



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 25TH INFANTRY DIVISION AND US ARMY HAWAII  
SCHOFIELD BARRACKS, HAWAII 96857-6000

**SEP 14 2015**

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**MEMORANDUM FOR RECORD**

**SUBJECT: US Army Hawaii Off Limits Establishments and Command Nomination Process**

1. Reference. Army Regulation (AR) 190-24, OPNAVINST 1620.2A, AFI 31-213, MCO 1620.2D, COMDTINST 1620.1E, Armed Forces Disciplinary Control Boards (AFDCB) and Off-Installation Liaison and Operations, 27 Jul 06.
2. The following establishments are off-limits to all US Army Soldiers in Hawaii:
  - a. HI High Supply Smoke Shop, 550 Olive Avenue, Wahiawa, Hawaii 96786.
  - b. HI High Supply Smoke Shop, 45-1117 Kamehameha Highway, Kaneohe, Hawaii 96744.
3. Soldiers are prohibited from entering or patronizing these establishments. Violations of this order are punishable under the Uniform Code of Military Justice.
4. Command nomination procedures for declaring an establishment off-limits by the Senior Commander are as follows:
  - a. In accordance with AR 190-24, paragraph 2-6, the establishment of an off-limits area by a commander is done to help maintain good order and discipline, health, morale, safety and welfare of service personnel. Off-limits actions are also intended to prevent service personnel from being exposed to or victimized by high risk or crime-conducive conditions.
  - b. Conditions deemed unsafe, which may adversely affect the health and well-being of service personnel or their Families include but are not limited to:
    1. Disorder and lack of discipline.
    2. Prostitution.
    3. Sexually transmitted diseases.
    4. Liquor violations.

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5. Racial and other discriminatory practices.
6. Alcohol and drug abuse.
7. Drug paraphernalia.
8. Criminal or illegal activities involving cults or hate groups.
9. Illicit gambling.
10. Areas susceptible to terrorist activity.
11. Unfair commercial or consumer practices.

c. Commanders who have identified an establishment or area which meets the criteria stated above in para 4a / 4b, and want to place it on the Off-limits Establishment list must submit a formal complaint in writing through the Director of Emergency Services (DES) to the Commander, US Army Garrison-Hawaii (USAG-HI). In matters involving unfair commercial or consumer practices, the complaint is to be submitted to the 25th Infantry Division Office of the Staff Judge Advocate (OSJA). The formal complaint must contain the following information:

1. Name and address of the establishment or area:
2. Description of conditions deemed unsafe or which adversely affect the health and well-being of Service members (SMs) or Families;
3. Time-frame / duration the conditions were observed at the establishment or area;
4. Number and type of adverse incidents affecting and / or involving SMs or Families;
5. Number of judicial / non-judicial actions as a result of SMs frequenting the establishment;
6. Law enforcement involvement in any of the above actions (state DTG and case number if known).

d. Prior to submitting the formal complaint to the AFDCB, actions will be taken to attempt to correct the adverse conditions or situation through military leader engagements with civic leaders. In the event actions by local civic leaders fail to correct the conditions at the establishment, the AFDCB will initiate the process of officially notifying the management responsible for the alleged conditions and allowing them the

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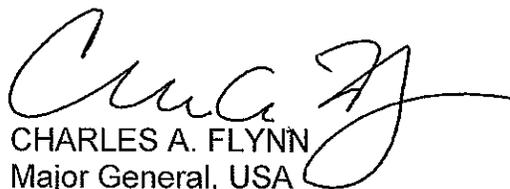
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opportunity to correct these conditions within a specified time period. If it is determined that the establishment failed to take corrective action, the board will recommend (and vote on) the imposition of off-limits restrictions.

e. Where sufficient cause exists, commanders retain substantial discretion to declare establishments or area temporarily off-limits to personnel of their respective commands in emergency situations. Emergency situation include time periods in between meetings of the AFDCB in which a commander believes an establishment or area poses a high risk to the health and welfare of SMs based on the criteria in paragraphs 4a-4b. Temporary off-limits restrictions issued by commanders in such situations will be acted upon by AFDCB as a first priority.

5. This memorandum supersedes all other off-limits memoranda and will remain in effect until rescinded or superseded in writing.

6. Point of contact is MAJ Kenneth J. Phillips, Executive Officer, Directorate of Emergency Services, at [kenneth.j.phillips.mil@mail.mil](mailto:kenneth.j.phillips.mil@mail.mil) or (808) 656-6455.

  
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