



REGIMENTAL

Standing

Operating

Procedure

US ARMY TRANSPORTATION CORPS

1 FEBRUARY 2009

GENERAL ORDERS

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HEADQUARTERS
DEPARTMENT OF THE ARMY
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**ESTABLISHMENT OF THE TRANSPORTATION CORPS, THE MILITARY
POLICE CORPS AND THE JUDGE ADVOCATE GENERAL'S CORPS
IN THE U.S. ARMY REGIMENTAL SYSTEM (USARS)**

1. The Transportation Corps is placed under the U.S. Army Regimental System effective 31 July 1986. The home of the Transportation Corps is ESTABLISHED at Fort Eustis, Virginia.
2. The Military Police Corps is placed under the U.S. Army Regimental System effective 26 September 1986. The home of the Military Police Corps is ESTABLISHED at Fort McClellan, Alabama.
3. The Judge Advocate General's Corps is placed under the U.S. Army Regimental System effective 29 July 1986. The home of the Judge Advocate General's Corps is ESTABLISHED at Charlottesville, Virginia.

(DAAG-HDU)

By Order of the Secretary of the Army:

Official:

JOHN A. WICKHAM, JR.
General, United States Army
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This SOP was prepared by the Office of the Chief of Transportation, Fort Eustis, VA. For additional copies or information concerning its contents, call DSN 826-6103/6056, or commercial (757) 878-6103/6056. Address written comments to: Regimental Adjutant, Office of the Chief of Transportation (ATZF-OCT), 705 Read Street, Fort Eustis, VA 23604-5407.

TRANSPORTATION CORPS (TC) REGIMENTAL
STANDING OPERATING PROCEDURE (SOP)

I. GENERAL

- A. Scope. This SOP establishes the policies, staffing and duties for the Transportation Corps (TC) Regiment in accordance with AR 600-82 (United States Army Regimental System).
- B. Applicability. This SOP applies to all military and civilian personnel in the Transportation Corps in the Active Army, Army Reserve and Army National Guard.
- C. Background. The Chief of Staff, US Army approved the Transportation Corps' integration into the United States Army Regimental System on 26 December 1985. The implementation plan was forwarded to Headquarters, Department of the Army (HQDA) on 13 March 1986, outlining major features of the TC system, to include milestones for accomplishment. The Transportation Corps Regiment's activation ceremony occurred on 26 July 1986, at Fort Eustis, Virginia, with an effective date of 31 July 1986.

II. DESIGNATION AND LOCATION

- A. The official designation of the Regiment is the Transportation Corps Regiment.
- B. The Regimental Headquarters is located at Fort Eustis, Virginia.

III. PERSONNEL

- A. Permanent Regimental Positions.
 - 1. Regimental Commander. The Chief of Transportation is the Regimental Commander. The Regimental Commander's duties IAW AR 600-82, CH 1-4(o) include:
 - a. Presiding at Regimental functions.
 - b. Selecting and appointing individuals to serve in honorary positions.
 - c. Issuing individual travel orders for honorary positions.
 - d. Ensuring all Soldiers are Regimentally affiliated.
 - e. Ensuring Regimental continuity by furthering the qualities of professionalism, pride and esprit de corps.
 - 2. Regimental Surgeon. The Commander, McDonald Army Health Center, Fort Eustis, Virginia, is the Regimental Surgeon. The Regimental Surgeon's duties include:
 - a. Advising and assisting with medical standards for all Transportation Corps related matters.

- b. Coordinating medical staffing via MACOM surgeons for exercises that the Transportation Corps is involved in worldwide.
 - c. Establishing basic load and ensuring fill of medical supplies for US Army vessels when engaged in long deployments.
 - d. Ensuring that the various MEDDAC disciplines, such as preventive medicine, industrial hygiene and occupational health, are available to assist in issues relating to asbestos, headgear, footgear, safety and physicals.
 - e. Monitoring AR 40-501 (Medical Services - Standard of Medical Fitness) and recommending changes as appropriate for military initial entry and retention in the Regiment.
3. Regimental Chaplain. The United States Army Transportation Center and School's Chaplain will serve as the Regimental Chaplain. The Regimental Chaplain's duties include:
- a. Advising the Regimental Commander and staff on religion, morals, morale and chaplain support activities.
 - b. Overseeing the assignment of chaplain and chaplain assistant personnel assets within the Regiment.
 - c. Ensuring that Regimental policies and leadership practices are in keeping with moral, ethical and humanitarian standards.
 - d. Ensuring that a variety of worship opportunities for the free exercise of religion is practiced throughout the Regiment.
 - e. Participating in Regimental functions and activities.
 - f. Performing liaison visits to units in the Regiment.
4. Regimental Adjutant. The Regimental Adjutant, IAW AR 600-82, will be appointed by the branch proponent and approved by the Chief of the Corps. The Regimental Adjutant's duties include:
- a. Serving as an advisor to the Regimental Commander on all matters pertaining to the Regimental system.
 - b. Monitoring the overall strength of the Regiment.
 - c. Acting as liaison between the Regiment and the Department of the Army.
 - d. Acting as liaison between units of the Regiment.

- e. Interfacing with the Honorary Colonel of the Regiment and scheduling his visits.
 - f. Monitoring the fill, responsibilities, and programs associated with the Honorary Regimental positions.
 - g. Preparing and distributing Regimental correspondence.
 - h. Performing liaison visits to units in the Regiment.
 - i. Accounting for the memorabilia displayed in the Regimental Room.
 - j. Supporting and assisting in executing the Transportation Corps' publicity and campaign plans.
5. Regimental Warrant Officer (RWO). The United States Army Transportation Center and School's Regimental Warrant Officer is selected and appointed by the Chief of Transportation. The Regimental Warrant Officer's duties include:
- a. Serving as an advisor to the Regimental Commander on matters pertaining to the Transportation Corps Warrant Officer force.
 - b. Monitoring the Transportation Corps Warrant Officer strength of the Regiment.
 - c. Acting as liaison between the Warrant Officers of the Transportation Corps Regiment and Human Resources Command (HRC).
 - d. Acting as liaison between units and the Regiment.
 - e. Interfacing with the Honorary Warrant Officer of the Regiment on briefings and guest appearance schedules.
 - f. Receiving nominations for the position of the Honorary Warrant Officer of the Regiment.
 - g. Preparing and distributing Regimental correspondence pertaining to Transportation Corps Warrant Officers.
 - h. Performing liaison visits to units in the Regiment.
 - i. Supporting and assisting in executing the Transportation Corps' publicity and campaign plans.
 - j. Monitoring and participating in Transportation Corps Warrant Officer professional development studies.
 - k. Presiding, along with the Regimental Commander, at formal functions.

6. Regimental Sergeant Major (RSM). The United States Army Transportation Center and School's Command Sergeant Major will serve as the RSM. The Regimental Sergeant Major's duties include:

- a. Serving as an advisor to the Regimental Commander on matters pertaining to the enlisted force.
- b. Monitoring the enlisted strength of the Regiment.
- c. Acting as liaison between Soldiers of the Regiment and Human Resources Command (HRC).
- d. Acting as liaison between units and the Regiment.
- e. Interfacing with the Honorary Regimental Sergeant Major in scheduling visits and appearances at Regimental functions.
- f. Receiving nominations for the position of Honorary Regimental Sergeant Major.
- g. Preparing and distributing Regimental correspondence pertaining to enlisted Soldiers.
- h. Performing liaison visits to units in the Regiment.
- i. Supporting and assisting in executing the Transportation Corps' publicity and campaign plans.
- j. Monitoring and participating in noncommissioned officer professional development studies.
- k. Presiding, along with the Regimental Commander, at formal functions.

B. Honorary Regimental Positions. Honorary Colonel of the Regiment (HCOR), Honorary Warrant Officer of the Regiment (HWOOR), Honorary Sergeant Major of the Regiment (HSGMOR), and Honorary Civilian of the Regiment (HCIVOR).

1. Criteria.

- a. The HCOR must be a distinguished, retired officer with the rank of colonel or above, who has served in the Regiment or in the chain of command above the Regiment.
- b. The HWOOR must be a distinguished, retired warrant officer with the rank of CW3 or above and must have prior service in the Regiment.

- c. The HSGMOR must be a distinguished, retired noncommissioned officer (NCO) with the rank of sergeant first class (SFC) or above and must have had prior service in the Regiment or in the chain of command above the Regiment.
- d. The HCIVOR must be a distinguished, retired Department of the Army Civilian with former service in a transportation career field occupational series.
- e. Only one HCOR, HWOOR, HSGMOR, and HCIVOR will serve at any one time.

2. Appointment.

- a. Nominations for the HCOR, HWOOR, HSGMOR, and HCIVOR will be solicited from throughout the Regiment. Nomination packets will include career highlights, awards and decorations, a biographical sketch, and a recent head and shoulders photograph in military uniform for the HCOR, HWOOR and HSGMOR or appropriate civilian attire for the HCIVOR. Nominations will be staffed and approved by the Regimental Commander.
- b. IAW AR 600-82, the period of service for the HCOR, HWOOR, HSGMOR and HCIVOR will be for three years. A second three-year tour may be granted by the Regimental Commander. Appointments may be revoked or terminated by the appointing authority following thirty days of advance notice.
- c. Upon confirmation of appointment, the Regimental Adjutant will prepare a certificate of appointment signed by the Regimental Commander for presentation to the HCOR, HWOOR, HSGMOR or HCIVOR.
- d. Investiture will be held at an appropriate ceremony.

3. Duties and Functions.

- a. The duties of the HCOR, HWOOR, HSGMOR, and HCIVOR are purely ceremonial. Their presence at Regimental functions and ceremonies fosters esprit de corps, traditions, and a better sense of Regimental history.
- b. The HCOR, HWOOR, HSGMOR and HCIVOR will be invited to participate in Regimental activities and the annual Regimental Review.

4. Scheduling.

- a. The Regimental Commander may ask the HCOR, HWOOR, HSGMOR, or HCIVOR to attend ceremonial functions in his/her stead.

- b. Requests from units for visits by the HCOR, HWOOR, HSGMOR, or HCIVOR will be forwarded to the Regimental Adjutant. Units inviting the HCOR, HWOOR, HSGMOR, or HCIVOR to attend functions are responsible for funding travel and per diem.
- c. Invitational travel orders may be issued by the Regimental Adjutant when travel has been approved by the Regimental Commander.

C. Transportation Corps (TC) Hall of Fame (HOF).

1. Criteria.

- a. A HOF nominee (either military or civilian) must have made significant contributions to the Transportation Corps that distinguishes them above their peers and have been a member of the Transportation Corps. A Department of the Army civilian nominee for the HOF must be a US citizen.
- b. The nominee must be separated or retired from the Transportation Corps for a period of three years or more before being nominated for the HOF.
- c. An individual may be nominated for the TC HOF posthumously. There is no waiting period for posthumous Hall of Fame nominees.
- d. Transportation Corps Medal of Honor recipients are automatic inductees into the TC HOF.

2. Appointment.

- a. Any person in the TC Regiment may nominate an individual to become a member of the TC HOF. The nomination packet must be submitted on the individual's behalf with the following:
 - (1) A nomination memorandum to the Regimental Commander with a two-page narrative justification highlighting the nominee's significant contributions to the Transportation Corps.
 - (2) A biographical sketch of the individual's career highlights, including a listing of awards and decorations.
 - (3) An 8" X 10" head and shoulders color photograph in uniform for a military nominee or appropriate attire for civilian nominee.
 - (4) For specific requirements, refer to the HOF Letter of Instruction (LOI) published annually.

- b. The Regimental Commander will convene a board, generally in April of each year, to judge all nominations and to select the HOF inductees. The selection board will make selections from a review of five nominative categories. Those categories will be: General Officer, Officer, Warrant Officer, Noncommissioned Officer, and DA Civilian. Only qualified individuals will be considered and selected by the Board. There is no minimum selection requirement. The Regimental Commander is the final approving authority for all Hall of Fame inductees and will determine the actual number of inductees into the HOF.
- c. Tenure in the HOF is indefinite; however, it may be revoked by the Regimental Commander as appropriate.
- d. Upon confirmation of the appointment, the Regimental Adjutant will prepare a letter of notification, to be signed by the Regimental Commander for dispatch to the HOF inductee or their immediate family, if the individual is deceased.
- e. Induction will be held at an appropriate ceremony during TC Regimental Week each year.

3. Duties and functions.

- a. HOF members' duties are purely ceremonial and honorary.
- b. HOF members may be invited to participate in Regimental activities.

4. Scheduling. Arrangements for HOF members to attend unit functions will be coordinated directly with the HOF member concerned.

D. Distinguished Member of the Regiment (DMOR).

1. Criteria.

- a. To be eligible for induction as a DMOR, an individual must have served in the Regiment or corps, IAW AR 600-82, 5-3(a)(4)(b).
- b. Automatic Inductees. As an exception to paragraph III.D.1.a. above, the following criteria applies to an individual automatically inducted as a DMOR.
 - (1) Active Duty, Reserve, or National Guard Transportation Corps officers who attain the rank of Brigadier General, upon promotion or frocking.
 - (2) Active Duty, Reserve, or National Guard Transportation Corps Warrant Officers who attain the rank of Chief Warrant Officer Five, upon promotion.

- (3) Active Duty, Reserve or National Guard Transportation Corps enlisted personnel who attain the position of Command Sergeant Major and are selected to serve at the General Officer level of command.
 - (4) Civilian personnel who are appointed as Senior Executive Service civilians in a Transportation position.
 - (5) Transportation Corps Soldiers killed in action during combat operations.
- c. The recognition of DMOR may be awarded posthumously, to military or civilians who served in the Transportation Corps.

2. Appointment.

- a. Any person in the Regiment may nominate three individuals each year for appointment as a DMOR by forwarding a one-page written justification to the Regimental Adjutant, along with a biographical sketch from the nominee that includes military or civilian career highlights, significant contributions to the Transportation Corps, and a listing of awards and decorations.
- b. The Regimental Commander will convene a board, generally in April of each year, to judge all nominations and select DMOR inductees. The Regimental Commander is the final approval authority for all DMOR inductees and will determine the number of DMORs inducted each year.
- c. Tenure as a DMOR is indefinite; however, it may be revoked by the Regimental Commander as appropriate.
- d. Upon confirmation of the appointment, the Regimental Adjutant will prepare a letter of notification for dispatch to the DMOR or their immediate family, if the individual is deceased.
- e. Induction will be held at an appropriate ceremony during TC Regimental Week each year.

3. Duties and Functions.

- a. The duties of a DMOR are purely ceremonial.
- b. DMORs may be invited to participate in Regimental activities.

4. Scheduling.

- a. Arrangements for a DMOR to attend unit functions will be coordinated directly with the DMOR.

- b. The requesting unit may issue invitational travel orders and must fund travel and per diem.

E. Honorary Member of the Regiment (HMOR).

1. Criteria.

- a. HMOR may be Soldiers, their spouses, or individuals who have made a contribution or provided a service to the Transportation Corps, but who are not members of the Transportation Corps or the Transportation Corps Regiment.
- b. Non-citizens may be considered for recognition as an Honorary Member of the Regiment if they have provided a contribution or service to the Regiment.

2. Appointment.

- a. Any person in the Regiment may nominate an individual for appointment as an HMOR by forwarding a nomination packet with full justification and a biographical sketch to the Regimental Adjutant.
- b. The Regimental Commander will determine the number and approve the selection of all HMORs.
- c. Tenure for an HMOR is indefinite; however, the Regimental Commander may revoke HMOR status for just cause.
- d. Upon confirmation of the appointment, the Regimental Adjutant will prepare a certificate of appointment. The nominator should arrange for the certificate to be presented at an appropriate ceremony.

3. Duties and functions.

- a. The duties of the HMOR are purely ceremonial and honorary.
- b. The HMOR may be invited to participate in Regimental activities.
- c. Arrangements for an HMOR to attend unit functions will be coordinated directly with the HMOR.
- d. The requesting unit may issue invitational travel orders and must fund travel and per diem.

F. Honorary Transporter.

1. Criteria.

- a. The title of Honorary Transporter is intended for friends of the Regiment. It can be bestowed on nonmembers of the Regiment who have associated themselves with the Transportation Corps through their work or actions. The individual may be any rank, civilian or military, a member of another armed service or Army branch, or a citizen of another country.
- b. The Regimental Commander determines the number of Honorary Transporters selected each year.

2. Appointment.

- a. Any person in the Regiment may nominate an individual for appointment as Honorary Transporter by forwarding a nomination packet with full justification and a biographical sketch to the Regimental Adjutant.
- b. The Regimental Commander approves the selection of an Honorary Transporter.
- c. Upon confirmation of the appointment, the Regimental Adjutant will prepare a certificate of appointment. The nominator should arrange for the certificate to be presented at an appropriate ceremony.
- d. Tenure for an Honorary Transporter is indefinite; however, the Regimental Commander may revoke the status of Honorary Transporter for just cause.

G. Affiliation.

1. Affiliation is the relationship that a Soldier or Civilian has with the Transportation Corps Regiment. The Soldier is affiliated with the Regiment regardless of his/her assignment. A Civilian is affiliated with the Regiment as long as he/she serves in an Army Transportation position in Career Field 24 or 74.
2. General Officers, Colonels, Chief Warrant Officers Five and Command Sergeants Major have the option of affiliating with the Transportation Corps Regiment or with a Regiment in which they have previously served while holding a combat arms specialty or MOS.
3. Transportation Corps Soldiers will automatically be affiliated with the Transportation Corps Regiment upon completion of the Transportation Officer Basic Course (TOBC), the Warrant Officer Basic Course (WOBC) or Advanced Individual Training (AIT).
4. Transportation Corps Soldiers may not change their affiliation unless they change their branch or MOS to one that is not in the Transportation Corps Regiment. Soldiers who branch transfer must have their records changed to reflect affiliation with the Transportation Corps Regiment. Procedures for changing records begin at the local battalion level.

5. In accordance with published uniform regulations, all Transportation Corps Soldiers will wear the Transportation Corps Regimental Crest as the symbol of affiliation.

IV. ACCOUTREMENTS

A. Regimental Crest.

1. Background. The Regimental Commander approved the Regimental crest design on 18 February 1986, based on a concept submitted by the Assistant Commandant, US Army Transportation School. The Institute of Heraldry prepared final artwork and prototype crests.
2. Design. The crest is composed of two pieces, permanently secured. It consists of the TC branch insignia over a brick red spearhead with the unit motto "Spearhead of Logistics," inscribed below in blue letters. Brick red and golden yellow are the colors associated with the Transportation Corps. The traditional insignia of the branch superimposed on the spearhead denotes the spirit of the motto. The branch insignia consists of the car wheel symbolizing rail transportation, the wings symbolizing air transportation, a mariner's helm for water transportation, and a US highway marker shield for land transportation.
3. Official Description (The Institute of Heraldry). A gold color metal and enamel device 1 1/4 inches in height overall consisting of a ship's steering wheel bearing a shield charged with a winged car wheel on a rail, all gold, centered upon a brick red spearhead pointed up, all standing upon a curving gold scroll spanning the lower tips of the spearhead and inscribed "SPEARHEAD OF LOGISTICS" in blue letters.
4. Acquisition. Enlisted Soldiers will be provided a crest at no personal expense. Commissioned and warrant officers must purchase their crest. Civilians should purchase the lapel-pin size crest.
5. Wear. All Soldiers with a Transportation Corps primary specialty/MOS will wear the Regimental crest as a sign of affiliation in accordance with AR 670-1 (Wear and Appearance of Army Uniforms and Insignia). The following TC personnel will wear the Regimental Crest in lieu of distinctive unit insignia on the appropriate uniform: Regimental Commander; Regimental Sergeant Major; Regimental Surgeon; Regimental Adjutant; Regimental Chaplain, Regimental Warrant Officer and military personnel assigned to the Office of the Chief of Transportation.

B. Regimental Flag.

1. Background. The Regimental Commander approved the Regimental Flag design on 10 March 1986.
2. Design. The background of the flag is brick red and the principal device is the Regimental Crest, beneath which are the words, "Transportation Corps." The flag is

trimmed with gold fringe. The colors, brick red and golden yellow, correspond to the official colors of the Transportation Corps.

3. Display.

- a. There is only one official flag for the Regiment. It will be on permanent display in the office of the Regimental Commander and will be displayed at all functions, parades, reviews, and so forth, in which the Regimental Commander participates. The flag will also be displayed during Rites of Passage ceremonies as described in Section VIII. It may be displayed at other Regimental functions with the Regimental Commander's approval. Replica flags may be maintained in those areas frequented by the Regimental Commander, such as the US Army Transportation School (USATSCH) Conference Room, the USATSCH Theater, and the Regimental Room of the Fort Eustis Club.
- b. When a valid justification exists for a replica flag, an organization may request permission from the Regimental Adjutant to have replica flags produced. The requesting unit will fund replica flags.
- c. The replica flag must be produced using the official manufacturer's drawings furnished by The Institute of Heraldry (TIOH). However, the requesting organization must arrange for procurement of flags through a commercial source and provide the funding for the flag. The completed flag must be forwarded to TIOH for inspection to ensure that the design is accurate, and that it meets acceptable quality standards. The flag must contain a tab on the hoist insert containing the word "replica." Appropriated or nonappropriated funds may be used for procurement, depending upon the intended use of the flag. For example, appropriated funds could be used for a flag to be displayed in a chapel, but not for a flag displayed in an officers' or noncommissioned officers' club.

V. REGIMENTAL RECOGNITION PROGRAMS

A. Transportation Corps Regimental Officer, Warrant Officer, Noncommissioned Officer and Civilian of the Year Program.

1. Background. Effective calendar year 1989, the Transportation Corps Regiment formally recognized the Transportation Corps Regimental Officer, Noncommissioned Officer and Civilian of the Year. The award was designed to recognize one deserving individual from each category for the calendar year. Effective calendar year 1998, the program was expanded to select a Reserve Component Transportation Corps Regimental Officer and Noncommissioned Officer of the Year. Effective calendar year 1999, the program was expanded to select an Active and Reserve Component Warrant Officer of the Year.
2. Applicability.
 - a. Officers. All Transportation Corps Officers through Captain (nonpromotable) are eligible for this award.

- b. Warrant Officers. All Transportation Corps Warrant Officers through Warrant Officer Three (nonpromotable) are eligible for this award.
- c. Noncommissioned Officers. All Transportation Corps Noncommissioned Officers Sergeant through Sergeant First Class (nonpromotable) are eligible for this award.
- d. Officers, Warrant Officers, and Noncommissioned Officers not with the Army (i.e., foreign exchange programs, other branches of service, or those in other branches of the Army) are ineligible for recognition for this award.
- e. Department of the Army (DA) Civilians.
 - (1) General Schedule (GS) civilian employees in the Transportation Career Field (CF) 24 job series: GS-301, 346, 2101, 2102, 2130, 2131, 2135, 2144, 2150, 2151 and 2161. GS employees in the grades up to and including GS-12 are eligible for this award.
 - (2) Federal Wage System (FWS) civilian employees in the Transportation Career Field (CF) 74 job series: WG-3543, 3546, 3820, 4602, 4716, 4717, 5210, 5334, 5424, 5701, 5703, 5704, 5705, 5725, 5729, 5736, 5737, 5738, 5782, 5784, 5786, and 5788. FWS Wage Grade (WG), Wage Leader (WL), and Wage Supervisor (WS) employees in the grades up to and including 10 are eligible for this award.
 - (3) Candidates for recognition as the US Army Transportation Corps Regimental Civilian of the Year must be US citizens. Non-citizens may be considered for recognition as an Honorary Member or Honorary Transporter of the Regiment, if they have provided a contribution or service to the Transportation Corps Regiment.

3. Appointment.

- a. Nominations will be solicited in October of each year for each award through major and joint commands. Nominations from subordinate commands must have an endorsement from their assigned major or joint command, regardless of the subordinate unit's location. For specific details refer to the Active and Reserve Component Regimental Officer, Warrant Officer, and Noncommissioned Officer of the Year and DA Transportation Civilian of the Year Letter of Instruction (LOI) published annually for this award.
- b. Nominations packets will include:
 - (1) One photo from the shoulders up ("head and shoulders"), military in Class A uniform; civilians should wear equivalent business attire. A DA

photo is acceptable for those Soldiers deployed, who are nominated for this award.

- (2) Accomplishments/contributions for the calendar year.
- (3) Accomplishments/contributions to the community/civic duty.
- (4) Statement from the unit commander or first-line supervisor, explaining why the individual should be selected for the award.
- (5) Assignment history.
- (6) Education and training.
- (7) List of awards/decorations.
- (8) Chain of command endorsement.

- c. Awards. The winner from each category will be presented with an individual award during an appropriate Regimental function at a date determined by the Regimental Commander.

4. Responsibilities.

- a. The Office of the Chief of Transportation, Fort Eustis, Virginia, will administer the program to include:
 - (1) Distributing a Letter of Instruction detailing the program to each major command every October. The award period will be the preceding calendar year.
 - (2) Convening a selection board to review nomination packets and select awardees.
 - (3) Preparing a letter of notification through the major and joint commands to all selectees, upon completion of the selection board.
- b. Major and joint commands will:
 - (1) Distribute the Letter of Instruction detailing the program to each subordinate command.
 - (2) Convene a selection board to review nomination packets and select a command nominee.

(3) Forward the nominee's nomination packet to the Regimental Adjutant, Office of the Chief of Transportation (ATZF-OCT), 705 Read Street, Fort Eustis, Virginia 23604-5407.

(4) Provide TDY funding for individual winner's travel to accept the award.

B. Regimental Certificate of Achievement/Appreciation.

1. Background. A US Army Transportation Corps Regimental Certificate of Achievement/Appreciation signed by the Chief of Transportation is available to deserving personnel for outstanding and exceptionally meritorious actions, deeds, service, and contributions to the Regiment.
2. Design. The tan, 8 1/2 x 11 inch parchment certificate depicts in the upper left corner a five-Soldier color guard marching with the United States Army flag and the Transportation Corps Regimental Flag in front of the branch insignia. The Regimental Crest is subdued in the middle of the certificate.
3. Acquisition.
 - a. The Regimental Adjutant will prepare the Regimental Certificate of Achievement for the Chief of Transportation's signature.
 - b. Nominating officials must submit all of the information listed below to the: Regimental Adjutant, Office of the Chief of Transportation (ATZF-OCT), 705 Read Street, Fort Eustis, VA 23604-5407:
 - (1) Name and rank of the person being awarded.
 - (2) Short justification for the award.
 - (3) A five or six sentence, well-written narrative for the citation beginning with "FOR."
 - (4) Name, address, and telephone number of the point of contact.
 - c. The US Army Transportation Corps Regimental Certificate of Achievement/Appreciation should be presented by the nominator at an appropriate ceremony or formation.
 - d. All requests must be submitted 30 working days in advance of the desired date of presentation in order to process and mail the certificate.

VI. MEMORABILIA

- A. Definition. Items specifically created for the Regiment or activities of the Regiment and gifts presented to members of the Regiment for the Regiment are defined as memorabilia.
- B. Disposition/Display. The Director of the Transportation Museum is designated as the caretaker of Regimental memorabilia. Persons receiving memorabilia will forward these items to the director for safekeeping. The director will document the item, annotate the persons presenting and receiving the item and the occasion. The item will be secured and placed under proper control. Items may be loaned out for display in the Regimental Headquarters or for Regimental activities at the discretion of the director. Those items remaining in the Museum will be displayed in a special section/room for Regimental memorabilia only.

VII. RITE OF PASSAGE

- A. Ceremony. Entrance into the Regiment marks a milestone in the career and professional development of the individual. As such, it must be celebrated with a special ceremony to commemorate this occasion and should include the Honorary Colonel, Honorary Warrant Officer, Honorary Sergeant Major or Honorary Civilian of the Regiment or their designated representatives whenever possible. All persons entering the Regiment after 31 July 1986 will undergo the Rite of Passage. This ceremony may be incorporated into graduation ceremonies for the Transportation Officer Basic Course (TOBC), Transportation Officer Branch Qualification Course (TOBQC), Warrant Officer Basic Course (WOBC), and Advanced Individual Training (AIT). This ceremony can also be used by organizations with Department of the Army (DA) Transportation civilians in Career Field (CF) 24 or 74. The following will be included in the ceremony:
 - 1. History of the Corps and significance of the Regiment
 - 2. Presentation of diplomas/certificates of investiture and Regimental Crests (for military personnel) or lapel pins (for civilian personnel)
- B. History. The following history of the Corps and significance of the Regimental Crest will be read by the designated Transportation Corps representative:

The United States Army Transportation Corps is one of the Army's youngest service branches, having been established in 1942. However, the origin of its vital role extends back as far as the Revolutionary War when animal-drawn transportation was used to move American and French forces. With the Civil War, came the extensive use of the Military Railway Service in moving the troops to battle. The importance of transportation for the military increased rapidly as the US Army Transport Service appeared during the Spanish-American War; subsequently, the Transportation Service was created in World War II, the key role of transportation again became clear. In March 1942, military transportation functions were taken from the Quartermaster Corps and given to the Transportation service of the newly created Services of Supply.

On 31 July 1942, President Roosevelt, faced with the largest mobilization in history, established the Transportation Corps. This new Corps took over railway operations and maintenance from the Corps of Engineers in November 1942. From 1941 to 1945, the Transportation Corps moved 30 million Soldiers within the United States and carried seven million Soldiers and 126 million tons of supplies overseas, a decisive part in the Allied victory. From 1948 to 1949, the Transportation Corps again played a major role in the Berlin Airlift. On 28 June 1950, Congress officially recognized the importance of the Transportation Corps by making it a permanent branch of the Army. Transportation Corps support continued into the Korean War, the Vietnam Conflict, Grenada, Panama, Southwest Asia, Somali, Haiti, Bosnia, and most recently in Afghanistan and Iraq. The incorporation of the Transportation Corps into the US Army's Regimental System on 31 July 1986, marked the beginning of a new era in the history of the Corps. Regimental affiliation fosters a spirit of pride, unity, cohesion and cooperation among Transportation Corps Soldiers and civilians and provides an organization that promotes and encourages professional development and growth. The past accomplishments and the future vision of the Transportation Corps are testimony to the professionalism, dedication and pride that has made the Transportation Corps the Spearhead of Logistics.

The Regimental Crest, which is presented to you today, is your sign of affiliation under the US Army Regimental System with the Transportation Corps. Wear this crest above your nameplate on the Army green uniform, regardless of your unit of assignment; or for Department of the Army Civilians, wear the crest in an appropriate place. Wear it with pride since it is symbolic of your mission. Brick red and golden yellow are the official colors of the Transportation Corps. The traditional insignia of the branch, superimposed on the spearhead, denotes the spirit of the motto. The branch insignia consists of the car wheel symbolizing rail transportation, the wings symbolizing air transportation, a mariner's helm for water transportation, and an US highway marker shield for land transportation.

Upon completion of the reading, the new members of the Regiment will be called forward to receive diplomas or certificates of investiture from the host officer. They will then receive their Regimental Crest or lapel pin from the Honorary Colonel, Honorary Warrant Officer, Honorary Sergeant Major or Honorary Civilian of the Regiment or his designed Transportation Corps representatives and will then be officially welcomed into the Corps. (Regimental crests will not be awarded to members of other services or allied students.)

VIII. REGIMENTAL EVENTS AND ACTIVITIES

- A. **Regimental Activation Ceremony.** The Regiment was formally incorporated into the US Army Regimental System in a ceremony at Fort Eustis, Virginia, on 26 July 1986. The effective date, 31 July 1986, coincides with the traditional birth date of the Corps. Presiding officials at the ceremony included: MG Fred E. Elam, the Regimental Commander; LTG John D. Bruen, Reviewing Officer and senior active duty Transportation Corps officer; Secretary of the Army, the Honorable John O. Marsh, Jr.; and CSM John L. Upchurch, Regimental Sergeant Major.
- B. **Regimental Change of Command Ceremony.** The Regimental Change of Command will be held in conjunction with the Change of Command of the US Army Transportation Center and School.

1. The Operation Order (OPORD) for the ceremony will be staffed and published by the Directorate of Plans, Training, Mobilization, and Security (DPTMS).
2. The Regimental Adjutant will publish orders for assumption of command of the Regiment.
3. Sequence of events:
 - a. Invocation
 - b. Sound Attention
 - c. Adjutant's Call
 - d. Honors
 - e. Inspection of Troops
 - f. Advancing of the Colors
 - g. Honors to the Nation
 - h. Presentation of Awards
 - i. Publication of Orders:
 - (1) US Army Transportation Center and School
 - (2) US Army Transportation Corps Regiment
 - j. Remarks
 - k. Posting of the Colors
 - l. Pass in Review
 - m. Serenade
4. After the passing of the colors of the Transportation Center, the reviewing officer will return to the reviewing mound and the senior active duty Transportation Corps officer, present at the ceremony, will join the command party in front of the reviewing mound. The narrator will begin:

"As Chief of Transportation, (Major or Brigadier) General (Outgoing Commander's name) is the Commander of the Transportation Corps Regiment and his duties include: presiding at Regimental functions; serving as a member of the Deputy Commanding General for Logistics general staff and as staff advisor to the Commander, US Army Training and Doctrine Command (TRADOC), and to all other elements of the Department of Defense on matters pertaining to the Transportation Corps; ensuring Regimental continuity through furthering the qualities of professionalism, pride and esprit de corps.

At this time (rank, name, title, and position), the senior Transportation Corps officer on active duty will pass the colors of the Regiment from (Major or Brigadier) General (name), the outgoing commander, to (Major or Brigadier) General (name), the incoming commander.

Attention to orders. Headquarters, Department of the Army, Office of the Chief of Transportation, Fort Eustis, Virginia, dated (date); under the provisions of AR 600-82 (US Army Regimental System), the undersigned assumes command of the United States Army Transportation Corps Regiment, Regimental Headquarters, Fort Eustis, Virginia. (Name), (Major or Brigadier) General, United States Army, Commanding."

All parties return to the reviewing mound and the change of command continues in accordance with the Change of Command OPORD.

C. Annual Regimental Review. The annual Regimental Review will be held the end of July at Fort Eustis, Virginia, the home of the Regiment. Units from Fort Eustis and Fort Story will represent the Regiment in the Review. Traditionally, the Chief of Transportation or senior Transportation Corps officer on active duty is the reviewing officer for the Review.

D. Transportation Corps Regimental Ball. The annual Transportation Corps Ball hosted by Fort Eustis will be known as the Transportation Corps Regimental Ball.

1. The Transportation Corps Regimental Ball will be held in conjunction with the traditional birthday of the Transportation Corps.
2. The Transportation Corps Regimental Ball will be held at an appropriate establishment in the Fort Eustis area.
3. The Regimental Commander will serve as the host for the Transportation Corps Regimental Ball.
4. The Transportation Corps Regimental Ball will be completely self-supporting and paid for by the personnel attending the ball.
5. Transportation Corps Regimental traditions and esprit de corps will be carried on throughout the ball.

E. Transportation Corps Regimental Memorial Chapel. The Chapel, located on the corner of Lee Boulevard and Madison Avenue, Fort Eustis, Virginia, was rededicated as the Transportation Corps Regimental Memorial Chapel on 1 August 1987. Features of the Transportation Corps Regimental Chapel include:

1. Stained Glass Replica of the Regimental Crest and the Transportation Center Insignia donated by the Army Transportation Museum Foundation.
2. The Memorialization Wall lists the names of the United States Army Transportation Corps personnel killed in conflicts from WWII through present.
3. Eighteen stained glass windows, three panels each, depicting past and present Transportation Corps unit insignias.

4. Fifty-six flags representing the fifty states and six US territories.
- F. Regimental Room. A room in the Fort Eustis Club was dedicated on 30 July 1988 as the Transportation Corps Regimental Room. Significant Regimental memorabilia, Transportation Corps commemorative prints, and gifts are displayed in the Regimental Room.

The Transportation Corps Regimental Prayer

Lord of life, God of our Fathers, we give you thanks for our rich American heritage; a heritage which encompasses years of American endeavor, and one which includes the true and noble spirit of the Army Transportation Corps. We give you thanks for the soldiers of the Transportation Corps Regiment, who have historically served our country in peace and war. We especially thank you for those who gave the ultimate sacrifice in the defense of our freedom.

We ask your blessings on the members of the Transportation Corps Regiment and their families as they serve our nation worldwide. Keep them ever mindful of duty, honor, country.

We ask that you keep the Transportation Corps Regiment physically fit and strong in the determination to do the just and the right. Encourage its leaders to continually build a Regiment that strengthens the Army and the nation.

AMEN

THE TRANSPORTATION CORPS CREED

I am Transportation ... the Spearhead of Logistics...I am movement by air, land, sea and rail.

My humble beginnings hail from the Quartermaster Corps. I was there for our fighting forces from the hills to the shores. Long before the Navy, my vessels sailed upon rivers and oceans; I supported a fledgling Continental Army as it moved across the Delaware. I moved forward, steadfast and true because I AM TRANSPORTATION!

In 1812 when our nation stood alone, I supported the fight for freedom when our nation got its song. From the port of Corpus Christi to the shores of Vera Cruz, ships anchored at bay, working night and day, I was the first one in, and last one out--because I, AM TRANSPORTATION!

In the Civil War I moved against my brother, ever wondering who would live and who would die. I moved the first soldiers by rail at Bull Run...sailed the gauntlet up the Mississippi to Vicksburg and beyond. I carried men, munitions and equipment to Gettysburg, Petersburg, Shiloh, and Chickamauga...these names I remember, for the weight of battle I always bear, I AM TRANSPORTATION, and I was there.

I moved an army of America's best, across the rails from the east to the mid-west, and when it was all over, I laid a President to rest. Trailing the cavalry with mules and trains, our caissons headed westward across the Great Plains. Moving soldiers and supplies over two oceans afar – to Cuba and the Philippines in the Spanish-American War.

It was I who helped cross the Santa Fe and Rio Grande; with mules and wagons chased Poncho Villa from our land. My sea legs moved our forces to France for World War One, from the ports of Marseille, Nevers and Langres; I continued on, by rail, horse and truck, to Saint Mihiel and to the Meuse-Argonne. I did it all because I AM TRANSPORTATION!

From the Quartermaster Corps from whence I was born, with wheels, and wings, and ships, and rails. You gave me a mission- - I did not fail! In 1942, I stood on my own, and now I am known as the TRANSPORTATION CORPS!

In World War II, I was the Red Ball Express, kept supplies moving against the enemies' best; amidst the rubble of Europe, through which the oppressed sifted, I once again came through as the Berlin Airlift. I transported troops and equipment from the ships to the shores, from the beaches of Anzio, Omaha and Utah, to the fight at Normandy. My amphibious craft and lighters with cranes discharged and carried provisions to Antwerp, Cherbourg and Le Havre. In the Pacific, island hopping all the way from the ALCAN, Kiska and Attu to the land of the Rising Sun... I kept supplies moving 'till the job was done!' From the ports of Australia, China and India, and along the Burma Road, I rolled and sailed; I flew and railed, because I AM TRANSPORTATION moving soldiers and supplies... and I have never failed.

Across the waters to Korea, from Pusan and Inchon, to the Yalu and the Chosin...up and down the mountains... I will never forget.... For 10,000 days I moved troops in Vietnam – Laos, Cambodia, Cam Ranh Bay.

And yet another place, another cause, for freedom of expression; from the Island of Grenada to the jungles of Panama, Southwest Asia, Haiti, Somalia, Bosnia and Kosovo, helping to rid the world of tyranny and oppression.

At the dawn of the 21st Century, I was summoned once more; across the oceans, to the mountains of the Hindu Kush in Afghanistan, to the desert sands, the rivers Tigris and Euphrates, in that ancient land. A narrow front this time, unlike I'd ever seen; some 400 miles well into Iraq. I AM TRANSPORTATION; I am and will always be the Force that moves our Army.

Rolling and sailing, flying and railing, following the bell when duty calls, this is my mission; first and foremost, I AM TRANSPORTATION, the SPEARHEAD OF LOGISTICS... and NOTHING HAPPENS, UNTIL SOMETHING MOVES!

SONG OF THE ARMY TRANSPORTATION CORPS

Words & Music by Herman 'Dodo' Hupfeld (1894-1951)

Keep it movin,' Keep it movin,' That's a job

The stuff has gotta get to 'bucks' to the 'boots.' That we know

Gotta feed 'em, how we need 'em, Bill and Bob.

Give 'em plenty of beef and bullets, _

They'll be moppin' up the foe.

We load the ships, We load the trains

So that the other lads can load the guns and planes.

When you hear a mighty roar, It's the Transportation Corps

We've gotta deliver the goods and not a single man complains.

Along the road, Along the track

The briny deep, We get 'em there, We bring 'em back

Day and night we're on duty on the sea and shore;

Always ready to join the fight to save the nation.

The Army Transportation Corps!

We load the Corps!