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Headquarter, US Army IMCOM-Pacific
Fort Shafter, Hawaii
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OPORD 10-07-004: US ARMY INSTALLATION MANAGEMENT COMMAND-PACIFIC
Operations Order (OPORD) – IMCOM Pacific Region 2010-2011 Voting Assistance
Program (VAP) Implementation (U)

(U) References

- (a) (U) Hatch Act, 2 Aug 39, An Act to Prevent Pernicious Political Activities
- (b) (U) Title 5 USC Section 7321, Political Participation
- (c) (U) DoD Directive 1000.04, certified current as of 23 Apr 07, Subject: Federal Voting Assistance Program (FVAP)
- (d) (U) DoD Directive 1344.10, certified current as of 1 Dec 03, Subject: Political Activities by Members of the Armed Forces on Active Duty
- (e) (U) AR 608-20, 28 Oct 04, Army Voting Assistance Program
- (f) (U) 2010-11 Voting Assistance Guide
- (g) (U) ALARACT 056/2010, 25 Feb 10, Subject: 2010 Army Voting Assistance Program (AVAP)
- (h) (U) US Army Adjutant General Memorandum dated 19 Mar 10, Subject: 2010-2011 Army Voting Action Plan
- (i) (U) IMCOM OPORD 10-153, 2010-2011 Installation Management Command Voting Assistance Program Implementation (U)

(U) Time Zone Used Throughout the Order: Zulu.

1. (U) **SITUATION.** Reference (h), the Army Voting Action Plan, establishes policies, procedures and responsibilities for the Army Voting Assistance Program for the 2010-2011 election years. All commands, including IMCOM, are to participate in the Voting Assistance Program to give Soldiers, DA Civilians, and Family Members an opportunity to exercise the right to vote. This plan provides instructions for Pacific Region garrisons' proper delivery of the voting program throughout the command. The requirements in this plan reflect the Army's regulatory guidance, Department of Defense Directives, Department of Defense Instructions and NDAA 2010. Pay particular attention to the reporting requirements. The "Measures of Success" provide the necessary metrics to evaluate the program and ensure the goal is achieved.

The next Federal election is on 2 November 2010; however, State and local elections occur continuously and our Soldiers, DA Civilians and Family Members deserve the opportunity to participate. It is essential to sustain voting assistance efforts, publicize elections, and distribute information throughout the year.

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2. (U) **MISSION**. NLT 30 days of publication of this order, IMCOM-Pacific implements the Command Voting Assistance Program across all garrisons to help our Soldiers, DA Civilians, and Family Members exercise the right to vote and to collect required monthly "Measures of Success" reports as required by the Army Voting Assistance Program Office.

3. (U) **EXECUTION**.

(U) **Director's Intent**. It is my intent that garrison Voting Assistance Officers (VAO) contact 100% of Soldiers and DA Civilians to provide information to help them exercise the right to vote, either in person or by absentee ballot, and to ensure that the Army Voting Assistance Program is implemented in accordance with the Army Voting Action Plan. Each Soldier and Civilian should know his or her UVAO. As leaders, we must ensure every Soldier is contacted and offered information about voting.

(U) **Key Task**.

- (U) Garrisons will implement the Voting Assistance Program at installation level, and complete and submit monthly "Measures of Success" reports to IMCOM-Pacific POCs listed in Para 5 by the 5th working day of the month.

(U) **End state**. I consider this action complete when all garrisons implement the Voting Assistance Program in accordance with the Army Voting Action Plan, and the appropriate reports for the 2010 election year have been submitted to HQ IMCOM for validation and submission to the Army Voting Assistance Office. Final report for the 2010 election year will be December 2010.

3.A. (U) **Concept of Operations**.

3.B. (U) **Tasks**.

3.B.1. (U) **Garrisons**.

3.B.1.A. (U) Collect monthly "Measures of Success" data listed on Appendix A.

3.B.1.B. (U) Submit monthly "Measures of Success" reports by the 5th working day of the month to Pacific Region POCs in Para 5. This report covers garrison personnel only. Mission units will report through mission channels. Consolidate reports from all directorates and only submit one garrison report each month.

3.B.1.C. (U) A list of current Installation Voting Assistance Officers (IVAO) is at Annex B. Keep this list updated by appointing replacements when the current IVAO departs. Provide the replacement names to the Region POCs in Para 5. NLT 10 days after

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appointment, provide appointment memorandum for each new IVAO to the Region POCs in Para 5.

3.B.1.D. (U) Ensure each new IVAO attends a Voting Workshop (at a scheduled location or online) and reviews the 2010-2011 Army Voting Action Plan for understanding of roles and responsibilities. Send a copy of the training completion certificate to the Region POCs in Para 5.

3.B.1.E. (U) Ensure VAOs order and disseminate voting materials to Soldiers, DA Civilians located in Japan (US based DA Civilians can receive materials upon request), and voting eligible Family Members. Order voting materials through the US Army Publication Directorate Warehouse.

3.B.1.F. (U) Ensure that VAOs maintain voting continuity folders containing appointment orders, Federal Post Card Applications, Federal Write-In Absentee Ballots, reporting requirements materials, complete contact information including local county election office contact information for stateside VAOs, current Voting Assistance Guide, recent News Releases/Advisories, election dates calendar, copy of all references, and training materials from workshops.

3.B.1.G. (U) Establish a link on garrison homepage to www.vote.army.mil

3.B.1.H. (U) Encourage Soldiers and DA Civilians to pass along the voting information received to their Family Members. Ensure Soldiers and DA Civilians know that the VAO is willing to assist Family Members as needed.

3.B.2. Region Human Resources (HR)

3.B.2.A. Submit monthly "Measures of Success" report to HQ IMCOM by 8th working day of the month. Report individual statistics on Region and each garrison on one consolidated report.

3.B.2.B. Ensure there is a VAO and alternate for the Region HQ at all times. Ensure each new VAO is fully trained by attending a Voting Workshop (at a scheduled location or online). Ensure each VAO reviews the 2010-2011 Army Voting Action Plan for understanding of roles and responsibilities.

3.B.2.C. Ensure the link to www.vote.army.mil is maintained on the Region homepage.

3.B.2.D. Encourage Soldiers and DA Civilians to pass along the voting information received to their Family Members. Ensure Soldiers and DA Civilians know that the VAO is willing to assist Family Members as needed.

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3.C. (U) Coordinating Instructions.

3.C.1. (U) This OPORD is effective upon receipt for execution.

4. (U) **SUSTAINMENT**. None.

5. (U) **COMMAND AND CONTROL**.

5.A. (U) Command. Pacific Region HR is the responsible Division for this action.

5.B. (U) Control. None.

5.C. (U) Signal.

5.C.1. Region POCs are Kara Loggins, Kara.Dorann.Loggins@us.army.mil, 808-438-2070, DSN 315-438-2070, and Lynn Lott, Lynn.Lott@us.army.mil, 808-438-2077, DSN 315-438-2077.

5.C.2. Acknowledge receipt of this order to the Region Operations Center.

ZEDALIS
RD

OFFICIAL:

E-Signed
SMITH EUGEN

SMITH
COL
Deputy Region Director

ANNEXES:

A - (U) IMCOM "Measures of Success" monthly report template
B - (U) List of Pacific Region Voting Assistance Officers

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DISTRIBUTION:

Region Garrison Commanders

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