



DEPARTMENT OF THE ARMY
UNITED STATES ARMY ROTC CADET SUMMER TRAINING DETACHMENT
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

ATCC-ST

27 May 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Cadet Summer Training (CST25) Policy Memorandum 13 - Weapons Immersion Procedures

1. References:

- a. Army Regulation (AR) 190-11, Physical Security of Arms, Ammunition, and Explosives, 17 January 2019.
- b. AR 190-13, The Army Physical Security Program, 27 June 2019.
- c. AR 710-2, Secondary Item Policy and Retail Level Management, 1 August 2024.
- d. TRADOC Regulation 350-6, "Enlisted Initial Entry Training Policies and Administration", 8 December 2022.

2. Purpose. Outline procedures and physical security requirements for Cadre and Cadets while Cadets are in possession of weapons.

3. Commander's Intent:

- a. Cadets will maintain accountability of their weapons.
- b. Cadets will be in direct possession of their weapons (on their persons) the maximum time possible under the guidelines below.
- c. Cadre will maintain 100% accountability of their platoon's weapons.
- d. Cadets will develop a sense of ownership for their weapons and the weapons will become a tool to develop the Warrior Ethos in our Cadets.

4. Minimum criteria for the security of weapons in the custody of CST Cadre and Cadets are as follows:

- a. Weapon security is the responsibility of individuals who are issued or in possession of the property, while in their care.

ATCC-ST

SUBJECT: Cadet Summer Training (CST25) Policy Memorandum 13 - Weapons Immersion Procedures

b. Each weapon issued will be at all times carried on the person of the individual to whom it is issued, or it will be properly safeguarded and secured as outlined below.

c. Individuals responsible for the custody of weapons will not entrust the custody of weapons to any other person except those responsible for the security of operational weapons except for emergencies. These persons will comply with issue and turn-in procedures.

d. No weapons are allowed in the CST Warrior Restaurants (WR). Weapons are in the staging area outside while the Cadets are inside the facility and on guard to maintain accountability.

e. Weapons will not have magazines in magazine wells while in the Disney area unless it is for a specific training objective designated by Cadre.

f. No weapons allowed inside Harmon Hall (CIF). Weapons are in the staging area outside and on guard to maintain accountability during the CIF issue and/or turn process.

5. Regimental Training Officer (RTO) responsibilities:

a. Designate barracks facilities used in the weapons immersion training program as restricted areas.

b. Ensure strict enforcement of unauthorized access to barracks facilities and platoon bays.

c. Cadre will secure the Cadet's weapon in situations where the cadet is not present with their weapon. This is temporary and not to exceed two hours. Weapon turn-in to the arms room and the clearing of the Cadet's hand receipt will occur if the cadet is absent for more than two hours. If Cadet returns to training, Cadre will escort them to the Arms Room to draw and sign for a weapon. There is to be weapon security until the Arms Room reopens if the arms room is inaccessible. FORSCOM armorers are on call 24/7.

d. Weapons will not go with Cadre or Cadets to sick call or other appointments. There is an exclusion of weapons in the Post Chapel, Post Exchange, Post Clubs, Ireland Army Heath Clinic, other Medical or Dental Facilities, or recreational facility. In these cases, the weapon will require safeguarding until the Cadet's return to company training.

ATCC-ST

SUBJECT: Cadet Summer Training (CST25) Policy Memorandum 13 - Weapons Immersion Procedures

e. Cadre will ensure the enforcement of shakedown policies when returning from live/blank ranges.

f. Ensure the following measures to prevent theft of weapons are in place and adhered to:

(1) Cadets will hang weapons on the bunks when sleeping or conducting personal hygiene. If Cadets are on bunks, their weapons will be visible.

(2) No weapons allowed in the latrine or showers.

(3) Fireguards are present in barracks areas where Cadets are sleeping. These guards will maintain visibility of weapons secured in arms racks or other areas and will have a positive means of contacting the Charge of Quarters (CQ) or Cadre.

(4) Fireguards will count weapons on change of guard shift. The departing guards and the oncoming guards will together go to each bunk and count the weapons in their bay. CQ will conduct a Cade weapons count when conducting checks and when changing shifts. The departing CQ and the incoming CQ will together go to each bunk and count the weapons in their bays and will log this count on a DA Form 1594, as maintained at the CQ desk.

(5) Sleeping Cadets will have weapons secured on cots at Life Support Areas (LSAs) and Tactical Assembly Areas (TAAs)

(6) Maintain security lighting at all barracks entry points.

(7) Cadets will guard stacked weapons during physical training unless required when conducting Physical Readiness Training (PRT).

(8) All Cadets will receive a briefing from Cadre prior to being issued their assigned weapons.

(9) If, at any time, anyone discovers a lost, stolen, or missing weapon, the person making the discovery will report the loss immediately to Cadre who will report it to Regimental Cadre, who in turn notifies the CST Tactical Operations Center (TOC). The CST TOC will notify CST Leaders and the appropriate garrison elements as per the TOC SOP. There is an exhaustion of attempts to locate the weapon while securing the immediate area.

ATCC-ST

SUBJECT: Cadet Summer Training (CST25) Policy Memorandum 13 - Weapons Immersion Procedures

(10) Inventory and physical counts, the RTO will conduct a physical count of weapons twice per day during first formation and prior to lights out.

6. Risk analysis and vulnerability assessments.

a. The RTO will conduct risk analysis and vulnerability assessment before weapons are issued to Cadets.

b. Ensure reasonable measures and mitigation risks are in place for insider personnel with potential vulnerabilities.

c. Maintain copies of the risk analysis and vulnerability assessment on file until a new risk analysis and vulnerability assessment is complete.

7. Arms Room POC is Mr. Carlos Hill, 502-624-2575, carlos.m.hill.civ@army.mil.

8. POC is Mr. Justin Carter, G37 Planner, at 502-624-5564 or at justin.r.carter.civ@army.mil.

STEVEN M. KING
Brigadier General, USA
Commandant

DISTRIBUTION:
CA