



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND
4400 MARTIN ROAD
REDSTONE ARSENAL, AL 35898-5000

REPLY TO
ATTENTION OF:

AMCCS-AB

CPM 220-1
6 May 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum - Utilization of the U.S. Army Materiel Command (AMC) Band

1. **References:**

- a. DOD Directive (DODD) 5500.07, Standards of Conduct, 29 November 2007.
- b. DODD 5410.18, Public Affairs Community Relations Policy, 30 May 2007.
- c. DOD Instruction 5410.19, Public Affairs Community Relations Policy Implementation, 13 November 2001.
- d. AR 220-90, Army Bands, 14 December 2007.
- e. AR 360-1, The Army Public Affairs Program, 25 May 2011.
- f. AR 600-25, Salutes, Honors, and Visits of Courtesy, 24 September 2004.
- g. DA Pam 220-90, Army Bands: A Guide for Senior Commanders, 14 December 2007.
- h. Army Tactics, Techniques, and Procedures 1-19, U.S. Army Bands, 7 July 2010.
- i. TC 3-21.5, Drill and Ceremonies, 20 January 2012.

2. **Purpose.** This policy establishes priorities and procedures pertaining to the utilization of the U.S. Army Materiel Command (AMC) Band.

3. **Policy.** In accordance with (IAW) AR 220-90, paragraph 1-6, the AMC Band is a separate unit commanded by a warrant officer bandmaster. The band's mission is to provide music throughout the spectrum of military operations to instill in our forces the will to fight and win, foster the support of our citizens, and promote our National interests at home and abroad.

* This document supersedes CPL 09-18-AMSRD-AB, 31 July 2009 and CPL 07-14-AMSRD-AB, 20 December 2007.

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4. **Priorities.**

a. The AMC Band participates in activities listed under the guidelines of AR 220-90 and AR 360-1, including troop support events and community relations events both on- and off-post, including parades, concerts, official civil ceremonies and functions. The band commander will schedule proactive band performances in support of the strategic outreach intent of the AMC Commanding General (CG). Such performances will be reflected on the CG's Weekly Update Brief.

b. As a primary strategic outreach tool for the CG, the AMC Band will engage in opportunities that support Army recruiting and participate in community relations events that promote the Army, the AMC, and the home installation. The band will execute extended TDY performances in support of AMC installations and activities worldwide. Such extended performances will be executed in geographical regions as determined by the band commander.

5. **Performing Groups.**

a. The AMC Band has 10 autonomous music performance teams. They are:

(1) Arsenal Brass (AMC brass quintet). The AMC Band's premier brass quintet, Arsenal Brass is one of the band's most versatile ensembles. Designed to be small and portable, the quintet is capable of performing traditional and popular Americana, as well as ceremonial music. Arsenal Brass is available for recruiting and troop support. The group also enjoys assisting local band directors in musical development and artistic performance through master's classes in area schools.

(2) Yellahammer Brass (ceremonial brass quintet). The AMC Band's ceremonial brass quintet, Yellahammer Brass is one of the AMC Band's most versatile ensembles. Though it specializes in ceremonial music, Yellahammer Brass also performs everything from classical to jazz. This group will fit a variety of small to medium venues.

(3) Solar Winds (woodwind quintet). Solar Winds is a five-Soldier woodwind music performance team that performs in both formal and informal settings. Small and portable, the group is capable of performing baroque, classical, and popular Americana, as well as ceremonial music. Solar Winds is available for recruiting and troop support. Soldiers on this team also enjoy assisting local band directors in musical development and artistic performance through master's classes in area schools.

(4) AMC Ceremonial Band. The ceremonial band is a smaller component of the marching band and is best suited for sit-down military ceremonies, flag-pole ceremonies, and other military events not requiring a full marching band.

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(5) Four Star Jazz Orchestra (stage band). The Four Star Jazz Orchestra, a 24-member ensemble, performs an exciting array of music from big band swing, bebop, Latin, contemporary and standard jazz, to popular charts, Dixieland, and patriotic selections. Our vocalists entertain audiences with the styles of Frank Sinatra, Ella Fitzgerald, Billie Holiday, and others. So, whether you enjoy the sounds of the great big band era or the new sounds of today, the Four Star Jazz Orchestra will definitely have you moving and singing with excitement! Request this ensemble to entertain large audiences for concerts, clinics, special events, and festivals.

(6) Redstone Jazz Project (jazz combo). Redstone Jazz Project, the AMC Band's jazz combo, is a team of three to six Soldiers that provides legacy music from the jazz idiom, but is also capable of performing music styles such as rock, funk, and Latin. The Jazz Project is most often requested for military banquets, receptions, and small indoor community events.

(7) Sonic Fusion (fusion band). Sonic Fusion top pop hits fusion band is the newest hip hop, pop fusion group of the AMC Band. They are very versatile; playing a mix of top 40, hip hop, and jazz fusion. This group is perfect for indoor and outdoor events that require lots and lots of energy!

(8) Raw Materiel (rock band). AMC Band's rock band performs a variety of popular music from rock, rhythm 'n' blues, classic, country, funk, and much more. It is a lively pop group that is an excellent addition to troop support missions, recruiting, town festivals, celebrations, and many other outdoor community events.

(9) Tennessee River Ramblers (Dixieland jazz combo). The Tennessee River Ramblers, an eight-piece Dixieland jazz combo, plays the exciting music of the 1920s, with standards from Louis Armstrong, Jelly Roll Morton, Bix Beiderbeck and other early New Orleans and Chicago jazz heroes. This group is certain to get your toes tapping, your fingers snapping, and your smile broadening. You may even find yourself singing along -- possibly from the stage! This group will fit a variety of small to medium venues and situations where the emphasis is on fun and entertainment.

(10) Raw Materiel Unplugged (acoustic rock and country quartet). Raw Materiel Unplugged is one of the band's newest and most exciting music performance teams. The group performs as a highly portable and flexible acoustic trio featuring rock hits by bands such as Avenged Sevenfold, Nirvana, and Incubus, to name a few. Unplugged is a very entertaining group that is perfect for concerts, special events, recruiting, troop support, and various other small indoor community events.

b. The AMC Band has 2 nonautonomous performance teams. They are:

(1) AMC Marching Band. The marching component of the AMC band performs for outdoor ceremonial functions such as change of command ceremonies, military retirement

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ceremonies, military school graduations, and parades. Local civil organization often invite the band to perform, providing excitement and patriotic flair that only a military band can display.

(2) AMC Concert Band. All of the Soldiers assigned to the unit perform in the concert band, making it the band's largest performing group. The concert band performs throughout the U.S., promoting community relations between local AMC installations and their communities.

6. Commitment Procedures for requesting the AMC Band.

a. Requestors for AMC, Major Subordinate Command (MSC) command-sponsored functions, troop support, non-AMC military, Department of Defense Civilian and community relations requests to include, but not limited to, change of command ceremonies, change of responsibility ceremonies, branch anniversaries, the Army Birthday, ethnic heritage or historic observances, other civil-military proceedings, and community functions will follow the steps below and submit requests not later than (NLT) 30 days prior to the date of the event.

b. Requesting the AMC Band.

(1) Go to the AMC Band Homepage <http://www.amc.army.mil/pa/AMCBand.asp>.

(2) Scroll to the bottom of the page under "Request the Band" and fill out the online request form, AMC Form 220, AMC Band Request for Musical Support. Requestors will specify which music performance team they are requesting. A listing of the group names and their capabilities will be in the drop-down box.

(3) Click the "Submit by e-mail" button at the top of the form. The request will be sent to AMC Band Operations.

c. If no conflicts are apparent, the request will be staffed. The requestor will receive an e-mail acknowledging receipt of their request. The Commander, AMC Band, will review all requests to determine supportability based on band capabilities, previously scheduled performances or training, band manning levels, and compliance with applicable regulations, policies, and law. Band performance commitments will be IAW policies and procedures outlined in AR 220-90 and AR 360-1. Performance requests must comply with these policies prior to obligating the band. The band commander maintains approval/disapproval authority for all performance requests.

d. If approved, the requestor will receive written confirmation from the band and initial coordination of the performance details will commence.

e. If disapproved, the requestor will receive immediate notification including reference information and the reason the request was disapproved.

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f. The band must have a draft script and sequence NLT 1 week prior to the function.

7. Additional Procedures for all Performance Commitments.

a. Requests. Any request that presents a legal or ethical concern will be forwarded to the HQ AMC Office of the Command Counsel by the band commander. They will review the request and provide a recommendation to the band commander.

b. Bugler Support for Funerals and Memorials. The only exception to the prescribed procedures for band performance commitments is bugler support. The inherent short notice for funeral and memorial services necessitates that requests for bugler support be processed as quickly as possible. Funeral requests for bugler support will be processed through the Casualty Affairs Operations Center and the home installation point of contact (POC), who will task the band. Other nonfuneral memorial bugler support requests may be coordinated directly with the AMC Band.

c. Rehearsal Support. To maximize band support among all approved concurrent performances, to preserve integrity of training time scheduled for future performances, and to ensure balanced instrumentation, the AMC Band is limited in its ability to support rehearsals. Requestors are encouraged to employ prerecorded music for rehearsals. Compact disc recordings of typical ceremonial music can be acquired from the band when requested as part of the original support request. Except when dictated by the HQ AMC DCoS, the band will not perform at rehearsals. A single Soldier representative may be sent, when authorized by the band commander, to support a final rehearsal.

d. Ceremony Script Review. Scripts for military ceremonies involving band support require review by the band commander to ensure that the band will be employed IAW published doctrine. Provide the band commander with a final script NLT 1 week prior to the scheduled event. IAW AR 220-90, 2-5.h, Echo Taps, also known as Silver Taps, will not be performed under any circumstances. Additionally, the AMC band commander will make the determination as to the placement of the command bugler during ceremonies.

e. Support for Social Functions. Support for social functions is outlined in AR 220-90, paragraphs 2-3 and 2-4. These paragraphs ensure band support is consistent with Department of Defense and Department of the Army guidelines. Band support is authorized if the following criteria are met:

(1) The function is “organizational” in nature, and is sponsored by an active duty military activity. Examples include: the Army Birthday Ball, Ordnance Corps Ball, official Dining In/Out activities, and promotion and retirement ceremonies. Examples of activities in which band support is not authorized include promotion, wedding, and retirement receptions; and other personal social events.

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(2) Band support at social functions is limited to “incidental music when the purchase of entry tickets, or meals and beverages are required.” Musical support is “incidental” if it does not constitute a primary attraction or when there is very little probability that the performance will increase the attendance at the event. Examples of “incidental” music include background music for receptions and dinners, patriotic programs, and trumpet and drum support of ceremonial events within the program. Band support is not “incidental” when it is essential to the conduct of the event.

(3) As stated in 7e(1) above, AMC band support at events such as Dining In/Out and Branch Anniversary Balls is authorized. Both functions typically include the rendition of honors and a musical presentation of a patriotic or historical nature. Support is limited solely to the portion of the program that is official. For example, the band may perform while guests are being officially received by the host and during dinner as a prelude to a formal musical presentation that follows. Once the event becomes social in nature, for example, if social dancing follows the formal musical presentation, other contractual musical support arrangements by the requestor must be made. Dance music is social in nature and cannot be supported.

f. Performance Weather Conditions. Due to the detrimental effect of excessive rain and extreme heat or cold on musical instruments, the band commander maintains the authority to terminate or modify a performance when extreme conditions manifest themselves.

8. Transportation.

a. IAW AR 220-90, paragraph 2-2e, committing officials will ensure band travel in military buses is limited to the immediate area, not to exceed more than a 100-mile radius.

b. Transportation requirements exceeding a 200-mile round trip should be performed in a commercial-type (over-the-road) bus with underneath storage. Requesting elements, other than HQ AMC and MSCs, requiring band travel exceeding the 200-mile round trip will fund commercial air or ground transportation, whichever suits the performance requirements and a reasonable timeframe, to include an equipment truck if necessary. The HQ AMC DCoS, will adjudicate exceptions to these guidelines on a case-by-case basis.

9. Block Leave.

a. IAW AR 220-90, paragraph 2-2g, to ensure proper instrumental balance and performance effectiveness, the AMC Band is authorized to take block leave as a unit. Block leave will be granted for 2 weeks during the December holiday period and for 2 weeks in July, following Independence Day observances.

b. The band commander will request approval of block leave dates on AMC Form 356, 4 months prior to the requested leave dates. Approval authority of block leave dates will be maintained by the HQ AMC DCoS. Approved block leave dates will be entered on the

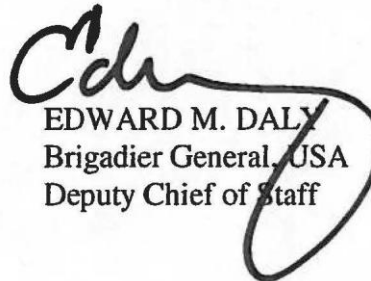
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HQ AMC Key Events/Actions Calendar to avoid conflicts with MSCs scheduling events requiring musical support during the approved block leave period. Any performances scheduled during the block leave period will be executed by the AMC Band or a backfill band, if available, on a case-by-case basis.

FOR THE COMMANDER:

Encl



EDWARD M. DALY
Brigadier General, USA
Deputy Chief of Staff

DISTRIBUTION:

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SAMPLE AMC FORM 220

AMC BAND REQUEST FOR MUSICAL SUPPORT (For use, see: CPM 220-1)											
INSTRUCTIONS											
1. Point of contact for this request form is the Operations NCOIC/AMC Band @ (256) 450-8086 or DSN 320-8086/8099. 2. E-mail the completed and signed form by clicking the E-mail Form button at the top right of this form. You will receive a confirmation e-mail within 5 working days.											
ALL DATA WILL BE HANDLED ON A "FOR OFFICIAL USE ONLY" BASIS											
PURPOSE: This form will be used to request the U.S. Army Materiel Command Band for participation in official military functions and public events. The information is required to evaluate the event for appropriateness and compliance with DA and AMC policies, and for coordination with the units involved. Please complete all sections.											
SECTION I - EVENT DATA											
1. Specific requirement (Which Music Performance Team?) <input style="width: 95%;" type="text"/>	2. Date of event <input style="width: 95%;" type="text"/>	3. Time of event From: <input style="width: 20%;" type="text"/> To: <input style="width: 20%;" type="text"/>									
4. Title of event. <input style="width: 95%;" type="text"/>			5. Expected attendance. <input style="width: 95%;" type="text"/>								
6. Site of event (i.e., park, auditorium). <input style="width: 95%;" type="text"/>	7. Address of event (street, city, state, zip code). <input style="width: 95%;" type="text"/>										
8. Theme of event (if applicable). <input style="width: 95%;" type="text"/>	9. Have any other military bands been requested to support this event? (if so, specify) <input style="width: 95%;" type="text"/>										
10. Will this event be used to raise funds for any purpose? YES <input type="radio"/> NO <input type="radio"/> If yes, please describe: <input style="width: 80%;" type="text"/>		11. Will there be a charge for admission? YES <input type="radio"/> NO <input type="radio"/>									
12. Will admission, seating, and all other accommodations and facilities connected to this event be available to all persons? YES <input type="radio"/> NO <input type="radio"/>											
SECTION II - SPONSORING ORGANIZATION DATA											
13. Name of sponsoring organization: <input style="width: 95%;" type="text"/>											
14. AMC Major Subordinate Command (if applicable): <input style="width: 95%;" type="text"/>		15. Organization Commanding Officer/Supervisor (point of contact): <input style="width: 95%;" type="text"/>									
16. Sponsor's representative:											
16a. Name: <input style="width: 95%;" type="text"/>	16b. Primary Phone: <input style="width: 95%;" type="text"/>	16c. Alternate Phone: <input style="width: 95%;" type="text"/>	16d. Fax number: <input style="width: 95%;" type="text"/>								
16e. Address (street, city, state, ZIP code): <input style="width: 95%;" type="text"/>		16f. E-mail: <input style="width: 95%;" type="text"/>									
SECTION III - SPONSORING ORGANIZATION SUPPORT DATA											
(AMC Band resources to support AMC events are limited. Sponsors may be required to provide funding for all or partial expenses necessary for AMC Band support.)											
17. Does the sponsor agree to fund the standard military services allowances for meals, quarters, and incidental expenses for AMC Band participants? (Per diem and up to maximum lodging).			YES <input type="radio"/> NO <input type="radio"/>								
18. Does the sponsor agree to fund transportation cost from home station to the event and return? (IAW AR 220-90, par. 2-2e. Events farther than 75 miles require an over-the-road-style bus with driver).			YES <input type="radio"/> NO <input type="radio"/>								
19. Does the sponsor agree to fund transportation, meals, and lodging for the advance team? (if necessary)			YES <input type="radio"/> NO <input type="radio"/>								
20. Does the sponsor agree to fund all costs related to acquiring an appropriate venue for the performance? (i.e., stage, auditorium, raised platform stage, overhead cover, and/or adequate lighting and power)			YES <input type="radio"/> NO <input type="radio"/>								
SECTION IV - CERTIFICATION											
I am acting on behalf of the sponsoring organization and certify that the information provided is complete and accurate to the best of my knowledge. I also understand that the AMC Deputy Chief of Staff will resolve all scheduling conflicts regarding the AMC Band, which may result in the Band's cancellation of support.											
21a. Name and title: <input style="width: 95%;" type="text"/>	21b. Date signed: <input style="width: 95%;" type="text"/>	21c. Signature of sponsored representative: <input style="width: 95%;" type="text"/>									
<table style="width: 100%; border: none;"> <tr> <td style="width: 25%; border: none;">INTERNAL USE ONLY</td> <td style="width: 25%; border: none;">AMI _____</td> <td style="width: 25%; border: none;">OPS NCO _____</td> <td style="width: 25%; border: none;">SGM _____</td> </tr> <tr> <td style="border: none;"></td> <td style="border: none;">LR _____</td> <td style="border: none;">OPS NCOIC _____</td> <td style="border: none;">CO _____</td> </tr> </table>				INTERNAL USE ONLY	AMI _____	OPS NCO _____	SGM _____		LR _____	OPS NCOIC _____	CO _____
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AMC FORM 220, JAN 2014