



**DEPARTMENT OF THE ARMY**  
JOINT BASE MYER-HENDERSON HALL  
HEADQUARTERS COMMAND BATTALION  
239 SHERIDAN AVE, BUILDING 417  
FORT MYER, VIRGINIA 22211-1199

REPLY TO  
ATTENTION OF:

IMMH-S3

20 February 2014

MEMORANDUM FOR all Soldiers and Civilians Assigned and Attached to  
Headquarters Command Battalion, Joint Base Myer-Henderson Hall, VA 22211-119

SUBJECT: Building 417 Locker Room Security

1. References:

- a. AR 190-13, Physical Security Program, 25 FEB 2011
- b. AR 190-16, Physical Security, 28 JUN 1991
- c. DA PAM 190-51, Risk Analysis for Army Property, 30 SEP 1993

2. Purpose: The memorandum establishes policy for individual lockers per person in the male and female locker rooms in building 417 on Joint Base Myer-Henderson Hall.

3. Due to recent concerns over work-place security and limited resources, each Soldier and/or Civilian assigned or attached to Headquarters Command Battalion is allotted one tall or two short lockers in their respective gender's locker room. Individuals assigned to the Headquarters Command Battalion will label their allotted locker with rank, name, and unit.

4. Violators of this policy will be given 48 hours notice to vacate their items from the excess locker(s). After 48 hours from notifying the individual in violation (excluding emergency situations), the locker will be emptied and the items will be removed and returned to the individual if they fail to comply.

5. For any questions pertaining to this policy letter contact your unit commander or the undersigned at (703) 696-2619 or email [paul.a.brown128.mil@mail.mil](mailto:paul.a.brown128.mil@mail.mil).

A handwritten signature in black ink, appearing to read "Paul A. Brown".

PAUL A. BROWN  
CPT, LG  
S-3 CHOPS