



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY ALASKA
600 RICHARDSON DRIVE #5000
FORT RICHARDSON, ALASKA 99505-5000

REPLY TO
ATTENTION OF

APVR-RIM

16 July 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: DOIM Policy Statement #7, Distinguished Visitor Quarters (DVQ) Unclassified Internet Protocol Router Network (NIPRNET) Customer Connection Policy

1. Purpose. To provide a comprehensive customer guide for obtaining Local Area Network (LAN) access to the Unclassified Internet Protocol Router Network (NIPRNET) from the Distinguished Visitors Quarters (DVQ) located on Ft. Richardson (FRA) and Ft. Wainwright (FWA), Alaska.
2. Scope. This document provides instructions and contact information for on-site computer installation for LAN access to the NIPRNET. Instructions for Windows NT, Windows XP and Windows 2000 are enclosed.
3. References.
 - a. AR 190-51, Security of Unclassified Army Property (Sensitive and Non-sensitive), dated 30 September 1993.
 - b. AR 380-19, Information Systems Security, dated 27 February 1998.
 - c. AR 380-5, Department of the Army Information Security Program, dated 29 September 2000.
4. Assumptions.
 - a. Distinguished Visitor (DV) has a laptop computer with a functioning Local Area Network (LAN) PC card installed.
 - b. If no LAN card is installed, DV will use his/her existing TSACS account. (Local TSACS access numbers are: FRA 384-0168; FWA 353-9013).
5. General:

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a. The mission of the DOIMs at both locations is to provide complete DLAN, NIPRNET access for Military 0-7 and above, and Civilians SES-1 and above

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c. The TSACS dial-up is the standard NIPRNET access procedure for all other users who are TDY to these locations.

d. Exceptions to rank for this policy will be granted by the DOIM if the requirement is verified by the Protocol Office as a legitimate requirement.

6. Responsibilities.

a. USARAK Protocol Office. Will notify the Local Help Desk, Ft. Richardson, 384-0117 or Ft. Wainwright, 353-7005, when any Military O-7 and above or Civilian SES-1 or above is due in to Alaska and will be staying in the DVQ at Ft. Richardson or Ft. Wainwright. Upon notification the Help Desk will provide a Technician for on-site installation, configuration, and any assistance required for LAN access. The Protocol Office will coordinate with the Aide and the Technician as to when the installation will be accomplished. A copy of this policy will be provided upon request.

b. Lodging Office. Will notify the Local Help Desk, Ft. Richardson, 384-0117 or Ft. Wainwright, 353-7005, when any Military O-7 and above or Civilian SES-1 or above is due in to Alaska and will be staying in the DVQ at Ft. Richardson or Ft. Wainwright. Upon notification the Help Desk will provide a Technician for on-site installation, configuration, and any assistance required for LAN access. The Lodging Office will coordinate with the Aide and the Technician as to when the installation will be accomplished. A copy of this policy will be provided upon request.

c. DOIM Help Desk at Ft. Richardson and Ft. Wainwright.

(1) Will maintain a copy of this policy and the network settings for each DVQ location (i.e. IP address and procedures).

(2) Will provide a technician on 24-hour call for on-site installation and assistance.

7. POC for this action is Jim Grutsch, at 384-7030 or Rick Penland at 384-0040.

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8. This policy is effective immediately and supersedes all previous policies.

FOR THE COMMANDER:

Encl.

//Original Signed//
GERALD H. MILLER
LTC, SC
Director of Information
Management

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CDR HHD, 59TH Sig Bn

Protocol Office

Lodging Office