



DEPARTMENT OF THE ARMY  
HEADQUARTERS, XVIII AIRBORNE CORPS AND FORT BRAGG  
2175 REILLY ROAD, STOP A  
FORT BRAGG, NORTH CAROLINA 28310

REPLY TO  
ATTENTION OF:

IMSE-BRG-RS-CS

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for Rock the Fort (RTF) Concert, 25 Sep 10

1. Purpose. To provide guidance and establish responsibilities for the preparation and conduct of the Rock the Fort Concert, 25 Sep 10.
2. Reference. Army Regulation 165-1, Chaplain Activities in the U.S. Army, 3 Dec 09.
3. Applicability. This MOI applies to all units/agencies identified at paragraph 5, below.
4. General. Fort Bragg Garrison Religious Support Office (RSO) will host a Fort Bragg/Fayetteville community-wide Christian Rock the Fort Concert at the Main Post Parade Field on 25 Sep 10. Food vendors and children's musical and gospel presentation begins at 1400; the adult musical and gospel presentation begins at 1700 and concludes at 2030. Rock the Fort Christian Concert will feature gifted musicians, speakers, and bands. Rock the Fort will share a clear presentation of the Christian Gospel. Attendees will have an opportunity to respond to the Gospel Evangelistic message, be encouraged by Fort Bragg Chaplains and trained counselors, and then be offered ongoing Biblical Spiritual Resiliency training at our military chapels and local churches. Expected concert attendance is 10,000. This event will proceed rain or shine; no alternate site is planned due to the expected size of attendance.
5. Responsibilities.
  - a. Religious Support Office (RSO).
    - (1) Primary responsibility for planning and officiating the event.
    - (2) Assign an action officer, Prayer Team Leader, Counseling and Follow-up Team Leader, Stage/Arrangement Team Leader, Advertisement/Communications Team Leader, Volunteer Team Leader, Church Relations Team Leader, Children Team Leader, Logistic Team Leader, and Escort Team Leader for the event.
    - (3) Provide lodging, on-site transportation and meals for guest artists/speakers.
    - (4) Provide portable latrines.

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- (5) RSO will be responsible for providing additional electrical extension cords to all food and craft vendors to plug into the Main Post Parade Field main power outlets.
  - (6) Provide tables, tents and chairs. Coordinate directly with Ms. (b) (6) FMWR Equipment Checkout Center (ECC), at 910-396-7060, to determine equipment costs and availability and to make reservations.
  - (7) Set-up and manage a Kiddie Land area with climbing wall, trackless train, and bounce houses. Numbers and quantities to be determined. Coordinate with Ms. (b) (6) FMWR Outdoor Recreation (ODR) Director, for courses of action and for the cost.
  - (8) Plan, direct and coordinate children's activities tent with face painting and balloon artists.
  - (9) Coordinate with TMP for one cargo truck from 21 Sep through 26 Sep 10.
  - (10) Provide volunteers to secure the soundstage and other items on the Main Post Parade Field prior to the day of the event.
  - (11) Coordinate through DFMWR for a list of approved food vendors. Coordinate with vendors to bring their own tent cover, electrical 12 to 14 gauge cords, and hand washing stations.
  - (12) Coordinate with Womack Medical Army Center, Preventive Medicine section for medicine and/or food inspection support for the day of the event. Inspection is to be conducted NLT Noon 25 Sep 10.
  - (13) Set-up a water sanitation station for food vendors in accordance with Preventive Medicine Team requirement.
  - (14) Provide one volunteer to provide security for the stage area and for any sensitive items on the Main Post Parade Field prior to the day of the event. Numbers and quantities to be determined.
  - (15) Complete Composite Risk Management worksheet (DA Form 7566, Composite Risk Management Worksheet) for the event.
- b. Fort Bragg Event Action Officer.
- (1) Supervise the event during operation.
  - (2) Compile and prepare reports.
  - (3) Coordinate and ensure the event receives wide publicity in all media within a 90-mile radius of Fort Bragg.

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(4) Prayer Team Leader identifies and mobilizes prayer networks to pray for Rock the Fort on Fort Bragg and in surrounding communities.

(5) Counseling and Follow-up Team Leader recruits Fort Bragg leadership and those from surrounding communities to attend a training session in order to counsel the Rock the Fort, and then lead small group Bible studies for those attendees who respond to the Gospel at Rock the Fort.

(6) Stage/Arrangement Team Leader coordinates volunteers for set up and teardown of site and provides needed assistance for the Billy Graham Evangelism Association Team, the speaker and guest artists/bands.

(7) Advertisement/Communications Team Leader develops and implements a plan to communicate RTF to the installation via posters, flyers, radio, websites, Facebook etc.

(8) Volunteer Team Leader is responsible for coordinating all the requirements for the Children's Program portion of the Rock the Fort Concert with the Billy Graham Evangelism Association, all Chapel Volunteer efforts for Kiddie Land Area, Sound Stage Security, Children's Fun Tent, and establishing a Volunteer Command and Control tent.

(9) Church Relations Team Leader is responsible for coordinating any civilian church volunteer efforts or contributions.

(10) Logistics Team Leader is responsible for coordinating all logistical requirements in coordination with the Event Action Officer.

(11) Escort Team Leader is responsible for all escort requirements, to include van rental management, escort time line, guest artists, and speakers.

(12) Security Team Leader is responsible for coordinating security for the stage area and parade field prior to the day of the event.

c. Billy Graham Evangelistic Association.

(1) Provide musical artist and guest speakers to include their transportation and compensations.

(2) Provide sound stage and sound technician.

(3) Conduct Counseling Training and provide specific event requirements for Billy Graham Evangelist Association.

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(4) Provide advertisement flyers and posters.

d. XVIII Airborne Corps, ACofS, G3 provide Main Post Parade Field for the Rock the Fort Concert, 25 Sep 10.

e. Directorate of Emergency Services (DES).

(1) Provide military police security throughout the event. Conduct threat assessment. Provide Security Patrol for the soundstage from 1700 on 24 Sep, until 0900 on 25 Sep 10. Conduct assessment of event security and traffic control. Expected attendance is 10,000. Direct coordination with the RSO Operations Officer, CH (LTC) Antonio J. McElroy, is authorized. Chaplain McElroy can be reached by calling 910-309-3521 or via email at [antonio.mcelroy@conus.army.mil](mailto:antonio.mcelroy@conus.army.mil).

(2) Provide 4 generator light stands to illuminate grassy parking lot nearest the Review Stand. Deliver light stands on 25 Sep 10, not later than (NLT) 1300 and remove on 26 Sep 10, NLT 1300.

(3) Provide 8 Visual Message Boards (VMB) to assist with directing patron traffic. Emplace VMBs in accordance with traffic control plan.

(4) Conduct a threat assessment through the Fort Bragg Security and Intel Division due to the number of personnel attending.

(5) Provide drive-by patrols as much as possible NLT 1500 24 Sep until 0900, 25 Sep 10.

f. Directorate of Public Works (DPW).

(1) Coordinate to cut grass and spray grounds against insects on the Main Post Parade Field NLT 20 Sep 10.

(2) Ensure the Main Post Parade Field lighting is operational NLT 22 Sep 10. Standby electrician will check lighting 22 Sep 10 to ensure the system is still operational.

(3) Establish main electrical power source for the event NLT 20 Sep 10 and remove not earlier than (NET) 25 Sep 10.

(4) Ensure Main Post Parade Field sprinkler system is not operational during the period 20 Sep through 26 Sep 10.

(5) Provide dumpsters or refuse containers on the Main Post Parade Field NLT 1200, 24 Sep 10. Point of contact for dumpsters drop-off and pickup is Mr. <sup>(b) (6)</sup> at 910-396-7160, ext 352 or cell 910-624-9318.

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g. Installation Safety Office (ISO). Assign a safety officer to conduct safety inspections of the venue to detect potential hazards. Complete Composite Risk Management Worksheet (DA Form 7566) for the event. Risk assessment and acceptance is required for any operation IAW AR 385-10 and DA Pam 385-30. The CRM worksheet must be developed by the event coordinator and approved by the Garrison Commander. Coordinate with the Event Action Officer as needed to correct deficiencies.

h. Directorate of Family and Morale, Welfare and Recreation (DFMWR).

(1) Furnish a list of names and phone numbers of prospective food vendors.

(2) Coordinate and execute children's activities tent. RSO will coordinate directly with the FMWR Child and Youth School Age Services Chief, Ms. (b) (6) by calling 910-396-1561 or email, (b) (6)@us.army.mil to determine specific requirements and requests for considerations.

(3) Assist with event promotion. RSO will provide event marketing materials to the FMWR Marketing Branch. The FMWR Marketing Branch will distribute flyers to FMWR facilities.

i. Public Affairs Office (PAO).

(1) Provide media coverage and escorts for outside media on 25 Sep 10 for the RTF between the hours of 1500-2030.

(2) Provide a Rock the Fort article in the Paraglide before and after the event. Coordinate with the Garrison Chaplain's office.

j. Fort Bragg Fire and Emergency Services.

(1) Conduct inspections for food vendors 1200 noon, on 25 Sep 10. Point of contact is Steven D. Blackburn at 910-396-8121.

(2) Provide fire truck presence as needed.

k. Womack Army Medical Center Preventive Medicine.

(1) Provide preventive medicine and/or food inspection support NLT noon 25 Sep 10 as needed.

(2) Provide a Food Handler's class on the Main Post Parade Field on 24 Sep 10 with all selected Food Vendors. Point of contact is SSG (b) (6) at 910-396-5882. RSO will coordinate with the Preventive Medicine Team on exact time of training.

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1. Directorate of Plans Training and Mobilization (DPTM). Provide six 20 X 20 tents by 0800 on 24 Sep 10. Tasking unit will coordinate with Mr. Gibson for pick-up and return of tents.

6. Tasked Units.

a. 108th ADA will provide the following support:

(1) Provide one noncommissioned officer in charge (NCOIC) (E-7 or above) as POC, to the Event Action Officer for the period 21 Sep 10 through 26 Sep 10. Individual will have oversight and supervision of all Borrowed Military Manpower (BMM), to include on-site supervision prior to and during the events.

(2) Provide one noncommissioned officer (NCO) and ten Soldiers to assist in event site setup, execution, and recovery, 21 Sep 10 through 26 Sep 10. Selected Soldiers for this detail must not be on a profile that would limit their ability to do heavy lifting or other tasks implied with this detail.

(3) Provide 1 LMTV.

(4) Load and transport six 20 X 20 tents to the Main Post Parade Field by 0900 on 24 Sep 10. Coordinate directly with Mr. (b) (6) Directorate of Plans Training and Mobilization (DPTM), at 303-0586/643-4325, to determine location, pick-up time and return time of the tents.

b. 82d SUS BDE will provide the following support:

(1) Provide one noncommissioned officer (NCO) and ten Soldiers to assist in event site setup, execution, and recovery, 21 Sep 10 through 26 Sep 10. Selected Soldiers for this detail must not be on a profile that would limit their ability to do heavy lifting or other tasks implied with this detail.

(2) Provide two water trailers with water and ice at the Main Post Parade Field, 25 Sep 10, NLT 1000, and remove 26 Sep 10, NLT 1200.

c. 44th MED BDE will provide an on-site medical tent with one NCO and four Medics (with medical bags) at the Main Post Parade Field, 25 Sep 10, 1400-2030.

d. WAMC will provide an ambulance on site at the Main Post Parade Field, 25 Sep 10, 1400-2030. EMS must remain on site through the entire concert, to include when all spectators have departed the venue.

7. Coordination Instructions. A planning meeting is scheduled for tasked NCOs, 25 August 10, 1300, Garrison Chaplain's Office, Building 2-1114. Tasked NCOs are expected to be available


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through the planning phase and the actual event. The initial IPR's date/time are to be determined, and all other IPRs will be announced at each scheduled IPR. All IPRs will occur at the Garrison Religious Support Office.

8. The Fort Bragg Rock the Fort Concert Event Action Officer is Antonio J. McElroy. Chaplain McElroy can be reached by calling 910-309-3521 or email at [antonio.mcelroy@conus.army.mil](mailto:antonio.mcelroy@conus.army.mil).

Encl  
Rock the Fort Site Layout

  
MICHAEL X. GARRETT  
Brigadier General, USA  
Chief of Staff

DISTRIBUTION:  
XVIII Abn Corps, ACoFS, G3  
WAMC (Preventive Medicine)  
Garrison Command,  
DPTM  
DES  
DPW  
DFMWR  
RSO  
ISO  
PAO