



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 440<sup>TH</sup> CIVIL AFFAIRS BATTALION  
7335 WOMACK STREET, BLDG 3450  
FORT CARSON, COLORADO 80913

AFRC-CPC-AADC

MEMORANDUM FOR Newly Assigned Personnel to the 440<sup>th</sup> Civil Affairs Battalion

SUBJECT: Welcome Letter

1. I would like to welcome you to the **newest** United States Army Reserve (USAR) Civil Affairs Battalion under the United States Civil Affairs and Psychological Operations Command (USACAPOC). The Battalion was activated into carrier status on 16 September 2011 and will be fully manned and equipped in September 2012.
2. You will be part of the units' history as you help shape the 440<sup>th</sup> Civil Affairs Battalion. One of our expectations as a new unit member is portraying an outstanding image of this new unit, which includes talking to your peers about possible unit membership.
3. Our units' mission is supportive of United States Pacific Command (USPACOM) as well as other combatant commanders. Many annual exercises and emerging operations may require your participation as a Civil Affairs professional or in a supportive role. Civil Affairs professionals support Commanders and Joint Task Forces with their concerns of civilians, or local populace within their areas of operations. These operations are usually combat, natural or manmade disasters.
4. I encourage you to take an academic approach to understand our area of responsibility, maintain your physical fitness, individual soldier skill proficiency and knowledge of your specific job. I would also expect that you focus on your next level of professional educational requirement. Either enlisted or officer you have an obligation to strive to do your best at any Army educational opportunity.
5. Our full time staff will grow during the first half of this year and our unit membership will continually evolve.
6. Point of contact is the undersigned at (719) 526-1628 or [george.meyer@us.army.mil](mailto:george.meyer@us.army.mil).

A handwritten signature in black ink, appearing to read "G. E. Meyer".

GEORGE E. MEYER  
MAJ, CA, USAR  
Chief, Headquarters Element