

Tango Company

10 Aug 2010

Memorandum For: Tango Company

Subject: Morning Room Inspections

1. It is primarily the responsibility of the cadet NCO leadership to ensure cadet rooms in Tango Company are maintained in accordance with MRI standards. Cadet officers and the company TAC will also inspect to ensure compliance.
2. The cadet 1SG is responsible for developing a schedule by which the company TAC conducts a MRI of each room at least once a month. TAC inspections will be conducted one platoon at a time, and either the PL or PSG will accompany the TAC. In an emergency situation in which the PL or PSG is unavailable, a SL will accompany the TAC.
3. In addition to the TAC inspections, the CO, XO, or 1SG will conduct a MRI of each room at least twice a month. These inspections may be conducted randomly rather than by unit. These inspections will be recorded on the "Room Inspection Log" which will be maintained by the CO.
4. PLs or PSGs will conduct at least three MRIs of their platoon each month and report results to the 1SG. These inspections will be recorded on the "Room Inspection Log" which will be maintained by the PL.
5. SLs will conduct a MRI of their squads at least once a week and report results to their PSG. These inspections will be recorded on the "Room Inspection Log" which will be maintained by the SL.
6. The SLs are also responsible for conducting the weekly Over, Short, and Damaged (OS&D) inspections and forwarding them to the Supply NCO. The Supply NCO will conduct these inspections for the HQ section and submit a consolidated company report in accordance with Section 12 of the White Book.
7. It is left to the discretion of the inspector which deficiencies warrant PRs. However, every deficiency requires notification of the offending cadet and chain of command follow-up to ensure the correction has been made.
8. The 1SG is responsible for keeping track of recurring deficiencies and trends, taking appropriate action, and keeping the CO and TAC informed of the overall status of barracks maintenance in Tango Company. At the end of each month, the 1SG and/or CO will brief the TAC on that month's MRIs using the "Room Inspection Logs."

Kevin J. Dougherty
LTC, USA (Ret)
TAC Officer, Tango Company

