



DEPARTMENT OF THE ARMY
HEADQUARTERS, 4TH INFANTRY DIVISION (MECHANIZED)
FORT HOOD, TX 76544-5000

REPLY TO
ATTENTION OF:

AFYB-CG

21 September 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum – Incident Review Boards (IRB) – G1-01

1. REFERENCE. 4th Infantry Division Serious Incident Reporting Procedures memorandum dated 10 January 2003.
2. PURPOSE. To direct the investigation of serious incidents within the 4th Infantry Division. The intent of the IRB is to review all facts and circumstances of an inappropriate behavior or accidents using a leadership forum. The IRB will examine standards and discipline, command climate, 1st line supervisor and command involvement, risk management, distress signals/warning signs, prevention and treatment programs. This examination will allow units to apply lessons learned to prevent future incidents.
3. POLICY.
 - a. Serious incidents are incidents of:
 - Suicide gesture and/or attempt
 - Domestic violence and spouse abuse
 - Sexual abuse
 - Weapon related incidents
 - Driving while intoxicated
 - Drug related incidents
 - POV and motorcycle accidents
 - Any incident of misconduct that generates a serious incident report.
 - b. For each incident cited above, an IRB will convene to investigate the incident and present findings and recommendations to the Brigade Commander. Brigade Commanders will brief the ADC(M) or ADC(S) on the IRB findings. Separate Battalion Commanders will present findings and recommendations to Assistant Division Commander for Support.
 - c. At a minimum, the board will include the Battalion Commander, CSM, the Company Commander and 1SG, and the Soldier's supervisor. The Battalion Chaplain is an optional board member.

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4. Point of contact for this policy is the G1, Plans & Ops OIC, 1LT Norwood at 287-4115.

Distribution: A

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Commanding