

Department of the Army  
Headquarters, USAFCOEFS  
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Fort Sill, Oklahoma 73503  
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\*USAFCoE Supplement 1 to AR 220-90

Field Organizations  
**U.S. Army Bands**

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**Summary.** This regulation provides supplemental United States Army Fires Center of Excellence (USAFCoE), 77<sup>th</sup> Army Band policies and describes the types of missions of the 77<sup>th</sup> Army Band.

**Applicability.** This regulation applies to the 77<sup>th</sup> Army Band and all associated requests for support from both on post and off the installation.

**Supplementation.** Supplementation of this regulation is not authorized.

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 directly to the USAFCoE and Fort Sill Secretary General Staff.

**Distribution.** This regulation is distributed solely through the DHR, ASD Homepage at [http://sill-www.army.mil/dhr/Admin\\_Svcs\\_Div/Index.html](http://sill-www.army.mil/dhr/Admin_Svcs_Div/Index.html).

AR 220-90, 14 December 2007, is supplemented as follows:

**PARAGRAPH 1-4. RESPONSIBILITIES.** Add subparagraph (1) to subparagraph f:  
(1) The United States Army Fires Center of Excellence (USAFCoE) Strategic Communications (STRATCOM) Office will coordinate requests from civilian communities and organizations, retired military organizations and Army Recruiting. STRATCOM will forward approved requests through the Director of Plans, Training, Mobilization and Security (DPTMS) for scheduling. The DPTMS will forward request to the USAFCoE G33 for tasking.

**PARAGRAPH 1-4. RESPONSIBILITIES.** Add subparagraph (2) to subparagraph f:  
(2) Mission tasking for the 77<sup>th</sup> Army Band is the responsibility of the USAFCoE G33.

**PARAGRAPH 1-4. RESPONSIBILITIES.** Add subparagraph (3) to subparagraph f:  
(3) DPTMS is responsible for reviewing all ceremony memorandums of instruction (MOI) for correct procedures and sequence of events.

**PARAGRAPH 1-4. RESPONSIBILITIES.** Add to subparagraph (4) to subparagraph f:

(4) Commander, 77<sup>th</sup> Army Band, will make recommendations regarding the approval or disapproval actions of all commitments to the Director, USAFCoE STRATCOM.

**PARAGRAPH 1-4. RESPONSIBILITIES.** Add subparagraphs u and v.

u. The 77<sup>th</sup> Army Band is attached to the USAFCoE Headquarters Detachment, Fort Sill. The CDR, USAFCoE Headquarters Detachment, is responsible for providing administrative support, military justice at field grade level, rations, single Soldier housing, and training oversight as required.

v. The Installation Transportation Office (ITO) will provide vehicle(s) sized appropriately for the mission. (1) A 44-passenger bus for all military and civilian ceremonies and parades. (2) A 44-passenger bus and one 5-ton truck for all stage band, rock band, and concert band commitments within a 75 mile radius of Fort Sill Installation Boundary.

(1) A 44-passenger bus and two 5-ton trucks for all major concert band commitments (i.e., annual Christmas Concert, 4<sup>th</sup> of July Concert, and summer concert series).

(2) Commitments outside a 100-mile radius of Fort Sill require the use of commercial vehicles. The 77<sup>th</sup> Army Band will request through the USAFCoE STRATCOM Office support from the ITO to coordinate for commercial transportation.

(3) A 15-passenger van for groups of appropriate size.

**PARAGRAPH 2-1. PERFORMANCE STANDARDS.** Add the following to subparagraph c.

(3) Equipment (musical instruments) and uniforms utilized by Army bands are high cost items. To avoid replacement of damaged equipment, uniforms and printed music, limit exposure of the band to inclement weather conditions. Specifically--

(a) For outdoor performances, the requestor must have an inclement weather plan. If weather conditions preclude band participation, the sponsor will notify the STRATCOM Office who in turn will notify the band.

(b) STRATCOM will inform the requestor in writing that an alternate indoor location must be provided for inclement weather or the contact will risk cancellation in adverse weather. Heavy rain will preclude participation of the band for street parades or other ceremonies. The band OIC or NCOIC on the site has the authority to withdraw the band in adverse weather on post. The OIC or NCO will consult the Director, STRATCOM prior to withdrawal of an off post event.

(c) The senior commander or requestor will consider the possible damage that could occur to band equipment, and will consider the recommendation of the Commander, 77<sup>th</sup> Army Band, in rendering inclement weather decision.

**PARAGRAPH 2-2. COMMITMENT CRITERIA.** Add the following to subparagraph c. The Commander, 77<sup>th</sup> Army Band, is responsible to schedule compensatory time. Reserve dates to compensate for missed federal holidays, weekends, and training holidays. CDR, USAFCoE HQ's Detachment with coordination through the USAFCoE STRATCOM Office approves compensatory days. USAFCoE STRATCOM Office will inform the DPTMS of scheduled Compensatory Days as sixth priority (see para 2-8d).

**PARAGRAPH 2-2. COMMITMENT CRITERIA.** Add subparagraphs (1) and (2) to subparagraph e.

(1) The 77<sup>th</sup> Army Band Transportation NCOIC will notify the ITO of requests as far in advance as possible.

(2) The band frequently travels in civilian clothes to events outside the immediate Fort Sill/Lawton area. Two changing rooms are required.

**PARAGRAPH 2-2. COMMITMENT CRITERIA.** Add to subparagraph g. The band requires block leave IAW AR 600-8-10 (Leaves and Passes). The 77<sup>th</sup> Army Band observes two block leave periods. The summer block leave period begins the first Saturday following the 4<sup>th</sup> of July. The winter block leave period is aligned with the Installation half day schedule that is executed in December and January. Whenever possible, a Reserve Component band will be coordinated by the Commander, 77<sup>th</sup> Army Band and scheduled by DPTMS to perform Annual Training at Fort Sill during the band's summer block leave period.

**PARAGRAPH 2-3. AUTHORIZED PARTICIPATION.** Add to subparagraph a(5).

Band support for social events (military balls, official dinners, receptions, etc.) below the FCoE level requires submission of an exception to policy approved by the Chief of Staff.

**PARAGRAPH 2-4. PROHIBITED PARTICIPATION.** Add subparagraphs j, k and l.

j. The 77<sup>th</sup> Army Band will not support Change of Command ceremonies for organizations below the battalion level, and will not support Change of Responsibility ceremonies below the Commandant level.

k. Make all arrangements for unofficial musical support strictly between the off-duty band or band member(s) and the requestor. Neither the Commander, 77<sup>th</sup> Army Band, nor his/her official representatives can or will become involved with the scheduling, rates of remuneration, or arbitration over such services. Unofficial support of this nature will not take precedence over official taskings. Although support of this nature may be coordinated for execution in conjunction with an official function, such as described in paragraph 2-4, the provisions within DOD 550.7-R, (Joint Ethics Regulation), 2-100 (5CFR 2635.704 [Use of Government Property]) pertaining to the utilization of government equipment for personal gain still apply. The performing group will not be

attired in a military uniform, will not utilize government equipment, and cannot be referred to as any entity of the 77<sup>th</sup> Army Band.

l. The band's TOE equipment is designed to meet the requirements of the 77<sup>th</sup> Army Band. The tasking authority will refrain from tasking the Band for equipment in support of other activities not related to a band performance such as utilizing the band sound equipment for public address purposes not associated with a band performance.

**PARAGRAPH 2-5. CEREMONIAL MUSIC PERFORMANCE STANDARDS.** Add subparagraphs k and l.

k. The 77<sup>th</sup> Army Band will not perform music requested that could distract from time honored military traditions, or could be in bad taste (i.e., bugle calls between each and every toast, or a flute player and drummer limping while marching in with the colors).

l. Activities requesting the 77<sup>th</sup> Army Band to perform the National Anthem with a designated vocalist will submit performance proof that the vocalist is capable of performing the National Anthem at least 48 hrs prior to execution.

**PARAGRAPH 2-8. TASKING.** Add to paragraph 2-8.

a. Mission tasking procedures.

(1) The USAFCoE and Fort Sill STRATCOM Office has overall responsibility for the scheduling of the 77<sup>th</sup> Army Band.

(2) The STRATCOM Office will coordinate requests from civilian communities and organizations, retired military organizations and Army Recruiting. Requestors will submit written requests to the USAFCoE STRATCOM Office, ATTN: Public Affairs Office, Community Relations, Fort Sill, Oklahoma, 73503. STRATCOM will determine authorization IAW DA and Fort Sill regulations and, when necessary, submit to the SJA for legal opinion. Coordinate requests with the command calendar. As needed, STRATCOM will coordinate with the Commander, 77th Army Band for technical feasibility of support. The civilian sector should submit requests to STRATCOM at least 60 days prior to the requested performance date(s). STRATCOM will consider requests under 60 days on a case-by-case basis and only approved as an exception to policy by the Chief of Staff (CofS), USAFCoE.

(3) The STRATCOM Office will coordinate requests from active military including Fort Sill and other military commands or agencies.

(a) Requests from active military including Fort Sill and other military commands or agencies will be submitted through STRATCOM utilizing a FS 104 requesting musical support. Requests submitted less than 45 calendar days require an exception to policy/letter of lateness endorsed by an O5 or above and submitted to the USAFCoE

CofS. STRATCOM will forward approved requests to DPTMS for coordination with the Commander, 77<sup>th</sup> Army Band for technical feasibility of support. Final approval authority is with the Director, STRATCOM.

(b) Requests for use of the 77<sup>th</sup> Army Band in support of social events below the installation level must be approved by the USAFCoE Chief of Staff prior to scheduling.

(c) Consult with the commander or representative of the 77<sup>th</sup> Army Band in the planning of events when the unit is to perform.

(d) Support for field rehearsals is limited to a band representative and a bass drummer for one field dress rehearsal. Include request for rehearsal support on the FS Form 104.

(4) In the event of conflicts in scheduling, the 77<sup>th</sup> Army Band can provide a recording of ceremonial music. The requester needs to bring a good quality blank tape or recordable CD to McNair Hall, Room 120, at least 30 calendar days prior to the event.

(7) USAFCoE Chief of Staff will make final approval and decisions pertaining to commitment conflicts. Once a mission has been approved and the sponsor has been informed, the receipt of a "higher priority" mission request will not automatically cause cancellation of the previously scheduled event. Factors such as public relations impact, degree of importance of the subsequent mission request, etc., will receive consideration.

(8) Do not schedule more than two commitments per day for the full marching band. A full band dress rehearsal including a "Sound Off" or "Pass in Review" is considered one commitment. Allow the band at least 2 hours between marching commitments. Allow 1 hour between ceremonies following a marching commitment, excluding travel and changing time.

(9) For performing groups placed in a traveling or temporary duty (TDY) status, apply the following:

(a) TDY costs normally are borne by the requesting agencies. Requestors may arrange reimbursable funding as needed to support the mission.

(b) Commitments outside of a 75-mile radius of the boundary of Fort Sill require commercial transportation. Commitments inside the 75-mile radius may utilize military transportation as available. Transportation costs are normally borne by the requesting agencies.

(c) The 77<sup>th</sup> Army Band will request (subject to joint travel regulations) hotel or "guest house" type quarters while away from the home station. The Commander, 77<sup>th</sup>

Army Band, will determine the suitability of all travel and accommodation arrangements for the unit on missions.

(10) A significant mission for the 77<sup>th</sup> Army Band, as for all continental United States (CONUS) based bands, is to support personnel accession programs for the total Army. The Commander, 77<sup>th</sup> Army Band, will be responsible for generating and coordinating these types of activities. Recruiting commands, agencies, or schools will submit recruiting-related mission requests to PAO.

b. Funeral tasking for 77<sup>th</sup> Army Band trumpet players.

(1) Funeral taskings for the 77<sup>th</sup> Army Band trumpet players originate from the Fort Sill Casualty Office. The Casualty Office will provide the 77<sup>th</sup> Army Band a WARNO of a requirement for support. The Casualty Office will then submit the required requests, thru STRATCOM thru DPTMS, to the FCoE G33 for tasking. The Bugler NCOIC is responsible for tasking 77<sup>th</sup> Army Band trumpet players to perform funeral duties and will coordinate with DPTMS for transportation.

(2) Units will submit requests for bugler support for Memorial services for active duty Soldiers through STRATCOM. STRATCOM will forward through DPTMS for tracking and to G33 for tasking.

c. Funeral participation factors.

(1) Funerals may occur on days when the 77<sup>th</sup> Army Band is committed or pre-committed. Due to the limited number of trumpet players assigned to the 77<sup>th</sup> Army Band, the band commander will monitor support of military functions to ensure that the concert, marching, and stage band ensembles have a least four PMOS-qualified trumpet performers IAW paragraph 2-2h. When funeral participation is limited, the scheduling priority is as follows: Army active duty, Army Medal of Honor awardees, Army retirees, and 100 percent disabled Army veterans buried in Lawton-Fort Sill. The Bugle NCOIC will coordinate in advance with the DPTMS to ensure that the DPTMS has the number of trumpet players available for funeral duty when the band is pre-committed.

(2) Perform inter-service funerals only on availability of 77<sup>th</sup> Army Band trumpet players and obtain approval on a case-by-case basis from the Chief of Staff, Fort Sill. The priority of inter-service funerals is active duty, Medal of Honor awardees, and retirees only.

(3) During the 77<sup>th</sup> Army Band block leave period, one trumpet player will be on duty for bugle commitments. A request to waive this requirement can be submitted to the USAFCoE Chief of Staff if a Reserve Component band can fulfill the funeral support mission.

(4) "Echo Taps" or "Silver Taps" the practice of performing "Taps," with multiple buglers, is not authorized IAW paragraph 2-5h.

d. Scheduling Priorities for the 77<sup>th</sup> Army Band.

(1) First Priority. All installation-level ceremonies and activities as listed in USAFACFS Regulation 210-5 (i.e., monthly retirement ceremonies and retreat ceremonies) and buglers for funerals.

(2) Second Priority. Battalion and Brigade Change of Command Ceremonies and all events requiring the participation of general officers.

(3) Third Priority. Fort Sill graduation ceremonies, in the order of the date the request is received.

(4) Fourth Priority. All other Fort Sill events to include Commandant and NCOA Change of Responsibility Ceremonies.

(5) Fifth Priority. Off-post events - active duty official functions.

(6) Sixth Priority. Off-post events - National Guard/Reserve official functions; Army Recruiting; Community Relations; Band compensatory days.

(7) Seventh Priority. Off-post events - retiree official functions and nonmilitary events.

(8) Ceremonies have priority over field rehearsals. Dry runs and field ceremony rehearsals have no priority over scheduled events.

## **Appendix**

### **Glossary**

#### **Section I**

#### **Abbreviations**

##### **ABCP**

Army Bands Career Program

##### **AG**

Adjutant General

##### **AIT**

advanced individual training

##### **ARNG**

Army National Guard

##### **ARTEP**

Army Training and Evaluation Program

##### **ASCC**

Army Service Component Command

##### **AT**

annual training

##### **BT**

basic training

##### **CDR**

commander

##### **CG**

commanding general

##### **CIF**

central issue facility

##### **COMREL**

community relations

##### **CONUS**

continental United States

##### **CSM**

command sergeant major

**CTA**

common table of allowances

**CTT**

common task training

**DA**

Department of the Army

**DOD**

Department of Defense

**DOTD**

Directorate of training and Doctrine

**FORSCOM**

Forces Command

**HQ**

headquarters

**HQDA**

Headquarters, Department of the Army

**HRC**

Human Resources Command

**METL**

mission essential task list

**MOS**

military occupational specialty

**MRE**

mobilization readiness exercise

**MSC**

major subordinate command

**MST**

music support team

**MTOE**

modification table of organization and equipment

**OCIE**

organizational clothing and individual equipment

**OCONUS**

outside continental United States

**OJT**

on-the-job-training

**PA**

public affairs

**PMOS**

primary military occupational specialty

**POC**

point of contact

**POI**

program of instruction

**POM**

program objective memorandum

**RC**

Reserve Component

**TDA**

tables of distribution and allowances

**TDY**

temporary duty

**TOE**

table of organization and equipment

**TRADOC**

Training and Doctrine Command

**Section II**

**Terms**

**Active Army**

The full-time, Active Army.

**Army band officer**

A commissioned officer (AOC AG42C) selected or directed by HQDA for assignment as commander of a special band or an Army band (Large), deputy commander or associate bandmaster of a special band, executive officer or operations officer of a special band or an Army band (Large), Commandant or staff member of the United States Army School of Music (USASOM), technical advisor (staff bands officer) to the commander of an Army or higher headquarters, or officer under a special assignment.

**Army bandmember**

An enlisted Soldier classified in a band primary or secondary military occupational skill and assigned to an Army band, band activity, or bands office.

**Army Civilian Acquired Skills Program**

A program that grants advanced rank to those who enter the Army with skills that were learned in civilian life and which significantly shorten the training time needed to be deemed qualified to receive a primary military occupational specialty, (see AR 601–210, sec III or NGR 600–200, chap 11).

**ARNG band**

An Army National Guard band prior to mobilization.

**Band activity**

An approved TOE or TDA organization with a unique mission such as the United States Army School of Music or the SHAPE International Band.

**Band senior sergeant**

The senior enlisted Soldier in a band or band activity. (Formerly called enlisted bandleader.)

**Band skill clinic or demonstration**

An appearance by an Army band or one of its performing elements that is intended to stimulate interest in the Army Bands Career Program or to attract prospective band enlistees. The audience is the determining factor, not the size of the performing element. To be called a skill clinic or demonstration, the audience must be predominantly musicians or music industry centers of influence. Performances for high school or college music students, state music festivals, and state music educator conferences are some examples of skill demonstration clinics or demonstrations.

**Fund raising**

Purposely trying to acquire money or material beyond actual costs for charitable, civic, or other purposes.

**Installation and activity commanders**

In the Reserve Components this includes— for USAR: regional readiness sustainment commands, division commanders, and major subordinate commands; for ARNG: the Adjutant General of the states, territories, and the District of Columbia, and ARNG division commanders.

**Musical tour**

Official military travel by an Army band performing element to enhance the morale and esprit de corps of troops, recruit, or influence community relations. Tours usually have several performances in different locations and generally involve multiple overnight lodgings.

**Official military function**

A military sponsored event that uses appropriated funds, promotes esprit de corps, and is primarily for military personnel, their dependents, and guests, and which has been designated as “official” in accordance with paragraph 2–3.

**Over-commitment**

The condition when performances or other requirements prevent sufficient time to train personnel, administer unit functions, or provide compensatory time off for successive off-duty official performances. Planners will consider travel time as performance time and schedule commitments accordingly.

**Patriotic music**

Music selected to enhance the image of the United States or its Armed Forces. The local commander is responsible for determining the suitability of the music to be performed. Determinations should be made within the intent of using Army bands to inspire the will to win in our Soldiers and to foster support for the U.S. and the Army at home and abroad.

**Patriotic (Military) Program**

A patriotic or military program is a short program either at the opening or closing, or a presentation as a part of the total program, when it is clearly established as a military appearance by a military musical group. A musical program normally consists of the following: a medley of military or patriotic songs, honors, and music to accompany the presentation of colors.

**Reserve Component**

The Army National Guard or the United States Army Reserve.

**USAR band**

A United States Army Reserve band prior to mobilization.

**Warrant officer bandmaster**

A warrant officer holding MOS 420C selected or directed by HQDA for assignment as commander of an Army band (Small), Army band (Medium), or The Old Guard Fife and Drum Corps; associate bandmaster of The United States

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Army Band, The United States Army Field Band, the United States Military Academy Band, or an Army band (Large); staff officer of the United States Army School of Music (USASOM); technical advisor to the commander of an Army or higher headquarters or technical advisor to the Chief, Army Bands.

ATZR-CS



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