



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON DAEGU  
UNIT #15746  
APO AP 96218-5746

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Garrison (USAG) Daegu Policy Letter #7 News Coverage on Area IV Installations

1. This policy letter applies to the USAG Daegu garrison staff, tenant units, individual military and civilian employees, family members, and authorized private organizations and contractors.
2. News coverage with media related to base operations of any U.S. Army installation in Area IV will be coordinated exclusively by the USAG Daegu Public Affairs Office. News coverage refers to requests for internal, such as AFN-K, Morning Calm Weekly, and external media such as Stars and Stripes, Korean publications and television stations or national media such as AP or Reuters to cover events and activities that are related to base operations functions.
3. It is the organization or individual's responsibility to inform the USAG Daegu Public Affairs Office in sufficient time to request coverage. In general, assignments are planned a minimum of one week in advance of publication and coverage opportunities are lost when the PAO staff are not informed in a timely manner.
4. This policy excludes tenant units with their own Public Affairs staff on U.S. Army installations in Area IV. Those PAOs are responsible for requesting coverage from media for activities that are not related to base operations. Tenant units should inform the USAG Daegu PAO as a courtesy and for possible inclusion in relevant publications, social media or official websites.
5. Additionally, the USAG Daegu Public Affairs Officer is the only authorized release authority for information to the media and public regarding USAG Daegu and base operations of U.S. Army installations in Area IV.
6. The point of contact for this matter is the USAG Daegu Public Affairs Officer at (DSN) 768-8072.

  
K. TED STEPHENS  
COL, AR  
Commanding

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