



DEPARTMENT OF THE ARMY
UNITED STATES ARMY STUDENT DETACHMENT
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FORT JACKSON, SOUTH CAROLINA 29207

ATMT-LTB-SD

10 February 2023

MEMORANDUM FOR All personnel permanently assigned and/or attached to the United States Army Student Detachment (USASD)

SUBJECT: Policy Memorandum #1 – **Commander’s Philosophy**

1. References: AR 600-20, Army Command Policy
2. All USASD Policy Memorandums are punitive. This policy applies to all military and civilian personnel assigned to the USASD.
3. I am excited to be in this position. I see a resolute and motivated staff. I see subject matter experts in their areas of responsibility who are consistently making the utmost effort to provide exceptional customer service to the student population. I see potential, and I see leadership opportunities. I embrace the U.S. Army Student Detachment’s unique mission, complexity, and challenges.
4. Vision. I envision the USASD as the number one finance and human resources TEAM in the United States Army; A dedicated TEAM of professionals committed to taking care of Soldiers, Civilians, and Family Members (PEOPLE) by providing reliable, RESPONSIVE, and exceptional customer service (PROCESS), achieving excellence in accomplishing missions (RESULTS).
5. This philosophy describes what I believe are some of the important principles of a successful organization.
 - a. Being **R**esourceful
 - (1) We must utilize all the tools available to us to take good care of our students. As we transition from all the legacy human resources (HR) systems into IPPS-A, we must share lessons learned and embrace the change. The Army requires leaders to be flexible and adaptable. IPPS-A currently has some challenges. We must embrace these challenges. In time, IPPS-A will make us a more lethal organization. We also need to embrace the new SharePoint site.
 - b. Being **E**thical
 - (1) It is important to me that we do business by following Army regulatory guidance. We must ensure that all transactions are done in a legal, moral, and ethical way, especially, when no one is watching.
 - c. Being **S**upportive Of One Another

(1) Be supportive of each other and keep one another in check. If you see someone doing something that deviates from the established business rules, dare to make an on-the-spot correction. If you fail to do so, you just created a new standard.

d. Being **P**roactive, not Reactive.

(1) Take the initiative. If you see things that you know need to be accomplished, do not wait for someone to tell you to them. Innovation is welcomed. Do not allow circumstances to control you. Being proactive at work means always thinking about the future, planning, and preparing for what lies ahead. Anticipate what is expected so you can better deal with the unexpected. Make tomorrow better.

e. **O**n Time on Target

(1) It is extremely important to complete all our deliverables promptly. Treat all transactions as if they were your own. People depend on you. If someone submitted a personnel action request, for example, it is important to them and their Families. Do not sit on it, if you have the time. Being on time shows how much of a professional you are.

f. No **N**onsense

(1) Nonsense means "foolish or unacceptable behavior." Processes are established for a reason. Help me eliminate the Nonsensical by making Smart choices, recommendations, suggestions, etc.

g. Taking Initiative

(1) Do not wait for your supervisors to tell you what to do, or to act. Implied tasks are exactly that; implied. I believe in being proactive. Your future self will thank you for the avoidance of being reactive.

h. Being **V**alue Added

(1). Be a positive force in the organization. We are people, it's ok to have bad days. Treat others with respect and dignity. Be willing to contribute, lead or follow, but do not be an obstacle to progress. We all win together.

i. Being Both, Efficient and Effective

(1) Effectiveness and efficiency are instrumental to our line of work. Not the

ATMT-LTB-SD

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same but complement one another. Take pride in your work. Process transactions as if they are your own. Be the best at what you are doing right now. I encourage you to bring forth your talents and display your strengths to make our team better. Be adaptable and embrace the change that comes with time in many forms. It is a contributing factor to overcoming challenges. Whatever you are doing right now, do it to the best of your ability, and everything will work out fine.

6. Teamwork. We are one team made of two sections. A human resource and a financial management section. Success depends on how well both sections work together. We win and fail together; we are a Family. Treat everyone with dignity and respect. People is my number one priority. This includes all students, faculty, and staff.

7. Leadership presence is important. Step one is to be present. My commitment is to you and your Families. I will place great emphasis on creating an environment of professional and personal development. I will set high standards of performance. For you to achieve these standards, I will empower you, enable you and trust you. As part of the team, I will hold myself to those high standards by leading from the front. Remain RESPONSIVE and "Be all you can Be". Defend, Support, and Serve!

8. The point of contact for this memorandum is the undersigned at alfredo.carino-rivera.mil@army.mil or (803) 751-5305 and (803) 348-6146.

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MAJ, AG
Commanding