Department of the Army
Headquarters, US Army
Joint Munitions Command
Rock Island, IL 61299-6000

* JMC Regulation 1-3

10 Mar 04

Administration

LIAISON OFFICERS ATTACHED TO HEADQUARTERS, US ARMY JOINT MUNITIONS COMMAND (HQ JMC)

Applicability. This regulation applies to HQ JMC and JMC installations.

Supplementation. Issuance of supplements is prohibited.

Decentralized printing. JMC installations may locally reproduce this regulation.

Proponent. The proponent is the JMC G-4, Deputy for Logistics. Users are invited to send comments to HQ JMC(SFSJM-LG), 1 Rock Island Arsenal, Rock Island, IL 61299-6000, e-mail jmc-ofc-lg@osc.army.mil.

Distribution. Distribution is determined by the proponent (available electronically on the pubs Website at http://www.osc.army.mil/im/rcdsmgt/pubs.htm).

Superseded publications. *IOCR 1-3, 26 Mar 97.

FOR THE COMMANDER:

D. SCOTT WELKER
Chief of Staff

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1. Purpose. This regulation establishes policies and responsibilities associated with the support of liaison officers from other Army commands, services, government agencies, and foreign nations, which are assigned to HQ JMC and subordinate organizations.

2. Policies.

a. Liaison officers assigned to HQ JMC or subordinate organizations shall be extended command-wide cooperation.

b. On matters of special significance, liaison officers are authorized access, through the Deputy Commander, to the Commanding General.

c. Direct communications are authorized between liaison officers and JMC subordinate organizations.

d. Liaison officers shall be provided office space, office equipment, and telephone service.

3. Responsibilities.

a. All JMC organizations and subordinate organizations shall:

(1) Assist liaison officers in accomplishing their assigned responsibilities as established by their respective Service Letter of Instruction or other parent command directives.

(2) Provide normal administrative support within functional area of responsibility. Normal support is defined as office space, office equipment, and telephone requirements in accordance with respective support agreements.

(3) Encourage the exchange of information with liaison officers.

(4) Serve as focal point for determining release of classified material to liaison personnel. Focal point for foreign liaison officers is the local security officer.

(5) Inform liaisons of JMC activities that are germane to the mission of the liaison and the liaison officer's parent organization.

b. Assigned liaison officers (with concurrence of their parent organization) should:

(1) Keep informed of JMC activities that are germane to the mission of the liaison and the liaison officer's parent organization, and accordingly inform JMC organizations of associated activities germane to JMC mission.

(2) Cooperate with appropriate JMC staff in promoting improved understanding in munitions matters of common interest.

(3) Attend meetings and conferences related to their areas of interest, as appropriate.

(4) Advise the JMC CG concerning the interests or concerns of parent organizations vis-à-vis JMC.

(5) Coordinate arrangements for visits by JMC personnel to field agencies of the liaison's parent organization.

(6) Advise the JMC Chief of Staff or CG of the contents of any formal reports to the flag level of the liaison's parent organization that critique or commend JMC's missions, activities, or procedures. However, nothing in this provision shall prohibit confidential communication with any level of the liaison officer's chain of command, when appropriate.

c. Liaison Significance. Liaisons attached to HQ JMC represent a link between the JMC mission and that of their respective parent organization. Their roles and responsibilities serve to both represent the best interests of their organizations as well as focal points for feedback in the continuous re-engineering of processes, procedures, and policies so critical to the JMC mission. As such, liaison officers execute a key role and are clearly an asset to their parent organization and the JMC.