



DEPARTMENT OF THE ARMY
UNITED STATES ARMY FIELD ARTILLERY SCHOOL
BRAVO BATTERY, 1ST BATTALION, 30TH FIELD ARTILLERY
840 GERONIMO ROAD
FORT SILL, OKLAHOMA, 73503

ATSF-BFB

20 May 2021

MEMORANDUM FOR Field Artillery Basic Officer Leader Course (FABOLC) Students assigned to Class 005-21

SUBJECT: Bravo Battery, 1-30th FA BN Welcome Letter

1. Welcome to the Fires Center of Excellence/Fort Sill, OK. As you embark on your journey to become a REDLEG here at FA BOLC, you will build lifelong friendships, experience several new challenges and encounter an array of unique leadership styles. One of your primary duties as a newly commissioned officer in the United States Army is to be in the right place, at the right time, in the correct uniform.

2. Download the GROUPME® Application and add yourself to this group
https://groupme.com/join_group/33074697/ilxPX9.

3. If you are reporting on the weekend or outside of duty hours (0630-1700), report to 428TH BDE Staff Duty (see Annex 8 Fort Sill Map). Sign in, then report to BLDG 840 Geronimo Rd (see Annex 8 Fort Sill Map) at 0900 on the following duty day. Call the Battery Training Room at 580-442-3571 before entering BLDG 840.

4. Until you have started your class on 21 June 2021, you will:

a. Report every duty day for Physical Training at 0615, in APFU (uniform published by 1SG) w/NEON YELLOW PT Belt, at BLDG 840 (Summerall Hall) Motorpool.

b. Report every duty day at 0900 in Summerall Hall Room 31 in serviceable and clean ACUs.

5. Upon arrival to Fort Sill, report to Bravo BTRY Training Room, BLDG 840, Rm 56 (Summerall Hall)(refer to Annex 8: Ft Sill Map). You will:

- a. Bring 5x Copies of your PCS/TDY orders
- b. Bring 5x Copies of your DA Form 31 (Leave Form)
- c. Fill out an In-Processing Folder.
- d. Place a copy of your PCS/TDY orders inside the folder
- e. Get a copy of your orders stamped. (TDY Students Only)

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- f. Fill out FS Form 562 if have brought Privately Owned Firearms/Weapons.
 - g. Maintain a copy of your DA71 (Oath of Office) **MUST SAY ACTIVE DUTY.**
6. After you have completed tasks at Bravo BTRY report to BLDG 4700, The Welcome Center conduct the following in-processing tasks (See Annex 8 Ft Sill Map):
- a. Annex 5 (How to In-Process Post) goes into more detail.
 - b. Finance Brief (Scheduled every Tuesday and Thursday at 0930) **THIS IS HOW YOU GET YOUR MONEY.**
 - c. Housing Brief (Only PCS students)
 - i. TDY students report to IGH Army Hotels Allin or Aultman Hall located at 5676 Fergusson Road to check-in. IGH staff will route students to their reserved hotel room either on or off post.
 - d. Transportation Brief (PCS Only)
 - e. CAC/DEERS/ID Card Section (72hrs after arrival, call: 580-442-5010)
 - f. Student Records (Bring 2x copies of your orders and DA71)
7. Important Phone Numbers:
- a. BTRY CDR: (580) 442-5713
 - b. BTRY 1SG: (580) 442-4775
 - c. BTRY XO: (201) 874-7268
 - d. Coronavirus Hotline: (580) 558-2770/(580) 917-8475
 - e. BDE Staff Duty: (580) 442-2803
 - f. FA BOLC Branch Manager: (502) 613-6113
 - g. Army IHG: (580) 355-4475
 - h. Supply: (580) 442-0083
 - i. CIF: (580) 442-3377
 - j. Training Room: (580) 442-3571
 - k. SHARP Hotline: (580) 917-4277
 - l. Housing Service Office: 580-442-5190
 - m. EO Hotline: 580-483-6648
 - n. Religious Support Office: (580) 442-3302
 - i. After hours: (580) 442-3240/3241
 - o. EEO: 580-442-4024 / TTY 442-8442
8. Gate Location/Hours (See Annex 8 Fort Sill Map).

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9. Dining Facility Hours:

- a. Bamford Chow Hall
 - i. Mon-Sat: 1100-2100; Sun: 1100-2000
- b. Garcia Hall
 - i. Mon-Sat: 1100-2100; Sun: 1100-2000

10. Refer to Annex 2 (Commanding General Off Limits Roster) for prohibited locations off post in Lawton, OK and Wichita Falls, TX. Bottom line, do not enter any strip club or establishment that sells drug paraphernalia. In addition, prior to renting an apartment or purchasing property, contact the command team for notorious agencies that do not place your best interests first.

11. Your mailing address while attend the course:

a. 840 Geronimo Rd, Ft. Sill, OK 73503. Understand that receiving mail to the unit will experience a 5-14 day delay from what you are used to experiencing at a primary residence. This is due to post processing of mail and routing it from the installation down to the BTRY.

b. You may also request a PO BOX through the USPS to expedite receipt.

12. Fill out Annex 7 (Student Data Sheet) immediately upon receipt and return via email to emily.a.guevara.mil@mail.mil.

TYLER A. PHILLIPS
CPT, FA
Commanding