

Odds & Ends

Dec 06

www.ajrotc.us

General: I hope all of you have a great holiday season and get a chance to spend some time with your family and friends while you reenergize for the next semester. This Odds & Ends will be a little shorter than most but as always please read the entire document. Now that the Brigade Commander has had a chance to familiarize himself with the Senior program as well as visit all of the SROTC schools under his command he is anxious to get more involved with the JROTC side of the house. You can expect to see him at some of the larger competitions and maybe an inspection or two. He also plans to incorporate JROTC unit visits into his schedule as well. Don't be surprised to see him show up on very short notice.

Address Change: We have not moved locations but we do have a new mailing address. It is: Fourth Brigade JROTC
ATTN: ATOE-D-JR
2175 Reilly Road, STOP A
Ft. Bragg, NC 28310-5000

Supply Accountability: For some reason, over the past several months we have experienced a surge in the number of losses in dummy drill rifles and automation equipment. Please do your part to account for and secure all of your equipment after each competitive event, rehearsal and practice. As well as day to day. If a loss occurs and there are signs of forced entry or theft the school will be held accountable in all likelihood. If there are no signs of forced entry or there are signs of cadre negligence the party found responsible will be held accountable on the Financial Liability Investigation of Property Loss (FLIP-L) DD Form 200. There are 3 pending FLIP-Ls that will probably hold the SAI, AI or a combination of the two liable. Please protect yourself by securing your equipment. The appropriate actions to take when military equipment is missing are:

- Conduct a search of the immediate area
- Report the loss telephonically to the 4th Bde JROTC Division
- Report the loss via SIR
- Conduct a search of other unit areas that may have been involved in the loss, i.e., You attended a drill meet with 6 other JROTC programs and noticed the loss of a drill weapon upon returning to your supply room.
- Initiate a DD Form 200

Odds & Ends

Dec 06

Budget: As you are all aware we have received our first allotment of the FY. Hopefully, all of you have been actively spending your funds since the remaining balance is always subject to a pull-back and or redistribution. Do not save your funds for use in the next quarter. Spend the allocation as you receive it. Our next allocation will no be disbursed until we meet a pre-determined spending level as a command. That means if you don't spend it we will not receive additional funds.

There have been no changes to contracts and OMA spending. All contracts must be processed through the Brigade. The commander has pre-approved OMA spending for day to day supply items but all other request must be submitted to Brigade. It's a very easy process. Just shoot me an email and I'll get approval, usually the same day.

Event/Suspense Calendar:

- | | |
|---|--------------|
| a. Martin Luther King Drill Meet | 13 Jan 07 |
| b. Eagle Drill Meet, CE Murray HS | 3 Feb 07 |
| c. Eastern Marksmanship Championships | 15-17 Feb 07 |
| d. Essay Contest | 20 Feb 07 |
| e. North Brunswick HS Drill/Raider Meet | 24 Feb 07 |
| f. Caroline HS Drill Meet | 10 Mar 07 |
| g. East Columbus HS Drill Meet | 10 Mar 07 |
| h. Management Control Report | 20 Mar 07 |
| i. East Drill Meet, Landover, MD | 24 Mar 07 |

JCLC Update: JCLC for the summer of 2007 will be funded for both OMA and MPA. As such consolidated encampments will again be held at select locations. See below. Alternate JCLC events will be the exception and not the rule for this year. Units desiring to conduct an alternate JCLC event in lieu of attending one of the consolidated encampments meet the criteria set forth in CCR 145-2 and must request approval from the Brigade Commander. Send any such requests to the 4th Bde JROTC Division attention Mr. Chuck Perry.

Odds & Ends

Dec 06

JCLC Locations & Dates

- Camp McCrady (Leesburg SCANG Site) 2 cycles
- Clarks Hill 3 cycles
- Oak Ridge Military Academy 2 cycles
- Fort Eustis 1 cycle
- Hanover Juvenile Facility 1 cycle

Marksmanship:

a. Reminder that units desiring to conduct marksmanship training for cadets must comply with the Cadet Command Marksmanship MOI located on the 4th Brigade JROTC website. Many instructors have forgotten the annual requirement to complete Marksmanship DL on the JSOCC DL site. Ranges that were inspected by CMP and have not changed location will be re-inspected during this year's Unit Visit or Formal Inspection.

b. Results of the recent Army JROTC Air Rifle Postal Competition have been posted to the CMP website. The following teams and individuals will be invited to compete in the Eastern Championships, at Fort Benning, GA.

- Top three unit teams in the sporter class.
- Top two unit teams in the precision class.
- Top individual cadets in the sporter class who are not in units with qualifying teams.
- Top two individual cadets in the precision class who are not in units with qualifying teams.

Also, the winning and second place sporter and precision teams in the Eastern Championships will represent Army JROTC in the JROTC Nationals.

c. Note. There are currently no funds available for assisting units with cost of attending the Eastern Marksmanship and National Marksmanship Championships. Units may request permission to use their excess unit OMA and MPA funds by contacting Mr. Sovine at 910-396-4066.

Odds & Ends
Dec 06

JSOCC Attendance:

CC 203-07	21 Jan/22 Jan/26 Jan	LTC Eric N. Van Vliet	West Iredell HS
CC 203-07	21 Jan/22 Jan/26 Jan	MAJ S. Patrick McEwen	Lee Central HS
CC 203-07	21 Jan/22 Jan/26 Jan	MAJ Tony Brewington	Purnell Swett HS
CC 203-07	21 Jan/22 Jan/26 Jan	LTC Thomas McGeachy	Weldon HS
CC 203-07	21 Jan/22 Jan/26 Jan	LTC Alice Rhodie	Douglas Byrd HS
CC 203-07	21 Jan/22 Jan/26 Jan	SFC Phillip Gaillard	Loris HS
CC 203-07	21 Jan/22 Jan/26 Jan	MAJ Charles Crowder	Hoke County HS
CC 203-07	21 Jan/22 Jan/26 Jan	SFC Donald Woods	Cross HS
CC 204-07	4 Feb/5 Feb/9 Feb	SFC David L. Dotson	Denbigh HS
CC 204-07	4 Feb/5 Feb/9 Feb	SFC Maxey A. Myers	MPS, Horry County
CC 204-07	4 Feb/5 Feb/9 Feb	MAJ Billy M. Mitchell	St James HS
CC 204-07	4 Feb/5 Feb/9 Feb	MAJ Herbert Daniel	Gretna HS
CC 204-07	4 Feb/5 Feb/9 Feb	LTC David Camps	Goldboro HS
CC 204-07	4 Feb/5 Feb/9 Feb	MAJ Osborne M. Reaves	TC Williams HS
CC 204-07	4 Feb/5 Feb/9 Feb	LTC Kurt Berry	Thomas A. Edison HS
CC 204-07	4 Feb/5 Feb/9 Feb	SFC Sean P. Keating	South Lakes HS

A letter to you addressed through your principal along with a Welcome Packet should arrive about 3 weeks prior to your scheduled start date. About two weeks after that you will receive your ITO. If you have any questions please contact me at (910) 396-4066.

For those of you that still need to attend JSOCC please self register for one of the remaining classes through the link on the Fourth Brigade JROTC website.

Odds & Ends

Dec 06

Information Technology Security: As you know the loss of laptops and sensitive data has caused a lot of concern within the Federal Government. We need to ensure we are taking action to mitigate risk of loss of equipment and understand our obligation to protect sensitive data. Everyone assigned government IT equipment has an obligation to safeguard that equipment and use it appropriately. Following is guidance and actions necessary to protect IT equipment and its sensitive data.

Personal data which is considered reportable for Privacy Act purposes is quite extensive and includes not only SSNs but also data such as marital status, mother's maiden name, date of birth, employment data and medical data.

To minimize our exposure of personal/sensitive data being lost ensure you do the following:

1. Don't use/store SSNs or any personal data on any JROTC Laptop or PC to include the Cadet data section in JUMS.
2. Do not leave the laptops or PCs in an unsecured office. Ensure the entire JROTC area is secured during non-business hours.
3. Don't leave any laptop in plain sight when taken outside of the office, i.e. car, motel room, etc.
4. Don't ship your laptop with your luggage when flying.
5. Report any lost computers/laptops or automation equipment via the SIR reporting process within 24 hours of discovering the loss. The report needs to include all details known about the loss and whether there was any sensitive data on the PC.
6. Do not give anyone your password for your PC.
7. Conduct regular vulnerability assessments of your physical security.
8. You should do spot inspections of data on your unit's PCs to ensure sensitive data isn't being stored.
9. You can further reduce the risk of losing a laptop by purchasing a cable that attaches the laptop to the desk or other immovable/hard to move item for \$50.00 or less.
10. If you have an arms room or a secure supply room, purchase a roll cart and store your equipment in one of these facilities.
11. An executable patch is on the portal under Automation in the JUMS section that will allow instructors to wipe out SSNs in the Cadet data section

Odds & Ends

Dec 06

of JUMS and prevent further entries from being made.

12. Ensure no personal data is stored in the CPS database.

The above guidance needs to be followed by all. If a loss is caused by negligence (not following the guidelines above), disciplinary action is the likely end result. Leaders at each level of the command need to conduct regular vulnerability and property control inspections to ensure we protect our data and equipment. The unit IASO must do the spot checks on the unit's PCs/Laptops to ensure sensitive data isn't being stored. The inspection checklist will be updated to reflect the emphasis on protection of data ASAP and will be sent out to all.

If automation (JROTC Owned) equipment is lost the first thing you need to know; was there any Personal Identification Information (PII) on these computers? PII is sensitive information that includes SSNs, medical, financial, birthdates, associated with the name of the individual. We **PROHIBIT** placing PII on JROTC computers!! If we do have PII on any PCs that is lost, we are required to report to US-CERT and take certain actions. The clock starts ticking at point of discovery. Send an immediate SIR to the Brigade Headquarters and then follow up with the below questions answered within 24 hours if it not know at the time of the initial SIR submission.

- Was the PC pass word protected?
- Were the files/folders encrypted or pass word protected?
- Provide a complete summary of the physical security in place.

Odds & Ends
Dec 06

Web Portal Changes: *This document supersedes Updates #1 and #2.*
Update #4:

This document is intended for JROTC SAIs, AIs and DAIs.

As of 02 Jan 2007: All JROTC Web site users need to begin using their JCIMS accounts on the JROTC web portal (www.usarmyjrotc.com).

1. The Portal's ID scheme is changing:

From: **first.last.zipcode** (ex: david.jenner.23651)

To: **first.lastSSN** (ex: david.jenner1234) ...as we have in JCIMS.

2. (*New News*) Your initial password will be in the form of: FIRST INITIAL + LAST INITIAL + AREA CODE of your PHONE# Example: **dj757** for David Jenner, 757 area code.

a. The password is lower case.

b. You will have to reset the password on initial login.

c. New password rules will be the same as they are in JCIMS. User names and passwords are case sensitive. Password **MUST** be at least 10 characters long. Password **MUST** include two (2) upper case letters. Password **MUST** include two (2) lower case letters. Password **MUST** include two (2) numbers. Password **MUST** include two (2) of the following special characters: ` ~ ! # * () _ + = [] / \ ? : ; ' .

Other enhancements to the web site during this change period:

1) (*New News*) Your new email address will be as follows:

firstname.lastname@usarmyjrotc.com If ever there are multiple persons with the same name as you, some new email addresses will have a number after their last name. Open your web portal email box after Thanksgiving to see your new email address listed at the top. Your zip code and your SSN will not be a part of your email address.

Odds & Ends

Dec 06

- 2) The “My Message Center” will begin showing important notifications:
 - a) Notifications will appear in "My Message Center" section notifying you of:
 - i) Height/Weight Overdue
 - ii) Photo Overdue
 - iii) Physical Overdue
- 3) The login page for the portal will be going away. The login will be in the header of the public web site:
- 4) (*New News*) The Cadet User ID will remain the same for all JROTC Cadets.
 - a) Current User ID: *Cadet* and Password: **2006**
 - b) The password will change every calendar year. On 1 Jan, the new password will be **2007**.