

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY FIELD ARTILLERY CENTER AND FORT SILL
FORT SILL, OKLAHOM 73503-5000

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Information Management: Telecommunications
ADDRESS COMPOSITION AND USE OF ADDRESS INDICATING GROUPS

1. **PURPOSE.** To provide instructions on how to add to, change, or delete addresses from the Address Indicating Groups (AIGs).
2. **SCOPE.** All Fort Sill organizations and units.
3. **REFERENCES.** Allied Communications Publication 177.
4. **ADDRESS COMPOSITION.**

a. Permanent allied AIGs may be composed of allied military command titles with the allied military command structure, command titles of national military forces under the operational control of allied commanders, and certain national military command titles not part of the allied command structure. The latter may be included only after agreement between the allied authority and the nation concerned.

b. AIGs should only be used to address compositions of a permanent nature. AIGs are normally composed of five or more Plan Language Addresses (PLAs) (i.e., DPTM FT SILL OK), one of which may be the originator. PLAs can be found in Allied Communications Publications (ACP) 117 CAN-US SUPP-1(k). ACP 117 has a listing of every PLA for every installation in the Continental United States (CONUS) and Outside the Continental United States (OCONUS).

c. A simulated example of an AIG is shown below.

AIG NUMBER 7084: Purpose of the AIG is to control Security Procedures. The Cognizant Authority or POC of this AIG is listed at the end of the message of both the recapitulation (summary) or modification (change). A phone number (DSN or Commercial) and usually an email address is provided for each Plain Language Addressee's representative to contact them (the Cognizant Authority) if there are any adds, changes or deletions needed for the AIG in question. In the event a deletion of DPTM FORT SILL OK needs to be made, a

designated representative from DPTM may contact the Cognizant Authority and ask to be deleted or removed from that AIG. The Cognizant Authority will then send out an official message modification of that AIG to all ACTION Addressees of that AIG for their files.

DPTM FORT SILL OK//ATZR-T//
DPTM FORT HOOD TX//AZET-T//
DPTM FORT CAMPBELL KY//AERGE-T//
DPTM FORT POLK LA//ARTU-T//
DPTM FORT CARSON CO//APOE-T//
DPTM FORT BLISS TX//AOEF-T//
DPTM FORT LEAVENWORTH KS//ANMR-T//

5. ADD TO, UPDATE, OR CHANGE AN AIG.

a. Responsible commanders and authorities may request assignment of an AIG to a fixed combination of addressees to which messages are frequently addressed. The command or authority requesting assignment of an AIG will be the cognizant authority for that AIG.

b. The cognizant authority is responsible for forwarding modifications to AIGs as they occur, and reviewing the AIG at least quarterly for continued requirement and necessary modification. Requests for permanent modification by other than the cognizant authority shall be forwarded to the cognizant authority to insure that the requested modifications do not detract from the intended use of the AIG.

c. If all addressees of a particular message are not contained in any AIG, the most appropriate AIG may be selected. There is no limitation upon the number of addressees that may be added to or exempted from the address of the AIG. Express approval of the cognizant authority must be obtained before addressees may be exempted from AIGs designed for a special purpose, as designated in the Plain Language Addressee of the AIG.

(ATZR-UR)

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