



DEPARTMENT OF THE ARMY
U.S. ARMY SECURITY ASSISTANCE COMMAND
7613 CARDINAL ROAD
REDSTONE ARSENAL, AL 35898-5000

REPLY TO
ATTENTION OF

19 May 2010

AMSAC-S

MEMORANDUM FOR ALL U.S. ARMY SECURITY ASSISTANCE COMMAND
EMPLOYEES

SUBJECT: U.S. Army Security Assistance Command (USASAC) Policy Memorandum 107.1 –
Requests for Information by News Media

1. All media inquiries/requests for information, including from print, television and radio media, must first be channeled through the USASAC Public Affairs Officer (PAO) for subsequent coordination with the U.S. Army Materiel Command (AMC) Media Relations Branch and USASAC's Commanding General prior to release of requested information.
2. The Command's mission is sensitive in nature, and information about USASAC activities can be misinterpreted or misconstrued in newspapers, on television and on radio, adversely affecting mission accomplishment. Command employees who are contacted by media representatives will release no information, or be a spokesperson for USASAC, but will immediately notify the USASAC PAO. The PAO is the Command point of contact who has responsibility for coordination of all media inquiries. The AMC Media Relations Branch will be notified of information requests and will coordinate release of information with the USASAC PAO.
3. Media inquiries/requests will include the following:
 - a. Name
 - b. Telephone
 - c. Fax
 - d. E-mail
 - e. Media Outlet
 - f. Media Type (television, newspaper, radio, periodical, other)
 - g. Deadline
 - h. Interview Date

AMSAC-S

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- i. Interview Length
 - j. Interview Requirements (live, in studio, taped, phone, crew comes to USASAC, e-mail correspondence, flexible)
 - k. Subject
 - l. Include specific information regarding your request in question form
4. This Policy Memorandum supersedes USASAC Policy Statement 107.1, 15 September 1992.


CHRISTOPHER TUCKER
Brigadier General, USA
Commanding