



REPLY TO
ATTENTION OF:

**DEPARTMENT OF THE ARMY
HEADQUARTERS 15TH REGIMENTAL SIGNAL BRIGADE
606 BARNES AVENUE
FORT GORDON, GEORGIA 30905**

ATZH-TB

22 January 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter 27: Initial Entry Training (IET) Cadre Training Requirements

1. REFERENCES: TRADOC Regulation 350-6, Initial Entry Training (IET) Policies and Administration Command and Control, 7 November 2013

2. PURPOSE: To provide command guidance regarding the training requirements for all Cadre assigned or attached to the 15th Regimental Signal Brigade (RSB).

3. Cadre members are defined as all military or civilian personnel who command, supervise, instruct, train, or directly support IET Soldiers. Former Drill Sergeants and Cadre/Support personnel returning to IET positions after being out of the IET environment for more than 24 months will attend the appropriate training course.

4. IET leader and cadre training courses provide Commanders (CDR), Command Sergeant's Major (CSM), First Sergeants (1SG), Platoon Sergeants (PSG) and other Cadre with the knowledge and skills needed to prepare the Soldiers for their first unit of assignment. All personnel must complete the appropriate leader or cadre training course prior to, but NLT 30 days after, assuming their duties. The following is a brief description of each Cadre Training Course.

a. The TRADOC IET Brigade/Battalion Pre-Command Course (TPCC) is required for all IET Brigade and Battalion Commanders and CSMs. The Deputy Commanding General-Initial Military Training (DCG-IMT) is the waiver approval authority for Commanders and CSMs that do not attend the PCC prior to assuming their duties. Objectives are for Commanders and CSMs to understand the physical, intellectual, and emotional transformation of Soldiers during the IET process and their responsibility to lead the transformation process.

b. The IET Company Commander/First Sergeant Course (CCFSC) is required for all IET Company Commanders and First Sergeants. The Brigade Commander is the waiver approval authority for all Company Commanders and First Sergeants that do not attend CCFSC prior to assuming IET duties. This course provides future Company Commanders and First Sergeants with training and educational experience beyond the basic Cadre Training Course.

FOR OFFICIAL USE ONLY

ATZH-TB

SUBJECT: Policy Letter #27: Initial Entry Training (IET) Cadre Training Requirements

c. All Noncommissioned Officers (NCO) selected for Advanced Individual Training Platoon Sergeant (AIT PSG) duty will attend and graduate from the AIT PSG course prior to assuming AIT PSG duties. AIT PSGs are also required to attend the Master Resilience Trainers course (MRTC) in conjunction with the AITPSGC. The AITPSG course provides future AITPSGs the knowledge and skills needed to replicate the operational Army's mission command structure and environment in an AIT unit.

d. The IET Cadre Training Course is one week long and is taught locally. The CTC provides Brigade/Battalion staff officers and senior NCOs, Squad Leaders, Instructors, and Training NCOs assigned to IET with information required to help facilitate the IET transformation process.

e. IET Support Cadre Training Course (SCTC) is a two-day course and taught locally. Cadre assigned to IET support activities or support positions in training units attend the SCTC to become familiar with the specific rules and challenges associated with the IET environment.

f. The IET Installation Staff and Contractor Training Course (ISCTC) is a three-hour course that is taught locally. Personnel assigned to IET installation-level support activities are required to attend the ISCTC to become familiar with TRADOC IET rules and regulations.

5. Further information concerning required attendance of each course found in Enclosure 1(IET Leader and Cadre Program/Training Matrix).

6. POC for this inspection is Mr. Dell Beam at (706) 791-9755 or ellsworth.d.beam.civ@mail.mil.


MARCUS A. REESE
COL, SC
Commanding

Encl
Training Matrix

DISTRIBUTION:

CDR, 369th Signal Battalion
CDR, 442nd Signal Battalion
CDR, 551st Signal Battalion
CDR, OTD-Gordon
CDR, HHC 15th Regimental Signal Brigade

ATZH-TB

SUBJECT: Policy Letter #27: Initial Entry Training (IET) Cadre Training Requirements

IET Leader and Cadre Training matrix

Brigade and Battalion level positions	PCC	CCFSC	CTC	SCTC	ISCTC	AITPSGC
Commanders	X					
Executive Officers			X			
CSMs	X					
Staff officers			X			
Chaplains			X			
Staff NCOICs (SFC through SGM)			X			
Operations NCOs (SFC through SGM)			X			
Brigade and Battalion Level positions	PCC	CCFSC	CTC	SCTC	ISCTC	AITPSGC
Staff Clerks (personnel, security, plans and operations, supply, communications)				X		
Chaplain assistants				X		
Dining Facility Employees					X	
AAFES Clerks					X	
Company Level Positions	PCC	CCFSC	CTC	SCTC	ISCTC	AITPSGC
Company Commanders		X	X			
Company Executive Officers			X			
ISGs		X				
Training NCOs			X			
PSGs						X
Squad Leaders			X			
Unit Armorers				X		
Unit Supply personnel				X		
School & Center Positions	PCC	CCFSC	CTC	SCTC	ISCTC	AITPSGC
School Commandants (COL and CSM)	X					
Deputy Commandants and Department Sergeants Major			X			
Military IET Instructors (Officers and Enlisted)			X			
DOD/DA Civilian IET Primary Instructors			X			
Contracted Civilian IET Primary Instructors				X		
IET Training Developers				X		
Training Center IG/Deputy IG			X			
Installation Agencies	PCC	CCFSC	CTC	SCTC	ISCTC	AITPSGC
<u>The following personnel include, but are not limited to:</u>						
Installation staff/personnel					X	
Medical personnel					X	
Dental personnel					X	
Contract personnel					X	
CIF/central issue facility employees					X	