

**Hotel Company
Recruit Sustainment Program
HONEY BADGERS**

(309) 567-7046 or (309) 567-7047



Welcome Packet and Warrior Guide

The staff assigned to the Hotel Company Recruit Sustainment Company is committed to providing you with quality instruction and is dedicated to your overall transition from Civilian to being a Citizen Soldier. We have a long history of success and domination across all aspects of recruiting and RSP. I expect the staff to give you nothing less than 100 percent throughout the program. I also expect you to return this respect by giving nothing less than 100 percent throughout the RSP program, as well. Remember that you are required to attend all scheduled RSP training and Initial Active Duty Training (IADT) as mandated by your contractual obligation. It is very important that you attend every scheduled drill from now until the day you ship to training for the purpose of being able to fix any admin issues, teach you as much as possible, and get you physically ready for Basic Combat Training. Begin training now for this outstanding and challenging life experience.

Hotel Company Staff directory

Headquarters:

Woodstock Armory

Address:

1301 Sunset ridge Rd, Woodstock Il, 60098

The Company 1SG:- The Highest ranking Soldier in Hotel Co RSP, The Company 1SG is in charge of all H co RSP staff and is the final approving authority for all request, disciplinary actions, awards and training. The Company 1SG's primary focus is on successfully preparing warriors to be both mentally and physically tough in preparation for BCT

Hotel Co 1SG: 1SG Matthew Serowka

The RSP Readiness NCO - Responsibility is to ensure all warriors are administratively ready for training, updating/ correcting administrate changes listed below, and ensure warrior's success for IET- Warriors are expected to contact recruiters FIRST of any major changes and required to fully disclose all changes on monthly Soldier survey-Once issue has been identified, it is on the warrior to provide correct/updated data to resolve the issue to Recruiter or RSP NCO ASAP.

Readiness NCO -SFC Benjamin Booher (309) 567-7047

CHANGES Include but not limited to the following:

If any change in status occurs while a member Hotel Company Recruit Sustainment Company, you must notify your recruiter SFC Booher or Ms. Kaczmar. All documentation must be provided to the staff as soon as possible.

1. Marriage/divorce

2. New children
3. Legal Issues (Traffic tickets, Fines, arrest, ETC...)
4. High School Diploma
5. Suffered major injury
6. Change of Bank Account
7. Change in Address and Phone Number
8. Legal Name Change

Team Leader: The Hotel Co Team leader is responsible for supporting all phases during drill operations. Considered to be the SME of all phases, the team leader will assist where needed ensuring warrior moral is kept and training is effective

Hotel Co Team Leader: SFC Chad Wille

Recruiters/RSP Cadre: Your recruiter is your first line leader- this means when dealing with an issue whether it be administrative, legal, medical, or personal they are the person you contact FIRST.

Crystal Lake Office RRNCO's: 6213 Northwest Hwy, Crystal Lake Il 60014

1. Station Commander: SFC Braeden Yelland
2. SSG Anthony La Rocco
3. SSG Chanc Mcestes
4. SGT Christofer Carreno

Gurnee Office RRNCO's: 5324 Grand Ave, Gurnee Il 60031

Station Commander: SFC Andrew Romig

1. SSG Carley Davidsmeier
2. SSG Leslie Camerena
3. SSG Javier Laboy
4. SGT Ahmed Haaris

Schaumburg Office RRNCO's: 47 W. Schaumburg Rd, Schaumburg IL 60193

Station Commander: SSG Francisco Orozco

1. SSG Janet Perez
2. SSG Nathaniel Ramos
3. SGT Stephanie Duran

YEARLY TRAINING DATES

You will receive a memorandum of the current training dates for the fiscal year (October through September). You are required to attend training as scheduled. Please refer to the attendance policy below.

Please provide your employer/school officials with a copy of this memorandum to prevent any conflicts in your schedule.

ATTENDANCE POLICY FOR RECRUIT SUSTAINMENT PROGRAM (RSP)

1. Under AR 135-91, **Soldiers are required to attend all scheduled IDT periods.** Authority to grant an authorized absence or split training request for an IDT period rests with the Company First Sergeant.

2. ABSENCES DUE TO SICKNESS, ILLNESS, INJURY OR EMERGENCY CIRCUMSTANCES. Absences from IDT may be excused only for the reasons of sickness, illness, injury or emergency circumstances beyond the control of the Soldier. Any absence from an IDT period due to sickness, illness or injury must be documented by a doctor, medical officer or emergency medical professional. Applicable documentation must be provided for circumstances beyond the control of the Soldier. It is the responsibility of the Soldier to provide the required documentation as soon as able. The Soldier will contact their chain of command prior to first formation if the aforementioned circumstances preclude them from attendance. Failure to do so will result in disciplinary action including but not limited to non-judicial punishment or UCMJ action.

3. SPLIT TRAINING REQUESTS. **All requests for split training will be submitted through the chain of command and reach the Company 1SG for approval NLT 10 business days prior to the requested IDT period.** Requests will NOT be considered after the 10th day prior to the IDT weekend. The split request form will be signed and completed prior to forwarding the split request. All requests will include the date of make-up. All make-ups will be done prior to the requested IDT period. Documentation as to the nature of the request will be provided with the split request form if applicable. Make up performance will be documented by your Recruiter and forwarded to Hotel Co RSP office. Failure to perform for the make-up will immediately result in the revocation of your request and could result in an AWOL or disciplinary action including but not limited to non-judicial punishment or UCMJ action.

PHYSICAL FITNESS STANDARDS: AS NEW WARRIORS IN THE ILARNG, PHYSICAL FITNESS IS NOW A PRIORITY. THE ARMY HAS NOW MOVED TO THE AFT (ARMY FITNESS TEST) AND HERE ARE THE MAXIMUM AND MINIMUM SCORES FOR EACH EVENT BELOW.



To achieve these standards, you must eat well and take care of your body. You must also drink plenty of water prior to drill so that you are ready for physical training that will be conducted every drill.

ITEMS TO BRING: REQUIRED TO BRING EVERY DRILL

Personal Hygiene Items:

- Towel
- Washcloth
- Females- Hair ties
- Feminine hygiene products as needed
- Shower Shoes
- Deodorant/ antiperspirant

Clothing:

- Issued Uniforms (pants, top, T-shirt, belt, boots)
- Blue Books
- APFU or PT's (black or white socks with no logos)
- Water bottle
- Running Shoes

DO NOT BRING Dangerous or illegal items:

- a. Weapons of any type, lighter fluid, tobacco products, alcohol, or drugs.
- b. Food: To include gum and candy.
- c. Laptop Computers

PERSONAL APPEARANCE STANDARDS

A neat, well-groomed appearance by all Soldiers is required. You will always wear the uniform properly with pride. **Army Regulation AR-670-1**

Male Haircuts

Male haircuts. The hair on top of the head must be neatly groomed. The length and bulk of the hair may not be excessive and must present a neat and conservative appearance. The hair must present a tapered appearance. A tapered appearance is one where the outline of the Soldier's hair conforms to the shape of the head, curving inward to the natural termination point at the base of the neck. When the hair is combed, it will not fall over the ears or eyebrows, or touch the collar, except for the closely cut hair at the back of the neck. The block-cut fullness in the back is permitted to a moderate degree, as long as the tapered look is maintained. Males are not authorized to wear braids, cornrows, twists, dreadlocks, or locks while in uniform or in civilian clothes on duty. Haircuts with a single, untapered patch of hair on the top of the head (not consistent with natural hair loss) are considered eccentric and are not authorized. Examples include, but are not limited to, when the head is shaved around a strip of hair down the center of the head (mohawk), around a u-shaped hair area (horseshoe), or around a patch of hair on the front top of the head (tear drop). Hair that is completely shaved or trimmed closely to the scalp is authorized.

Facial Hair

Males will keep their face clean-shaven when in uniform, or in civilian clothes on duty. Mustaches are permitted. If worn, males will keep mustaches neatly trimmed, tapered, and tidy. Mustaches will not present a chopped off or bushy appearance, and no portion of the mustache will cover the upper lip line, extend sideways beyond a vertical line drawn upward from the corners of the mouth, or extend above a parallel line at the lowest portion of the nose. Handlebar mustaches, goatees, and beards are not authorized.

Female Haircuts

The requirements for hair regulations are to maintain uniformity within a military population for female Soldiers while in uniform, or in civilian clothes on duty, unless otherwise specified. Female hairstyles may not be eccentric or faddish and will present a conservative, professional appearance. For the purpose of these regulations, female hairstyles are organized into three basic categories: short length, medium length, and long length hair (see fig 3-3).

(a) Short length. Short hair is defined as hair length that extends no more than 1 inch from the scalp (excluding bangs). Hair may be no shorter than 1/4 inch from the scalp (unless due to medical condition or injury), but may be evenly tapered to the scalp within 2 inches of the hair line edges. Bangs, if worn, may not fall below the eyebrows, may not interfere with the wear of all headgear, must lie neatly against the head, and not be visible underneath the front of the headgear. The width of the bangs may extend to the hairline at the temple.

(b) Medium length. Medium hair is defined as hair length that does not extend beyond the lower edge of the collar (in all uniforms), and extends more than 1 inch from the scalp. Medium hair may fall naturally in uniform, and is not required to be secured. When worn loose, graduated hair styles are acceptable, but the length, as measured from the end of the total hair length to the base of the collar, may not exceed 1 inch difference in length, from the front to the back. Layered

hairstyles are also authorized, so long as each hair's length, as measured from the scalp to the hair's end, is generally the same length giving a tapered appearance. The regulations for the wear of bangs detailed in paragraph 3-2a(3)(a), apply. No portion of the bulk of the hair, as measured from the scalp, will exceed 2 inches.

(c) Long length. Long hair is defined as hair length that extends beyond the lower edge of the collar. Long hair will be neatly and inconspicuously fastened or pinned above the lower edge of the collar (except when worn in accordance with para 3-2a(j)), except that bangs may be worn. The regulations for the wear of bangs detailed in paragraph 3-2a(3)(a) apply. No portion of the bulk of the hair, as measured from the scalp as styled, will exceed 2 inches (except a bun, which is worn on the back of the head and may extend a maximum of 3 1/2 inches from the scalp and be no wider than the width of the head).

Female Fingernails

All personnel will keep fingernails clean and neatly trimmed. Males will keep nails trimmed so as not to extend beyond the fingertip unless medically required and are not authorized to wear nail polish. Females will not exceed a nail length of 1/4 inch as measured from the tip of the finger. Females will trim nails shorter if the commander determines that the longer length detracts from a professional appearance, presents a safety concern, or interferes with the performance of duties. Females may only wear clear polish when in uniform or while in civilian clothes on duty. Females may wear clear acrylic nails, provided they have a natural appearance and conform to Army standards.

HOW YOU ARE PAID

1. When you first enlisted you and your recruiter filled out a SF1199 direct deposit form to be uploaded in your file.
2. How much you are paid is based on your Rank/Pay grade (I.E. PVT/E1).
3. Typically pay is inputted the Monday after drill is complete and typically takes 10 days to be deposited into your account
4. ***IMPORTANT*** you can track your pay by setting up a MyPay account <https://mypay.dfas.mil> you can get with your recruiter to assist you in setting up an account
5. **IF YOU DO NOT GET PAID-** you must first check your LES which is accessible through your MyPay account, along with your W2's and any other relevant financial documents. If you see that your LES is incorrect, contact your recruiter immediately!!
6. If you Change banks accounts, you can update your new account info through MyPay. ***DO NOT CLOSE YOUR OLD ACCOUNT UNTIL YOUR PAY IS VERIFIED IN YOUR NEW ONE***

RED PHASE

Lastly, your first weekend will be the most stressful. You will be in what we call “Red Phase”. This is where you will learn all the basic military customs and courtesies to perform your daily duties at your Drill weekend. Our instructors will more than prepare you for training. I look forward to meeting you and again, welcome to Hotel Company RSP!

Cheat Sheet to Learn

Soldier’s Creed

I am an American Soldier.

I am a warrior and a member of a team.

I serve the people of the United States, and live the Army Values.

I will always place the mission first.

I will never accept defeat.

I will never quit.

I will never leave a fallen comrade.

I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills.

I always maintain my arms, my equipment and myself.

I am an expert and I am a professional.

I stand ready to deploy, engage, and destroy, the enemies of the United States of America in close combat.

I am a guardian of freedom and the American way of life.

I am an American Soldier.

The Army Values

Loyalty

Duty

Respect

Selfless Service

Honor

Integrity

Personal Courage

ENLISTED											
E-1	E-2	E-3	E-4	E-5	E-6	E-7	E-8		E-9	Senior Enlisted Advisor	
no insignia											
Private E-1 (PV1)	Private E-2 (PV2)	Private First Class (PFC)	Corporal (CPL) Specialist (SPC)	Sergeant (SGT)	Staff Sergeant (SSG)	Sergeant First Class (SFC)	Master Sergeant (MSG)	First Sergeant (1SG)	Sergeant Major (SGM)	Command Sergeant Major (CSM)	Sergeant Major of the Army (SMA)

OFFICER										
O-1	O-2	O-3	O-4	O-5	O-6	O-7	O-8	O-9	O-10	SPECIAL
Second Lieutenant (2LT)	First Lieutenant (1LT)	Captain (CPT)	Major (MAJ)	Lieutenant Colonel (LTC)	Colonel (COL)	Brigadier General (BG)	Major General (MG)	Lieutenant General (LTG)	General (GEN)	General of the Army (GA)

1st General Order: I will guard everything within the limits of my post and quit my post only when properly relieved.

2nd General Order: I will obey my special orders and perform all my duties in a military manner.

3rd General Order: I will report violations of my special orders, emergencies, and anything not covered in my instructions to the commander of the relief.

The Army Song
“The Army Goes Rolling Along”

March along, sing our song, with the Army of the free.
Count the brave, count the true, who have fought to victory.
We're the Army and proud of our name!
We're the Army and proudly proclaim:

First Chorus:

First to fight for the right,
And to build the Nation's might,
And the Army goes rolling along.
Proud of all we have done,
Fighting till the battle's won,
And the Army goes rolling along.

Refrain:

Then it's hi! hi! hey!
The Army's on its way.
Count off the cadence loud and strong;
For where'er we go,
You will always know
That the Army goes rolling along.

Second Chorus:

Valley Forge, Custer's ranks,
San Juan Hill and Patton's tanks,
And the Army went rolling along.
Minute men, from the start,
Always fighting from the heart,
And the Army keeps rolling along.

Third Chorus:

(slower, more freely)
Men in rags, men who froze,
Still that Army met its foes,
And the Army went rolling along.
Faith in God, then we're right,
And we'll fight with all our might,
As the Army keeps rolling along.