



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY FINANCIAL MANAGEMENT SCHOOL
10,000 HAMPTON PARKWAY
FORT JACKSON, SC 29207-7025

ATSG-FMS

29 August 2016

MEMORANDUM FOR Financial Management Captains' Career Course Students

SUBJECT: FMCCC Welcome Letter

1. On behalf of the Commandant, US Army Financial Management School, welcome to Fort Jackson and the Financial management Captains' Career Course (FMCCC). Congratulations on reaching this milestone in your career. The course is challenging and professionally rewarding.
2. Prior to the start of FMCCC, you must complete the following:
 - a. The Multi Source Assessment and Feedback (MSAF) survey. Initiate at least 30 days prior to your PCS move. Provide respondents at least 30 days to complete. The survey is available at <https://www.msaf.army.mil>.
 - b. The designated distance learning (dL) GFEBs courses (15) through the Army Learning Management System (ALMS). See PowerPoint titled "FMCCC GFEBs" for the list of required courses to complete and "How to access ALMS" for step-by-step instructions on how to access the course material through AKO.
 - c. You are highly encouraged to join or follow the Army Financial Management Milbook at the following link: <https://www.milsuite.mil/book/community/spaces/afms>
3. Reporting.
 - a. Initial arrival to Fort Jackson. All incoming students reporting during normal duty hours (0830-1700, Monday-Friday) are to report to Echo Company, 369th Adjutant General Battalion, located inside the Soldier Support Institute at 10,000 Hampton Parkway, in the Adjutant General School wing on the second floor, room 2044.
 - b. All students that report after normal duty hours are to sign in at the IHG Army Hotel, Fort Jackson Inn, located at 7550 Benning Road (even if you are not staying on-post) and have the front desk day-stamp your orders showing the date/time you arrived to Fort Jackson. When you report to E Co, 369th AG BN the next working/duty day, the cadre will sign you in effective the day that lodging stamped your orders. For additional information, visit the Fort Jackson Home Page for newly assigned Soldiers at <http://www.jackson.army.mil/NewAssigned/assigned.htm>.
 - c. You should arranged to arrive at least 10 days in advance to make housing arrangements, to accept delivery of household goods, and to complete in-processing before class starts. Once the course begins there is very little free time scheduled to complete your relocation. The first nine weeks consists of Common Core

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curriculum. Expect to have at least two hours of reading every evening and at least one major assignment due (paper/brief) every week. The only authorized absence throughout the duration of the course is emergency leave, which instructors will manage on a case-by-case basis.

- d. A schedule for the week will be provided at sign in. On the first day of in-processing report in the Army Combat Uniform (ACU). See the schedule below.

Report in Army Combat Uniform (ACU)		
When	What	Where
800	CIF Issue	12650 Jackson Blvd - CIF Bldg.
930	MILPAY	Bldg. 10000 SSI-FMS Wing RM 408
1030	SSI G8 - GTC	Bldg. 10000 SSI-FMS Wing RM 408
1200	Lunch	On your own
1300	369th BN CMD Brief	Bldg. 10000 SSI-FMS Wing RM 408
1400	ACS/AER Welcome Brief	Bldg. 10000 SSI-FMS Wing RM 408
1500	Personnel (DD93, SGLI)	Bldg. 10000 SSI-FMS Wing RM 408
1600	SARC Briefing	Bldg. 10000 SSI-FMS Wing RM 408

- e. Bring the following documents with you for the first day of “group” in processing:

- 10 copies of your orders
- DD Form 93 (Record of Emergency Data)
- SGLV documentation
- Finance documents (leave form signing out and in, hotel receipts, etc.)
- Birth certificates (Children)
- Marriage certificate
- BAH waiver approval (as applicable)
- Army Accident Avoidance Certificate. Go to the following site and follow the instructions:

<https://safety.army.mil.training/ARMYACCIDENTAVOIDANCECOURSE/tabid/982/Default.aspx>.

4. Academic Start Date is TBD. Report at 0600 to Echo Company, Orderly Room (#2044), Building 10,000 in the Army Physical Fitness Uniform for an official weigh-in. Coming to the course unable to pass an APFT and meet height/ weight requirements is unacceptable and grounds for dismissal from the course. At 0830, report to room 408 (Blue Room) in the ACU/OCP uniform ready to begin class.
5. Ensure you have your Army Service Uniform (ASU) accessible for the first week of class (female officers will wear ASU trousers with low quarters). Be prepared to wear our ASUs during the first week of the course. Ensure your ASUs fit properly and that you have all the appropriate ribbons and awards. For branch transfer officers, you will now wear the Finance shoulder boards, Finance colored piping on sleeves, Finance branch insignia, and the Finance Regimental Crest.

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6. Routine Absences. We do not grant absences for TDY, passes, leaves, conferences, conventions or special projects. Only the course director may approve routine absences from class. We generally do not approve absences for recreational or social events. Additionally, we do not approve absences to get a head start on or lengthen a weekend. Geographical bachelorhood is not a reason to miss class.
 - a. AR 600-8-10, Leaves and Passes, governs all absences.
 - b. Ordinary Leave. We do not grant regular leave during scheduled periods of instructions.
 - c. Passes. We will grant passes as long as they do not interrupt course events or result in missed classes.
 - d. We reserve emergency leave procedures for situations meeting the requirements of AR 600-8-10.
 - e. Absence from instruction. Students must obtain advance permission for excusal from scheduled instruction. Course director/SGL, in coordination with instructors, may normally approve absences from class of 2 hours or less.

NOTE: Do not purchase any tickets (e.g., airline, concert, sports events, etc.) or make non-refundable deposits or reservations until you have fully coordinated your absence and received final approval. ***Even though we publish schedules in advance, they may change and without a previously approved absence, you may lose money.*** Use of “I’ve already purchased my tickets” is not a valid reason for excusal from instruction.
7. Echo Company will conduct an APFT within the first week of your arrival for all incoming FMCCC Students. I encourage you to come to FMCCC physically fit and prepared. Those with permanent profiles will bring copies of their profiles and submit to Echo Company and FMCCC cadre upon in-processing. Those on temporary profile cannot enroll into FMCCC. Please read the attached Army Directive 2012-20 (Physical Fitness and Height and Weight Requirement for Professional Military Education).



Army Directive
2012_20.pdf

8. Please read the Soldier Support Institute (SSI) Regulation 350-11, Student Dispositions, dated 1 September 05.



Student
Dispositions.pdf

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9. We look forward to meeting you and stand ready to assist you in any way possible as you proceed to Fort Jackson. Feel free to contact MAJ Edward Abrahamson at (803) 751-2016 / DSN 734-2016 or MAJ Christina Logan at (803) 751-8602 / DSN 734-8602 or by email: Edward.v.abrahamson.mil@mail.mil or Christina.I.logan.mil@mail.mil.

//ORIGINAL SIGNED//
BOBBY H. DAVIS
LTC, FI
Director of Training

(s) "You may apply for a Common Access Card (CAC) based in the effective date you will enter Active Duty (AD) identified in your orders which authorizes full benefits and entitlements for yourself and dependents to include medical care in Civilian and Uniformed Services medical facilities. Transition from your current duty station to AD are not processed in advance of your date of commission or accession date. The Defense Manpower Data Center data base should be updated within two working days of your AD accession date enabling CAC issuance and access to the full range of AD benefits. If you are having trouble receiving your RC ID Card or AD CAC, you will need to FAX a copy of your active duty orders and your DA FM 71 to 502-613-9535 or email USARMY.KNOX.HRC.MBX.TAGD-DEERS@MAIL.MIL Please allow a minimum of 48-72 hours for a response to your email address provided in your inquiry".

ALARACT 078/2013

DTG: R 011503Z APR 13

THIS MESSAGE HAS BEEN TRANSMITTED BY USAITA ON BEHALF OF//DAMO-TRI//

SUBJECT: U. S. ARMY SOLDIER SUPPORT INSTITUTE TRAINING TRAVEL GUIDANCE

REFERENCES:

A. MEMORANDUM, DAMO-TRI, 2 JUNE 2008, WITH ENCLOSURE, SUBJECT: INSTITUTIONAL TRAINING DIRECTED LODGING AND MEAL POLICY.

B. ALARACT (018/2010), MESSAGE 152022Z JAN 10, SUBJECT: TRAINING TRAVEL POLICY.

C. DA MSG, DAMO-TRI, 032043Z FEB 12, SUBJECT: PRIVATIZATION OF ARMY LODGING (PAL).

1. THE INTENT OF THIS MESSAGE IS TO PROVIDE POLICY, ADMINISTRATIVE AND FUNDING GUIDANCE IN THE EXECUTION OF ARMY MILITARY PERSONNEL TEMPORARY DUTY/ACTIVE DUTY FOR TRAINING (TDY/ADT) ORDERS, HOUSING (E.G., BARRACKS AND GOVERNMENT PROVIDED LODGING) AND LOGISTICS SUBSISTENCE GUIDANCE FOR THOSE ATTENDING SELECTED INSTITUTIONAL TRAINING UNDER THE PURVIEW OF THE US ARMY SOLDIER SUPPORT INSTITUTE (USASSI), FORT JACKSON, SC.

2. REFERENCE A IS EFFECTIVE WITH THE TRANSFER OF OWNERSHIP FROM GOVERNMENT ARMY LODGING TO REST EASY, LLC UNDER INTERCONTINENTAL HOTELS GROUP (IHG) ON 1 MAY 2013. GUIDANCE DOES NOT APPLY TO NON-PRIOR SERVICE (NPS) OR PRIOR SERVICE (PS) ENLISTEES ATTENDING INITIAL SKILLS TRAINING (E.G., BASIC COMBAT TRAINING AND ADVANCED INDIVIDUAL TRAINING (AIT) OR NPS/PS AIT FOLLOW-ON TRAINING), TRAINING EXECUTED IN A PERMANENT CHANGE OF STATION STATUS OR OVERSEAS CONTINGENCY OPERATIONS (OCO) COURSES AND SELECTED U.S. ARMY RECRUITING COURSES.

3. SOLDIERS ATTENDING TRAINING IN A TDY/ADT STATUS NOT COVERED UNDER THE PURVIEW OF THIS MESSAGE WILL REQUIRE LODGING AND MEAL REIMBURSEMENT AS AUTHORIZED BY THE ORDER ISSUING OFFICIAL.

4. THE HQDA, G-37/TR GOAL IS TO MAXIMIZE THE USE OF HOUSING (BARRACKS AND LODGING) ON FORT JACKSON FOR TDY/ADT SOLDIERS. SOLDIERS ATTENDING BELOW COURSES WILL REPORT TO IHG LODGING, BUILDING 7550 FOR A ROOM ASSIGNMENT.

- 4.A. SCHOOL CODE 805A.
- 4.A.1. FINANCIAL MANAGEMENT OFFICER (BRANCH QUAL) (BQ).
- 4.A.2. FINANCIAL MANAGEMENT BASIC OFFICER LEADER COURSE (BOLC).
- 4.A.3. FINANCIAL MANAGEMENT CAPTAINS CAREER COURSE (CCC), PHASES 1 AND 3.
- 4.A.4. FINANCIAL MANAGEMENT PRE-COMMAND.
- 4.A.5. GFEBs COST MANAGEMENT.
- 4.A.6. GFEBs FINANCIALS.
- 4.A.7. PRINCIPLES OF COST ACCOUNTING AND MANAGEMENT.
- 4.A.8. INTERMEDIATE COST ACCOUNTING AND MANAGEMENT.
- 4.A.9. PLANNING, PROGRAMMING, BUDGETING, EXECUTION SYSTEM.

- 4.B. SCHOOL CODE 805B.
- 4.B.1. CAREER COUNSELOR.
- 4.B.2. RECRUITING PRE-COMMAND.
- 4.B.3. TRANSITION NCO.

- 4.C. SCHOOL CODE 805C.
- 4.C.1. ADJUTANT GENERAL BOLC.
- 4.C.2. ADJUTANT GENERAL CCC, PHASES 1 AND 3.
- 4.C.3. HUMAN RESOURCES TECHNICIAN WARRANT OFFICER ADVANCED COURSE (WOAC).
- 4.C.4. HUMAN RESOURCES TECHNICIAN WOAC, PHASES 1 AND 2.
- 4.C.5. ADJUTANT GENERAL PRE-COMMAND.
- 4.C.6. BRIGADE S-1 OPERATIONS.
- 4.C.7. HUMAN RESOURCES PLANS AND OPERATIONS.
- 4.C.8. HUMAN RESOURCE MANAGEMENT QUALIFICATION, PHASE 2.
- 4.C.9. HUMAN RESOURCES TECHNICIAN WO BASIC COURSE (WOBC).
- 4.C.10. EXECUTIVE ADMINISTRATIVE ASSISTANT (SFC AND ABOVE).
- 4.C.11. POSTAL SUPERVISOR (SFC AND ABOVE).
- 4.C.12. POSTAL OPERATIONS (SFC AND ABOVE).
- 4.C.13. POST OPERATIONS, PHASE 1 (SFC AND ABOVE).

- 4.D. SCHOOL CODE 604.
- 4.D.1. RECRUITING SENIOR LEADER COURSE (SLC).
- 4.D.2. RETENTION SLC.
- 4.D.3. HUMAN RESOURCES SPECIALIST ADVANCED LEADER COURSE (ALC).
- 4.D.4. HUMAN RESOURCES SLC.
- 4.D.5. FINANCIAL MANAGEMENT TECHNICIAN ALC.
- 4.D.6. FINANCIAL MANAGEMENT SLC.
- 4.D.7. CHAPLAIN ASSISTANT ALC, PHASE 2.
- 4.D.8. CHAPLAIN ASSISTANT SLC, PHASE 2.

5. THE COST OF GOVERNMENT PROVIDED LODGING, WHETHER ON-POST OR OFF-POST, WILL BE AT NO COST TO SOLDIER. SOLDIERS ASSIGNED TO OFF-POST

CONTRACTED HOTELS MAY BE RECALLED TO ON-POST FACILITIES BY THE GOVERNMENT. DURING CHECK-IN, SOLDIERS WILL BE NOTIFIED, IN WRITING, OF THE DATE OF RECALL, IF AVAILABLE, FROM OFF-POST GOVERNMENT PROVIDED LODGING. THE SOLDIERS' MOVEMENT WILL ONLY OCCUR ONCE, BE SCHEDULED FOR A WEEKEND OR HOLIDAY AND ONLY WHEN THE REMAINDER OF THE STAY EXCEEDS FOURTEEN DAYS. RECALL TO ON-POST GOVERNMENT PROVIDED LODGING IS MANDATORY AND NOT WAIVED.

6. THE U. S. ARMY MISSION INSTALLATION CONTRACTING COMMAND (MICC), FORT JACKSON WILL BE RESPONSIBLE FOR AWARD AND ADMINISTRATION OF OFF-POST CONTRACTS FOR COMMERCIAL LODGING PER POLICIES AND PROCEDURES AS SPECIFIED IN THE FEDERAL ACQUISITION REGULATION (FAR).

7. SOLDIERS ATTENDING FINANCIAL MANAGEMENT TECHNICIAN (36B10) AND HUMAN RESOURCES SPECIALIST (42A10) COURSES IN A TDY/ADT STATUS WILL REPORT TO BUILDING 2245 FOR IN PROCESSING AND ASSIGNMENT TO BARRACKS.

8. SOLDIERS ATTENDING THE FOLLOWING COURSES IN GRADES SSG AND BELOW WILL REPORT TO BUILDING 2245 FOR IN PROCESSING AND ASSIGNMENT TO BARRACKS:

8.A. EXECUTIVE ADMINISTRATIVE ASSISTANT (510-ASIE3)

8.B. POSTAL SUPERVISOR (7A-SI4J/500-ASIF4).

8.C. POSTAL OPERATIONS (7C-SI/ASI4J/500-ASIF5).

8.D. POSTAL OPERATIONS (7C-SI/ASI4J/500-ASIF5), PHASE 1

9. SOLDIERS ATTENDING COURSES IDENTIFIED IN PARAGRAPHS SEVEN AND EIGHT THAT REPORT ON OR AFTER 1 MAY 2013 WILL BE DIRECTED GOVERNMENT MEALS AT NO COST TO THE SERVICE MEMBER SEVEN DAYS PER WEEK.

10. SOLDIERS REPORTING ON OR AFTER 1 MAY 2013 WILL BE DIRECTED GOVERNMENT MEALS WEEKDAYS AT NO COST TO THE SERVICE MEMBER WITH FULL MEAL PER DIEM ON WEEKENDS AND FEDERAL HOLIDAYS FOR BELOW COURSES:

10.A. FINANCIAL MANAGEMENT OFFICER BASIC QUALIFICATION (BQ).

10.B. FINANCIAL AND ADJUTANT GENERAL BOLCS.

10.C. FINANCIAL AND ADJUTANT GENERAL CCC, PHASES 1 AND 3.

10.D. WOBC AND WOAC COURSES.

10.E. ALC AND SLC COURSES.

11. SOLDIERS ATTENDING ALL OTHER COURSES WILL BE AUTHORIZED FULL MEAL PER DIEM.

12. THE SENDING COMMAND IS RESPONSIBLE TO EDUCATE/BRIEF SOLDIERS ON TRAVEL ENTITLEMENTS/AUTHORIZATIONS. TRAINING TRAVEL ORDERS PUBLISHED

BEFORE LODGING TRANSFER WILL NOT BE AMENDED. SOLDIERS WILL BE DIRECTED TO SETTLE THEIR ARMY LODGING ACCOUNT BEFORE THE TRANSFER BECOMES EFFECTIVE NO LATER THAN 28 APRIL 2013. GROUP RESERVATIONS WILL BE MADE FOR THOSE WITH A CONFIRMED ATRRS R RESERVATION BY USASSI, G-3 IN COORDINATION WITH IHG LODGING. SOLDIERS WILL CONFIRM THEIR ROOM RESERVATION BY CALLING (803) 782-9802 BEFORE TRAVEL COMMENCES. CERTIFICATION OF NON-AVAILABILITY WILL NOT BE ISSUED.

13. TRAINING TRAVEL ORDERS WILL NOT BE ISSUED IN THE FOLLOWING CIRCUMSTANCES:

13.A. WHEN ASSIGNED OR WITH DUTY AT THE TRAINING LOCATION.

13.B. WHEN TRAINING LOCATION AND UPCOMING PERMANENT CHANGE OF STATION (PCS) IS THE SAME. SOLDIER MUST PCS TO INSTALLATION BEFORE COURSE OF INSTRUCTION BEGINS.

13.C. WHEN TRAINING LOCATION AND LOSING LOCATIONS ARE THE SAME. SOLDIER MAY NOT PCS UNTIL TRAINING IS COMPLETED.

13.D. WHEN TRAINING IS CONDUCTED IN A PCS STATUS.

13.E. WHEN IN AN ATRRS "WAIT" STATUS.

14. SOLDIERS IN A TDY/ADT STATUS MAY NOT REPORT EARLY TO THE TRAINING BASE EXCEPT FOR ACTIVE COMPONENT FINANCE AND ADJUTANT GENERAL BASIC OFFICER LEADER COURSE (BOLC) STUDENTS. TRAINING ACTIVITIES ARE NOT AUTHORIZED TO DIRECT EARLY ARRIVAL ON CLASS REPORT DATE. CLASS REPORT DATE IS A TRAVEL DAY. SOLDIERS HAVE UNTIL 2400 HOURS ON REPORT DATE TO ARRIVE. DUAL-MILITARY PERSONNEL WHO ELECT TO ATTEND THE SAME COURSE/CLASS ARE NOT AUTHORIZED SEPARATE ACCOMMODATIONS. EXCEPTIONS TO THIS POLICY MUST BE ADDRESSED TO HQDA, G-3/5/7, INSTITUTIONAL TRAINING DIVISION BEFORE EXECUTION OF TRAVEL. DEPENDENTS/FAMILY MEMBERS OF TDY/ADT STUDENTS ARE PROHIBITED AT THE TDY SITE EXCEPT BY INVITATION OF THE COMMANDANT DUE TO CONSTRAINED ACCOMMODATIONS/SERVICES.

15. COMMANDS MAY AUTHORIZE RENTAL CARS FOR THOSE WHO FLY EXCEPT FOR THOSE YOUNGER THAN 21 YEARS OF AGE. SOLDIERS MUST BE 21 AND HAVE A CREDIT CARD TO RENT A CAR IN THE STATE OF SOUTH CAROLINA. TAXI SERVICES ARE AVAILABLE FROM THE COLUMBIA METROPOLITAN AIRPORT AND FORT JACKSON.

16. THE DIRECTORATE OF LOGISTICS PROVIDES GOVERNMENT TRANSPORTATION FOR THOSE ATTENDING MOS AIT TRAINING. THEREFORE, IN AND AROUND MILEAGE FOR SOLDIERS WHO POV AND ATTEND 36B10 AND 42A10 WILL NOT BE AUTHORIZED SINCE GOVERNMENT TRANSPORTATION IS PROVIDED. ALL OTHER SOLDIERS MAY BE APPROVED UP TO:

16.A. EIGHT MILES PER DAY IF LODGED ON-POST.

16.B. TWENTY MILES PER DAY IF LODGED OFF-POST.

17. THE USA SSI, G-3 REPRESENTATIVE WILL BE RESPONSIBLE FOR THE IDENTIFICATION OF RESPECTIVE LODGING REQUIREMENTS, OFF-POST LODGING RESERVATIONS/AUTHORIZATIONS AND INVOICE VALIDATION PROCEDURES.

18. THE FUNDS TO SUPPORT THE CENTRALIZED PAYMENT OF ON-POST LODGING COSTS WILL BE ALLOCATED TO THE USA CORPS OF ENGINEERS (USACE) BY HQDA, G-37/TR, USARC, AND DIRECTOR, ARNG. SOLDIERS' LODGING WILL BE FUNDED FROM REPORT DATE TO CLASS END DATE EXCEPT FOR ACTIVE COMPONENT (AC) BOLC STUDENTS CALLED TO IMMEDIATE ACTIVE DUTY IN A TDY STATUS. LODGING FOR THESE STUDENTS WILL BE PAID FROM ARRIVAL DATE TO CLASS END DATE. THE USACE WILL ADMINISTER FUNDS VIA IN-LICENSE AGREEMENTS FOR EACH COMPONENT.

19. THE FUNDS TO SUPPORT THE CENTRALIZED PAYMENT OF AC OFF-POST LODGING COSTS, IF REQUIRED, WILL BE ALLOCATED TO TRADOC BY HQDA, G-37/TR. FUNDING TO SUPPORT THE RESERVE COMPONENTS (RC) OFF-POST REQUIREMENTS REMAINS THE RESPONSIBILITY OF THE USARC AND DIRECTOR, ARNG. THE RC FUNDS WILL BE ISSUED UTILIZING A MILITARY INTERDEPARTMENTAL PROCUREMENT REQUEST.

20. THE PAYMENT OF SOLDIERS OFF-POST LODGING COSTS, IF REQUIRED, WILL BE ADMINISTERED BY USA SSI, G-8. PAYMENT WILL BE MADE UTILIZING THE GOVERNMENT PURCHASE CARD. TO ENSURE PROPER ROUTING OF CONTRACT TRANSACTIONS ARE PAID WITH THE PURCHASE CARD, WIDE AREA WORK FORCE (WAWF) WILL USE THE CODE "CRCARD" TO IDENTIFY THE PAYING OFFICE (E.G., BLOCK 12 OF THE STANDARD FORM 26). ANY POTENTIAL UNFINANCED REQUIREMENT MUST BE REPORTED TO APPLICABLE COMPONENT FOR FUNDING ADJUDICATION.

21. VALIDATION OF THE LODGING INVOICES IS A MANDATORY REQUIREMENT AND IS THE SOLE RESPONSIBILITY OF THE USA SSI, G-3. ADEQUATE INTERNAL CONTROLS MUST BE IN PLACE TO VALIDATE THE CENTRALIZED BILLING PROCESS. VALIDATION OF ON-POST LODGING MUST BE DONE IN COORDINATION WITH USACE. PERIODIC AUDITS WILL BE DONE TO EVALUATE THE ADEQUACY OF INTERNAL CONTROLS.

22. THE FUNDS TO SUPPORT THE CENTRALIZED PAYMENT OF SUBSISTENCE REQUIREMENTS WILL BE ALLOCATED TO ARMY MATERIEL COMMAND (AMC) BY HQDA, G-37/TR, USARC AND DIRECTOR, ARNG, RESPECTIVELY. SOLDIERS' MEAL REQUIREMENTS WILL BE FUNDED FROM CLASS START DATE TO CLASS END DATE EXCEPT FOR BOLC SOLDIERS. THESE SOLDIERS WILL BE DIRECTED MESS THE DAY AFTER ARRIVAL TO CLASS END DATE. THE DIRECTOR OF LOGISTICS WILL CONTINUE TO COLLECT CASH FOR GOVERNMENT DEDUCTIBLE MEALS PROVIDED TO

SOLDIERS DURING MANDATORY WEEKEND TRAINING EVENTS WHEN SOLDIERS ARE ON WEEKEND MEAL PER DIEM. SOLDIERS WILL BE REQUIRED TO KEEP A LOG (DATE AND NUMBER OF MEALS) OF GOVERNMENT DEDUCTIBLE WEEKEND MEALS PURCHASED FOR TRAVEL REIMBURSEMENT PURPOSES. SUBSISTENCE POLICIES, PROCEDURES AND SUPPORT REQUIREMENTS ARE OUTLINED IN REFERENCE A. SUBSISTENCE REQUIREMENTS ARE FUNDED FROM CLASS START DATE TO CLASS END DATE IN ACCORDANCE WITH PARAGRAPHS NINE AND TEN ABOVE.

23. THIS MESSAGE WILL BE POSTED TO THE HQDA, G-37/TR TRAINING DIRECTORATE WEB SITE AT
[HTTPS://WWW.G357EXTRANET.ARMY.PENTAGON.MIL/AKO/ITTG/DEFAULT.HTM](https://www.g357extranet.army.pentagon.mil/ako/ittg/default.htm).

24. THE POINT OF CONTACT FOR THIS MESSAGE IS MRS. MARY ELLEN MCCRILLIS, HQDA, G-3/5/7 AT DSN 224-9702 OR
MARY.MCCRILLIS.CIV@MAIL.MIL.

25. EXPIRATION DATE HAS NOT BEEN DETERMINED.

How to access ALMS

Copy and Paste link into web browser.

<https://www.lms.army.mil/login/login.fcc?TYPE=33554433&REALMOID=06-0881bc28-7310-100e-ba1a-832f13160000&GUID=&SMAUTHREASON=0&METHOD=GET&SMAGENTNAME=-SM-R8jFi5U5Pd5mIV4wc4Kyuw4KETz9V8SF%2bP4KPI%2f50vgdFRhw0Zc7jqw8MWKq0YPL&TARGET=-SM->

YOU ARE ACCESSING A U.S. GOVERNMENT (USG) INFORMATION SYSTEM (IS) THAT IS PROVIDED FOR USG-AUTHORIZED USE ONLY.

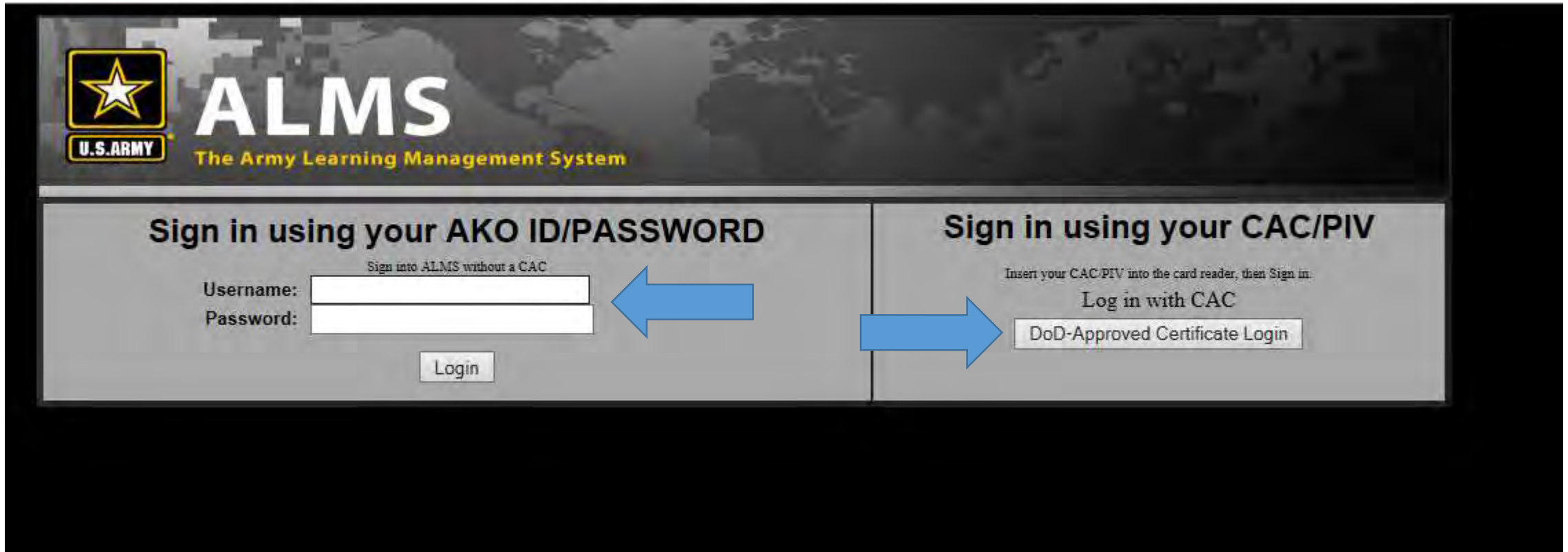
By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See [ALMS User Agreement](#) for details.

I Accept

Click on "I Accept"

Sign in using AKO ID/PASSWORD or CAC/PIV



The image shows the ALMS (The Army Learning Management System) sign-in interface. At the top left is the U.S. Army logo, a yellow star in a black square, with 'U.S. ARMY' written below it. To the right of the logo, the text 'ALMS' is displayed in large white letters, and 'The Army Learning Management System' is written in smaller yellow letters below it. The background of the top section is a dark grey world map. Below the header, there are two main sign-in options. The left option is titled 'Sign in using your AKO ID/PASSWORD' and includes a sub-instruction 'Sign into ALMS without a CAC'. It features two input fields: 'Username:' and 'Password:'. A blue arrow points from the right side of the interface towards these fields. Below the input fields is a 'Login' button. The right option is titled 'Sign in using your CAC/PIV' and includes a sub-instruction 'Insert your CAC/PIV into the card reader, then Sign in.' Below this is the text 'Log in with CAC' and a 'DoD-Approved Certificate Login' button. A blue arrow points from the left side of the interface towards this button.

U.S. ARMY

ALMS

The Army Learning Management System

Sign in using your AKO ID/PASSWORD

Sign into ALMS without a CAC

Username:

Password:

Login

Sign in using your CAC/PIV

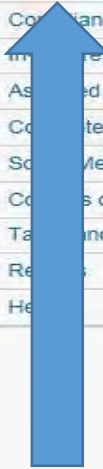
Insert your CAC/PIV into the card reader, then Sign in.

Log in with CAC

DoD-Approved Certificate Login

To search for GFEBs course, start on the left side of the screen, and "Click" on "Search".

- Home
- Search
- Compliance
- In-Progress Learning
- Assigned Learning
- Completed Learning
- Social Media
- Courses or Certifications
- Training and Gap Analysis
- Reports
- Help



Click "Search" for courses here.

Welcome



From the "Welcome" Screen, you can go to "Assigned Learning" and "View All", "Completed Learning" and view "Detailed Training Record", or "In-Progress Learning Activities" and "View All".

Assigned Learning

Name	Status	Action
RESOURCE MANAGEMENT BUDGET (7D-36A/541-F7 (DL)_)	In Progress	Launch
GFEBs Test Course	Assigned	
EEO ANTI-HARASSMENT & NO FEAR FOR SUPERVISORS (EEO-203B_)	Assigned	

[View All](#)

Compliance

Name	Status	Target Date	Action
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[View All](#)

"Click" on View All



Completed Learning

[Transcript](#)
[Detailed Training Record](#)



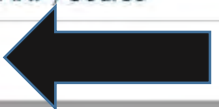
"Click" on Detailed Training Record

In-Progress Learning Activities

Sort [Assigned on Date](#) ▾

Name	Assigned On	Actions
RESOURCE MANAGEMENT BUDGET (7D-36A/541-F7 (DL)_)	02/01/2016	View Details
GFEBs Test Course	08/21/2015	Begin Registration
U.S. Army Threat Awareness and Reporting Program (TARP) Course	07/28/2015	Begin Registration

[View All...](#)

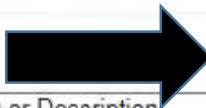


"Click" on View All

To search for GFEBs courses “Click” on Advanced Search

Search

“Click” here



[Advanced Search](#) | [Search Tips](#) | [Search Preferences](#)

In Search

Show exact matches only

Starting Location

Home

Search

Search Catalog

Search Library

Search ACCP

Compliance

In-Progress Learning

Assigned Learning

Completed Learning

Social Media

Courses or Certifications

Tasks and Gap Analysis

Reports

Help

To continue search, "Click" on Topics

Find Learning - Advanced Search

When performing a partial text search, use the % for Wildcard search in front of the entered text.

Topics Files Communities
Courses or Certifications Websites

Name Past Credit Days <=
Target Days <= Updated On >= 

[Simple Search](#) | [Configure](#) | [Save Search Query](#)

Courses or Certifications

"Click" here



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To continue search, 1) type “% GFEBS” in Title area, 2) “Click” on Search Training Catalog

The screenshot shows the 'Find Learning - Advanced Search' page. On the left is a navigation menu with 'Search Catalog' highlighted. The main content area has a header 'Find Learning - Advanced Search' and a red instruction: 'When performing a partial text search, use the % for Wildcard search in front of the entered text.' Below this are tabs for 'Topics', 'Files', and 'Communities', with 'Topics' selected. A search form contains fields for Location, Keyword, Start Date (03/11/2016), Delivery Type (All), Category, Facility, Task, Title (%GFEBS), Language (-Select One-), End Date, and ID. A 'Search Training Catalog' button is at the bottom right. Two black arrows point to the 'Title' field and the 'Search Training Catalog' button, with labels '1) Type \"% GFEBS\"' and '2) \"Click\" here' respectively.

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Find Learning - Advanced Search

When performing a partial text search, use the % for Wildcard search in front of the entered text.

Topics Files Communities

Courses or Certifications Websites

Location Keyword

Start Date >= 03/11/2016 Delivery Type All

Category Facility

Task Title %GFEBS

Language -Select One- End Date <=

ID Field of Study

[Simple Search](#) | [Configure](#) | [Save Search Query](#)

1) Type “% GFEBS”

2) “Click” here

Topics

To register for a course, "Click" on Register for the course you want

Find Learning - Advanced Search

When performing a partial text search, use the % for Wildcard search in front of the entered text.

Topics Files Communities
Courses or Certifications Websites

Location	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>	Keyword	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>
Start Date >=	<input type="text" value="03/11/2016"/>	<input type="button" value="📅"/>		Delivery Type	All	<input type="button" value="▼"/>	
Category	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>	Facility	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>
Task	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>	Title	<input type="text" value="%GFEBs"/>		
Language	-Select One-	<input type="button" value="▼"/>		End Date <=	<input type="text"/>	<input type="button" value="📅"/>	
ID	<input type="text"/>			Field of Study	<input type="text"/>	<input type="button" value="🔍"/>	<input type="button" value="🔄"/>

[Simple Search](#) | [Configure](#) | [Save Search Query](#)

Topics

[Calendar View](#) | [Print](#) | [Export](#) | [Modify Table](#)

Showing 33 out of 33 results

Title	Version	Delivery Type	Start Date	End Date	Session	Location	Facility	Language	Default Credits	Add
GFEBs Business Intelligence (BI) Knowledge Assessment		Web Based Training						English		Register Add to Plan
GFEBs Essentials BI Reporting (Subsumes L305E)	v2	Web Based Training						English		Register Add to Plan
GFEBs Essentials (Subsumes L101E, L201E, L303E)	v1	Web Based Training						English		Register Add to Plan

←
"Click" on
Register

To start course, "Click" on Launch Content

Registration Confirmation

[Printer Friendly Version](#)

Order Contact [REDACTED]
Billed To Other
Order Status Confirmed
Order Number 29674680

Order Items

Title	Learners	Delivery Type	Status	Actions	Launch Content
GFEBs Essentials BI Reporting (Subsumes L305E)	[REDACTED]	Web Based Training	Confirmed	Notes	Launch Content

[Go to In-Progress Learning](#)

← "Click" on Launch Content



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To begin course, "Click" on Launch to start Pre Class Assessment

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GFEBs Essentials BI Reporting (Subsumes L305E) (00059134, v2) More Actions ▾

[Back](#)

Delivery Type: Web Based Training

Abstract: New GFEBs Essentials BI Reporting

Description: *****BEFORE LAUNCHING PRE-ASSESSMENT PLEASE REVIEW THE LETTER OF INSTRUCTION(LOI) LOCATED IN THE ATTACHMENTS SECTION*****
New GFEBs Essentials BI Reporting

More Actions

- [Go to In-Progress Learning](#)
- [Go to Detailed Training Record](#)
- [View Confirmation](#)
- [View Audit Trail](#)
- [Back to Search Results](#)

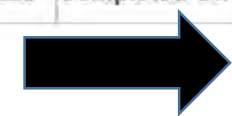
Main | **Learning Assignments** | Associated Learning

Completion Status: Not Evaluated

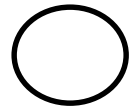
Score: 0

Learning Assignments Print | Export | Modify Table

Module	Assignment Type	Requirement	Details	Completion Status	Completed On	Actions
GFEBs Essentials BI Reporting - Pre-Assessment	Pre Class Assessment (Test Out)	Required	Attempts Allowed: 1 Attempts Made: 0 Attempts Left: 1	Not Evaluated		Launch Skip
GFEBs_BEx/WebI Reporting	Training Content	Optional	Attempts Allowed: Unlimited	Not Evaluated		
GFEBs Essentials BI Reporting - Post-Assessment	Training Content	Required	Attempts Allowed: Unlimited	Not Evaluated		



"Click" on Launch to start Pre Class Assessment



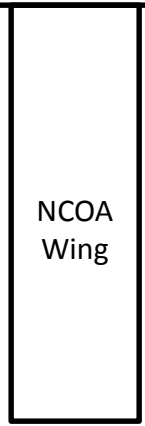
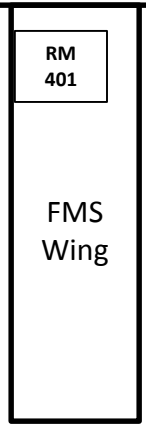
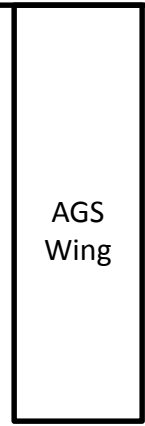
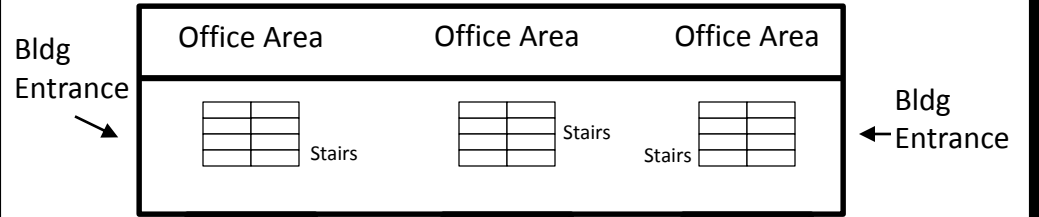
Water Tower

Hartsville Guard Rd

Hampton Parkway

← One Way Direction

One Way Direction →



Soldier Support Institute
Building 10000

Lee Rd

Stuart Ave



To the Fort
Jackson Inn

Benning Road

