

Research and Development

**DEPARTMENT  
OF THE ARMY  
SPONSORSHIP  
OF  
UNCLASSIFIED  
SCIENTIFIC OR  
TECHNICAL  
MEETINGS**

Headquarters  
Department of the Army  
Washington, DC  
9 June 1975

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 70-26

DEPARTMENT OF THE ARMY SPONSORSHIP OF UNCLASSIFIED SCIENTIFIC OR TECHNICAL  
MEETINGS

Not applicable.

Effective 15 July 1975

**Research and Development**

**DEPARTMENT OF THE ARMY SPONSORSHIP OF UNCLASSIFIED SCIENTIFIC OR  
TECHNICAL MEETINGS**

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By Order of the Secretary of the Army:

FRED C. WEYAND  
*General, United States Army*  
*Chief of Staff*

Official:

VERNE L. BOWERS  
*Major General, United States Army*  
*The Adjutant General*

Army electronic publishing database. No content has been changed.

**Summary.** This is a complete revision of AR 70–26 and changes are made throughout.

**Applicability.** Not applicable.

**Proponent and exception authority.** The proponent agency of this regulation is the US Army Materiel Command.

**Army management control process.** Not applicable.

**Supplementation.** Local supplementation of this regulation is prohibited, except upon approval of the Commander, US Army Materiel Command. This regulation is one of a series of regulations of the US

Army Scientific and Technical Information Program (AR 70–45).

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to Commander, US Army Materiel Command, ATTN: AMCRD–P, 5001 Eisenhower Avenue, Alexandria, VA 22333.

**Distribution.** To be distributed in accordance with DA Form 12–9A requirements for AR, Research and Development *Active Army*: C (Qty Rqr Block No. 111)  
*ARNG*: NONE  
*USAR*: D (Qty Rqr Block No. 112)

**History.** This publication has been reorganized to make it compatible with the

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**Reproducible Forms**

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\*This regulation supersedes AR 70–26, 29 August 1969 and rescinds RCS CSCRD–93.

**RESERVED**

## **1. Purpose.**

This regulation establishes Department of the Army policy and procedures governing sponsorship or co-sponsorship of unclassified scientific or technical meetings by any element or agency of the Department of the Army.

## **2. Scope.**

- a.* This regulation applies to any form of scientific or technical meeting, with specific exemption of—
- (1) Meetings pursuant to The Technical Cooperation Program (TTCP) (AR 70-23);
  - (2) Research and Development, Standardization among Armies of United States, United Kingdom, Canada, Australia (AR 70-4);
  - (3) NATO meetings (including AGARD) (AR 34-1);
  - (4) Meetings pursuant to the Mutual Weapons Development Data Exchange Program (MWDDEP) and Defense Development Exchange Program (DDEP) (AR 70-33);
  - (5) Meetings concerned with organization, management, and administration of Department of the Army research and development activities;
  - (6) Security measures involved in classified scientific and technical meetings (AR 380-10 and AR 380-24);
  - (7) Visits to Army installations (AR 380-25 and AR 1-40); and
  - (8) Advanced Planning Briefings for Industry (AR 70-35).
- a.* The Department of the Army actively supports meetings that are concerned with scientific and technical matters of interest to the Department of the Army or that may affect its future capability to carry out scientific and technical research and development necessary to accomplish its mission.
- b.* Chapter 5, Volume II of the Joint Travel Regulations, governs the attendance of civilian personnel at meetings.
- c.* Conference travel and attendance for military personnel is governed by AR 1-211.

## **3. Explanation of terms.**

- a.* Scientific or technical meeting (herein called meeting). An unclassified assembly in which scientific and technical information is presented or discussed. The meeting may take the form of a conference, seminar, symposium, convention, congress, or panel discussion.
- b.* Sponsorship. The provision of DA personnel or funds in support of a meeting.
- c.* Co-sponsorship. The provision of DA personnel or funds in support of a meeting in conjunction with another organization.
- d.* DA personnel. Active duty military personnel and civilian employees of the Department of the Army who are compensated with appropriated. Funds.
- e.* Communist countries. For the purpose of this regulation communist countries include: Albania, Bulgaria, Chinese Peoples Republic (Communist China, including Tibet), Cuba, Czechoslovakia, North Korea, North Vietnam, German Democratic Republic (East Germany, including Soviet Sector of Berlin), Hungary, Mongolian Peoples Republic (Outer Mongolia), Poland, Rumania Union of Soviet Socialist Republics (to include Estonia, Latvia, Lithuania, and all other constituent republics) Kuril Islands, South Sakhalin, and Yugoslavia.

## **4. Policy.**

- a.* The Department of the Army actively supports meetings that are concerned with scientific and technical matters of interest to the Department of the Army or that may affect its technical research and development necessary to accomplish its mission.
- b.* Department of the Army staff agencies, commands, or activities are precluded from cosponsoring symposiums with trade or professional associations in accordance with DOD Directive 5500.2, Section II, D., to avoid “favoring of one association or organization over another”.
- c.* Department of the Army staff agencies, commands, or activities will not cosponsor a meeting in conjunction with communist nations or nationals.
- d.* Department of the Army sponsorship or co-sponsorship of a meeting will be based on a comprehensive determination that—
- (1) The scientific and technical benefits derived by DA are relevant to the Army mission and justify the costs of the meeting;
  - (2) The attendance of DA personnel will be a substantial number, but limited to persons who are technically proficient, will contribute significantly to the purpose of the meeting, and can assimilate the scientific and technical aspects of the meeting for future benefits to the Army.

## **5. Responsibilities.**

- a.* The Commander, US Army Materiel Command, will exercise overall Army staff supervision of Army sponsored or cosponsored scientific and technical meetings.
- b.* The Office of the Deputy Chief of Staff for Research, Development and Acquisition (DCSRDA), is responsible

for the Army Science Conference (ASC), the US Army Human Factors Research and Development Conference (HFRDC) the US Army Junior Science and Humanities Symposia (JSHS) Program, and the International Science and Engineering Fair (ISEF) Program.

*c.* The US Army Materiel Command (Army Research Office) will administer the ASC, JSHS, and ISEF programs. Inquiries regarding participation in these programs should be addressed to: Commander, US Army Materiel Command, 5001 Eisenhower Avenue, Alexandria, Virginia 22333.

*d.* The Commander, US Army Research Institute for the Behavioral and Social Sciences, will administer the HFRDC. Inquiries concerning this conference should be addressed to: Commander, US Army Research Institute for the Behavioral and Social Sciences, 1300 Wilson Boulevard, Arlington, Virginia 22209.

*e.* Initiating sponsorship or co-sponsorship of a meeting is a function of the Army organization that has responsibility for the scientific or technical field to be covered by the meeting. Heads of Army Staff agencies, major commands, major subcommands, or activities will have approval authority for DA sponsorship or co-sponsorship of all such meetings, including those that involve participation by foreign nations or nationals. Each approving organization will notify the Assistant Chief of Staff for Intelligence (ASCI) when approval is granted for meetings involving participation by foreign nationals.

*f.* The ACSI will provide security guidance to the approving authority to assist in exercising responsibility for the approval of DA sponsorship or co-sponsorship of meetings involving participation by foreign nationals.

*g.* Agencies initiating sponsorship or co-sponsorship of a meeting are responsible for—

(1) The review of all publicity, announcement, and invitations to insure that they provide an accurate description of DA sponsorship or co-sponsorship, and

(2) The publication and dissemination of the proceedings in accordance with AR 70-31.

## **6. Procedures.**

*a.* Request for Approval or Notification of unclassified DA Scientific or Technical Meeting (DA Form 2733-R (fig. 1)) not involving foreign nationals (Exempt Report para 7-2b, AR 335-15). Requests for approval of sponsorship or co-sponsorship of a meeting will be forwarded through channels to approving authority on DA Form 2733-R. Items on the DA Form 2733-R are self-explanatory; however, total cost to DA will include estimated administrative costs, travel, and per diem support for DA personnel and attendees. DA Form 2733-R will be reproduced locally on 8 by 10-1/2 inch paper. Upon approval of sponsorship/co-sponsorship of a meeting, a copy of DA Form 2733-R will be forwarded at least 90 days prior to the meeting to each of two addressees:

(1) ODDRE, ATTN: PC&A,  
WASH, DC 20301

(The information required for publication of meeting announcements will be extracted by ODDRE from DA Form 2733-R.)

(2) HQDA (DAMA-PPM-M),  
WASH, DC 20310

(For information, and to assure compliance with existing regulations and procedures.)

*b.* Request for Approval or Notification of unclassified DA Scientific or Technical Meeting (DA Form 2733-R) involving foreign nationals. When the approval of a meeting involves foreign nationals, a copy of DA Form 2733-R will be forwarded at least 90 days prior to the meeting to each of two addresses, in addition to those listed above:

(1) Assistant Chief of Staff or Intelligence

Department of the Army  
ATTN: DAMI-FLA  
WASH, DC 20310

(So that the provisions of AR 380-25 concerning visitor requests can be compiled with.)

(2) Commander, USAINTA  
ATTN: MIIA-CD-SOD  
Fort Meade, Maryland 20755

(With the following information attached as enclosures:)

*(a)* An invitation list with the name of each foreign national, his organization or professional affiliation, and country represented. When names are not available, an indication of countries to be represented and an estimate of the number of attendees from each country will be furnished. Invitations to foreign nationals will not be issued until written approval by the approving authority has been received.

*(b)* Justification for the use of DA funds to support attendance of foreign nationals. DA funds will not be used to support participation by communist nationals.

*(c)* A list showing names or numbers of non-DA US citizens expected to attend.

*c.* Presentations by DA Personnel. Presentations to be given at meetings covered by this regulation will require clearance for public dissemination of the information in accordance with AR 360-5.

<b>REQUEST FOR APPROVAL OR NOTIFICATION OF UNCLASSIFIED DA SCIENTIFIC OR TECHNICAL MEETING</b> <small>For use of this form, see AR 70-26; the proponent agency is the US Army Materiel Command.</small>		<b>EXEMPT REPORT</b> <small>Para 7-2b, AR 335-15</small>
<b>THRU:</b> <small>(Include ZIP Code)</small>	<b>TO:</b> <small>(Include ZIP Code)</small>	<b>FROM:</b> <small>(Include ZIP Code)</small>
<input type="checkbox"/> Request for approval or notification of meeting involving participation by agencies and citizens of the US only.		<input type="checkbox"/> Request for approval or notification of meeting involving participation of foreign nationals.
1. TITLE OF MEETING	2. DATES AND LOCATION OF MEETING	
3. ESTIMATED DA ATTENDANCE	4. TOTAL COST TO DA	
5. STATEMENT OF SCIENTIFIC OR TECHNICAL BENEFITS TO DA <small>(Including details of cosponsorship when applicable)</small>		
6. MEETING POINT OF CONTACT <small>(Name, address &amp; telephone no.)</small>		7. SPONSOR/CO-SPONSOR POINT OF CONTACT <small>(Name, address, and AUTOVON no.)</small>
8. COMMENTS OF APPROVAL AUTHORITY		
TYPED NAME AND TITLE		SIGNATURE





**UNCLASSIFIED**

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