



DEPARTMENT OF THE ARMY
5TH BATTALION, 5TH AIR DEFENSE ARTILLERY REGIMENT
3416 BABCOCK ROAD
FORT SILL, OKLAHOMA 73503

AFVL-RJB-BC

17 June 2025

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: Policy Letter 7: Sponsorship Program

1. References. Army Regulation (AR) 600-8-8, The Army Sponsorship Program, dated 28 June 2019. Total Army Sponsorship Program, Army Career Tracker (ACT): <https://www.actnow.army.mil>.
2. Purpose. To ensure each inbound and newly arrived Soldier assigned to the 5-5 ADA BN is quickly and efficiently sponsored and integrated into their respective Battery or Company.
3. One of the most critical times for an Army Family is the arrival to a new unit. It is imperative that leaders do everything possible to ensure that new Soldiers and Families assigned to 5-5 ADA BN are welcomed and received as members of our Family. Soldiers and Families who are welcomed and informed upon arrival have a greater likelihood to be enthusiastic and productive members of their units. Each newly assigned Soldier is entitled to proper sponsorship and to be rapidly received and integrated into their respective unit (battalion/battery). Sponsorship includes ensuring each new Soldier understands all policies and procedures in effect.
4. Sponsorship is a Commander's program. Unit commanders will ensure full adherence to regulatory guidelines established in AR 600-8-8 in enforcing their sponsorship programs. Battery Commanders will appoint, in writing, primary and alternate unit sponsorship coordinators. A list of responsibilities for unit sponsorship coordinators can be found in AR 600-8-8, para 2-11.
5. The point of contact for this memorandum is the 5-5 ADA BN S1 at james.m.hale79.mil@army.mil.

DEWAYNE L. DEENER
LTC, AD
Commanding