



Subquota Matrix Process

Schools Forecasting

March 2014



Agenda



- ***Subquota Matrix Overview***
- ***Subquota Matrix Walk Through***
- ***C5 Tracker***
- ***ATRRS Utilization Tracker***
- ***Subquota Timeline***
- ***POCs***
- ***ITS Website***
- ***ITS Definitions:***
 - Enrollments
 - Drops
 - No Shows
 - Standby
- ***ITS Tools:***
 - Subquota and Seat Utilization Report
 - 6-4-3 Roster & Cancelled Classes
 - Master Calendar
 - Schools NCO Course



Subquota Matrix Overview



- ***ITS developed a tool to help calculate and track required seats for ATRRS classes for each BDE.***
- ***Process: Company Schools NCO bounces their training requirements for their unit using their C5 tracker and MTOE against their long range training plan, retainability of the student , and availability of the class. They forward that information to BN which forwards to BDE.***



Subquota Matrix Overview



- **Bottom driven process**
- ***Forecasting is a plan of how many seats your unit will need in which courses for next FY***
 - Plans/number of seats often need adjustment as the FY progresses due to taskings and such
 - Inform your Schools NCO chain of command ASAP if you need to adjust your number of seats
- ***BDE Priorities set by G3 TREX***
 - Based on long range training/tasking schedule



Subquota Matrix Overview



- ***ITS meets with each BDE Schools NCO and their Ops SGM to map out their training for the next FY.***
- ***It is imperative that the BDE Schools NCO has information from all units and is able to attend the meeting with their Subquota Matrix BDE tab already completed.***

BRIGADE							
BATTALION	2-1 IN			1-17 IN			
COMPANIES	4 CO			5 CO			
TRANSPORTATION TRAINING (DEPLOYMENT)	REQ	TRAINED	DIFF	REQ	TRAINED	DIFF	
HAZMAT	8	0	8	10	8	2	
AUTOMATED AIRLOAD PLANNERS SYSTEM (AALPS)	8	0	8	10	3	7	
EQUIPMENT PREPARATION (EQUIP PREP)	24	0	24	30	6	24	
AIRLOAD PLANNER (LOAD PLANNER)	8	1	7	10	3	7	
UMO DEPLOYMENT PLANNER (UMODPC)	8	0	8	10	3	7	
MOBILIZATION AND DEPLOYMENT PLANNERS COURSE	0	0	0	0	0	0	
TC-AIMS II	8	0	8	10	3	7	



Subquota Matrix Overview



The Math: MSC TOT REQ = # Soldiers required to be trained per regulation; MSC TOT SHORTAGE = # Soldiers needing training to meet requirement; FY SEATS AVAILBLE = # seats ITS can provide; % SEATS AVAILBLE = % of seats needed ITS can provide; SEATS SHORT = # seats ITS unable to provide but needed by BDE
NOTE: If the % seats available is less than 100%, all BDEs receive that percentage of what they need – NO broad cuts across the board.

	MSC TOT REQ	MSC TOT SHORTAGE	% SEATS AVAILABLE	SEATS SHORT	FY 14 SEATS AVAILABLE
TRANSPORTATION TRAINING (DEPLOYMENT)					
LEADER DEVELOPMENT TRAINING					
BDE/BN CDR/CSM	115	71	113%	9	80
BDE/BN XO/S3	110	64	188%	56	120
CC/1SG	494	218	99%	-2	216
REAR DETACHMENT LEADER	150	133	60%	-53	80
KEY SKILLS TRAINING					
ANTITERRORISM AWARENESS TRAINING	118	75	107%	5	80
LOGISTICS TRAINING					
BUS DRIVER COURSE	727	460	115%	68	528
MASTER DRIVER COURSE	529	337	95%	-17	320
POST DRIVER COURSE	1655	1475	24%	-1123	352
PBUSE (UNIT SUPPLY ENHANCED) COURSE	390	258	102%	6	264



Subquota Matrix Walk Through



- **#1: Your unit's requirements per Reg**
 - ITS website – Annual Course Forecasting – Unit Requirements Per Reg

COURSE		UNIT REQUIREMENT	RETENTION REQUIREMENTS	COURSE DESCRIPTION	PREREQUISITES
TRANSPORTATION TRAINING (DEPLOYMENT)					
HAZMAT COURSE	INSTALLATION (ATRRS)	UNITS ARE REQUIRED TO HAVE ONE OFFICER, WARRANT OFFICER, OR ONE NCO, SGT AND ABOVE, PER COMPANY SIZED UNIT AND DESIGNATED AS THE UNIT HAZMAT OFF/NCO. MAY HAVE A SGT OR ABOVE PER COMPANY SIZE UNIT AS AN ALTERNATE HAZMAT OFF/NCO.	ONE YEAR RETAINABILITY IN UNIT	TRANSPORTATION OF HAZAROUS MATERIALS	N/A
AUTOMATED AIRLOAD PLANNERS SYSTEM COURSE (AALPS)	INSTALLATION (ATRRS)	UNITS ARE REQUIRED TO HAVE ONE PRIMARY PER COMPANY, SSG OR ABOVE DESIGNATED AS THE UMO/NCO. ONE ALTERNATE SGT OR ABOVE ALLOWED	ONE YEAR RETAINABILITY IN UNIT	AUTOMATED PLANNING OF EQUIPMENT AND VEHICLE LOADING ON AIRCRAFT USING COMPUTER PROGRAM.	ATTENDEE MUST HAVE COMPLETED EQUIPMENT PREPARATION AND AIRLOAD PLANNER COURSE.
EQUIPMENT PREPARATION COURSE (EQUIP PREP)	MTT	UNITS ARE REQUIRED TO HAVE ONE SIX MAN TEAM PER COMPANY SIZED UNIT. NORMALLY, ATTENDEES OF THIS COURSE ARE SPC AND BELOW.	ONE YEAR RETAINABILITY IN UNIT	PREPARATION OF EQUIPMENT AND VEHICLE FOR AIR MOVEMENT	N/A



Subquota Matrix Walk Through



- **#1: Your unit's requirements per Reg**
 - ITS website – Annual Course Forecasting – Unit Requirements Per Reg

SOURCE DOCUMENT	SOURCE DOCUMENT	SOURCE DOCUMENT	PROPONENT POI (INSTALLATION)	OTHER CERT SOURCES	CERT LENGTH	DAYS	SEATS PER	# OF CL	FY14 SEATS
FORSCOM REG. 55-1	FL REG 350-2	AR 350-1	DEFENSE AMMUNITION CTR, MCALESTER, OK (ITS, DPTMS)	MTMC APPROVED SERVICE COURSES, NAVY SUPPLY, AF, DLA ABERDEEN, DEF AMMO CTR	2 YEARS	10	40	9	360
FORSCOM REG. 55-1	FL REG 350-2	AR 350-1	PEO-EIS TRANSPORTATION INFORMATION SYSTEMS PMO (ITS, DPTMS)	PEO-EIS TRANSPORTATION INFORMATION SYSTEMS PMO	LIFE	5	24	0	0
FORSCOM REG. 55-1	FL REG 350-2		AMC AFFILIATION TEAM FROM TRAVIS AFB (ITS, DPTMS)	NONE	2 YEARS	3	35	9	315



Subquota Matrix Walk Through



- #2: C5 Tracker - Who do you already have trained who will maintain certification throughout FY?**

OIP QUESTION C. 5. - Does the unit have a system for tracking the soldiers (by name and unit) who are trained from each school?

THIS IS AN EXAMPLE OF HOW TO TRACK SOLDIERS WHO ARE TRAINED FROM EACH SCHOOL. DOUBLE CLICK ON EACH TAB BELOW TO INSERT YOUR UNIT.

COURSE	RANK	SOLDIER'S NAME	DATE 888 SUBMITTED	START	END	COMPLETE	MOI REQUIREMENT	RETAINABILITY
Airload Planner **Required Training for Unit Movement Officer/ NCOIC(E-6 and above)	SFC	Mouse, Mickey	25-Dec-14	10-Jan-14	20-Jan-14	20-Jan-14	Primary	1.5 years
							Alternate	
Ammo Manager (TAMIS-R)	S/SG	Doe, John	16-Feb-14	3 Mar 14	Mar 14	3-Mar-14	Primary	1 Year
Ammo Manager (TAMIS-R)	S/SG	Doe, Jane	12-Feb-11	9 Apr 11	Apr 11	10-Apr-11	Alternate	6 mos
Anti-Terrorism (ATO) (E-7 and above)								
ATRRS 101							Primary	
ATRRS 101							Alternate	



ATRRS Utilization Tracker: "SQS Statistics by QTR



- **ITS pulls number Soldiers trained per BDE**
 - Location in ATRRS – how to find it on website
 - Utilize it to compare BDE numbers on Subquota Matrix

SubQuota Source Statistics by Quarter Created on 2011/05/11								
QS:TX School: FT LEWIS TROOP SCHOOLS								
Course	Quarter	Subquotas	Reservations	Inputs	Grads	Noshows	Attritions	
AIRLOAD PLANNER								
CL 001	2010/10/12	1	1	4	5	4	0	1
CL 005	2011/06/07	3	0	1	0	0	0	0
CL 006	2011/08/02	4	3	3	0	0	0	0
AMMO MANAGER (TAMIS-R)								
CL 001	2010/10/04	1	1	6	4	4	2	0
CL 002	2010/11/15	1	1	5	3	3	2	0
CL 003	2010/12/06	1	1	1	1	1	0	0
CL 004	2011/02/07	2	0	3	3	3	0	0
CL 005	2011/04/04	3	1	0	0	0	0	0
CL 006	2011/06/06	3	1	0	0	0	0	0
CL 007	2011/08/08	4	1	0	0	0	0	0
AUTOMATED AIRLOAD PLANNER SYSTEM								
CL 001	2010/10/18	1	2	0	0	0	0	0
CL 002	2010/11/15	1	0	0	2	2	0	0
CL 004	2011/01/10	2	0	2	2	0	0	2
CL 005	2011/01/31	2	0	5	5	5	0	0
CL 008	2011/05/02	3	4	1	1	0	0	0
CL 010	2011/07/11	4	2	0	0	0	0	0
CL 011	2011/08/01	4	5	0	0	0	0	0
BDE/BN CDR/CSM COURSE								
CL 001	2011/02/08	2	3	0	0	0	0	0
CL 002	2011/08/02	4	2	0	0	0	0	0



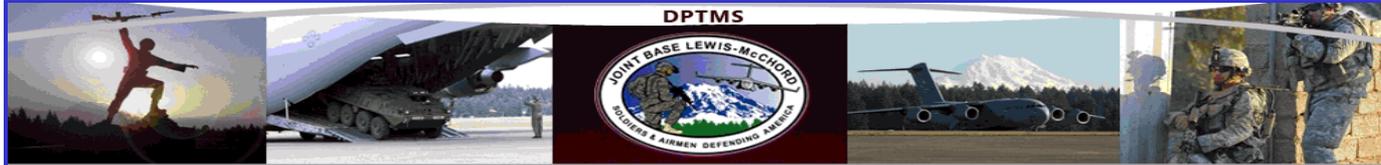
Subquota Timeline



- **Timeline: (I Corps OPORD forthcoming)**
 - **February:** ITS and G3 TRENX meet with ALL Schools NCOs to explain the process **24 Mar 14 Carey Theater 1300-1500**
 - **May:** ITS and G3 TRENX meet with all BDE Schools NCOs for Quota Matrix preparation **8 May 14 BLDG 3201 Room 303, 1300-1500**
 - **May:** ITS and G3 TRENX meet with all BDE Schools NCOs and their Ops SGMs for Quota validation **22 May 14 BLDG 3201 Room 303 0900-1200**
 - **June:** G3 TRENX publishes unit priorities NLT 20 Jun 14
 - **August:** ITS publishes FY15 master schedule



ITS Website

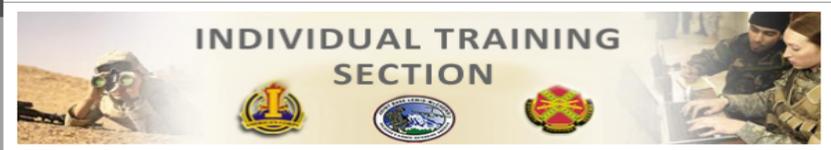


Home Aviation Division Plans & Operations Division Security Division Training Division

- Training Division Home
- Training Support Branch
 - Training Operations
 - Individual Training
 - Installation Ammo
 - Theater Operations
 - Billeting & Logistics
 - Workforce Development

- Training Support Center
- Enterprise Multimedia
- Mission Training Complex
- Range Support & ITAM

DPTMS - Training Division



Welcome to the Individual Training Section (ITS) of the Training Support Branch (TSB)
Is NCO Quota Meeting 24 Mar 14, Carey Theater, 1300-1500. ALL School's NCOs required to att

The Individual Training Section (ITS) provides Installation level support for training military occupational skills (MOS) qualification, professional development, and mission critical functional skills for Service Members and civilians at JBLM. We plan, coordinate, schedule, and oversee the Installation and Service Schools programs and the Digital Training Facility (DTF) programs which house video teleconferencing (VTC) capabilities on JBLM. We also provide individual training support for a six state region of the Northwest per AR 5-9 to USAR, NGB and Local, State and Federal Law Enforcement agencies.

Schools NCOs to be held 24 Mar 14 at Carey Theater 1300-1500.

WEEKLY (THURS.) UPDATED INFO

+ MASTER CALENDAR

+ 6-4-3 ROSTER

The Distance Learning Lab in building 3201, Mon- Fri, 0800-1600. One computer classroom will be designated as the lab daily. Please refer to the schedule below as classrooms and their capacity (25-40seats) may change daily. Anyone wishing to bring a group of Soldiers in must contact the POCs listed below ahead of time to ensure seats are available. Users will be required to do the following:

- Sign in with the ITS POC
- Sign a **computer user agreement**
- Groups will designate a leader who will sign for the classroom
- Individual users sign **classroom user agreement**

I Corps OPORD 225-14

BDE REPS

To improve communications between Installation support and units, ITS has developed BDE Support Representatives for each BDE.

If you have a specific question, your BDE Schools NCO has requested that you contact them first to ensure they are aware of your

BDE Schools NCOs:
 7 ID HHC: 967-1855
 2-2 SBCT: 477-2302
 3-2 SBCT: 966-2713
 4-2 SBCT: 967-5498
 16 CAB: 967-1960
 17 SIFES: 477-4300
 201 BDE: 477-4459
 555 ENG: 966-3592
 42 MP: 967-4415
 62 MED: 477-3030

INDIVIDUAL TRAINING



- CAMPUS MAPS
- BLDG 3201
 - BLDG 3203
 - BLDG 4320
 - BLDG 4320 (parking)
 - BLDG 6238



Provide us with feedback that helps us maintain the quality of excellence you expect. Click on the ICE logo above to rate our services.



Use **iSALUTE** to report information to Army Counterintelligence .



ITS Website



<p>- All will be signed out by the ITS POC ITS POC: Primary: 477-2055, Alternate: 967-2028 *Call POC to get email address for reservations. Schedule: This is a day to day but will be one of the following locations: to 24-28 Bldg 3203 Room 5</p>	<p>593 SB: 477-5688 I Corps HHB: 477-0206 51 SIG: 477-2914 ITS BDE Support Reps I Corps Units: 253-477-2055 7 ID Units: 253-966-0834 Others: 253-967-2515</p>
<p>OTHER INFO & FORMS + SCHOOL ENROLLMENT PROCESS + NON-JBLM SCHOOL ENROLLMENT PROCESS + ITS OPORD 131-14  + ITS COURSE SPECIFIC REQUIREMENT JBLM Form 888</p>	<p>SCHOOLS NCO COURSE It is imperative that all Schools NCOs attend this course prior to being designated a Schools NCO. This course will identify the processes and responsibilities for course enrollments and annual course forecasting. Forecasting is integral in obtaining the number of seats in each course your unit is required to fulfill per Army Regulations. Students will also be trained on the proper procedures for working within the ATRRS system. Classes are held in BLDG 3201 Classrooms DL2 & 3 and BLDG 6238 Classrooms DL5 & 6. 50+ seats are available for each class. Dates are as follows: 9-10 APR 2014, 6-7 AUG 2014.</p>
<p>ANNUAL COURSE FORECASTING (SUBQUOTA MATRIX) Every year, each unit is required to identify how many Service Members they have trained and will keep retainability in each course for the upcoming fiscal year (FY). Once the number of Service Members trained and retainable is identified, the unit can forecast how many seats in each course they will need for the next FY by subtracting that number from the number of Service Members they are required to have trained in each course per regulation. This number is the subquota or the number of seats that unit is requesting in order to meet the regulated training requirements per course. (Number unit is required to have - number trained and will keep retainability through the next FY = subquota). These requirements are pulled from Army Regulations and the unit's M-TOE. + Unit Requirements per Regulation Subquotas are distributed by BDE and entered into the M-TOE. Each unit must have that each Company understands this process in order to accurately capture the unit's need which is compiled into the BDE's request. ITS and G3 TREX will co-host an annual Pre-Subquota Matrix Meeting sometime in March. G3 TREX will publish an OPORD identifying the date, time, location, and that all Schools NCOs down to the company level are required to attend this meeting. ITS will provide a workbook for each unit at this time that lists unit requirements and allows them to input the number of Service Members</p>	<p>CCFSPCC The JBLM CCFS Pre-Command Course trains/educates Company level leaders on their installation specific administrative, property accountability, training management, medical, and Army regulatory (program/policy) responsibilities to enable them to be effective leaders at Joint Base Lewis-McChord (JBLM). JBLM is the pilot program for the Army's newly designed CCFSPCC. This course is divided into a distance learning phase and resident phase. JBLM's senior FORSCOM leadership has identified which of the 19 modules stipulated by the Department of the Army (DA) will be distance learning and which will be taught in class. ITS has created a JBLM CCFSPCC web site that provides students their distance learning and acts as a great resource for JBLM specific information. JBLM CCFSPCC on milSuite. All classes are held in the Museum Training Annex, 36 seats available in each class for the following dates: 7-11 Apr 14 16-20 Jun 14 11-15 Aug 14 POC PHONE: 253-477-2055</p>



ITS Definitions



- **Enrolled** – ***Students are not officially enrolled until the instructor confirms them as present during roll call at the start of the class; Until that time they have a seat reserved in ATRRS***
- **Drops** – ***Students who are enrolled but fail to complete the required hours of training***
 - Typically occurs when students have an appointment and fail to return in time to meet course hours requirement



ITS Definitions



- **No Shows – Student has a seat reserved in ATRRS and fail to attend ANY of the class**
 - Students fail to read the Course Manager email sent to their official military address 2 weeks prior to the start of class which has updated info on their class (ITS Requirements workbook on website)
 - Students fail to be at the correct place at the correct time for roll call and the instructor has already given their seat to those standbys and walk ins who were present at roll call

NOTE: Many students see that class has started and leave the facility. Inform your students to check with the instructor before they leave because the instructor may allow them into the class provided they did not already miss so much time that they fail to meet the required hours.



ITS Definitions



- **Standbys** – ***Student has a seat reserved in ATRRS as a Standby because their info was *input within the 45 day* window prior to start of class***
 - Must be present at roll call
 - All available seats are reserved
 - Students are reserved a seat as a Stand By to fill seats that become available due to No Shows
 - Currently 96% of all Stand Bys become enrolled



Subquota and Seat Utilization



Tracked monthly by Training Division and briefed at the G3/S3 meeting for both I Corps and 7ID, the G3 I Corps at 7ID meetings, the DPTMS Directorate meetings and more

JAN 14 INDIVIDUAL TRAINING SEAT UTILIZATION

UNIT	QUOTA	ENROLLED	QUOTA USE RATE	NO SHOWS	DROPS	SEAT USE RATE
2/2 SBCT	63	57	90%	14	0	75%
3/2 SBCT	22	13	59%	0	1	92%
4/2 SBCT	43	39	91%	13	1	64%
16 CAB	98	59	60%	19	6	58%
17 FiB	35	34	97%	3	0	91%
555 EN	99	32	32%	6	0	81%
593 SB	17	10	59%	1	2	70%
42 MP	50	34	68%	5	1	82%
62 MED	19	47	247%	8	3	77%
201 BfSB	8	21	263%	2	1	86%
51 SIG	10	17	170%	2	0	88%
USASOC	32	28	88%	1	0	96%
OTHER	221	130	59%	28	6	74%
TOTAL	717	521	56%	102	21	76%



6-4-3 Roster & Cancelled Classes



Calendar of all upcoming classes 6-4-3 weeks out. Sent out to all BDE Schools NCOs so they can pass it down to the Company level in order to avoid class cancellation due to low or no enrollments. Each class requires a minimum # of students reserved in ATRRS.

NOTE: 19% of classes were cancelled in January due to low/no enrollments

Yellow- Change To Course Dates/location/number of seats								
Blue- Added Course Dates								
Red- Deleted Courses								
*= Installation hosted MTT								
COURSE	BUILDING/ROOM #	FY	CLASS #	SUSPENSE DATE	START DATE	END DATE	CLOSE DATE	SEATS AVAILABLE
Bus Driver	Bldg 9619 TMP	14	CL 004	18 Oct 13	2 Dec 13	6 Dec 13	18 Nov 13	16
Combat Marksmanship Level I (CMTC)	Bldg B3317	14	CL 002	18 Oct 13	2 Dec 13	12 Dec 13	18 Nov 13	12
Combatives Level I	Bldg R9655, Cook Ave	14	CL 004	18 Oct 13	2 Dec 13	6 Dec 13	18 Nov 13	30
Combatives Level II	Bldg R9655, Cook Ave	14	CL 003	18 Oct 13	2 Dec 13	13 Dec 13	18 Nov 13	18
Defense Travel System - Train the Trainer	Bldg 3201, DL 1	14	CL 005	18 Oct 13	2 Dec 13	6 Dec 13	18 Nov 13	16
Field Sanitation	JBLM North 8D34	14	CL 003	18 Oct 13	2 Dec 13	6 Dec 13	18 Nov 13	40
HAZMAT (AMMO-62-OS) *TECH TRANS OF HAZMAT School	Bldg 3201 Rm 300	14	CL 402	18 Oct 13	2 Dec 13	13 Dec 13	18 Nov 13	40
MEDIC (Table 1-8)	Bldg 9031 MSTC	14	CL 003	18 Oct 13	2 Dec 13	6 Dec 13	18 Nov 13	65
Airload Planner (ICODES)	Bldg 6238 DL 6	14	CL 003	19 Oct 13	3 Dec 13	13 Dec 13	19 Nov 13	25
Equipment Prep	Bldg 6238 DL 5	14	CL 003	19 Oct 13	3 Dec 13	13 Dec 14	19 Nov 13	35
Ammo Handler Certification Course	Bldg 3203 Rm 1A/1B	14	CL 005	21 Oct 13	5 Dec 13	5 Dec 13	21 Nov 13	40
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 003	25 Oct 13	9 Dec 13	10 Dec 13	25 Nov 13	24
Bus Driver	Bldg 9619 TMP	14	CL 005	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	16
CBRN Room Operations Course	BLDG 3201 DL 1	14	CL 002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	16
Combatives Level I	Bldg R9655, Cook Ave	14	CL 005	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	30
MEDIC (Table 1-8)	Bldg 9031 MSTC	14	CL 004	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	65
Post Drivers Training Course VTT	Bldg 3201 DL 3 & Bldg 6238 Rm 5	14	CL 002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	32
Property Book Unit Supply Enhanced (PBUSE)	BLDG 3203 Rm 9	14	CL 002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	24
SAMS-1E Operators Course	Bldg 3203 Rm 7	14	CL 002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	20
Site Exploitation (SE) (CI2C)	Museum Training Annex	14	CL002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	16
Unit Armorer	North Fort BLDG 8D34	14	CL 002	25 Oct 13	9 Dec 13	13 Dec 13	25 Nov 13	40
Med Pros Clerk Training	Bldg 3201 DL 2	14	CL005	26 Oct 13	10 Dec 13	11 Dec 13	26 Nov 13	16
Rear Detachment Leaders Course	BLDG 3201, Rm 401	14	CL 001	14 Sep 13	10 Dec 13	12 Dec 13	15 Oct 13	45
APIMS (Publications)	BLDG 3201, Rm 301	14	CL 002	27 Oct 13	11 Dec 13	11 Dec 13	27 Nov 13	30



Master Calendar – By Course Listings



COURSE	BUILDING/ROOM #	FY	CLASS #	SUSPENSE DATE	START DATE	END DATE	CLOSE DATE	SEATS AVAILABLE
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 001	23 Aug 13	7 Oct 13	8 Oct 13	23 Sep 13	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 002	20 Sep 13	4 Nov 13	5 Nov 13	21 Oct 13	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 003	25 Oct 13	9 Dec 13	10 Dec 13	25 Nov 13	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL010	1 Nov 13	16 Dec 13	17 Dec 13	2 Dec 13	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 004	29 Nov 13	13 Jan 14	14 Jan 14	30 Dec 13	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 005	24 Jan 14	10 Mar 14	11 Mar 14	24 Feb 14	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 006	28 Mar 14	12 May 14	13 May 14	28 Apr 14	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 007	30 May 14	14 Jul 14	15 Jul 14	30 Jun 14	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL 008	25 Jul 14	8 Sep 14	9 Sep 14	25 Aug 14	24
Ammo Manager (TAMIS)	Bldg 3201 Rm 202	14	CL009	6 Sep 13	21 Oct 13	22 Oct 13	7 Oct 13	24
TOTALS			09					240
Anti-Terrorism (ATO)* School Code 191	Bldg 3203 Rm 1A&1b	14	CL 702	13 Sep 13	28 Oct 13	1 Nov 13	14 Oct 13	30
Anti-Terrorism (ATO)* School Code 191	Bldg 3203 Rm 1A&1b	14	CL 771	28 Mar 14	12 May 14	16 May 14	28 Apr 14	40
TOTALS			02					70
ARIMS/Publications	BLDG 3201 RM 301	14	CL 001	1 Sep 13	16 Oct 13	16 Oct 13	2 Oct 13	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 002	6 Oct 13	20 Nov 13	20 Nov 13	6 Nov 13	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 003	27 Oct 13	11 Dec 13	11 Dec 13	27 Nov 13	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 004	24 Nov 13	8 Jan 14	8 Jan 14	25 Dec 13	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 005	29 Dec 13	12 Feb 14	12 Feb 14	29 Jan 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 006	26 Jan 14	12 Mar 14	12 Mar 14	26 Feb 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 007	2 Mar 14	16 Apr 14	16 Apr 14	2 Apr 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 008	30 Mar 14	14 May 14	14 May 14	30 Apr 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 009	27 Apr 14	11 Jun 14	11 Jun 14	28 May 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 010	25 May 14	9 Jul 14	9 Jul 14	25 Jun 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 011	29 Jun 14	13 Aug 14	13 Aug 14	30 Jul 14	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 012	3 Aug 14	17 Sep 14	17 Sep 14	3 Sep 14	20
TOTALS			12					240



Master Calendar – By Date Listings



COURSE	BUILDING/ROOM #	FY	CLASS #	SUSPENSE DATE	START DATE	END DATE	CLOSE DATE	SEATS AVAILABLE	Cancelled Due Low Enrollments	Seats Cancelled Due Low Enrollments
Unit Armorer Refresher Course	North Fort BLDG 8D34	14	CL 005	24 Jan 14	10 Mar 14	11 Mar 14	24 Feb 14	20	x	20
ARIMS/Publications	BLDG 3201 RM 301	14	CL 006	26 Jan 14	12 Mar 14	12 Mar 14	26 Feb 14	20		
Med Pros/e-Profile Leader Training Course	Bldg 3201 DL 2	14	CL007	28 Jan 14	14 Mar 14	14 Mar 14	28 Feb 14	16		
Test Measure & Diagnostic Equipment (TMDE)	BLDG 3203 Rm 7	14	CL 006	28 Jan 14	14 Mar 14	14 Mar 14	28 Feb 14	24		
Field Sanitation*	BLDG 3203 1A & 1B	14	CL 006	1 Feb 14	18 Mar 14	21 Mar 14	4 Mar 14	40		
Airload Planner (ICODES)	Bldg 6238 DL6	14	CL 005	1 Feb 14	18 Mar 14	28 Mar 14	4 Mar 14	25		
Equipment Prep	Bldg 6238 DL5	14	CL 005	1 Feb 14	18 Mar 14	28 Mar 14	4 Mar 14	35		
Minehound/VMR2 (CI2C)	Museum Training Annex	14	CL003	1 Feb 14	18 Mar 14	21 Mar 14	4 Mar 14	16		
JPAS Training	CONTACT SECURITY DIV	14	CL 004	2 Feb 14	19 Mar 14	19 Mar 14	5 Mar 14	20		
PSI Processing Course	CONTACT SECURITY DIV	14	CL 003	2 Feb 14	19 Mar 14	19 Mar 14	5 Mar 14	20		
Ammo Handler Certification Course	Bldg 3201 Rm 300	14	CL 012	3 Feb 14	20 Mar 14	20 Mar 14	6 Mar 14	40		
PBUSE Automatic Identification Technology (AIT) Course (PBUSE AIT)	BLDG 3203 Rm 9	14	CL 008	3 Feb 14	20 Mar 14	20 Mar 14	6 Mar 14	10		
PBUSE Automatic Identification Technology (AIT) Course (PBUSE AIT)	BLDG 3203 Rm 9	14	CL 009	4 Feb 14	21 Mar 14	21 Mar 14	7 Mar 14	12	x	12
Property Book Level Enhanced (PBE)	BLDG 3203 Rm 9	14	CL 003	7 Feb 14	24 Mar 14	28 Mar 14	10 Mar 14	24		
Defense Travel System - Train the Trainer	Bldg 3201, DL 2	14	CL 012	7 Feb 14	24 Mar 14	28 Mar 14	10 Mar 14	16		
Bus Driver	Bldg 9619 TMP	14	CL 013	7 Feb 14	24 Mar 14	28 Mar 14	10 Mar 14	16		
CBRN Room Operations Course	BLDG 3201 DL 1	14	CL 005	7 Feb 14	24 Mar 14	28 Mar 14	10 Mar 14	24		
Combatives Level II	Bldg R9655, Cook Ave	14	CL 007	7 Feb 14	24 Mar 14	4 Apr 14	10 Mar 14	18		
Rear Detachment Leaders Course	BLDG 3201,Rm 401	14	CL 002	8 Feb 14	25 Mar 14	27 Mar 14	11 Mar 14	45		
Bus Driver	Bldg 9619 TMP	14	CL 014	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	16		
Master Driver VTT JBLM ONLY	Bldg 6238 DL 5 & 6*	14	CL 006	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	32		
Post Drivers Training Course VTT	Bldg 3201 DL 1	14	CL 005	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	16		
Property Book Unit Supply Enhanced (PBUSE)	BLDG 3203 Rm 9	14	CL 006	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	24		
SAMS-1E Operators Course	Bldg 3203 Rm 7	14	CL 006	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	20		
Unit Armorer	North Fort BLDG 8D34	14	CL 007	14 Feb 14	31 Mar 14	4 Apr 14	17 Mar 14	40		
	TOTAL CLASSES		44				TOTALS	969	04	80
	2 QTR TOTALS		134					5167	24	



Schools NCO Course



- ***Attend prior to being designated a Schools NCO***
- ***Processes and responsibilities:***
 - Course enrollments
 - Annual seat forecasting
- ***Proper procedures for working within the ATRRS system***
- ***BLDG 3201 Classrooms DL2 & 3 and BLDG 6238 Classrooms DL5 & 6***
 - 50+ seats are available for each class.
- ***Dates: 9-10 APR 2014, 6-7 AUG 2014.***



Questions?