



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON-YONGSAN
UNIT #15333
APO AP 96205-5333

IMYN-HRS

07 APR 2015

UNITED STATES ARMY GARRISON-YONGSAN (USAG-Y) POLICY LETTER 1-12

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Substance Abuse Program (ASAP) Quarterly Incentive Award

1. **REFERENCE:** AR 600-85, The Army Substance Abuse Program (ASAP), 28 December 2012.
2. **PURPOSE:** This policy provides guidance and establishes responsibilities for awarding the USAG-Y Quarterly Incentive Award to units meeting the criteria in this policy.
3. **APPLICABILITY:** This policy applies to all USAG-Y tenant units participating in the USAG-Y Risk Reduction Program (RRP).
4. **GENERAL:**
 - a. The USAG-Y promotes disciplined behavior. Units complying with consistent and good conduct by not having an alcohol-related Military Police (MP) blotter incident Alcohol Related Blotter Incident (ARBI) and; for conducting all required monthly drug testing and prevention training during the quarter will be recognized. This program applies to all units participating in the USAG-Y Risk Reduction Program. Any other units in USAG-Y desiring to participate will require a written request from the unit Commander to the USAG-Y Commander for inclusion in the Program.
 - b. A guidon streamer will be provided to the Brigade/Battalion Commander for presentation to the unit at the first quarterly mark and at quarterly intervals thereafter. At the second consecutive quarterly mark of good conduct, Brigade/Battalion Commanders will be issued a new streamer with one (1) star sewn in. At the third consecutive quarterly mark of good conduct, Brigade/Battalion Commanders will be issued a new streamer with two (2) stars. Finally, if the Brigade/Battalion Commanders achieves one (1) year of good conduct, a different color streamer will be presented at an award ceremony. It is suggested Brigade/Battalion Commanders authorize a training holiday for each quarterly compliance period. The Brigade/Battalion Commander will determine the training holiday date, if authorized.

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c. The USAG-Y ASAP Manager will review all USAG-Y MP blotters on a daily basis and identify alcohol-related offenders. An ARBI occurs when a Soldier is the subject in a MP blotter report that is alcohol-related. The ASAP Manager will notify unit prevention leaders when companies qualify for the USAG-Y ASAP Quarterly Incentive Award.

d. The company guide on streamer will be revoked and returned to the USAG-Y ASAP Manager if an ARBI occurs. The company will be eligible for the streamer when the unit again achieves a quarterly consecutive compliant period. The unit chain of command is responsible for returning streamers to the USAG-Y ASAP Manager not later than the next duty day after notification of an ARBI.

5. **RESPONSIBILITIES AND PROCEDURES**: The proponent for this policy is the USAG-Y ASAP, Directorate of Human Resources, USAG-Y, at DSN 738-5297.



MARIA P. EOFF
COL, LG
Commanding

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