



**UTAH NATIONAL GUARD**  
HEADQUARTERS CAMP W.G. WILLIAMS  
17800 Camp Williams Road  
Riverton, Utah 84065-4999

REPLY TO  
ATTENTION OF: AGCW-RC

24 October 2006

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Policy on Radio Accountability Procedures for Camp Williams**

1. All users, residents and employees of Camp Williams using VHF/UHF radios for normal and contingency operations will ensure accountability of those radios and their frequencies at all times in accordance with this memorandum.
2. Radio Hand Receipts. All radios purchased by Training Site Command will be accounted for on the Camp Williams Property Book and hand receipted to Range Control. Range Control will program all radios and then sub-hand receipt them to each section chief on a DA Form 2062 IAW DA PAM 710-2-1.
3. Range or Fire Desk Radios. Range Control will maintain an inventory of at least 45 VHF radios at the Fire Desk for the express purpose of unit training and contingency operations. All users of these radios will hand receipt them from Range Control for a period not to exceed two weeks on a temporary hand receipt (enclosed). Temporary hand receipts will be reviewed and maintained IAW DA PAM 710-2-1.
4. Radio Frequencies. All users, residents and employees of Camp Williams will ensure their radios are programmed in accordance with guidelines established by the JFHQ-UT-J6, Frequency Manager. Range Control will ensure all TSC radios follow these guidelines by conducting an annual inventory of the frequency list and the programming on all TSC radios.
5. Point of contact for this policy is the TSC S-6, WOC Brent Robertson at 801-523-4120 or CPT Matthew Jones at 801-878-5533.

FOR THE COMMANDER

ROBERT T. DUNTON  
LTC, EN, UTARNG  
Base Operations Manager

Encl Range Radio Hand Receipt

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