



Shortfalls



■ FY13-1

- 13-01, DATE, 08 OCT-03 NOV 2012
 - Infantry Co (125 pax) – 60081
- 13-04, MRE, 25 FEB-23 MAR 2013
 - Infantry Co (125 pax) – 60070
- JMTC PAO
 - Public Affairs Spt (5 pax) – 74410, 19 JAN-09 FEB 2013
 - Public Affairs Spt (5 pax) – 74420, 2-23 MAR 2013





Overseas Coordination Conference 13-1



Welcome



04 June 2012

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Agenda



- Welcome and Introductions
- Conference Goals
- ODT Overview
- Responsibilities
- Coordination Points
- Facilities Overview
- Plan: Monday (4 JUN) / Tuesday (5 JUN)
- Questions
- TCP Brief (Only for TCP unit reps)





Introductions



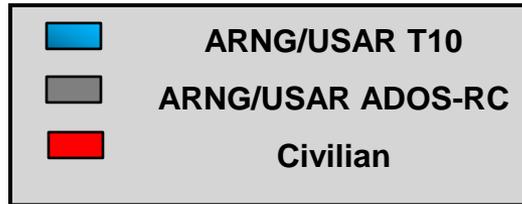
- Sponsors
- NGB / USARC
- FORSCOM
- ARNG / RC Units
- [JMRC Video](#)



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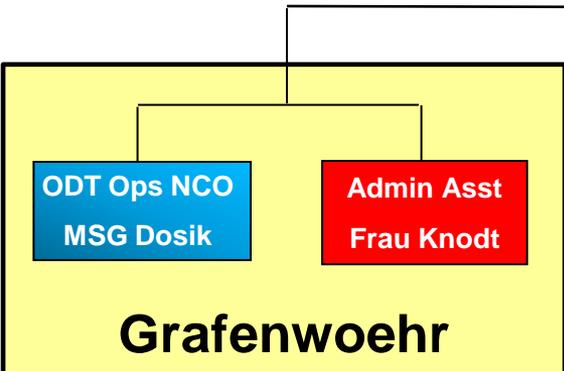
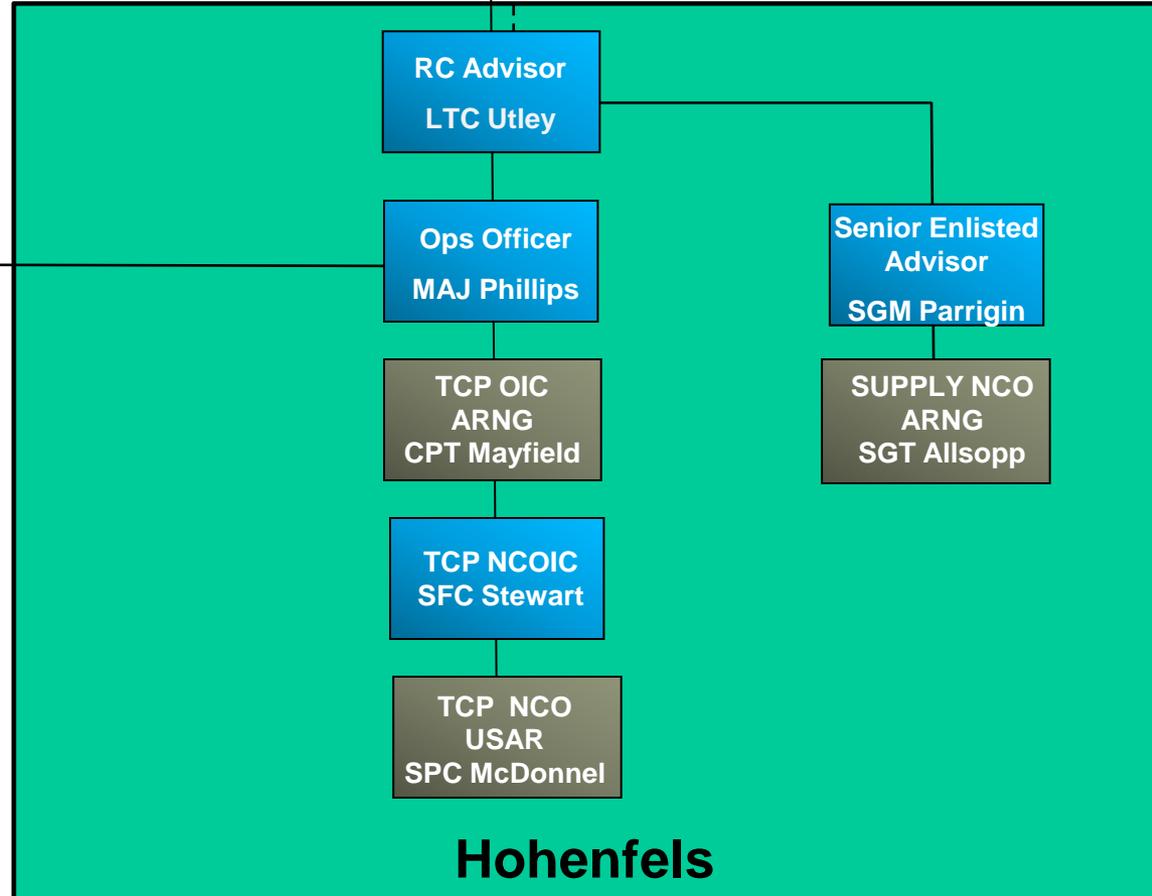


Organizational Chart



JMRC COG
COL Martindale

Senior Guard
Advisor
COL Wong





OCC 13-1 (OCT 2012-MAR 2013)



		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP		
		13-01 2 SCR		13-02A	13-02B	13-03	13-04 2SCR		13-05B	13-06		13-07	13-08		
		07 OCT-04 NOV (T) DATE		26NOV-12DEC MAT/PAT 2	08-24 JAN MAT/PAT 3	21 JAN-21FEB GEO 2X IN BN MRE	1-24 MAR MRE		28APR-19MAY KFOR	28 MAY-13 JUN MAT/PAT 4		05 AUG -05 SEP GEO 2X IN BN MRE	9-25 SEP MAT/PAT 5		
R O T A T I O N A L	IN	60020AB 151 IN BN (125 PAX) INARNG 8 Oct-3 Nov			60060AB 134 5B SQ (125 PAX) NEARNG 21 Jan - 16 Feb		60070AB IN (125 PAX) 25 Feb-23 Mar					60080AB 1-69 IN CO (125 PAX) NYARNG 29 Jul-24 Aug			
	IN	60081AB IN (125 PAX) 8 Oct-3 Nov													
	EN	61020AB 1222 EN (95 PAX) SC ARNG 8 Oct-3 Nov					61070AB 680 EN CO (95 PAX) USAR 25 Feb-23 Mar			61060AB 211 EN CO (95 PAX) 5D ARNG 21 May - 15 June		61080AB 204 EN CO (95 PAX) WAARNG 29 Jul-24 Aug			
	FA														
	SCT				63060AB 134 5B SQ (29 PAX) NEARNG 21 Jan - 16 Feb										
	SCT	63020AB C-160 IN BN (29 PAX) CAARNG 8 Oct-3 Nov			63070AB 134 5B SQ (20 PAX) NEARNG 21 Jan - 16 Feb		63080AB 56 IN HQ/BCT (29 PAX) TXARNG 25 Feb-23 Mar								
	AV									62060AB 1-230 ACS (15 PAX) TN ARNG 21 May - 15 June					
	SF														
	CA	61120AB 432 CA BN (25 PAX) USAR 8 Oct-3 Nov					61130AB 308 CA HQ (25 PAX) USAR 25 Feb-23 Mar								
	PO	61220AB 318 TPC (35 PAX) USAR 8 Oct-3 Nov					61280AB 321 POC (35 PAX) USAR 25 Feb-23 Mar								
HQ/ADT	66020AB OC/T 5pt (15 PAX) 8 Oct-3 Nov					66040AB OC/T 5pt (15 PAX) 25 Feb-23 Mar				66060AB OC/T 5pt (15 PAX) 21 May - 15 June					
PA	67020A 382 PI DET (8 PAX) NCARNG 13 Oct-3 Nov					67040A 301 PA (4 PAX) USAR 2-23 Mar		67060A 301 PA (4 PAX) USAR 20 Apr - 11 May							
MD								65040AB 352 MD HSP (20 PAX) USAR 23 APR-18 MAY							
DT	70300AB 242 EN TM (10 PAX) CT ARNG 16 Oct-10 Nov										70310AB 242 EN TM (10 PAX) CT ARNG 9 Jul-3 Aug				
EN (H)							70215A 417 EN CO (85PAX) USAR 2-27 Apr (H)	70225AB 262 EN CO (85PAX) MEARNG 23 Apr-18 May (H)	70235AB 822nd EN (85PAX) TXARNG 21 May-15 June (H)	70245AB 816th EN (85PAX) NDARNG 11 Jun-6 Jul (H)	70255AB 342nd EN (85PAX) TXARNG 30 Jul-24 Aug (H)	70275AB 933 EN CO (85PAX) USAR 27 Aug-21 Sep (H)			
EN (V)							70210AB 336 EN CO (85PAX) USAR 2-27 Apr (V)	70220AB 648 MEB (85PAX) GA ARNG 23 Apr-18 May (V)	70230AB E412 EN CO (85PAX) USAR 21 May-15 June (V)	70240AB 272 EN (85PAX) TXARNG 11 Jun-6 Jul (V)	70260AB 623 EN CO (85PAX) NE ARNG 30 Jul-24 Aug (V)	70270AB 337 EN CO (85PAX) USAR 27 Aug-21 Sep (V)			
JAG	74500A 213 JA (5 PAX) USAR 8 Oct - 27 Oct	74505A 139 JA (5PAX) USAR 27 Oct - 17 Nov	74510A 75 JA (5PAX) user 25 Nov- 15 Dec	74515A 2 JA (5PAX) USAR 5 Jan - 26 Jan	74520A 7 JA (5PAX) USAR 26 Jan - 16 Feb	74525A 75 JA (5PAX) USAR 23 Feb - 16 Mar	74530A 214 JA (5PAX) USAR 16 Mar - 6 Apr	74535A 153 JA (5PAX) USAR 20 Apr - 4 May	74540A 807MD HQ (5PAX) USAR 4 May - 18 May	74545A 6 JA (5PAX) USAR 1 Jun - 15 Jun	74550A 91 JA (5PAX) USAR 15 Jun - 29 Jun	74555A 22 JA (5PAX) USAR 13 Jul - 27 Jul	74560A 12 JA (5PAX) USAR 27 Jul - 10 Aug	74565A 4 JA (5PAX) USAR 10 Aug - 24 Aug	74570A 154 JA (5PAX) USAR 7 Sep - 28 Sep
MED	74200A 6253 USAH (6 PAX) USAR 8 Oct - 27 Oct	74205A 6253 USAH (6 PAX) USAR 27 Oct - 17 Nov	74210A 6253 USAH (6 PAX) USAR 25 Nov - 15 Dec	74215A 6253 USAH (6 PAX) USAR 5 Jan - 26 Jan	74220A 2291 MSU (6 PAX) USAR 26 Jan - 16 Feb	74225A 2291 MSU (6 PAX) USAR 23 Feb - 16 Mar	74230A 2291 MSU (6 PAX) USAR 16 Mar - 6 Apr	74235A 2291 MSU (6 PAX) USAR 13 Apr - 4 May	74240A 7202 MSU (6 PAX) USAR 4 May - 25 May	74245A 7202 MSU (6 PAX) USAR 1 Jun - 22 Jun	74250A 7202 MSU (6 PAX) USAR 7 Jul - 27 Jul	74255A 4010USAH (6 PAX) USAR 27 Jul - 17 Aug	74260A 4010 USAH (6 PAX) USAR 17 Aug - 7 Sep	74265A 4010 USAH (6 PAX) USAR 7 Sep - 28 Sep	
PAO				74410A PA (5 PAX) 19 Jan - 9 Feb		74420A PA (5 PAX) 2 Mar - 23 Mar		74430A PA (5 PAX) 13 Apr - 4 May	74430A PA (5 PAX) 4 May - 25 May		74460A 367 PA (5 PAX) USAR 29 Jun - 20 Jul	74470A 126 PI (9 PAX) MIARNG 21 Jul - 10 Aug	74480A 126 PI (9 PAX) MIARNG 11-31 Aug	74480A PA (5 PAX) 7 Sep - 28 Sep	

X-MAS
15 DEC - 02 JAN

BOX MAINT // SPRING BREAK
01 - 14 APR

SUMMER TRANSITION
8-21 JUL



Purpose of the OCC



... conduct face to face coordination prior to ODT execution between the sponsor unit and RC unit and conduct a leader reconnaissance.

Ref. AR 350-9 Para 3-7



End State

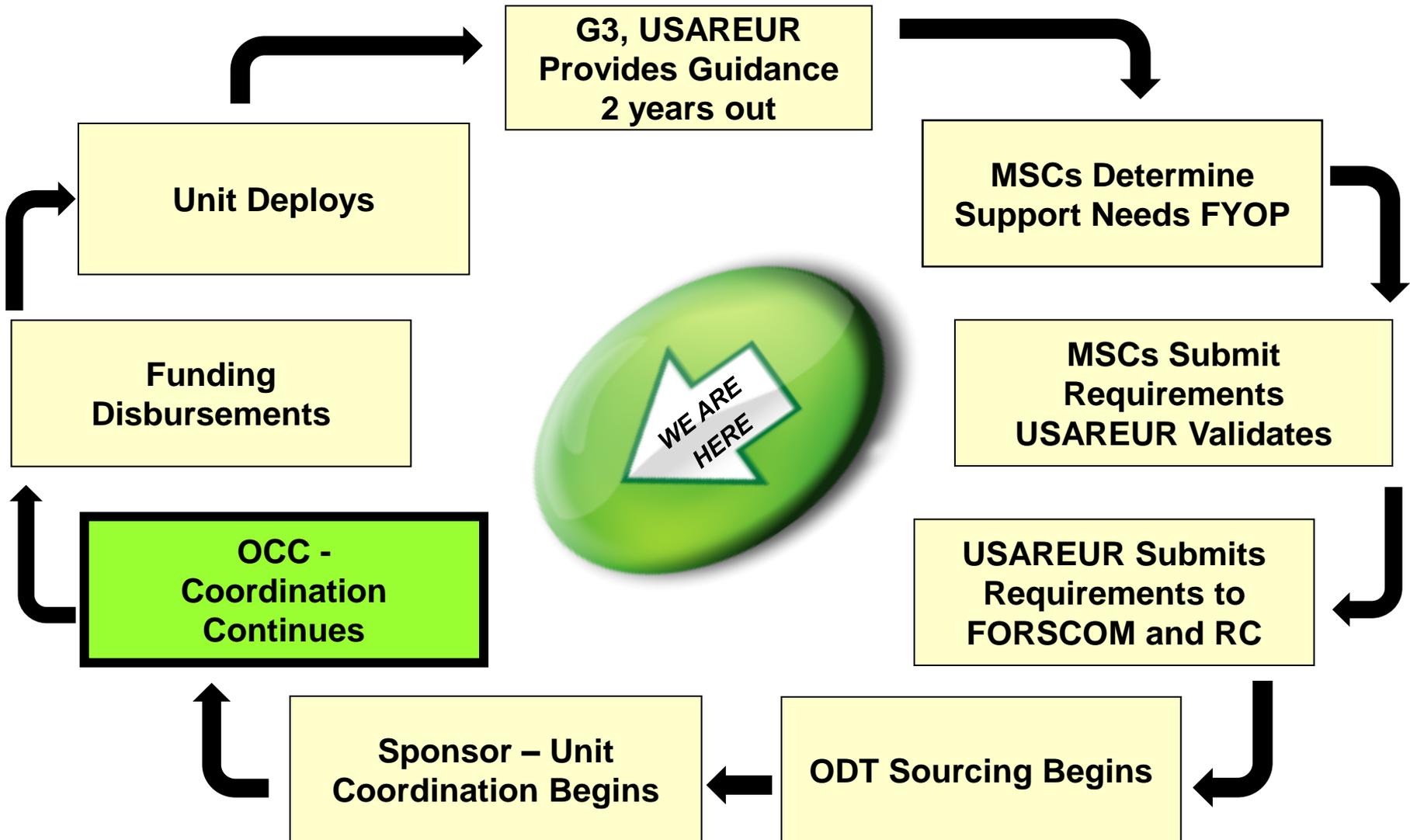


ODT Coordination Worksheet (Contract)

- DA Form 7534 (Overseas Deployment Training Coordination Worksheet)
- DA Form 7534-1 (ODT Training Plan)
- DA Form 7534-2 (ODT Training Calendar)



ODT Life Cycle



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ODT Objectives



- Conduct unit-based collective METL training to improve readiness
- Incorporate Mob/Deployment activities
- Improve readiness by training in Joint/Multinational context
- Fill shortfalls & provide critical capabilities to the Active Component



Deploying Unit Responsibilities



- ODT Soldiers must be DMOS qualified
- Licensed on equipment to be operated (TMP, Tactical, Non-tactical, and Construction Equipment) with proper documentation
- AT Level I within 6 months
- SERE 100 completed within 2 years of travel
- OPSEC, Personnel Recovery, SAEDA briefed within 60 days
- MOS Specific Training as required
- SRP within 30 days ***to include pregnancy tests for females
- Computer Accreditation is completed and submitted to RC Affairs Office

NLT *2 weeks prior* to arrival

- Deploy Advance Party, as required
- Provide duration staffs, as required
- Submit AAR to Chains of Command prior to redeployment

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Sponsor Unit Responsibilities



- Attend the Overseas Coordination Conference (OCC)
- Coordinate with the ODT unit IAW AR 350-9 and the D-180 timeline
- Assume Mission Command and UCMJ authority of ODT unit upon arrival in theater
- Provide an in-brief and out-brief
- Provide training support to ODT units throughout the rotation
- Ensure the ODT mission support requirements provide the opportunity for unit-based METL training
- Ensure the ODT unit receives time to conduct one MWR day
- Address AAR issues as appropriate

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RC Affairs Responsibilities



- Manage the ODT program for the Commander
- Conduct semi-annual OCCs
- Assist ODT unit with pre-deployment issues
- Coordinate ground transportation to/from APOD/APOE in Germany
- Coordinate billeting for ODT units
- Coordinate TMP vehicles for ODT units*
- Provide a brief upon arrival/departure
- Assist unit w/additional training opportunities
- Collect the AAR from the ODT unit

* Subject to availability



Required OCC Coordination



- Define the mission
- Develop a training schedule
- Identify logistical requirements in advance ICW the sponsor
 - supplies, uniforms, equipment, weapons, vehicles, etc
- Validate excess baggage requirement with Sponsor and RC

Affairs Office

- Identify advance party or duration staff requirement
- Transportation / Funding Requirements and Processes
- Specific statements on orders
- Billeting and Class I
- Training aids and additional training opportunities
- MWR

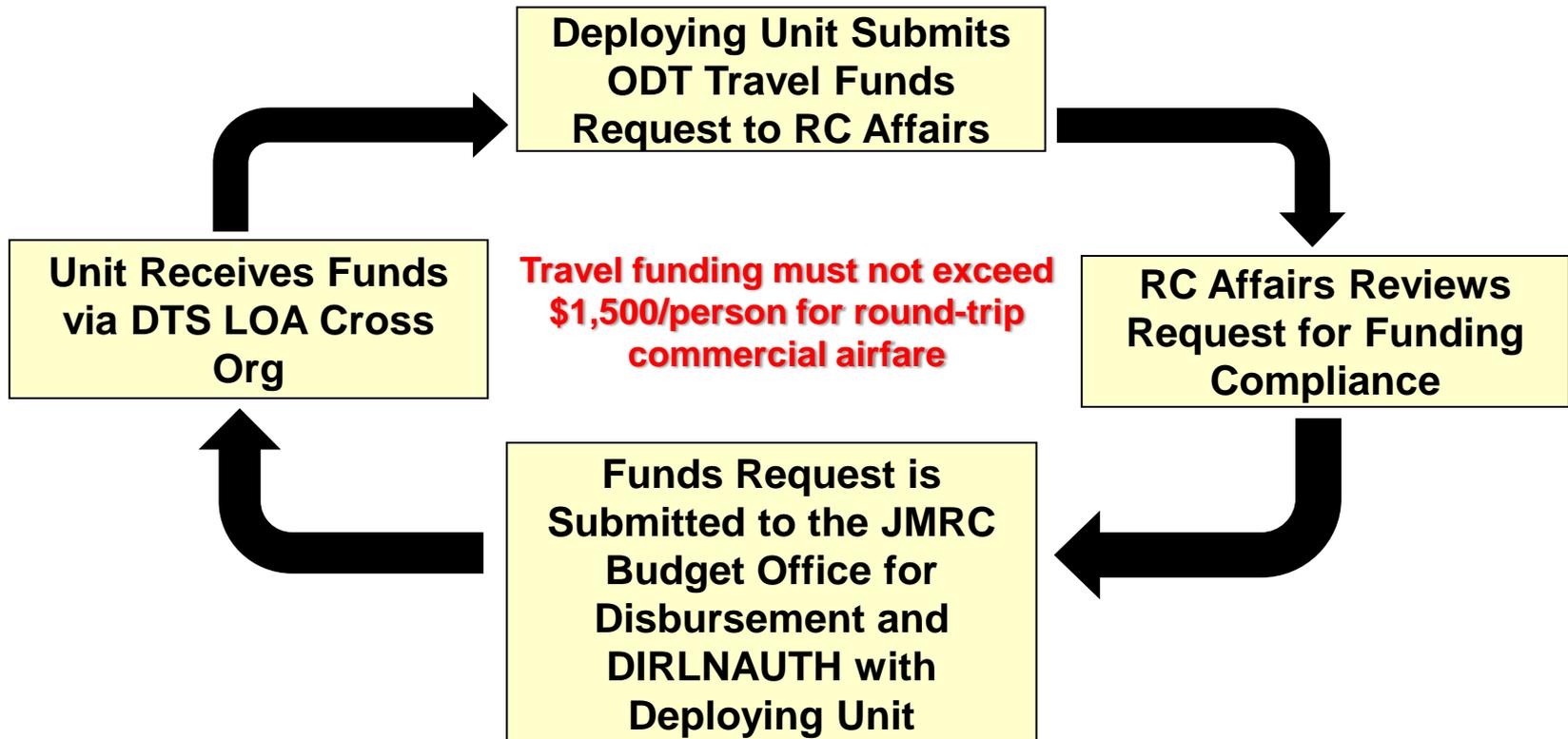
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Funding



- H: MSC Funded (Primarily JMRC Missions)
 - Funding requests can be submitted (90) days from start of mission
 - Funds will be disbursed (45) days from start of mission



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Funding

DTS Cross Org Funding

- Requesting unit provides a correctly filled FY13 ODT Funds Request (see sample below) allowing 7A JMTC, G8 to establish specifically designed DTS Funding Label(s) for airfare on each JMRC Hohenfels, Germany related FY13 ODT Line.

 **DEPARTMENT OF THE ARMY**
MARYLAND ARMY NATIONAL GUARD
1234th CORPS SUPPORT BATTALION
29th STREET, REGIMENT ARMORY
BALTIMORE, MD 23456

MD-ARMY-MIL **14 October 2012**

MEMORANDUM FOR Cdr 7A JMTC, ATTN: AETT-RM-BE/BC, Unit 28130, APO AE 09114

SUBJECT: Overseas Deployment Training Travel Funds Request

1. The 1234th Corps Support Battalion, Maryland Army National Guard will deploy to JMTC, Germany. This Headquarters is requesting travel funds to support this overseas deployment up to \$1,500 per Soldier, as follows:

- a. State/COMPO: Maryland
- b. ODT Line(s) #: 71234A/B
- c. Unit UIC: WRXYZA
- d. Number of PAX: ##
- e. Dates: Advon: 7 Feb – 21 Feb 2013; Main Body 10 Feb – 21 Feb 2013.
- f. Location of Training: Hohenfels, Germany
- g. DTS Funding Cap = ## pax. x \$1,500.00 = \$ _____
- h. Estimated cost of travel: ## pax. x \$ _____ (lowest CTO offered price/ticket) = \$ _____
- i. Commercial Shipping/Excess Baggage of Equipment: = \$ 0.00
- j. Estimated total cost for ODT Line(s) airfare (Incl. equipment shipping) = \$ _____
- k. Requested amount for funding via DTS Cross Org LOA method = \$ _____
- l. Requesting Unit's DTS Organization Label(s): _____, etc.

2. The point of contact for coordinating the DTS Cross Org funding process is Ms Miller, 987 Bay Lane, Havre De Grace, Maryland 23456, DSN 312-123-4567 comm (410) 123-1234 / Fax (410) 123-3456, e-mail: msmiller@ngo.army.mil.

3. It is understood that Central Billing Account (CBA) will be selected from the applicable DTS drop down menu (Travel - Other Trans - Type) when booking airfare. Maximum number of travelers authorized per Group Authorization is ten (10). JMTC G-8 personnel (DTS ID#: 2007, 7702, and 867110737) will be added to the routing list as 'Reviewer' at a level after unit's reviewers. We acknowledge that the requesting unit's LOA will fund per diem.

4. The point of contact for this headquarters is SGM Forrest, DSN 312-123-1234, Comm (410) 576-1234, 29th Street, Regiment Amory, Baltimore, Maryland 23456.

FOR THE COMMANDER:

////////original signed////////
JOHN J. FORREST
SGM, MDARNG
ODT Manager

CF: JMRC RC Affairs Office, 7A JMTC

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Funding

DTS Cross Org Funding Process



- Requesting unit issues ODT mission related DTS Authorization(s)/Group Authorization(s) and provides a Line of Accounting (LOA) upfront for all cost to include airfare, per diem, and other entitlements that may apply in regards to the mission. Unit will select Central Billing Account (CBA) from the applicable DTS drop down menu when booking airfare.
- Requesting unit includes JMTC G8 personnel in the DTS routing process as Reviewers at a level between unit's Reviewer and its final Approver (i.e. level 23). See follow on slides for instructions on how to incorporate JMTC G8 in the review process.
- Upon JMTC G8 review, but not earlier than 45 days prior to scheduled deployment date, funding for airfare of related DTS Authorization(s)/Group Authorization(s) will occur by replacing unit provided LOA for airfare with JMTC G8 created funding label(s) in the applicable authorization(s).
- JMTC G8 will inform unit's DTS Point of Contact as provided in the ODT Funds Request once this process is completed. Authorization(s) is/are then ready for final approval thru unit's normal chain of command.

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Funding

DTS Cross Org Method – Add Routing Element DTS Screen Shots 1 of 7

Defense Travel System - DTS - Windows Internet Explorer
 https://dtsproweb.defensetravel.osd.mil/wl/site/index.jsp

Logged In As: ALEXANDER SPECHT [Help for this screen](#)

Defense Travel System
 A New Era of Government Travel Logoff

Official Travel | Official Travel - Others | Traveler Setup | Reports | Administrative

Welcome ALEXANDER SPECHT

Organization: DA890JMTG08
 Org Access: DA890
 Group Access: DA890
 Permission: 0,1,2,3,5,6

Administrative

- Self Registration Admin
- DTA Maintenance Tool** --> [Click Here](#)
- Budget
- Route & Review
- Calculate Distance

My Signec

Document Name	Current Status	Departure Date	Type
No documents found.			

Message Center

Do you have a question about travel? Contact your local level help desk or the Army 2.5 Help Desk. The Army 2.5 Help Desk is available Monday - Friday from 0730 to 1700 EST at 1-877-676-6742 or by sending an email to: armydtsinquiries@dfas.mil. Find local level support at: http://www.defensetravel.dod.mil/site/localSupport.cfm.

-----SYSTEM DOWNTIME NOTICE: Due to maintenance, DTS will be unavailable for 8 hours on Friday, May 25, 2012.(Updated 5/8/12).-----

-----ATTENTION: TSA has expanded its Trusted Traveler program known as PreCheck, to Service members flying out of Ronald Reagan Washington National Airport (DCA). Service members, active drilling Reservists, National Guardsmen, and members of the Coast Guard, who present a valid Common Access Card (CAC) at security checkpoints will receive expedited security screening. To participate, members must go to the TSA PreCheck lane at the security checkpoint in terminal B (gates 10-22), and present their CAC to a TSA officer. Once verified, members will not be required to remove their shoes, outerwear, belts, laptops or small liquid containers from carry-ons when going through security. Eligible Service members do not need to be on official

https://dtsproweb.defensetravel.osd.mil/wl/site/access.jsp?menu=DTA+Maintenance+Tool&menu_id=18

Trusted sites | Protected Mode: Off

9:49 AM
5/21/2012



Funding

DTS Cross Org Method – Add Routing Element

DTS Screen Shots 2 of 7

https://dtsproweb.defensetravel.osd.mil/ - DTA Maintenance Tool - Windows Internet Explorer

Defense Travel System
A New Era of Government Travel

User Name: ALEXANDER SPECHT
Organization Access: DA890
Group Access: DA890 - DA890
Permission: 0, 1, 2, 3, 5, 6
Run Date: May 21, 2012 - 03:50 EDT

Screen ID: 7000.1
[DTA Home](#) | [Help for this Screen](#) | [Logout](#)

DTA Tools: DTA Maintenance Home <v>
DTA Maintenance Home
Organizations
Routing Lists
Groups
People
Lines of Accounting
Accession Travel

<< Select an option from the DTA Tools dropdown.

Welcome to the DTA Maintenance Tool

This tool provides authorized DTAs with the ability to create and modify organizations, routing lists, groups, people, and lines of accounting (LOAs). Please select an option from the DTA Tools dropdown menu above.

Your Maintenance Tool Permissions:

- You have the proper permissions to edit organizations
- You have the proper permissions to edit routing lists
- You have the proper permissions to edit groups
- You have the proper permissions to edit people
- You have the proper permissions to edit lines of accounting (LOAs)
- You have the proper permissions to edit permissions.
- You do **NOT** have the proper permissions access MIS
- You do **NOT** have the proper permissions access ROA

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5/21/2012

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DTS Cross Org Method – Add Routing Element DTS Screen Shots 3 of 7

https://dtsproweb.defensetravel.osd.mil/?navid=/dtamaint/rl/promptRoutingListSearch.do - DTA Ma - Windows Internet Explorer

Defense Travel System
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User Name: ALEXANDER SPECHT
Organization Access: DA890
Group Access: DA890 - DA890
Permission: 0, 1, 2, 3, 5, 6
Run Date: May 21, 2012 - 03:51 EDT

Screen ID: 7200.1
[DTA Home](#) | [Help for this Screen](#) | [Logout](#)

DTA Tools: Routing Lists | [Search Routing List\(s\)](#) | [Create Routing List\(s\)](#) | [View Routing List List](#) | [View Delegated Authorities List](#)

DTA Maintenance

Search Routing List(s)
For "Organization Name" please enter four or more characters in the corresponding field to display list of available organizations.

Routing List Name: "Units Routing"
Organization Name: "Units Organization" --Include Sub-Organizations
Default Routing Lists Only:

9:51 AM
5/21/2012



Funding

DTS Cross Org Method – Add Routing Element DTS Screen Shots 4 of 7

https://dtsproweb.defensetravel.osd.mil/ - DTA Maintenance Tool - Windows Internet Explorer

Defense Travel System
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User Name: ALEXANDER SPECHT
Organization Access: DA890
Group Access: DA890 - DA890
Permission: 0, 1, 2, 3, 5, 6
Run Date: May 21, 2012 - 03:53 EDT

Screen ID: 7201.1
[DTA Home](#) | [Help for this Screen](#) | [Logout](#)

DTA Maintenance

DTA Tools: Routing Lists

[Search Routing List\(s\)](#) | [Create Routing List\(s\)](#) | [View Routing List List](#) | [View Delegated Authorities List](#)

Routing List(s) (Search Results)

Routing List Name: **7JMTC USV** Organization Name: **DA890JMTJMR**
Default Routing Lists Only: **No** Include Sub-Organizations: **No**

Select to Globally Update	Individually Edit	Organization Name	Routing List Name	Default Routing List
<input type="checkbox"/>	Update Copy Delete	DA890JMTJMR	7JMTC USV	No

[Select All](#) [Clear All](#)

Globally Update Selected Routing Lists (on this page)

[Add Routing Element](#) [Remove Routing Element](#) [Replace Signature Authority](#)

1 - 1 of 1

9:53 AM 5/21/2012



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DTS Cross Org Method – Add Routing Element DTS Screen Shots 5 of 7

https://dtsproweb.defensetravel.osd.mil/ - DTA Maintenance Tool - Windows Internet Explorer

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User Name: ALEXANDER SPECHT
Organization Access: DA890
Group Access: DA890 - DA890
Permission: 0, 1, 2, 3, 5, 6
Run Date: May 21, 2012 - 03:53 EDT

Screen ID: 7203.1
DTA Home | Help for this Screen | Logout

DTA Maintenance

DTA Tools: Routing Lists

[Search Routing List\(s\)](#) | [Create Routing List\(s\)](#) | [View Routing List List](#) | [View Delegated Authorities List](#)

Update Routing List

Routing List Name: **7JMTTC USV** Default Routing List: Yes No

Organization Name: **DA890JMTJMR** [Add Routing Element](#)

Edit		Document Type	Document Status	Signature Name	Level	Process Name
Update	Remove	Authorization	CTO SUBMIT	**CTO SUBMIT	2	BYPASS PNR
Update	Remove	Authorization	CTO BOOKED	**CTO BOOKED	3	BYPASS PNR
Update	Remove	Authorization	APPROVED	LYNNETT S URBI	25	
Update	Remove	Authorization	APPROVED	BRUCE D FLAKS	25	
Update	Remove	Authorization	APPROVED	SCOTT JONES	25	
Update	Remove	Voucher	REVIEWED	EBERHARD J TURKIW	20	
Update	Remove	Voucher	REVIEWED	MONIKA G ARBOGAST	20	
Update	Remove	Voucher	REVIEWED	ISABEL C BRUNNER	20	
Update	Remove	Voucher	REVIEWED	GABRIELE ZIMMERMANN	20	
Update	Remove	Voucher	REVIEWED	BRUCE D FLAKS	20	
Update	Remove	Voucher	REVIEWED	CLAUDIA C KRAUS	20	
Update	Remove	Voucher	APPROVED	BRUCE D FLAKS	25	
Update	Remove	Voucher	APPROVED	LYNNETT S URBI	25	
Update	Remove	Voucher	APPROVED	SCOTT JONES	25	

[Save Changes](#) [Cancel](#)

9:53 AM 5/21/2012



Funding

DTS Cross Org Method – Add Routing Element

DTS Screen Shots 6 of 7

https://dtsproweb.defensetravel.osd.mil/ - DTA Maintenance Tool - Windows Internet Explorer

Defense Travel System
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User Name: ALEXANDER SPECHT
Organization Access: DA890
Group Access: DA890 - DA890
Permission: 0, 1, 2, 3, 5, 6
Run Date: May 21, 2012 - 03:54 EDT

Screen ID: 7205.1
[DTA Home](#) | [Help for this Screen](#) | [Logout](#)

DTA Tools: Routing Lists | [Search Routing List\(s\)](#) | [Create Routing List\(s\)](#) | [View Routing List List](#) | [View Delegated Authorities List](#)

Add Routing Element * Required

Routing List Name: 7JMTC USV
Organization Name: DA890JMTJMR

Document Type: * Authorization
Document Status: * REVIEWED
Signature Name: * Search
Level: *
Process Name:

9:54 AM
5/21/2012

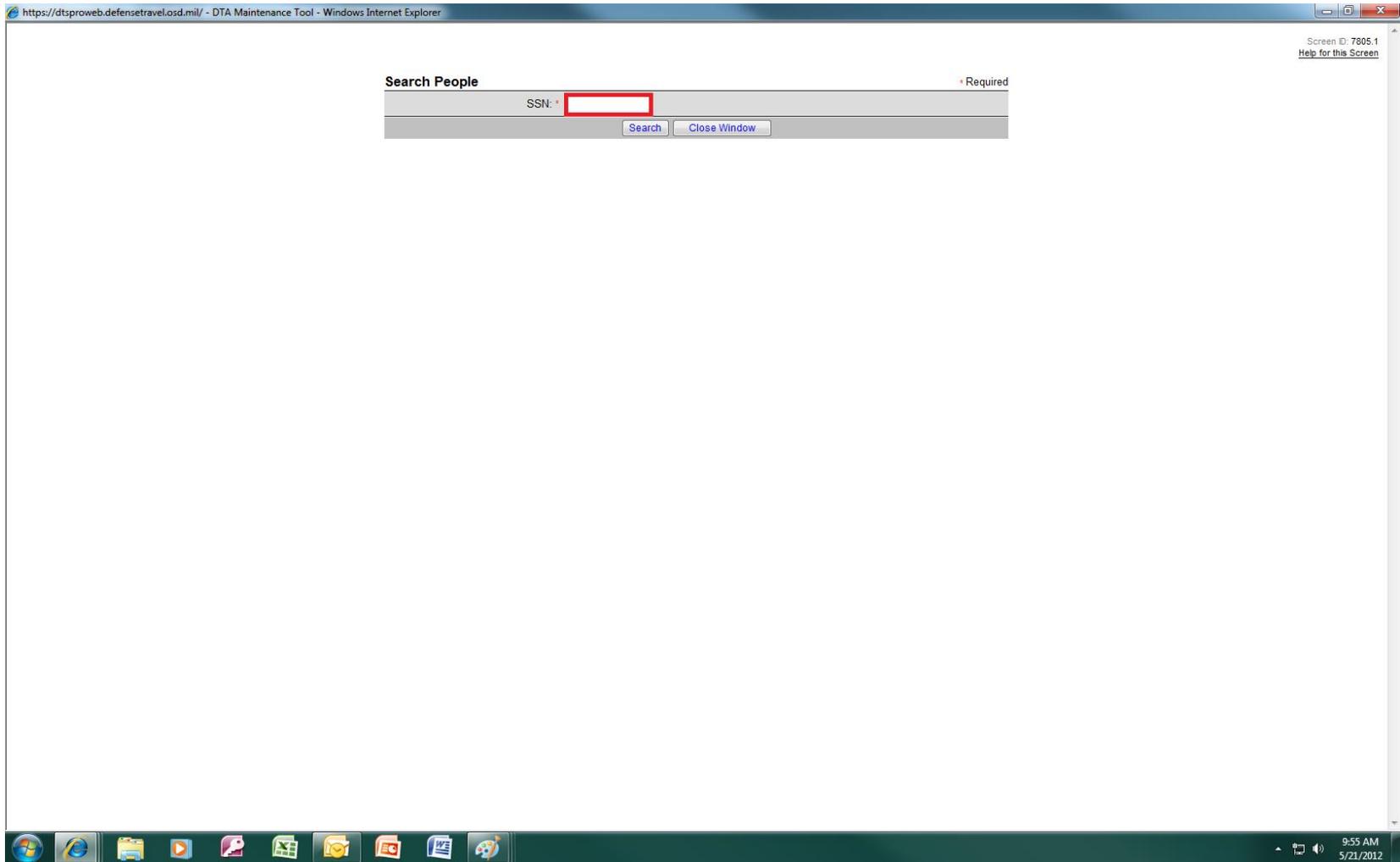
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Funding



DTS Cross Org Method – Add Routing Element DTS Screen Shots 7 of 7



Search and add the following JMTC, G8 DTS ID#s: 2007, 7702, and 867110737

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Funding

JMTC, G8 POCs



Alexander Specht
Budget Technician, G8, JMTC
CTC Budget Branch
DSN: 475-7485 / FAX 6430
From CONUS: 011-49-9641-83-7485
Email: alexander.specht.ln@mail.mil

Kenneth L. Vlasek
Budget Analyst, G8, JMTC
CTC Budget Branch
DSN (475-) 8664 / FAX 6430
From CONUS: 011-49-9641-83-8664
Email: kenneth.l.vlasek2.ln@mail.mil

Thomas Wolf
Budget Analyst, G8, JMTC
CTC Budget Branch
DSN: (475-) 6229 / Fax 6430
From CONUS: 01149-9641-83-6229
Email: thomas.wolf10.ln@mail.mil

Please always include these three individuals on all email traffic in regards to JMRC Hohenfels, Germany related ODT funding issues.

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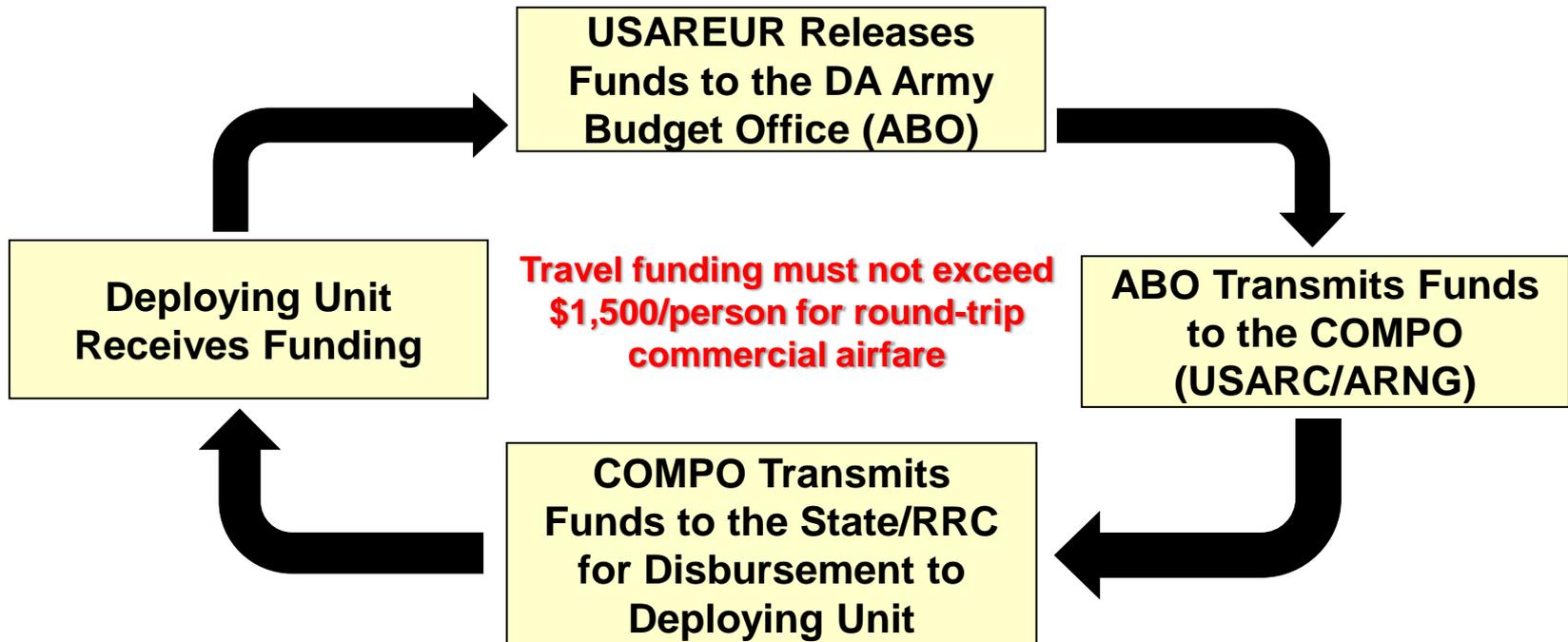


Funding (cont.)



- C: ASCC/USAREUR Funded (Primarily JMTC Missions)

- All JMTC ODT units must submit the E-ticket receipts with costs to RC Affairs Office NLT 2 weeks prior to arrival.



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Transportation



- **\$1,500** per ticket; use GSA CityPairs
- Funding disbursed **up to** 45 days prior to travel
- Alpha Roster/Flight itineraries sent to RC Affairs Office NLT 30 days in advance
- CONUS APOE/APOD should be major international airport
- Arrival/Departure airports – Frankfurt/Munich/Nuremberg ***use of most economical APOE/APOD is mandatory***
- RC Affairs coordinates in-country ground transportation
- RC Affairs requests TMPs (subject to availability)
- Arrive with USAREUR drivers qualifications completed and required documents (JMTC units must arrive with current Accident Avoidance Card)
- Rental vehicles are not authorized during the ODT rotation

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Training / Mission



- ODT Soldiers will perform training within their DMOS/METL
- Duty day of ODT unit may be different than USAREUR
- One MWR day is authorized (includes U.S. Federal / German/Training holidays and weekends)
- For JMTC, no weekday MWR Days are authorized
- ODT duration:
 - ADVON: Up to 29 days
 - MB: Up to 22 days



15 Minute Break

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Class I



- Expect meals in Garrison or Rotational DFAC dependent upon mission.
 - Rotational Support and TCP (A/M/A)
 - Maintenance (A/A/A)
- AGR / Officers will pay for meals consumed in DFAC
 - *IAW DOD FMR 7000-R, Volume 7A, Chapter 25, Section 250101, any member receiving a full type of Basic Allowance for Subsistence (BAS) must pay for all meals and rations that he or she receives from, or on behalf of the U.S. Government.*
- JFHQ/RRC must not stop BAS entitlement
- No Statements of Non-Availability
- No Per Diem is authorized
- No Missed Meals Statements

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Network Requirements Access



[Army Training & Certification Tracking System \(ATCTS\) Account](#)

must provide a screen print for verification

[Complete the DOD Information Assurance Awareness Training](#)

Step 1 Training certificate is required and must be signed by user

[Pass the DOD Information Assurance Awareness Exam](#)

Step 2 exam certificate, DA 87, is required

[Thumb-Drive Awareness](#)

Certificate is required

[USAREUR Acceptable Use Policy](#)

your local IMO does not sign this form only the user, I will sign as the RCAO IMO

[System Authorization Access Request, DD 2875](#)

PART III - Security Manager must validate background or clearance information

Rank: Last Name:

AKO E-Mail Address: _____

EDI Number:

For Reserve Affairs Office Use Only

From: To:

Ticket Number:



Off-Duty Travel



- Composite Risk Management must be completed and submitted to RC Affairs Office prior to MWR travel
- No travel outside of Germany
- MWR trips: Nuremberg, Regensburg, Munich, etc.
- No overnight stays are authorized
- Leave/Pass in conjunction with AT is NOT authorized
- Family members are NOT authorized to accompany or meet the Soldier in theater
- Use of TMPs/buses for MWR trips is NOT authorized

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Additional Items to Consider



- At a minimum 2 complete sets of ACU uniforms (with name tapes and soft cap, etc.) and PT gear (with reflective belt/flashlight/green fleece cap) as dictated by the sponsor unit **. Only regulation boots - no zipper boots
Ref. AR 670-1

- Civilian clothes; coin operated laundry available
- 3 week supply of medication
- Personal bedding (sleeping bag, pillow). Linen is not provided.
- Padlocks for securing duffle baggage in the barracks
- Tobacco products - an AAFES rationed item in Europe
- Rain gear for inclement weather
- Cold Weather gear – if applicable

***See CD for complete packing list*



USAREUR Drivers License



- Test Control Officers (USAR & ARNG) order study and testing materials thru the RC Affairs Office
- Bus driver licensing must be secured in CONUS before deployment to JMRC
- All drivers must possess a valid DA 348 with required fields/training completed
- Refer to USAREUR Drivers Testing and Licensing presentation located on the CD and OCC Binders
- References governing the licensing/testing can be found at :
 - Driver- and Operator-Standardization Program (AER 600-55)
 - JMRC/JMTC RC Website: www.jmrc.hqjmtc.army.mil/arng.html
 - <http://www.usareurpracticetest.com/>

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AUTHORIZATION FOR DRIVER TESTING



- Commanders of units deploying to Germany wishing to facilitate driver testing commensurate with military driver training must request authorization from the RC Affairs Office

- The request should be in memorandum format listing
 - the unit
 - location
 - Individual(s) appointed to perform test proctor duties



AUTHORIZATION FOR DRIVER TESTING (cont.)



- Test Control Officer (TCO) memorandum must be signed by the first COL/O6 in the individual(s) chain of command
- All drivers training and testing materials will be forwarded to the TCO once the TCO Appointment Memo is received and the TCO contacts the RC Affairs Office providing a valid .mil e-mail address
- This will be in the form of digital files that the unit Test Proctor can open on-site

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Your office symbol



26 October 2011

MEMORANDUM FOR RECORD

SUBJECT: Duty Appointment for Test Control Officer

1. Effective: 1 OCT 2011, SFC Smith, John, xxx-xx-1234, is assigned the following duty:

USAREUR OPERATOR LICENSING TEST CONTROL OFFICER

2. Authority: AR 600-55 Para 5-4

3. Purpose: To ensure USAREUR drivers testing material is secured at all times and issued to the USAREUR Operator License Examiner/Qualifying Official for administration of test.

4. Period: until officially relieved or released from appointment.

5. Point of contact for this memorandum COL John Doe at DSN (###) ###-###.

JOHN DOE
COL, LG
Advisor

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DRIVERS TRAINING REQUEST



- Requests should be forwarded to
Reserve Component Affairs Office (JMRC)
Unit 28216
APO AE 09173-8216
Or
Reserve Component Affairs Office (JMTC)
CMR 415, Box 89
APO AE 09114
- Requests can also be emailed by contacting the JMRC RC Affairs Office at:
usarmy.hohenfels.usareur.list.dl-jmrc-rcino@mail.mil
- Requests can also be emailed by contacting the JMTC RC Affairs Office at:
ingrid.knodt.ln@mail.mil and donna.c.dosik.mil@mail.mil

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DA FORM 348 EXAMPLE Page 2 of 2



SECTION IV - EXAMINATION FINDINGS					
BATTERY I - (Administered as a part of reception processing, at reception stations)	BATTERY II - (To be administered to all applicants for Driver Permit SF 46) (To transfer raw score to standard score see DA Pamphlet 611-119)				
	DA FORM 6122	RAW SCORE	STANDARD SCORE		
	DA FORM 6123				
	DA FORM 6124				
ENTER SCORE FROM ITEM 24 OF INDIVIDUAL'S DA FORM 20	TOTAL STANDARD SCORE				
	STANDARD SCORE FOR BATTERY II (Divide Total Standard Score by 3)				
STANDARD SCORE	SUCCESSFUL COMPLETION <input type="checkbox"/> YES <input type="checkbox"/> NO		EXAMINATION ADMINISTERED BY (Last name - first name - middle initial)		
I PHYSICAL EVALUATION MEASURES			✓ - IF QUALIFD X - IF SUBSTAND.	SIGNATURE OF EXAMINER	COMMENTS AND RECOMMENDATIONS ON SUBSTANDARD ITEMS
1. VISUAL ACUITY	LEFT EYE 20/ 20/	RIGHT EYE 20/ 20/			
2. FIELD OF VISION	LEFT EYE / /	RIGHT EYE / /			
3. HEARING	LEFT EAR /20 /20	RIGHT EAR /20 /20			
4. REACTION TIME	/100 SEC	/100 SEC			
5. DEPTH PERCEPTION					
6. COLOR PERCEPTION					
II DRIVING PERFORMANCE TEST (Check "✓" if successful, "X" if failed and corrective training is needed)					
A. ROAD TEST - PREREQUISITE					
1. INSTRUMENTS (Location, correct reading, action for abnormal reading)	OIL LEVEL STICK		TEMPERATURE GAGE	OIL PRESSURE GAGE	VOLTMETER
	AMMETER		TACHOMETER	FUEL GAGE	AIR PRESSURE GAGE
2. BEFORE OPERATION CHECK	VEHICLE DAMAGE	CONDITION OF TIRES	CLEAN HEADLIGHTS	OIL LEVEL	BAT- TERY
	MIRROR ADJUSTMT.	HORN	HAND BRAKES	FOOT BRAKES	WATER LEVEL
3. EMERGENCY EQUIPMENT (Location and use)	FIRE EXTINGUISHER		HIGHWAY WARNING KIT		OTHER (Describe)
4. CONTROLS - "DRY RUN"	GEARS		BRAKE	CLUTCH	FRONT AXLE
5. DEPTH PERCEPTION (Two feet from target)	FIRST TRY		SECOND TRY		THIRD TRY
6. PRACTICE RUN (1/2 mile)	START	PULL OUT	SHIFT	3 STOPS	URNS
	BACKING				
7. ADDITIONAL REQUIREMENTS FOR LICENSE	LOCAL LAWS		OPERATING PROCEDURES	ACCIDENT REPORTING	
	OTHER (Describe)				
	Tested IAW AE Suppl. To AR 600-55 & USAREUR Reg. 190-1. Test Pamphlet 190-34#: _____				
Test Score: _____% Date: _____ Signature of Testing Official: _____					
B. ROAD TEST - SCORED PHASE (DA PRT 2678)					100
COMMENTS AND RECOMMENDATIONS OF ROAD TEST EXAMINER				NUMBER OF TALLY MARKS ON CHECK LIST PRT 2678 (Subtract)	
Completed the Army Accient Avoidance Course IAW AR 600-55 & AER 600-55 Date: _____ Master Driver Signature: _____				ROAD TEST SCORE	
Completed Winter Drivers Training IAW AR 600-55 & AER 600-55 Date: _____ Master Driver Signature: _____					
SIGNATURE OF ROAD TEST EXAMINER					
MY DRIVING WEAKNESSES HAVE BEEN MADE KNOWN TO ME AND I HAVE BEEN SHOWN HOW TO OVERCOME OR ADJUST THEM.			DATE	SIGNATURE OF APPLICANT	

The information shown in block 7 Additional Requirements for License is required

This training must be no older than one year



USAREUR Drivers Training Handbook and Example DA Form 348



- The USAREUR driver's training handbook can be obtained at

<http://www.hqusareur.army.mil/rmv/default.htm>

- An online practice test and study guide can also be accessed at

<http://www.usareurpracticetest.com/>



Contract Example

DA Form 7534, page 1 of 5



1. <input checked="" type="checkbox"/> ARNG <input type="checkbox"/> USAR	OVERSEAS DEPLOYMENT TRAINING COORDINATION WORKSHEET For use of this form, see AR 350-9; the proponent agency is DCS, G-3.	2. FY: 2013 <input checked="" type="checkbox"/> First Half <input type="checkbox"/> Second Half	REQUIREMENT CONTROL SYMBOL CSGPO-438
--	---	--	---

3. Deploying Unit: 0242 EN TM CONST MGMT WPUWAA

a. Mailing Address
38 Smith Street
Niantic, CT

b. Point of Contact
SFC Bressani, Gary

c. Phone DSN: N/A d. Comm: 1-860-739-1640

e. FAX DSN: N/A f. Comm:

g. E-mail:
gary.bressani@us.army.mil

5. Sponsor Unit: JMRC TCP

a. Mailing Address
ATTN: AETTH-OG-RC
APO AE 09173

b. Point of Contact
CPT Ronnie Mayfield

c. Phone DSN: 314-520-5556 d. Comm: 011-49-9472-83-5556

e. FAX DSN: 314-466-4132 f. Comm: 011-49-9472-83-4132

g. E-mail:
ronnie.k.mayfield.mil@mail.mil

7. Certification Names and Signatures

a. Sponsor Unit Rep
Printed Name: CPT Ronnie Mayfield
Signature:

b. Deploying Unit Rep
Printed Name: SFC Gary Bressani
Signature:

c. JCS Funding Rep
Printed Name:
Signature:

d. JCS Funding Rep
Printed Name:
Signature:

e. CONUSA Rep
Printed Name:
Signature:

f. OCONUS Cmd Rep
Printed Name: MSG G. Scott Martin
Signature:

g. FORSCOM Rep
Printed Name: Ms Jo Barnes
Signature:



4. Deploying Unit's Higher Headquarters

a. Headquarters Name: 85th Troop Command

b. Point of Contact
CSM Gran, Bryan

c. Phone DSN: N/A d. Comm: 1-860-739-1674

e. FAX DSN: N/A f. Comm:

g. E-mail:
bryan.gran@us.army.mil

6. Sponsor Unit's Higher Headquarters

a. Headquarters Name: RC Affairs Office, JMRC

b. Point of Contact
LTC Ricky Utley

c. Phone DSN: 314-520-5701 d. Comm: 011-49-9472-83-5701

e. FAX DSN: f. Comm:

g. E-mail:
ricky.s.utley.mil@mail.mil

8.	FY	LINE #	FR	S	UIC	UNUM	BR	ULC	AR	ST	MRC	C	ASTR	PAX	EX	FC	START	END	LOC	TC	MACOM	SPONSOR	EVAL
	13	70300	A		WPUWAA	0242	EN			CT	2			2	014	H	101512	111012	Hohenfels	D6	7A JMTC	JMRC TCP	
	13	70300	B		WPUWAA	0242	EN			CT	2			8	014	H	102012	111012	Hohenfels	D6	7A JMTC	JMRC TCP	

9. Training

a. Training Plan must be attached to this form.

b. Primary training level:
 Unit METL Training Sub-Unit Collective Training
 Command and Staff Training Individual Skills Training

c. Evaluation Required: Yes No

d. Training Ammunition Required: Yes No

e. Training Ammunition Provided by: Unit Sponsor

f. All training Aids/Material Provided by Sponsor Except:

10. Life Support (Government rations & quarters must be used if available.)
 Note: For RC soldiers in AT status, separate rations are not applicable.

a. Billeting: Barracks Guest House Field

b. Sponsor/facility provides linen: Yes No

c. Unit must bring sleeping bags/mats: Yes No

d. Female quarters are available: Yes No

e. Govt rations/dining facility available: Yes No

f. Sponsor will provide meal cards: Yes No

g. Weekend/holiday rations: Local DFAC Sponsor Contracted
 Transported to remote DFAC Sponsor provided per diem

h. Other life support requirements:
 Meal cards are only issued to enlisted M-Day Soldiers/NCOs. Officers and AGRs must pay for meals.

11. Logistics

a. All logistics support will be provided by sponsor except as noted:

b. Mission essential tools/equipment will be provided by sponsor except as noted:
 JMRC will provide all required mission support equipment subject to mission needs and availability. Any non-standard equipment (i.e. survey equipment) desired by the unit must be brought from home station.

c. Excess baggage funded by:
 Sponsor RC Unit JCTP



Contract Example

DA Form 7534, page 2 of 5



12. Transportation

a. Transportation funding will be provided by:
 Command/POC: JMRC / MAJ Tony Phillips
 Email/Phone: anthony.1.phillips26.mil@mail.mil
 Sponsor will provide fund cite for DD Form 1610 Yes No
 Sponsor will publish DD Form 1610 Yes No
 Sponsor will purchase airline tickets Yes No

b. Sponsor preferred point of entry: see below, remarks 14

c. Unit preferred point of departure: see below, remarks 14

d. Unit to provide itinerary info to sponsor NLT: 30 Days Prior

e. Unit to draw military vehicles: Yes No
 Type Vehicle 2x 8 pax van (subj to availability) # of Drivers 4

f. Unit to provide licensed drivers: Yes No

g. Winter driver certification required: Yes No

h. Rental car authorized: Yes No
(No rental car will be funded unless approved by OCONUS cmd.)

13. Security of Equipment

a. Unit is responsible for security of all personal and unit equipment. Individuals must bring locks to secure personal equipment. Duffel bags are required to secure personal equipment except as noted below.
Wall lockers may/may not be available, therefore Soldiers should plan to rely on duffel bags for primary means of security. Ensure all Soldiers arrive with locks.

b. Wall lockers are available Yes No

c. Foot lockers are available Yes No

14. Uniforms

a. All personnel must bring the complete Army Physical Training Uniform and wet weather clothing.

b. Check if required:

BDU Class A
 Cold Weather Class B
 Other (list below):
 - Reflective belt for use with IPFU
 - Refer to RCAO SOP Packing List for additional items

15. Security Clearances (Check if Required)

a. Level Position(s)
 C S TS All personnel on mission None
 C S TS
 C S TS
 C S TS
 C S TS

b. Sponsor will be provided clearance certification NLT: _____

16. Personal/Field Equipment (Check if Required)

a. Field uniform (LBE/Helmet)

b. MOPP (Chemical Protective Equipment)

c. M17 M40 Protective Mask

d. M9 M16A1/2 M249 M80 Weapons

e. PVS4 PVS5 PVS6 PVS7 Night Vision

f. Sponsor will provide:
 Secure storage area for weapons
 Secure storage area for night vision
 Weapons storage racks

17. Other Coordination Issues:

- Excess baggage will only be funded with prior approval. Unit must provide an estimate for excess baggage charges if airline policies or individual equipment cannot be provided with prescribed airline cost. Soldiers will be limited to 70lbs per bag, 2 duffels bags and ruck sack on most commercial airlines. SEE AIRLINE RULES/REGULATIONS.
- ADVON Missions: ADVON deploys to JMRC in advance of MB IOT prepare for arrival of MB supporting JMRC Rotation/TCP. ADVON can be up to 10% of total PAX.
- Additional training opportunities are available and must be coordinated NLT 30 days in advance with sponsors. Additional training includes but not limited to HEAT, MET, EST 2000, Route Clearance, Land Nav, MOUT training, CFFT, etc.
- ALL Soldiers operating equipment/vehicles must have a USAREUR license and valid manual 348. At least two licensed individuals must be in the ADVON.
- Unit will conform to JMRC policies and procedures for drawing any and all equipment from MRX or CMA.
- Units will NOT bring personal or govt computers to be used on JMRC NIPR/SIPR net. They will coordinate automation requirements prior to arrival and draw from Sponsor or RC Affairs Office. Unit will also ensure personnel requiring computer access have met all required training and passed USAREUR test prior to arrival.
- Unit will arrive with Alpha Roster w/SSN's for EOC Closure report, DTOC, TMC, and Ration Cards. These are turned into the ODT SGM upon arrival.
- ACU is the designated uniform. ACH is required when operating military vehicles and hard hat required on construction project sites. Unit will also ensure that all Soldiers have appropriate field gear to include but not limited to; cold weather gear if applicable, wet weather gear, and ACH. Individual weapons (M4/M16) will be supplied by JMRC if required.
- JMRC Sponsor will ensure that ODT Units receive the opportunity to conduct METL based training at Squad level integrity or higher.
- Unit must have unit level opportunity training planned prior to arrival to execute when "white space" becomes available. All soldiers must be D-MOSQ for OCONUS training.
- RC Affairs is POC for logistical issues relating to travel, TMP/Bus request, Class 1 support, billeting, etc.
- Unit will be given a minimum of 1 day to conduct MWR activities; Saturday of the first weekend is the standard MWR day for TCP EN DT units; additional MWR day at the discretion of the RC Advisor.
- Contact the RC Affairs TCP OIC or Operations Officer w/any changes of training status issues.
- COMAIR is the recommended means of travel to Germany, not to exceed \$1,500/person. Travel by MILAR requires prior approval. Airport priorities are: Munich, Nuremberg, Frankfurt.

18. Unit Representative(s):

Signature: _____

Printed Name, Rank, Title:
Gary Bressani, SFC, 242 EN Ops NCO

Date (YYYYMMDD):
20120605

19. Major Subordinate Command (MSC) ODT Manager:

Signature: _____

Printed Name, Rank, Title:
Rick [Name], [Rank], [Title], JMRC/TCP

Date (YYYYMMDD):
20120605

20. Sponsor Representative(s):

Signature: _____

Printed Name, Rank, Title:
Ronnie K. Mayfield, CPT, JMRC/TCP OIC

Date (YYYYMMDD):
20120605

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Contract Example

DA Form 7534, page 3 of 5



21. Continuation/Remarks

REF AR 350-9

3-8. Pre-deployment training and administrative requirements

The following prerequisite training must be completed prior to deploying for ODT:

- a. Unit members must have completed initial entry training (IET) and be qualified in their duty military occupational specialty (DMOS).
- b. Soldiers scheduled to operate material handling equipment (MHE), non-tactical vehicles, or military vehicles during ODT must be trained and complete required in-country certifications prior to deployment.
- c. Personnel scheduled for ODT will be briefed on proper operational security (OPSEC) procedures and receive updated subversion and espionage directed against the U.S. Army (SAEDA) and deliberate security violations training briefings within 60 days prior to deployment. Per the foreign country clearance guide, "all personnel traveling in the USEUCOM area of responsibility (AOR) must have completed fundamental (or higher) or continuation Survival, Evasion, Resistance, and Escape (SERE) Level A training (per the JPRA, Joint SERE Training Standards, 5 November 2010) within 24 months prior to entering the USEUCOM AOR. SERE 100.1 computer-based training satisfies the Level A requirement and as continuation training. This unclassified training can be found on the Joint Knowledge Online (JKO) page <http://jko.jfcom.mil> under the "Take Courses" tab, course number "J3T A-US022". Completion of the previous CBT version "SERE 100" will satisfy this requirement until 1 November 2012. This 24 month training requirement applies regardless of previous code of conduct training. In addition, travelers must complete all Services related training and requirements."
- d. Personnel selected for ODT will receive level 1 antiterrorism awareness training within 6 months prior to deployment, as prescribed in AR 525-13, para 5-17. At a minimum, this includes the Army's level 1 training addressing individual protective measures and issuance of JSG 5260.1 and folding wallet card (GTA 19-4-3) or approved equivalent. Medium or higher threat areas also require instruction by a certified instructor and a threat condition (THREATCON) training video. Combatant commanders may identify additional security training requirements during the OCC and document them on the ODT coordination sheets. If required, this training will be conducted by the requesting OCONUS command.
- e. Deploying units must receive pre-deployment public affairs training for the supported training event. This training should include: host nation sensitivities; likely media environment; public affairs points-of-contact at the OCONUS location; and public affairs posture, command messages, and security-at-the-source guidelines from applicable public affairs guidance.
- f. A Soldier Readiness Program (SRP) check will be completed for each soldier participating in ODT within 30 days of the deployment date (waivable up to 90 days by the first general officer in the chain of command in accordance with AR 600-8-101). Readiness requirements for each functional area on DA Form 7425 (Readiness and Deployment Checklist) will be certified at the home station. Soldiers found non-deployable for any item on the checklist will not deploy for ODT. The soldier and unit commander will each sign section 1 of DA Form 7425 to certify that the soldier meets the readiness certification requirements for each functional area. Units will maximize the use of automation to document the functional areas for deployment assessments (Reserve Component Automation System (RCAS) or Deployment and Reconstitution Tracking Software (DARTS)).
- g. The unit will maintain a deployment packet for each Soldier participating in ODT. The deployment packets will include:
 - (1) A copy of the automated or manually completed DA Form 7425 (Readiness and Deployment Checklist).
 - (2) DD Form 93 (Record of Emergency Data).
 - (3) VA Form SGLV-8286 (Servicemembers' Group Life Insurance Election and Certificate).
 - (4) DD Form 2766 (Adult Preventive and Chronic Care Flowsheet).
 - (5) DA Forms 2/2-1 (Personnel Qualification Record)
 - (6) ODT orders.



Contract Example

DA Form 7534-1, page 4 of 5



ODT TRAINING PLAN AND MISSION STATEMENT

For use of this form, see AR 350-9; the proponent agency is DCS, G-3.

REQUIREMENT CONTROL
SYMBOL CSGPO-438

Attach to Overseas Deployment Training Coordination Sheet (DA Form 7534).
Data must match Overseas Deployment Training Coordination Sheet (DA Form 7534).

FY: **2013** First Half Second Half

ODT Line Number:
2013-70300AB - 0242 EN TM CONST MGMT

COMPO:
ARNG

UIC:
WPUWAA

PAX:
10 (2 PAX ADVON; 8 PAX MB)

Exercise:
Troop Construction Program

Type task:
Vertical / Horizontal Construction Designs

Funding (Check one)
 U T C

Mission Statement:

Unit will deploy to Joint Multinational Readiness Center (JMRC) in Hohenfels, Germany to conduct horizontal/vertical construction design operations in support of the Troop Construction Program and the JMRC Master Plan to improve the Hohenfels training areas and enhance the training environment at JMRC.

Personnel/Rank/MOS requirements:

2 PAX ADVON: CDR or XO; ADVON NCOIC
8 PAX Main Body to include: MOS per MTOE

Unit METL tasks to be trained:

- Mobilize and Deploy
- Establish Company HQ
- Conduct Mission Planning
- Produce Vertical Construction Project Designs
- Produce Horizontal Construction Project Designs
- Redeploy

Unit supporting tasks (ARTEP/MTP) to be trained:

Task #	Task	Reference

Additional Unit Training Requirements:

Opportunity training is available if time and mission allows; primary focus will be construction operations. Potential opportunity training includes: H.E.A.T; EST 2000; Call for Fire; C-IED; etc... Please keep in mind that this training is on an "as available" basis and is secondary to the construction mission.

Unit CDR will provide a mission back brief to the EC Advisor NLT 48 hours after main body arrival at JMRC and provide daily status updates at

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Contract Example

DA Form 7534-2, page 5 of 5



ODT TRAINING CALENDAR

For use of this form, see AR 350-9; the proponent agency is DCS, G-3.

REQUIREMENT CONTROL
SYMBOL CSGPO-438

Attach to Overseas Deployment Training Coordination Sheet (DA Form 7534).
Data must match Overseas Deployment Training Coordination Sheet (DA Form 7534).

FY: 2013 First Half Second Half ODT Line Number: 70300.AB - 0242 EN TM CONST MGMT (Design Team)

Training Calendar Month: October/November 2012

	15	16	17	18	19	20
	- ADVON Departs HS	- ADVON Arrives JMRC; - In-Brief - Draw Billets	- Project Overview - Post/Box Tour - Drivers Licensing - Network Accounts	- Prep for MB - Mission Planning - Prep for equipment draw	- Prep for MB - Mission Planning - Prep for equipment draw	- Prep for MB - MB departs HS
21	22	23	24	25	26	27
- ADVON receives MB - MB arrives @ JMRC	- Unit In-Brief - Leaders Recon	- Mission Planning - Occupy job sites - Execute Projects	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- MWR Day
28	29	30	31	1	2	3
- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg
4	5	6	7	8	9	10
- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Mission Planning - Execute Projects - Opportunity Trg	- Ceremony (0900) - AAR - Clean Barracks	- Depart JMRC; - Arrive HS

Training Calendar Month: _____

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JMRC Facilities

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CAMP ALBERTSHOF



Hohenfels Training Area Albertshof Area Facilities

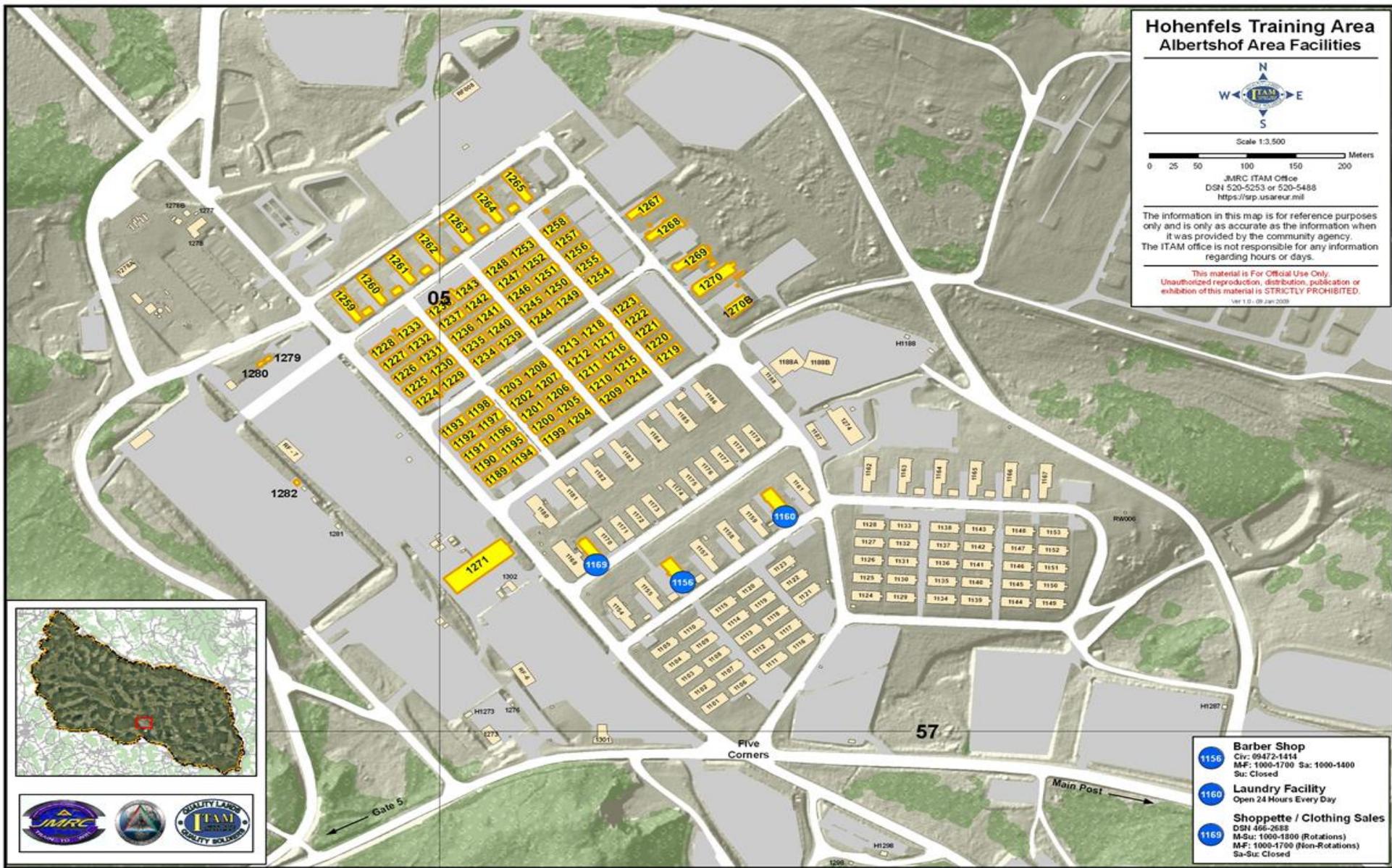


Scale 1:3,500
0 25 50 100 150 200 Meters

JMRC ITAM Office
DSN 520-5253 or 520-5488
<https://srp.usareur.mil>

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CAMP POELLNRICHT



Hohenfels Training Area Camp Poellnricht Area Facilities



Scale 1:1,700



JMRC ITAM Office
DSN 520-5253 or 520-5485
<https://isp.usareur.mil>

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- 322 Laundry Facilities**
24 Hours
- 325 Barber Shop**
DSN 466-4137
M-F: 1100-1800
- 325 Sixt Car Rental**
DSN 466-2051 Civ 09472-404
M-T & Th-F: 1000-1800 W. Sa. Su: Closed
- 326 Subway Sandwiches**
DSN 466-3020
M-F: 0700-1900 Sa-Su: 1100-1600
- 396A Community Bank ATM**
24 Hours
- 327 Post Office (APO)**
DSN 466-2837/2807
M-F: 1000-1600 Sa-Su: Closed
- 328 Community Mail Room (CMR)**
DSN 466-2756/4398
Window M-F: 1000-1800
Boxes: 24/7
- 332 Shoppette: Class VI**
DSN 466-2529 Civ 09472-8606
M-Th & Su: 0700-2100
F & Sa: 0700-2300
- 334 P-Xtra**
DSN 466-2863 Civ 09472-8429
M: Closed T-Sa: 1000-1800
Su: 1100-1700
- 335 Service Credit Union**
DSN 466-4157
M-F: 0900-1700
- 344 Thrift Shop**
DSN 466-2798
T & Th: 0930-1530
First Sat of Month: 1000-1400
- 351 Education Center**
DSN 466-2852/2668
M-W & F: 0730-1630 Th: 0730-1900
- GS Gas Station**
DSN 466-2727
M-F: 0700-1900
Sa & Su: 0800-1700
- 398A Manual Car Wash**
- 392 Car Care Center**
DSN 466-2727
M-Sa: 0800-1700 Su: Closed
- 392A Auto Skills Center**
DSN 466-2690/4016
M-T: 1300-2000 W: 0900-2000
Th: 1300-2000 F: 0900-2000
Sa: 1000-1700 Su: Closed
- 394 Automatic Car Wash**
- 319 Poellnricht Reserve Barracks**



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Hohenfels Amenities



- PX
 - Mon-Fri 1000-1900
 - Sat-Sun 1100-1800
- Post Theater
 - Mon-Wed Closed
 - Times vary, check listings for movie times
- Shoppette
 - Mon-Thu & Sun 0700-2100
 - Fri-Sat 0700-2300
- 1-4 IN Dining Facility
 - Mon-Fri B:0630-0800, L:1230-1330, D:1630-1800
 - Sat-Sun Brunch: 1000-1300, D: 1700-1830
- Fitness Gym
 - Mon-Fri 0530-2100
 - Sat-Sun 0900-1700
- ATMs
 - You can receive both the Dollar and Euro

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JMTC Facilities



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JMTC Office



- RC Affairs Office,
Grafenwöhr, Bldg. 216

- 3 offices located on 2nd floor
- Dedicated conference room
- Staff contact numbers:
 - MSG Dosik:
DSN 314.475.7637
 - Frau Knodt:
DSN 314.475.6349

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ODT Barracks, JMTC



1, 2, & 4 person room w/wall lockers

Individual Latrine per room

Refrigerator and kitchenette per room

1 washer and dryer per floor

1 microwave per room

2 DSN Phones

Fire escape

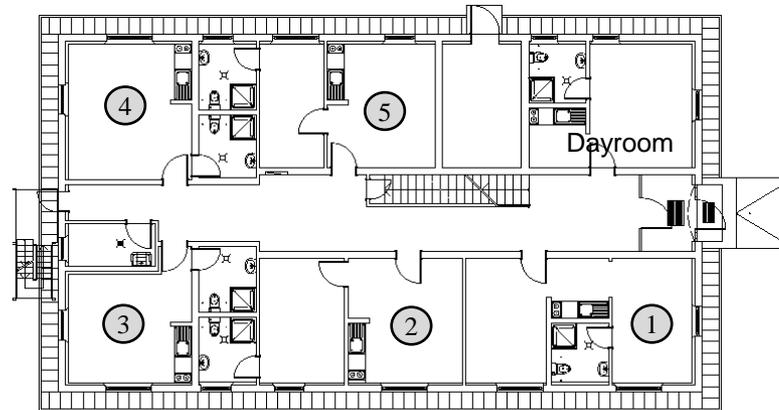


BLDG 219

Accommodations for up to 44 pax

* Legal Soldiers housed at outlining locations

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Building #219
1st Floor

- 3 floors
- 16 rooms (1, 2, and 4 person rooms)
- Sleeps 44 pax (bunk and single beds)
- 1 washer and dryer on each floor
- 2 DSN phones
- 220/110V electricity in all rooms

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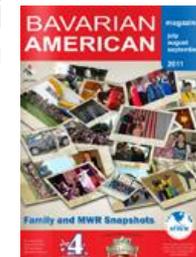
Grafenwöhr Amenities



American Red Cross



Community Publications



BLDG 219 is in comfortable walking distance to all on-post amenities.



What's Next?

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04 JUN



- **Troop Construction Units**
 - FY13 Project Brief (Bldg 343)
 - Lunch
 - Begin leader's recon
 - Pick-up location for Box Tour is at Bldg 343 at 1300 hrs
- **All Other Units**
 - Break-out w/sponsors at sponsor unit location
OPFOR: Bldg 856; **CA/PSYOP:** Bldg 1243; **JMRC PAO:** Bldg 1;
JMTC Units: Grafenwoehr
 - Lunch
 - Continue sponsor coordination/Begin leader's recon
 - ODT Worksheet (Contract) Development
 - Bldg 354 will be open from 1300-1700 for computer access to edit the ODT WS in preparation for signing on 05 JUN

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05 JUN



- RC Affairs Team is located in Bldg 343
- Contract work will be conducted in Bldg 354

You are complete when you ...

Bldg 354



Bldg 343

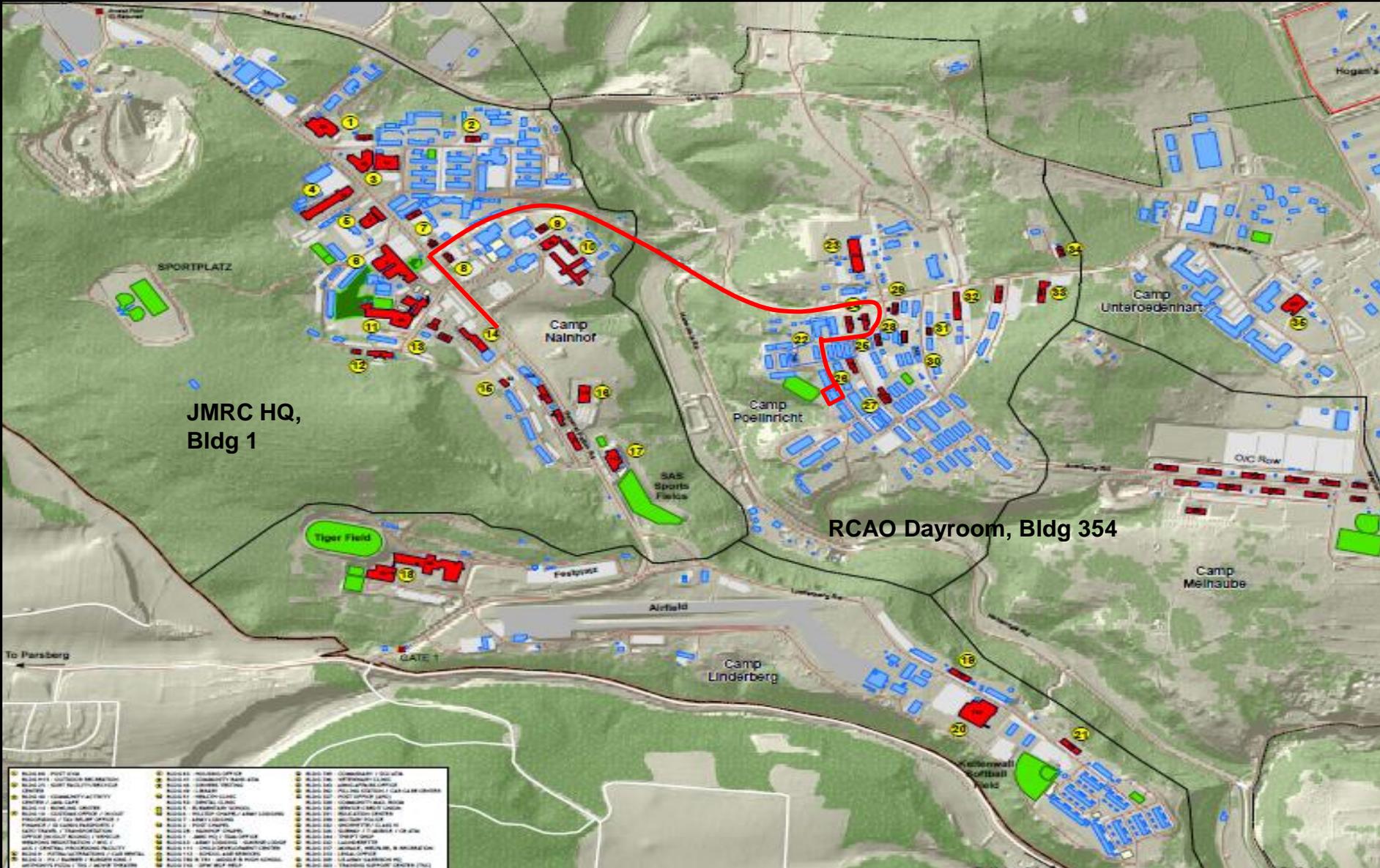


- Obtain all appropriate agencies' signatures for your contract
- Get copies of your contract from RC Affairs SGM
- RC Affairs SGM will scan contract and e-mail to your .mil e-mail address
- Turn in the OCC AAR to RC Affairs SGM
- Drive safe!

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Hohenfels Cantonment Area



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Schedule – 05 Jun 12

Bldg 354



0800-0815

- JMRC Rotational: Civil Affairs, PSYOP

0815-0845

- JMTC: Legal, Medical

0845-0945

- JMRC Rotational: Infantry, Engineer, Scout, PAO

0945-1000

- Troop Construction

1000-1100

- Make-Up for any units still needing more time

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QUESTIONS?

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