



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 26<sup>TH</sup> AREA SUPPORT GROUP  
UNIT 29237  
APO AE 09102-9237

AEUSG-PO-OPS

15 August 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 26th ASG S3 Staff Memorandum 28A, Procedures for Non-Combatant Evacuation Operation (NEO) Programs

This memorandum expires one year from date of publication

1. References:

- a. USAREUR Regulation 10-20, USAREUR Base Operations, 9 Aug 01.
- b. USAREUR Regulation 525-27, Noncombatant Evacuation Operations, 24 Oct 95.
- c. USAREUR Message, 081714ZJAN99, subject: Change to USAREUR Noncombatant Evacuation Operations Program.

2. Base Support Battalions (BSB) will implement the following NEO procedures:

- a. NEO Coordinators and representatives will have a minimum grade of Sergeant (E5). Specialists may serve as Alternate unit representatives.
- b. The 26 ASG standard for NEO database information is the Web-based NEO Information System (WEBNIS) located at the following URL:  
<https://www.neo.aur.army.mil>
- c. BSBS will assist tenant units with the input of NEO information into this system.
- d. In accordance with USAREUR Regulation 525-27, BSB Commanders will ensure BSB NEO Coordinators train and inspect Unit NEO Representatives (UNRS).

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e. Unit commanders may appoint and train an NCO to serve as UNR should both primary and alternate UNRS be deployed.

4. Point of contact for this memorandum is the 26th ASG S3, DSN 373-1330/7451.

FOR THE COMMANDER:

/s/  
David M. Merhar  
Chief of Staff

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