



DEPARTMENT OF THE ARMY
ECHO COMPANY, 369TH ADJUTANT GENERAL BATTALION
10,000 HAMPTON PARKWAY
FORT JACKSON, SOUTH CAROLINA 29207-7025



June 30, 2016

Dear Student:

Welcome to Echo Company, 369th Adjutant General Battalion, Soldier Support Institute, Fort Jackson. Our mission is to provide mission command, administrative support, logistical support and safety oversight for Officers, International Officers and Non-commissioned Officers attending courses under the umbrella of the Adjutant General and Financial Management Schools in order to develop trained, ready, deployable and agile leaders.

Students attending courses in a temporary duty status will report to the IHG Lodging, building 7550, phone number (803) 782-9802, for room assignment in accordance with ALARACT Message 078/2013. Once you have obtained your room assignment you will report to Echo Company, Building 10,000, Hampton Parkway for in-processing.

Part of your unit in-processing will entail taking the Army Physical Fitness Test (APFT) and meeting the Army height and weight standards in accordance with AR 600-9. Therefore, I encourage you to arrive in top physical condition to pass the APFT.

All privately owned weapons will be registered with the Fort Jackson Provost Marshall/Physical Security Office (Barker Building 4394), phone number (803) 751-2005 within 24 hours of arrival and stored in the arms room.

Once again, welcome and congratulations on your upcoming temporary assignment to Echo Company, 369th Adjutant General Battalion, and the Soldier Support Institute.

If you have any questions or concerns about your upcoming assignment please feel free to contact myself at (803) 751-8188.

“Welcome to the Swamp”

Sincerely,

Alicia D. Scott
Captain, U.S. Army
Commanding