

jesse@flythecrystalcoast.org

From: Ratchford, Paul F Jr. SFC USARMY USSOCOM SOCOM (USA)
<paul.f.ratchford.mil@socom.mil>
Sent: Wednesday, July 13, 2022 4:53 PM
To: jesse@flythecrystalcoast.org
Cc: Fuller, Catherine L CPT USARMY USSOCOM USASOC (USA)
Subject: US Army Civil Affairs Training Request with Michael J. Smith Field
Attachments: LON_Michael J. Smith Airport.pdf

Mr. Vinson

I am the Training Non-Commissioned Officer for the 97th Civil Affairs Battalion out of Fort Bragg (US Army). One of our Civil Affairs Companies would like to visit the Michael J. Smith Field Airport located at 180 Airport Rd, Beaufort, NC 28516 during the week of 12 – 16 September. Our teams often visit critical infrastructure sites during overseas deployments. By visiting and speaking with your operations managers and other staff members at the airport, Civil Affairs Teams will be able to better understand some of the challenges and the interworking of airport facilities they will potentially visit while deployed.

For us to visit the Michael J. Smith Field Airport, we need approval from Michael J. Smith Field Airport management.

Attached is a Letter of Notification for your signature authorizing our teams to visit Michael J. Smith Field Airport. If you are not the point of contact for this matter, can you please let me know who the best POC is for this request?

Feel free give me a call or email with any questions or concerns.

Respectfully,

SFC Paul Ratchford
S37 – NCOIC/ Land and Ammo NCO
HHC 97th CA BN (SO) (A)
Office: (910) 432-5234
Cell: (305) 794-1998



DEPARTMENT OF THE ARMY
97TH CIVIL AFFAIRS BATTALION (SPECIAL OPERATIONS) (AIRBORNE)
BLDG X-5546 NEW DAWN RD
FORT BRAGG, NORTH CAROLINA 28310

AOCA-PC

**Letter of Notification
Between
Michael J. Smith Airport
And
97th Civil Affairs Battalion (Special Operations) (Airborne)**

Dear Sir/Ma'am,

The 97th Civil Affairs Battalion (Special Operations) (Airborne) request support from Michael J. Smith Airport for our units' annual Realistic Military Training to be conducted tentatively from 12 September 2022 to 16 September 2022. The unit requires a realistic urban and rural training environment where we can practice tactics, techniques, and procedures that our Soldiers will employ during overseas missions in support of Special Operations Command. Participation from your facilities will allow the 97th Civil Affairs Battalion (Special Operations) (Airborne) the opportunity to execute real world training in critical focus areas that include collaboration between local officials and law enforcement, information sharing, network building, local organizations, and relationship building with community leaders.

Specifically, we hope you will support our training by allowing our Soldiers to visit your facilities. The Soldiers of the 97th Civil Affairs Battalion (Special Operations) (Airborne) would like to meet with staff members of your facilities for the purpose of conducting assessments related to disaster preparedness and risk reduction. Meetings with facility managers, local officials and local law enforcement will be conducted during business hours, and every attempt will be made to minimize any disruption to normal facility operations.

Within the Michael J. Smith Airport, the 97th Civil Affairs Battalion (Special Operations) (Airborne) will:

- a. Provide an operations brief to facility managers prior to the execution of the training exercise.
- b. If requested, provide daily updates to facility managers regarding the exercise's training progress.
- c. Conduct interviews with local officials, but will not publish their names. Interviewees may decline to answer any/all questions, whether of a personal or professional nature. Any information provided shall be on a voluntary basis and will be used for exercise purposes only. At the conclusion of the exercise, any associated information/documentation will be appropriately discarded.

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Letter of Notification Between Michael J. Smith Airport and 97th CA BN (SO) (A)

- d. Not gather or electronically store any Personally Identifiable Information on any local official or member of the public. Only aliases of individuals voluntarily participating in the exercise shall be used.
- e. Contact the facility manager or his/her delegated representative and provide results of the training exercise based on assessments conducted by the 97th Civil Affairs Battalion (Special Operations) (Airborne).
- f. Not carry firearms of any kind (government-issued or privately owned).
- g. Dress in casual or business casual civilian attire throughout the duration of the training. At no time, will Soldiers conduct themselves outside of their capacity as an exercise participant and service member in the United States Army. Soldiers will not wear uniforms, carry weapons, or utilize tactical vehicles throughout the duration of the training.
- h. Adhere to all local, state, and federal laws.
- i. Use Geographical Information Systems to conduct topographical and hazards-based analysis of the facility.
- j. Not conduct any offensive or defensive combat training scenarios within facility limits.
- k. Immediately inform local authorities of any incident involving any member of the 97th Civil Affairs Battalion (Special Operations) (Airborne).

Additionally, please contact me or my staff with regards to any incident that involves our Soldier(s) while in your facilities.

- a. Commander - (LTC Orlando Craig / 910-432-6202)
- b. Command Sergeant Major (CSM) - (CSM Justin M Johnson / 910-432-6237)
- c. S3 Operations - (MAJ Geneva L. Matthews / 910-432-5303)
- d. S3 Operations Sergeant Major (SGM) - (SGM Joshua Gibbs / 910-432-5342)
- e. S37 Training OIC - (CPT Catherine L. Fuller / 910-432-5554)
- f. S37 Training NCOIC - (SFC Paul F. Ratchford / 910-432-8309)

The Point of Contact for this letter is CPT Michael Y. King at office: (910) 432-8947, mobile: (847) 971-5441, or E-mail: Michael.y.king.mil@socom.mil.

Orlando N. Craig
Lieutenant Colonel, Civil Affairs
Commanding

(Date)

(Date)

AOCA-PC

Letter of Notification Between Michael J. Smith Airport and 97th CA BN (SO) (A)