



REPLY TO  
ATTENTION OF:

**DEPARTMENT OF THE ARMY**  
**INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, U.S. ARMY GARRISON, FORT WAINWRIGHT**  
**1060 GAFFNEY ROAD #6000**  
**FORT WAINWRIGHT, ALASKA 99703-6000**

IMFW-ES

31 May 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Family Member Disciplinary Review Board (Garrison Policy #47)

1. References:

- a. Army Regulation 15-6, Procedures for Investigating Officers and Boards of Officers, 2 October 2006.
- b. Army Regulation 600-8-14, Identification Cards for Members of the Uniformed Services, their eligible Family Members and other Eligible Personnel, 17 June 2009.

2. Purpose: The purpose of this policy is to prescribe responsibilities and procedures for conducting administrative hearings for the disposition of Family member misconduct not otherwise being adjudicated through the state or federal court system committed by Family members of military personnel at Fort Wainwright or the Seward Army Resort. This regulation does not apply to traffic violations processed through Federal Magistrate's Court.

3. Policy: Misconduct committed by, or involving, military Family members will be promptly identified and addressed through the Family Member Misconduct Hearing process in a manner that stresses both deterrence and rehabilitation. Participation in the Family Member Misconduct Hearing process is voluntary; however, other adverse administrative and/or criminal actions may be taken if sponsors chose not to consent to proceed with this process. Failure of Family members to cooperate in the process may also result in other adverse administrative and/or criminal actions being initiated. Military Family members are considered to be the spouse, child, step-child, or other relative who is a dependant of a military sponsor.

4. Responsibilities:

- a. The USAG Fort Wainwright Commander, will:
  - (1) Provide overall supervision of the Family Member Misconduct Hearing (hereafter referred to as Hearing) process for Fort Wainwright and Seward Army Resort.
  - (2) Serve as Hearing Officer for acts of alleged misconduct committed by military Family members residing on, or committed on, Fort Wainwright or Seward Army Resort.
  - (3) Determine if the sponsor or legal guardian of the military Family member consents to proceed with the Hearing process.
  - (4) Determine the time, place, and location for each Hearing and give timely notice (normally seven days in advance) to all participants, including the sponsor or legal guardian, military Family member, and any witnesses or other persons with special expertise deemed necessary (e.g., Social Work Services representative, School Liaison Officer, Staff Judge Advocate representative, Director of Emergency Services representative, etc).
  - (5) Determine by a preponderance of the evidence whether the military Family member appearing at the Hearing committed the alleged misconduct.

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(6) Decide on appropriate corrective/community service actions to be completed by the military Family member and ensure compliance is monitored.

(7) Complete the enclosed Findings Worksheet and provide a copy to the military sponsor or legal guardian of the military Family member.

b. Sponsors will:

(1) Be responsible for their military Family member's conduct.

(2) Decide, on behalf of their juvenile military Family members, whether to consent to proceed with the Hearing process.

(3) Monitor their military Family member's compliance with any corrective/community service actions directed by the Hearing Officer.

(4) Cooperate with commanders, staff, and law enforcement personnel in carrying out their responsibilities.

c. Military Family members will:

(1) Comply with any corrective/community service actions directed by the Hearing Officer.

(2) Regularly attend school or work at a lawful occupation.

(3) Cooperate with commanders, staff, and law enforcement personnel in carrying out their responsibilities.

5. Procedures:

a. The Garrison Commander will serve as the Hearing Officer for each Hearing. The Hearing Officer may consult with persons with special expertise whenever desired.

b. As a guide, the proceedings will generally follow the informal procedures set out in AR 15-6. No person will be designated a respondent.

c. The Hearing proceedings will be closed to the public.

d. The Hearing Officer may call witnesses and question them.

e. Witness statements may be sworn or unsworn at the Hearing Officer's discretion.

f. Juvenile military Family members appearing at the Hearing will be accompanied by their sponsor or legal guardian.

g. Military Family members are not entitled to be represented by counsel or to have counsel present during the Hearing proceedings.

h. Military Family members may present any relevant written matters, such as statements from witnesses, Family members, friends, teachers, doctors, etc.

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6. Point of contact for this memorandum is the Director of Emergency Services at 353-7889.

Encl  
Findings Worksheet



RONALD M. JOHNSON  
COL, SF  
Commanding

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A (FWA)

**Findings Worksheet**

**Findings:**

I have carefully reviewed the facts and circumstances surrounding the allegations of misconduct committed by \_\_\_\_\_ occurring on \_\_\_\_\_, and have determined that the following allegations are supported by a preponderance of the evidence:

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**Actions:**

In view of these findings, I direct that the following administrative corrective/community service actions be taken:

- No further action.
  - Perform \_\_\_\_\_ hours of community service and report to \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_.
  - The sponsor (shall/shall not) be required to supervise community service work.
  - Curfew be imposed between the hours of \_\_\_\_\_ and \_\_\_\_\_.
  - Other corrective action, specifically \_\_\_\_\_
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RONALD M. JOHNSON  
COL, SF  
Commanding