of civilian clothing.

3-5. Leave and travel procedures.

Exchange personnel may be granted leave when coordinated with the appropriate authorities of the host army. The Exchange Program Administrator will be the approval authority for all leaves and will furnish one copy of leave authorization to MILPO for required administrative action and forwarding, in accordance with AR 630-5, to the Finance and Accounting Office, HQ, MDW. Travel procedures and restrictions of the host army and the US Army will apply to all exchange personnel. Exchange personnel will observe host country holiday schedules.

3-6. Individual evaluation reports.

a. US Army exchange officers will be evaluated by letter report as prescribed in AR 623-105. Exchange officer will be rated by the immediate supervisor in the host army and will be indorsed by the Exchange Program Administrator. The Exchange Program Administrator will provide the host country rater with the appropriate regulations and guidance for submitting letter reports and will prepare the personal data on DA Form 67-7 to include the period of assignment and the number of duty days. DA Form 67-7 will be used for the endorsement. Letter reports by the rater, with attached endorsement on DA Form 67-7, will be sent to HQDA (DAMO-SSA), WASH DC 20310, for review. After review, the completed OER will be sent to MILPO for required records processing.

b. US Army Exchange Program Noncommissioned Officers will be evaluated by letter report using the letter report format prescribed in AR 623-105. The rater on the letter report will be the immediate officer supervisor in the host army and the endorser will be the Exchange Program Administrator. Letter reports will be required manually during the schedule prescribed for the soldier's grade, for submission of Senior Enlisted Evaluation Reports (Chapter 8, AR 600-200). Each time there is a change of the immediate officer supervisor, letter reports will be sent, with DA Form 2166-5A attached, to HQDA (DAMO-SSA), WASH DC 20310. The DA Form 2166-5A report will have Parts I and IV completed by the designated Personnel Exchange Program Administrator and Part V completed by the rated soldier. No numeric or narrative evaluation will appear on the DA Form 2166-5A. Upon receipt of the letter report and cover DA Form 2166-5A by HQDA, the reports will be reviewed for correctness and completeness and Part VJ will be completed prior to forwarding to MILPO. MILPO will make the appropriate entries on, the soldier's records; complete Part VII; send the originals of the reports to the Commander, US Army Enlisted Records Center, Fort Benjamin Harrison, IN 46249, for filing in the soldier's Official Military Personnel File; and send one copy of the

reports to the Commander, US Army Military Personnel Center, ATTN: [appropriate career management division as specified in table 1-1, AR 614-200 for the soldier's PMOS] 2461 Eisenhower Ave, Alexandria VA 22331.

3-7. Military Occupational Specialty (MOS) evaluation.

Noncommissioned officers will not be tested in their Military Occupational Specialty (MOS) during the period of exchange duty. Personnel serving in an Army shortage MOS and in receipt of shortage specialty (proficiency pay) will receive this pay during the period of exchange assignment providing assignment is in the MOS for which the pay was originally awarded. Personnel will receive superior performance (proficiency pay) during the entire period of assignment if such pay is authorized and being received immediately prior to reporting for exchange duty. Individuals who receive a qualifying MOS evaluation score after assignment will also be authorized to receive this pay. Personnel participating in the Exchange Program will be exempted from mandatory MOS evaluation until 90 days following assignment to the first permanent duty assignment after release from the program.

3-8. Reports submitted by US Army exchange personnel.

a. US Army exchange personnel will submit an end-of-tour report so as to arrive at Department of the Army 30 days prior to few termination. This report provides a comprehensive review of the entire exchange tour of duty. It will contain a resume of the job assignment; significant differences between US Army and host army doctrines, operating procedures, and concepts as they apply to the particular exchange position and unit to which the individual was assigned; benefits and hardships of the exchange tour; a review of living conditions; and other comments and recommendations considered appropriate. Additional reports will be submitted whenever the exchange officer considers it appropriate.

b. Reports will be sent through appropriate host army channels to the Exchange Program Administrator. The Exchange Program Administrator forwards the report to HQDA (DAMO-SSA), WASH DC 20310, for distribution to appropriate US Army Staff agencies, commands, and the exchange officer's/NCO's parent organization. A copy of the end-of-tour report will be given to replacement exchange personnel for information and planning purposes.

Chapter 4 Manpower and Personnel

4-1. Selection criteria.

a. The US Army Military Personnel Center (MILPERCEN) selects, nominates and assigns US Army personnel for exchange duty based on requisitions prepared in accordance with AR 614-185, by MILPO. Individual exchange position requirements are provided by the Deputy Chief of Staff for Operations and Plans. Personnel must have a SECRET security clearance before reporting for exchange duty. Exchange positions requiring a higher security classification will be treated accordingly. Personnel who will have less than 2 years' service obligation after completing an exchange tour will not normally be selected for an exchange assignment. Requirements to designate exchange position will be levied against army commands/activities. These commands/activities will not lose a TOE/MTOE/TDA space, but will exchange a US officer/enlisted man, who would manually fill that space, for a foreign officer/enlisted man. In selecting personnel for exchange duty, when possible, MILPERCEN will assign individuals who are either just completing a tour with, or who have served previously in, the US command/activity participating in the exchange. The purpose of this is to assign exchange personnel to host armies who are familiar with the US command/activity to which they are assigned and representing.

b. US Army personnel selected for exchange, duty will be those who have demonstrated capabilities for future higher command and staff positions and who are particularly well qualified through

schooling and assignment experience for the exchange positions which they will fill. Personnel selected must also be capable of representing the US Army with tact and diplomacy, and be highly motivated for such duty.

c. Personnel must be proficient in the language of the country to which they are being assigned. They are required to have a minimum professional proficiency (level 3) in the language as described in AR 350-20 and measured by the Defense Language Proficiency Test (DLPT). The DLPT is administered in accordance with AR 611-6.

d. In cases where exchange personnel are married, consideration must be given to ensure that personnel are not assigned to duty stations that have insufficient facilities (medical, schooling, and housing), to support their families.

e. To assist in ensuring the above criteria are met, selectees will be contacted well in advance of their nomination to get their personal desires on the proposed assignment. Officers within or programmed for the Foreign Area Officer (FAO) specialty will receive priority consideration for exchange duty.

4-2. Nomination procedure.

Once screened, MILPERCEN will send the nomination of an individual under consideration to the country for their approval. The nomination will be sent through the appropriate Exchange Program Administrator who will present it to the appropriate foreign army officials. The nomination will include a brief career history, security information, dependency information, and other information which will assist the host country in evaluating the individual. A statement indicating that the individual is a -volunteer for the particular exchange position to which he is being nominated will also be included as a part of the official nomination. An information copy of each nomination will be provided to DCSOPS, DAMO-SSA for information and, when requested, to the appropriate country's military attaché in the United States.

4-3. Orders.

Upon approval of the nomination by the host country, MILPERCEN will issue request for orders. In addition, MILPERCEN will give the individual a copy of the job description, Exchange Program Memorandum of Agreement, this regulation, and any other appropriate information.

4-4. Preassignment training.

Preassignment training requirements for personnel (i.e., language training) will be identified in the personnel requisitions. Personnel will attend the requisite training prior to arrival on station. Spouses of exchange personnel will receive language training on a space available basis.

Chapter 5 Welfare and Medical and Dental Service

5-1. Quarters and rations.

a. The host government provides quarters and rations for exchange personnel the same as for its own military personnel. By mutual agreement, and as specified in the Memorandum of Agreement, the host army may extend special consideration in providing quarters for exchange personnel. Exchange personnel are responsible for paying charges made by the host government for quarters and rations, when provided, and for any attendant services provided by persons employed by the host government. When required to reimburse the host government for rental quarters, US Army exchange personnel are entitled to basic quarters allowance. The Memorandum of Agreement initiating the Exchange Program will define, in adequate detail, the provisions for quarters in order to allow exchange personnel adequate planning time prior to in-country arrival. The Exchange Program Administrator should also provide current information to Department of the Army concerning availability of quarters in the host country.

b. AR 210-50 governs the occupancy of quarters by foreign exchange personnel.

5-2. Medical and dental services.

a. *General.* The host government provides medical and dental services and entitlements for exchange personnel and their dependents, the same as for its own military personnel and dependents, except as provided for in the specific Memorandum of Agreement between the two armies (see AR 40-3). The expense of medical and dental services and entitlements provided to exchange personnel is borne by the host government. All charges made by the host government for medical and dental services provided to dependents must be paid by either the parent government or the exchange personnel unless otherwise provided for by applicable treaty or international agreement. Under paragraph 5, article IX, NATO Status of Forces Agreement, for example, the United States is required to provide care in military medical facilities and pay a certain portion of the cost for authorized medical and dental care obtained from civilian sources for eligible dependents of members of the armed forces of other NATO nations who, in connection with their official duties, are stationed in or passing through the United States. Care authorized and charges paid are the same as for dependents of active duty members of the uniformed services of the US (see AR 40-3 and AR 40-121). Dependents of a US Army member are authorized benefits under the Civilian Health and Medical Program of the Uniformed Services (CHAMPUS).

b. Medical examinations and immunizations.

(1) Before leaving the United States, US Army personnel being considered for assignment to exchange duty, and their dependents, will be required to—

(a) undergo appropriate medical evaluation as, prescribed by paragraph 10-29b, AR 40-501.

(b) correct any medical or dental defects which might reasonably be expected to require care during an oversea tour.

(2) US Army personnel and their dependents assigned to exchange duty will receive all required immunizations prior to reporting for exchange duty. Immunization requirements for specific areas of the world are outlined in AR 40-562.

Chapter 6 Budget, Fiscal, and Legal Policies

Section I BUDGET AND FISCAL POLICY

6-1. Financial responsibilities of the parent government.

The parent government, to the extent authorized by its regulations, is responsible during the period of exchange for the following:

a. Basic pay and allowances of their exchange personnel.

b. Permanent change of station entitlements. These entitlements include: dependent travel, shipment of household goods and privately owned automobile, trailer allowance, dislocation allowance, and oversea station allowances.

c. Temporary duty costs including per them and other travel allowances when such duty and travel is directed by the parent government. This would include their dependents.

6-2. Financial responsibilities of the host government.

To the extent authorized by its regulations, the host government, is responsible during the period of exchange for the actual cost of transportation, including per them and other travel allowances, when it directs PCS or temporary duty travel.

Section II LEGAL POLICY

6-3. Status of exchange personnel.

Exchange personnel are given the same authority and supervisory

responsibilities (except as explained below) that would be given personnel of the host army employed in the same unit in a similar position. They also receive the same rights and privileges accorded host army personnel of equivalent grade and rank.

6-4. Jurisdiction over exchange personnel.

a. US Army personnel on exchange duty with another nation's army will govern their actions in accordance with US Army regulations and will, at all times, remain subject to disciplinary action under the Uniform Code of Military Justice. US Army personnel will comply with the orders of personnel of the host service superior to them in relative rank or placed in authority over them. US Army personnel will obey all orders the same as for orders issued by personnel of superior grade of their own service. Any individual who commits an offense against the host service code of discipline during the exchange assignment may be withdrawn from his assignment. If the offense committed by US Army exchange personnel against the host service code is also an offense under the Uniform Code of Military Justice, then disciplinary action may be taken against the individual by US Army authorities.

b. Foreign exchange personnel on duty with the US Army will, at all times, remain subject to the regulations of their own service or government. They will not be subject to disciplinary action under the Uniform Code of Military Justice.

6-5. Disciplinary powers.

Exchange personnel will not exercise disciplinary powers over personnel of the host country except as may be authorized by the laws and regulations of the host country and as agreed upon in the Memorandum of Agreement. 6-6. Claims responsibility. Claims responsibility between parent and host governments for the acts and conduct of exchange personnel will be determined in the MOA. As a matter of policy, the extent of United States liability for the acts and conduct of United States exchange personnel in a host country will be governed by applicable international agreements, US domestic laws and regulations, and Department of the Army regulations.

6-7. Command positions.

In no case may foreign personnel on exchange duty with the US Army be assigned to a position in which they would be required to exercise command. Foreign personnel on exchange duty may exercise general supervisory functions over US military and civilian employees. However, no personnel actions can be taken which affect civilian employees. These actions must be taken by a US military or civilian employee who is senior to the foreign member in the chain of command or supervision. Personnel actions which affect US military members may be taken as authorized by this regulation and specified in the MOA. US Army personnel on exchange duty with foreign armies may serve in command positions as agreed upon by the host service and as provided for in the service Memorandum of Agreement.

6-8. Disposition of exchange personnel in the event of hostilities.

a. US Army exchange officers will not be placed on duty or in a position in areas of political sensitivity where their presence could jeopardize the interests of the United States Government.

b. Unless otherwise authorized by the United States Government, US Army exchange personnel assigned to foreign army units will not participate in combat operations. This would apply to all "hostilities" including civil-military actions within the host country or its sovereign possessions/ territories in which the host country's military forces are called upon to assist in restoring law and order. In any case involving, hostilities or civil-military actions, military duties of US Army exchange personnel will be terminated and these personnel will contact USG/Army authorities for further instructions.

c. Requests for clarification on the application of this policy to individual exchange officers should be directed to HQDA through the appropriate Exchange Program Administrator.

**Appendix A
Personnel Exchange Program Positions**

**Table A
Personnel Exchange Program Positions**

<i>Position</i>	<i>Type Exchange</i>	<i>Year Es- tablished</i>	<i>Grade</i>	<i>Tour Length</i>	<i>US Location</i>	<i>Australia Location</i>
US-AUSTRALIA						
Aviation	Instructor	1968/ 1973	CPT/MAJ	2 yrs	USA Aviation School Ft Rucker, AL	Advanced Flying Training Wing, School of Army Aviation Oakey, Queensland
Transportation	Instructor	1967	CPT/MAJ	2 yrs	USA Transportation School Ft Eustis, VA	Transportation Centre Chowder Bay, Mosman, N.S.W.
Engineer	Instructor	1967	MAJ	2 yrs	USA Engineer School Ft Belvoir, VA	School of Military Engineering Casula, N.S.W.
Infantry	Instructor	1969	MAJ	2 yrs	USA Infantry School Ft Benning, GA	Infantry Centre Singleton, N.S.W.
Quartermaster	Instructor	1971	CPT	2 yrs	USA Quartermaster School Ft Lee, VA	Air Movement Training and Develop- ment Unit, RAAF Base, Richmond, N.S.W.
Infantry	Instructor	1969	SFC(US) SSG(Aus)	2 yrs	USA Infantry School Ft Benning, GA	Infantry Centre Singleton, N.S.W.
Engineer	Unit Staff	1973	CPT	2 yrs	25th Infantry Division Schofield Barracks, HI	1st Field Engineer Regiment Holsworthy, N.S.W.
Transportation	Instructor	1973	SFC(US) WO(Aus)	2 yrs	USA Transportation School Ft Eustis, VA	Transportation Centre, Chowder Bay, Mosman, N.S.W. and 42d Transporta- tion Platoon (Amphib) Randwick, N.S.W.
Staff College	Instructor	1968/ 1973	LTC	2-3 yrs	USACGSC Ft Leavenworth, KS	Australian Staff College Queenscliff, VIC
Armer	Instructor	1974	CPT/MAJ	2 yrs	USA Armor School Ft Knox, KY	Tactics Squadron Armoured Centre Tuckaponyal, VIC
Artillery	Instructor	1974	CPT(US) MAJ(Aus)	2 yrs	USA Field Artillery School Ft Sill, OK	School of Artillery Manly, N.W.S.
Combat Development	High Level Staff	1974	MAJ/LTC	2 yrs	MASTER Ft Hood, TX	Director of Army Development, Depart- ment of Defense (Army Office), Canber- ra, A.C.T.
Engineer	Instructor	1974	SSG/SFC	2 yrs	USA Engineer School Ft Belvoir, VA	School of Military Engineering Casula, N.S.W.
Intelligence	Instructor	1974	CPT	2 yrs	USA Intelligence School Ft Huachuca, AZ	Army Intelligence Centre Canungra, Queensland
Signal	High Level Staff	1974	CPT/MAJ	2 yrs	USA Communications Command Ft Huachuca, AZ	Director of Communications, Depart- ment of Defense (Army Office), Canber- ra, A.C.T.
Training Doctrine	High Level Staff	1974	MAJ/LTC	2 yrs	TRADOC Ft Monroe, VA	Training Command Sydney, N.S.W.
Quartermaster	Staff Officer Level 3	1975	MAJ/LTC	2 yrs	Logistics Management Center Ft Lee, VA	Directorate of Logistics, Development and Plans, Australian Department of Defense, Canberra, Australia
US-BRAZIL						
Engineer	Staff	1975	CPT/MAJ	2 yrs	Waterway Experiment Station, Vicksburg, MS	2d Railroad Bn Araguari MINAS GERAIS
Engineer	Staff	1975	LT/CPT	2 yrs	Waterway Experiment Station, Vicksburg, MS	2d Railroad Bn Araguari MINAS GERAIS
US-CANADA						
Logistics	Staff	1954	LTC	3 yrs	USA Logistics Management Center, Ft Lee, VA	Computer Center, National Defense HQ, Ottawa, Ontario
Combat Arms/ Intelligence	Instructor/ Staff	1954	MAJ/CPT	2/3 yrs	USA Intelligence School, Ft Huachuca, AZ	Directorate of Land/Air Warfare, National Defense HQ, Ottawa, Ontario
Staff College	Instructor/ Liaison	1954	LTC	3 yrs	USA CGSG, Ft Leavenworth, KS	Canadian Forces Staff College Toronto, Ontario
Plans/OPN	Staff	1975	LTC/MAJ	2 yrs	HQ, USA FORSCOM Ft McPherson, GA	Mobile Command HQ, St. Hubert, Quebec
Aviation	Pilot	1977	CPT/1 LT	2 yrs	Ft Lewis, WA	Edmonton, Alberta
US-ITALY						

**Table A
Personnel Exchange Program Positions—Continued**

<i>Position</i>	<i>Type Exchange</i>	<i>Year Es- tablished</i>	<i>Grade</i>	<i>Tour Length</i>	<i>US Location</i>	<i>Australia Location</i>
Armor	Troop Duty	1975	MAJ/CPT	2 yrs	4th Infantry Division(M) Ft. Carson, CO	Arieta Armored Division, Pordenone, Italy
US-MEXICO						
Combat Arms	Instructor	1944	LTC/MAJ	3 yrs	USMA, West Point, NY	Mexican Army Superior of War
US-NEW ZEALAND						
Armor	Unit Staff	1974	CPT/MAJ	2 yrs	USA Infantry School Ft Benning, GA	Field Forces Command Auckland, NZ
US-PERU						
Armor	Troop Duty	1977	LTC/MAJ	2 yrs	2d AD Ft Hood, TX	General Staff Officer, Peruvian Center for Military Instruction
Artillery	Instructor	1977	LTC/MAJ	2 yrs	2d AD Ft Hood, TX	Peruvian Artillery School
US-UNITED KINGDOM						
Military Academy	Instructor	1965	MAJ/CPT	2 yrs	US Military Academy West Point, NY	Royal Military Academy Sandhurst, Camberley, Surrey
Airborne	Troop Duty	1961	MAJ	2 yrs	82d Airborne Division Ft Bragg, NC	The Parachute Regiment Battle School Dering Lines, Bacon, South Wales
Logistics	Staff	1961	LTC	2 yrs	USA Quartermaster School Ft Lee, VA	Central Ordnance Depot Donnington, Shropshire
Finance	Staff	1965	MAJ	2 yrs	USA Finance & Accounting Center Ft Benjamin Harrison, IN	Royal Army Pay Corps Computer Center Worthy Down, Hants
Transportation	Instructor	1961	MAJ	2 yrs	USA Transportation School Ft Eustis, VA	Army School of Transport Longmoor, Hampshire
Logistics	Staff	1962	LTC	2 yrs	USA Depot New Cumberland, PA	Headquarters, Central Ordnance Depot, RAOC Bicester, Oxen
Signal	Instructor	1964	LTC/MAJ	2 yrs	USA Southeastern Signal School Ft Gordon, GA	School of Signals Blanford, Camp Dorset
Armor	Troop Duty	1952	MAJ	2 yrs	1st Cavalry Division (AMBL) Ft Hood, TX	Royal Scots Dragoon Guards, BFPO 36 Osnabruck, FPG
Missile & Munitions	Instructor	1967	MAJ	3 yrs	USA Missile & Munitions School Redstone Arsenal, AL	Royal Electric & Mech Engineer School Arbor Field, Reading
Staff/Unit	Staff/Troop duty	1965	MAJ	2 yrs	4th Infantry Division (Mech) Ft Carson, CO	Headquarter, UK Land Forces Salisbury, Wilts
Photo- Interpreter	Staff	1964	MAJ/CPT	2 yrs	USA Imagery Interpretation Center Ft Holabird, MD	Joint Aerial Reconnaissance Interpreta- tion Center (Brampton, Huntingdon- shire)
Artillery	Instructor	1964	MAJ	2 yrs	USA Field Artillery School Ft Sill, OK	Royal School of Artillery Larkhill, Wilts
Chemical	Instructor	1965	LTC	2 yrs	USA Ordnance School Aberdeen Proving Ground, MD	Defense NBC School Winterbourne Gunner, Wiltshire
Infantry	Instructor	1964	MAJ	2 yrs	USA Infantry School Ft Benning, GA	Royal School of Infantry Warminster, Wilts
Ordnance	Staff	1962	MAJ	2 yrs	Headquarters, Army Mate- riel Command (Alexandria, VA)	Central Ordnance Depot Bicester, Oxfordshire
Armor	Instructor	1964	MAJ	2 yrs	USA Armor School Ft Knox, KY	Royal Armor Corps Centre Bovington, Wareham, Dorset
Engineer	Instructor	1959	MAJ	2 yrs	USA Engineer School Ft Belvoir, VA	Royal School of Military Engineering Chattenden, Kent
Pathology	Staff	1963	LTC/MAJ	2 yrs	Armed Forces Institute of Pathology, WRAMC (Washington, DC)	Royal Army Medical College Millbank, London, SW 1
Transportation	Troop Duty/ Instructor	1957	MAJ	2 yrs	USA Transportation Center, Ft Eustis, VA	27th Regiment, Royal Corps of Trans- port Bulford Camp, Wilts
Helicopter	Troop Duty/ Instructor	1967	CPT/LT	2 yrs	USA Aviation School Ft Rucker, AL	Army Air Corps Centre, Middle Wallop, Stockbridge, Hants

Table A
Personnel Exchange Program Positions—Continued

<i>Position</i>	<i>Type Exchange</i>	<i>Year Es- tablished</i>	<i>Grade</i>	<i>Tour Length</i>	<i>US Location</i>	<i>Australia Location</i>
Engineer	Staff	1971	MAJ	2 yrs	Defense Mapping Agency Washington, DC	Royal Engineer Mapping & Charting Establishment (Feltham, Middlesex)
MP	Instructor	1971	CPT	2 yrs	USA MP School Ft Gordon, GA	Royal MP Training Centre (Rousillion Bks) Chichester, Sussex
Transportation NCO	a) Instructor b) Troop Duty	1971	2 SFC's	2 yrs	USA Transportation Center Ft Eustis, VA	a) Army School Of Transport (Longmoor, Liss, Hantshire) b) 29th MC Regiment (S: Cerney, Cirencester, Gloucestershire)
Dental	Staff	1972	LTC	2 yrs	Dental Activity, MEDDAC, Ft Knox, KY	Royal Army Medical College Millbank, London SW 1
Logistics	Instructor	1972	MAJ	2 yrs	USA Quartermaster School, (Food Ser Div) Ft Lee, VA	Army Catering Corps Training Center Aldershot, Hampshire
Signal	Troop Duty/ Instructor	1972	MAJ	2 yrs	9th Signal Battalion, 9th Infantry Div, Ft Lewis, WA	8th Signal Regiment, R Signals Train- ing Bde, Catterick Camp, Yorkshire
Automatic Data Processing	Staff	1974	MAJ	2 yrs	Project Manager, ARTADS, USA ECOM, Ft Monmouth, NJ	Project Management, Wavell & Bates, Ft Halstead, Seven Oaks, Kent
WAC	a) Instructor b) Troop Duty	1974	CPT/LT	2 yrs	USA WAC Center Ft McClellan, AL	a) WRAC College, (Camberley, Surrey) b) WRAC Center, (Guilford, Surry)
Aviation	Troop Duty	1974	CPT	2 yrs	7/17th Cavalry Squadron, 1st Cav Div (AMBL), Ft Hood, TX	655th Squadron, ACC, BAOR Detmold, Germany
Logistics NCO	a) Troop Duty b) Instructor	1974	2 SFCs	2 yrs	USA Quartermaster School, (Food Service Division) Ft Lee, VA	a) Army Catering Corps Tng Center, Aldershot, Hampshire b) Catering Group, Aldershot
Intelligence	Instructor	1975	MAJ	2 yrs	USA Intelligence Center and School, (Ft Huachaca, AZ	Military Intelligence School Ashford, (Kent, UK)
Electronic Warfare Intelligence Dental/DOD	EW Staff Officer Tri-Service	1975	MAJ	2 yrs	HQ 502d ASA Group (Ausborg, Germany) Brooke Army Medical Cen- ter, Ft Sam Houston, TX	IQ Radio Group, BAOR, (Rheindalen, Germany) USAF
US-VENEZUELA						
Infantry	Staff	1975	CPT/MAJ	2 yrs	DISCOM 4th Infantry Divi- sion, Ft Carson, CO	Venezuelan Infantry School, Caracas, Venezuela

**Appendix B
Personnel Exchange Program Administrators**

**Table B
Personnel Exchange Program Administrators**

<i>Country</i>	<i>Personnel Exchange</i>	<i>Program Administrator</i>
Australia	Office of the United States Attaché (Army Attaché)	Canberra
Brazil	Chief, Army Section, US MILGP Brazil	Brasilia
Canada	Office of the United States Defense Attaché (Army Attaché)	Ottawa
Italy	Chief, Office Defense Cooperation	Rome
Mexico	Office of the United States Defense Attaché, (Army Attaché)	Mexico City
New Zealand	Office of the United States Defense Attaché, (Army Attaché)	Canberra
Peru	Chief, MAAG Peru	Lima
United Kingdom	Office of the United States Defense Attaché, (Army Attaché)	London
Venezuela	Chief, Army Section, USMILGP	Caracas

**Appendix C
Position Description—Foreign Army/US Army
Personnel Exchange Program**

**Table C
Position Description—Foreign Army/US Army Personnel Exchange Program**

Sample Format	
1.	Position Location:
2.	US Army Unit of Assignment:
3.	Tour Length:
4.	Grade Desired:
5.	Duty Title:
6.	Detailed Description of Duties:
7.	Qualifications and Experience/Training Desired:
8.	Remarks:

Notes:

1. This position description will be used by both DA in determining the appropriateness of the exchange and by the foreign army concerned as a basis for selection of an incumbent. Therefore, a comprehensive and detailed listing of all essential aspects of the position should be included.
2. If the position requires access to US classified information, the classification level and the scope and content of such information must be described in detail.
3. Information concerning the position need not be limited to that indicated in this sample format.
4. Use of abbreviations in describing the positions should be avoided.

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