



DEPARTMENT OF THE ARMY  
UNITED STATES MILITARY ACADEMY  
WEST POINT, NEW YORK 10996

MACC-O-RD

15 January 2013

MEMORANDUM FOR RECORD

SUBJECT: Updated Disciplinary System Guidance and Tour Schedule Academic Year 2012-2013

1. The purpose of this memorandum is to outline general guidance for the conduct of disciplinary tours, restriction, fatigue tours and other events associated with the enforcement of the cadet disciplinary system as outlined in Card 1102, paragraph 1 of the USCC SOP.

2. General Guidance:

a. **Disciplinary tours:** Tours will be served on weekends. On a normal weekend cadets can serve a maximum of seven hours. Cadets serving area may only walk a maximum of two tours on Fridays and five tours on Saturday afternoons. Cadets sitting hours will receive 1 credit hour for every 2 hours that they sit. Cadets sitting tours may sit on Friday for two hours for a credit of 1 hour and on both Saturday and Sunday for six hours with a maximum credit of 3 hours for each day. On Holidays, cadets will be given 4 hours of credit for 8 hours served.

b. Cadets are not authorized to serve both area (walking) tours and sitting tours during the same weekend. NO EXCEPTIONS!

c. Only cadets serving walking tours are authorized to do fatigue details.

d. In season Club and Corps squad athletes may receive 1 for 1 credit for sitting tours under certain conditions. If the cadet meets the below requirements, they must request 1 for 1 credit for sitting tours from their TAC Team prior to the weekend. The TAC must then annotate on the tour card, that the cadet is authorized 1 for 1 sitting tour credit. (The CDO will only give 1:1 sitting tour credit to those cadets pre-approved on the tour card by the TAC Team.) Below are the prerequisites for 1 for 1 sitting tour credit:

(1) A Club or Corps Squad Cadet (player or manager) must not have been afforded the opportunity to complete at least four tour hours in a single weekend. (8 sitting hours at a 2:1 credit)

(2) The inability to sit a minimum of 8 hours for 4 credit hours must be as a direct result of a competition or travel to a competition. **Practice time does not qualify.**

(3) A cadet must be a Club or Corps Squad rostered player or manager and must have dressed for the particular competition in question.

e. Cadets serving tours on Sundays are authorized to attend an on-post church service, but must report to CGR in the appropriate uniform by 1230 hours.

3. Restriction: Restriction for cadets will be conducted in accordance with USCC Regulation 351-2, Chapter 1, Para j (page 1-9).

a. Restricted cadets will annotate their destination anytime they depart their rooms for an authorized location (i.e. latrine, chapel, and library) on a DA 1594. The restricted cadet will affix the DA Form 1594 to their door for the duration of their restriction.

b. Cadets on restriction may not engage in physical conditioning after 1930 hours.

c. Cadet Duty Officers (CDOs) will check restricted cadets in their assigned rooms and annotate and sign the time that the room was checked. If a restricted cadet is absent from their room without excuse or does not have the DA 1594 clearly posted on their door, the CDO will complete a COR on the restricted cadet for failure to follow instructions. CDOs will sign the restrictions roster and annotate in the comments section any issues with restriction. All issues will be forwarded to the next higher duty officer.

4. Below is the basic tour schedule for the 2012-2013 Academic Year. The basic schedule does not account for special weekends that involve differing tour hours for differing levels of punishment (i.e. Thanksgiving, Christmas, and Spring Break). Additional memorandums will be published with specific guidance to address the tour schedule during those time frames. **Any adjustment or change in the execution of punishment tours for a Cadet can only be accepted by the Regulations and Discipline Officer after formal approval by the Tactical chain of command and the imposing commander. Tactical officers should consult with USCC Regulation 351-2, paragraph 104, sub paragraph 2-f (page 1-8) before making such requests.**

**Fridays (Area and Sitting Tours)**

1615-1625 CDO Pre-Inspection in Company Area

1630-1700 Inspection

1700-1850 Area and Sitting Tours

**Saturdays (Area and Sitting Tours)**

1230-1250 Inspection

1300-1800 Area Tours

1230-1830 Sitting Tours

**Sundays (Sitting Tours only)**

1200-1230 Inspection

1230-1830 Sitting Tours

**Holidays (Area and Sitting Tours)**

0830-0850 Inspection


0900-1730 Area and Sitting Tours (1/2 hour for lunch)

6. At the Commandant's discretion, the tour schedule may be adjusted IAW the Academy schedule. Procedures for Disciplinary Tours are published in Chapter 11, Disciplinary Tours, USCC SOP.

7. POC for this memorandum is the undersigned at x 4702.

FOR THE BRIGADE TACTICAL OFFICER:

Encl:  
Disciplinary Tours Schedule

  
PATRICK A. DELROY  
R & D Officer, USCC

**Disciplinary Tour Dates  
Second Semester AY 12-13**

<u>DATE</u>	<u>DAY</u>	<u>TOURS</u>	<u>COMMENTS</u>
04 Jan	Friday	2 Hours	A/C Weekend
05 Jan	Saturday	5 Hours	Reorgy Week
06 Jan	Sunday	Sitting tours only	
11 Jan	Friday	2 Hours	A/C Weekend
12 Jan	Saturday	5 Hours	
13 Jan	Sunday	Sitting tours only	
18 Jan	Friday	2 Hours	
19 Jan	Saturday	5 Hours	B Weekend
20 Jan	Sunday	Sitting tours only	
21 Jan	Monday	8 hours	MLK Day- No classes
25 Jan	Friday	2 Hours	A/C Weekend
26 Jan	Saturday	5 Hours	500 <sup>th</sup> Night/ RMC @ USMA
27 Jan	Sunday	Sitting tours only	
01 Feb	Friday	2 Hours	A/C Weekend (YWW – 3 <sup>rd</sup> Class)
02 Feb	Saturday	5 Hours	
03 Feb	Sunday	Sitting tours only	
08 Feb	Friday	2 Hours	A/C Weekend
09 Feb	Saturday	5 Hours	
10 Feb	Sunday	Sitting tours only	
15 Feb	Friday	2 Hours	B Weekend (Corps Holiday/No Classes)
16 Feb	Saturday	5 Hours	
17 Feb	Sunday	Sitting tours only	
18 Feb	Monday	8 Hours	President's Day (No Classes)
22 Feb	Friday	2 Hours	A/D Weekend (2 <sup>nd</sup> 3 <sup>rd</sup> 4 <sup>th</sup> Class)
23 Feb	Saturday	5 Hours	A/C Weekend (1 <sup>st</sup> Class) (100 <sup>th</sup> Night)
24 Feb	Sunday	Sitting tours only	
01 Mar	Friday	2 Hours	A/C Weekend
02 Mar	Saturday	5 Hours	
03 Mar	Sunday	Sitting tours only	

**All Cadets serving punishment from a Regimental Board or higher will continue to serve their punishment during Spring Break Leave and may depart once all punishment is complete or by 15 March 2012 (NET 0520 hrs) whichever is earlier. Cadets in this category are authorized a four day pass during Spring Break Leave.**

08-10 Mar	Fri-Sun	(see privilege memo)	A/C Weekend Plebe Parent Weekend
09-17 Mar	Fri-Sun (9 days)	(see privilege memo)	Spring Leave
22 Mar	Friday	2 Hours	A/C Weekend
23 Mar	Saturday	5 Hours	
24 Mar	Sunday	Sitting tours only	
29 Mar	Friday	2 Hours	B Weekend
30 Mar	Saturday	5 Hours	
31 Mar	Sunday	Sitting tours only	
05 Apr	Friday	2 Hours	A/C Weekend
06 Apr	Saturday	5 Hours	
07 Apr	Sunday	Sitting tours only	

Note 1: Cadets will conduct area tours only unless otherwise directed.

Note 2: Area tours: Friday is 2 hours and Saturday is 5 hours for a Total of 7 hours credit.

Note 3: Sitting tours: 2 hours on Friday equal 1 credit tour hours and 6 hours on Saturday and Sunday equal 3 credit tour hours for each day – 2 for 1 for a Total of 7 hours credit.

<u>DATE</u>	<u>DAY</u>	<u>TOURS</u>	<u>COMMENTS</u>
12 Apr	Friday	2 Hours	A/D Weekend (FEE)
13 Apr	Saturday	5 Hours	
14 Apr	Sunday	Sitting tours only	

19 Apr	Friday	2 Hours	A/C Weekend (Sandhurst)
20 Apr	Saturday	5 Hours	
21 Apr	Sunday	Sitting tours only	
26 Apr	Friday	2 Hours	A/C Weekend
27 Apr	Saturday	5 Hours	Boy Scout Camp/Retiree Open House
28 Apr	Sunday	Sitting tours only	
03 May	Friday	2 Hours	A/C Weekend
04 May	Saturday	5 Hours	Special Olympics
05 May	Sunday	Sitting tours only	
10 May	Friday	2 Hours	Last day of classes
11-18 May	Sat-Sat	<b>Tours for First Class ONLY</b> Sitting Tours Only on Sunday (13 May)	TEE week (Tour schedule to be published)
19-24 May	Sun-Fri	<b>Tours for First Class ONLY</b> Sitting Tours Only on Sunday (20 May)	Graduation week (Tour schedule to be published)
25 May	Saturday	No Tours	Graduation

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