

Department of the Army
Headquarters, United States Army
Training and Doctrine Command
Fort Eustis, Virginia 23604-5703

TRADOC Regulation 220-90
C1

31 July 2014

Field Organizations

UTILIZATION OF THE
U.S. ARMY TRAINING AND DOCTRINE COMMAND BAND

FOR THE COMMANDER:

OFFICIAL:

KEVIN W. MANGUM
Lieutenant General, U.S. Army
Deputy Commanding General/
Chief of Staff



RICHARD D. MONTIETH
Colonel, GS
Deputy Chief of Staff, G-6

History. This is an administrative change to U.S. Army Training and Doctrine Command (TRADOC) Regulation 220-90.

Summary. This regulation establishes policies and procedures for the use of the TRADOC Band.

Applicability. This regulation applies to Headquarters (HQ), TRADOC General and Special Staff Offices, other Department of Defense military and civilian requestors.

Proponent and exception authority. The proponent and exception authority for this regulation is TRADOC Chief, Public Affairs.

Supplementation. Supplementation of this regulation is prohibited unless specifically approved by Chief Public Affairs, HQ TRADOC (ATPA), 950 Jefferson Ave, Fort Eustis, VA 23604-5700.

Suggested improvements. Send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) through channels to Chief Public Affairs, HQ TRADOC (ATPA), 950 Jefferson Ave, Fort Eustis, VA 23604-5700.

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Distribution. This regulation is distributed solely through the TRADOC homepage at <http://www.tradoc.army.mil/tpubs>

Summary of Change

TRADOC Regulation 220-90
Utilization of the U.S. Army Training and Doctrine Command Band

Change 1, dated 31 July 2014 –

o Changes paragraph 3-1 to read: “The TRADOC Band will participate in activities in accordance with Army Regulation (AR) 220-90, Chapter 2, and AR 360-1, Chapter 7. The band’s priorities, in order, are:”

Department of the Army
Headquarters, United States Army
Training and Doctrine Command
Fort Eustis, Virginia 23604-5703

*TRADOC Regulation 220-90

16 July 2014

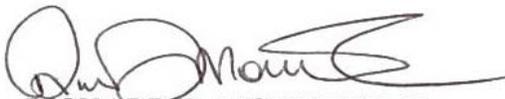
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RICHARD D. MONTIETH, II
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Deputy Chief of Staff, G-6

History. This is a rapid action revision to U.S. Army Training and Doctrine Command (TRADOC) regulation.

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*This regulation supersedes TRADOC Regulation 220-90, dated 29 May 2013.

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Summary of Change

TRADOC Regulation 220-90
Utilization of the U.S. Army Training and Doctrine Command Band

This rapid action revision, dated 16 July 2014 –

- o Provides updates to commitment procedures (chap 3).
- o Provides updates to ceremonial support (chap 3).
- o Prescribes updates to audio system support/sound reinforcement (chap 4).

This new publication, dated 29 May 2013 –

- o Updates supervision for the United States Army Training and Doctrine Command Band (chap 2).
- o Provides guidance on the establishment of priorities for the band (chap 3).
- o Prescribes procedures for requesting band support for civic and military functions (chap 3).
- o Provides general guidance on uniform, weather call, and block leave policy (chap 4).

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Chapter 1

Introduction

1-1. Purpose. This regulation establishes policies and procedures for the utilization of the United States (U.S.) Army Training and Doctrine Command (TRADOC) Band assigned to Headquarters (HQ), TRADOC, Fort Eustis, Virginia. Its mission is to fulfill HQ, TRADOC musical requirements. The band supports military, state, and civil functions, and performs at formal concerts, community relations, and communication synchronization activities.

1-2. References. Appendix A contains the required publications.

1-3. Explanation of abbreviations. The glossary contains abbreviations used in this regulation.

1-4. Responsibilities. Responsibilities are listed in chapter 2.

Chapter 2

Responsibilities

2-1. Deputy Commanding General/Chief of Staff, or Deputy Chief of Staff, TRADOC, is the senior rater for Commander, U.S. Army TRADOC Band.

2-2. Chief of Public Affairs, TRADOC, is responsible for the supervision of the band and serves as the rater for the U.S. Army TRADOC Band Commander. The TRADOC Chief of Public Affairs also serves as the senior rater for the band Executive Officer and the band Sergeant Major.

2-3. Commander, U.S. Army TRADOC Band, maintains command and control of the band, is approval authority for, and coordinates support for all band commitments.

2-4. Transportation Officer, Logistics Readiness Division, Fort Eustis, will furnish transportation for all band activities within a 75-mile one-way trip radius of Fort Eustis, VA.

Chapter 3

Priorities and Commitments

3-1. Priorities. The TRADOC Band will participate in activities in accordance with Army Regulation (AR) 220-90, paragraph 2-2, and AR 360-1, chapter 7-2. The band's priorities, in order, are:

- a. Functions in support of or as directed by HQ, TRADOC.
- b. Functions in support of other local military commands.

c. Military, civic, or civilian functions for activities in the Fort Eustis local area of operations.

d. Other events or functions outside the Fort Eustis local area of operations, as allowed by law, military regulations and policy, and approved by HQ, TRADOC.

3-2. Commitment procedures.

a. Submit requests for TRADOC Band support in writing via the band's web-site using the on-line request form at: www.tradocband.com. Requests by telephone or mail will not be honored.

b. Typically, the TRADOC Band's schedule is completely full between 90 and 180 days ahead of time. Therefore, all requests from military organizations must reach the band at least 90 days prior to the event. Requests under the required 90-day time frame will not be approved. Requests for consideration as an exception to this policy require a detailed, explanatory letter of lateness signed by the first military O-6 (or GS-15/civilian equivalent) in the requesting organization's chain of command. Late requests will not be processed until the letter of lateness is received. Late requests and the accompanying letter of lateness are forwarded to HQ, TRADOC for consideration on a case-by-case basis. Submitting a letter of lateness does not guarantee approval or musical support. Requests for this exception to policy under the required 90-day time frame will not be approved except in rare and extraordinary circumstances.

c. All requests from non-military/civilian and civic entities must reach the band at least 120 days prior to the event. Late requests from civilian entities can still be submitted, but support is not guaranteed and all other requests will take priority.

d. All requests must include the following information:

- (1) Date and time of the event.
- (2) Purpose and description of the event.
- (3) Location of the event.
- (4) Estimated duration of the event.
- (5) Estimated size and composition of the audience.

(6) Name, telephone number, e-mail address of the requesting agency, and the action officer, or point of contact.

- (7) Whether admission to the event is free and open to the public (civilian events).

e. The TRADOC Chief of Public Affairs has final approval authority over all band commitments, unless law, regulation, or policy requires otherwise.

f. HQ, TRADOC requirements take priority over all other scheduled events. Commander, U.S. Army TRADOC Band will notify all event sponsors that the band could cancel its commitment if a higher priority event arises. In such instances, requestors will immediately be notified of the cancellation.

g. The TRADOC Band and all elements thereof may only perform for functions authorized in AR 220-90, AR 360-1, and this TRADOC Regulation, unless further authorized or restricted by higher authorities.

h. In accordance with AR 220-90, band Soldiers may participate in private engagements during off-duty time, but will not wear their military uniform, represent the Army or the U.S. government, nor use government equipment when performing for private engagements. Neither the TRADOC Chief of Public Affairs, nor Commander, U.S. Army TRADOC Band will manage or schedule private engagements for band Soldiers. All Soldiers who participate in private engagements must comply with the Joint Ethics Regulation (DoD 5500.7-R) concerning outside employment activities.

i. In accordance with AR 220-90, the TRADOC Band will use civilian commercial transportation for travel exceeding 75 miles one way from Fort Eustis, Virginia. The band may require that requesting agencies, both military and civilian, provide or fund commercial transportation, and other travel expenses for long distance commitments consistent with applicable law, regulation, and policy.

3-3. Ceremonial support.

a. The TRADOC Band may support the following ceremonial functions or events:

(1) Change of Command ceremonies for Lieutenant Colonel or military O-5 equivalent level and above in the local area (no temporary duty involved).

(2) Change of responsibility ceremonies for the Command Sergeant Major of HQ TRADOC, and other local area Command Sergeants Major (installation Command Sergeant Major and equivalents, or higher).

(3) Individual promotion and retirement ceremonies for General Officers and civilian equivalents assigned to the local military command, upon request.

(4) Installation retirement ceremonies on Fort Eustis. In accordance with HQ, TRADOC policy, all personnel in the grades of O-6/GS-15 and below will execute their retirement ceremony, including the presentation of their retirement award, as part of the Fort Eustis monthly retirement ceremony. General officer/senior executive service may execute their retirement ceremony as a single-person, stand-alone event. If there is a special circumstance that may call for a separate retirement ceremony for an O-6/GS-15 or below, individuals must request permission to execute this special ceremony through the Deputy Chief of Staff before making any plans. If such requests are approved, exceptions for a vocalist or small ensemble only may

be granted on a case-by-case basis, and depending on the band's availability, to Colonels (and military and civilian equivalents) and Command Sergeants Major who meet the following criteria:

- (i) Separate, individual retirement ceremony approved by HQ, TRADOC (Deputy Chief of Staff or higher). Luncheons alone will not receive band support.
- (ii) Culminating their career with 30 years or more of active duty service.
- (iii) Serving in a nominative position.
- (iv) 120 days notice of request to the TRADOC Band.

b. The TRADOC Band does not provide musical support to rehearsals. Exceptions to this are support to Change of Command final dress rehearsals for the TRADOC Commanding General, Change of Responsibility rehearsals for the Deputy Commanding General/Chief of Staff and Command Sergeant Major. If required, the TRADOC Band may provide full band support for final dress rehearsals for the above listed personnel. The Bandmaster, Drum Major, and an Operations representative normally attend key leader and final dress rehearsals.

c. Recorded practice music. Units seeking recorded music for practices, dry runs, or rehearsals should contact the Enterprise Multimedia Center on Fort Eustis for assistance.

d. The TRADOC Band is not responsible for training Soldiers of other units how to march. Therefore, a drummer will not be provided for any rehearsals or other types of practices, as this removes Soldiers from valuable unit training time and can degrade band mission readiness.

3-4. Social function support. AR 220-90, paragraph 2-3, and AR 360-2, paragraph 7-2, prescribes Army band support for social functions. AR 220-90, paragraph 2-4, identifies examples of events and occasions where participation by Army bands is prohibited.

a. An active-duty military organization must sponsor the social function.

(1) Examples of authorized social functions include military/patriotic musical programs for an Army Birthday Ball, dining in or out, TRADOC training conference banquets, West Point Founder's Day Dinner, Artillery Ball, and the TRADOC Senior Leaders Conference.

(2) Examples of social functions that are not authorized are promotion parties or receptions, retirement parties or receptions, and wedding receptions.

b. In accordance with AR 220-90, if a social function requires the purchase of entry tickets, meals, or beverages, the musical support must be incidental to the event. Musical support is incidental if it is not the chief or principal attraction, or if little chance exists that it will increase participation in the event.

(1) Examples of incidental musical support are background music for receptions or parties, official dinners, and patriotic programs of either general or specific orientation.

(2) An example of music that is not incidental is dance music provided for a military ball, since music is normally key to the event.

3-5. Additional duties. Band Soldiers will not be detailed to activities that interfere with their musical mission and training, except as the Band Commander, TRADOC Chief, Public Affairs, or Deputy Chief of Staff, TRADOC directs.

Chapter 4

Miscellaneous

4-1. Uniform policy. For official missions, the performance uniform will be determined by the Non-commissioned Officer-in-Charge of the appropriate musical support element in consultation with the TRADOC Band Operations Chief and the Band Commander or Band Sergeant Major.

4-2. Block leave. Band Soldiers may participate in block leave twice each year. These periods will not exceed a combined total of 30 days per year. Commander, U.S. Army TRADOC Band will determine leave periods, with the approval of the TRADOC Chief of Public Affairs. In accordance with AR 220-90, band Soldiers should take leave in blocks to prevent degradation of low density and key instrumentation necessary to perform its mission.

4-3. Inclement weather and equipment care. The delicate nature of costly musical instruments and other equipment is such that rain and extreme temperatures may adversely affect their operability. Every effort must be made to protect band equipment from damage in the execution of rehearsals and missions. In accordance with AR 220-90, final authority to subject band soldiers, instruments, or equipment to adverse weather conditions rests with the Band Commander.

4-4. Audio System support/Sound reinforcement. Units, offices, directorates, and all other entities seeking audio system support and/or sound reinforcement such as microphones, speakers, and/or sound systems, should contact the Enterprise Multimedia Center on Fort Eustis for assistance.

Appendix A
References

Section I
Required Publications

AR 220-90
Army Bands

AR 360-1
The Army Public Affairs Program

AR 670-1
Wear and Appearance of Army Uniforms and Insignia

Section II
Related Publications

This section contains no entries.

Section III
Referenced Forms

This section contains no entries.

Section IV
Prescribed Forms

This section contains no entries.

Glossary

Section I Abbreviations

AR	Army Regulation
HQ	Headquarters
TRADOC	U.S. Army Training and Doctrine Command
U.S.	United States

Section II Terms

This section contains no entries.

Section III Special Abbreviations and Terms

This section contains no entries.