

May 13, 2015

Dear Students,

Welcome to Phase IV of the CBRN Captains Career Course - Reserve Component (CCC-RC) for Course 4-3-C23, Class 01-16, with report date of Saturday, (Date TBD) and end date of Friday, (Date TBD) at the Maneuver Support Center of Excellence (MSCoE), Fort Leonard Wood, MO.

This letter is intended to assist you with your academic requirements, other course preparations and in-processing for Phase IV. The receipt of this letter does not guarantee automatic acceptance to the course; only students with a Reserved Seat and who have met all prerequisites will be allowed to attend the course.

Your unit is responsible for obtaining your orders and making travel arrangements. For those flying, the Lambert-St. Louis International (STL) airport is approximately a two hour drive to Fort Leonard Wood and the Springfield-Branson National Airport (SGF) in Springfield, Mo is approximately a one hour and thirty minute drive. Include a travel day on October 16th. If traveling from OCONUS, include additional travels days as needed. You will be released on the **FINAL DAY** NLT 1200; do NOT schedule your return flight for any earlier than 1600.

Please contact Fort Leonard Wood lodging at 573-596-0999 to confirm your reservation.

Block lodging reservations for your class were placed with Post Lodging; however your room will be assigned upon arrival. This means we cannot guarantee that on-post lodging will be available. Therefore we strongly recommend a rental car; arrange to share cars when possible. Government meals are available at multiple chow halls.

With your safety in mind, please send an e-mail cbrnc3.rc.phase4@gmail.com prior to your departure; include your travel itinerary, ETA for arrival at Ft Leonard Wood and an e-mail and phone number for your emergency POC while traveling. Please call (805) 622-7604 if you have any travelling emergencies and when you arrive. Directions on how to reach Fort Leonard Wood and an on-post map can be found at: <http://www.wood.army.mil/newweb/newcomers.html> .

In-processing will take place at 0730 on Saturday, (Date TBD) in the MSCoE, Thurman Hall Room 1240 in ACUs. All students will complete a height/weight after class on Saturday; ALARACT 267/2012 requires disenrollment of those students who fail the height/weight requirements.

Additionally, you will need to provide a copy of your Phase II DA Form 705 (APFT Record) 1059 that indicates you passed the APFT; no other record APFT can be substituted. Failure to provide this will result in the requirement to take and pass APFT on Sunday, October 18, 2015. In the event you are required to take the APFT, failure to pass will result in disenrollment from the course.

CCC-RC Phase IV Welcome Letter

Course Packing List:

- 1 set of APFUs
- 2 sets of ACUs
- Civilian clothes for travel and informal evening social activities
- Laptop with CD reader
- CAC reader
- CDRW(s) computer disc to load course information
- Paperwork for in-processing
 - 3 copies of your orders (1 turn-in, 1 required for meals, 1 for lodging)
 - 2 copies of any permanent profiles (temporary profiles cannot attend CCC)
 - 1 copy of your Phase II CBRN CCC 1059 (AER)
 - 1 copy of your Phase II DA Form 705 (APFT Record)
 - 1 printout of your ATTRS unofficial transcripts for Phase III Distance Learning. As stated by ATTRS, a completed Phase III is a requirement to attend Phase IV.

Course Requirements:

- All students must log-in to the CBRN School Blackboard site as soon as receiving this Welcome Letter in order to have access to course materials in advance. Go to the Fort Leonard Wood Blackboard site at <https://www.blackboard.wood.army.mil/>, under the CBRN tab “CAC Login”. Successful login allows us to grant you access to the course material. It is strongly encouraged that log-in be completed as soon as possible to allow you the opportunity to view course materials to properly prepare for the training.
- The completed student workbook will no longer be required. Instead within the Blackboard site, (content, MDMP, MDMP PE Arrowhead Defense) is an OPORD with annexes for the MDMP block of instruction. The unit that you will be assigned to for the practical exercise is the 1-66 CAB. Your pre-course assignment is to read the OPORD (Arrowhead Defense) and begin WARNO 1. You will turn it in Day 3 after the Receipt of Mission block of instruction. Guidance on how to prepare WARNO 1 is found in the FM 6-0, CH 9 (MDMP). This is an individual assignment. Integrity is key. This assignment is how I will make an initial assessment of your knowledge of the MDMP process.
- As reflected in the training schedule, the primary task for the course is the MDMP process. Within the practical exercise, students will be given BN staff positions. It is imperative that you understand the duties and responsibilities of the positions. The practical exercises are difficult and can result in extremely late days. To make the process more effective and less stressful, self-study on the MDMP process is strongly encouraged. Within the Blackboard site, is an MDMP Class and Tools folder. Take the time to review the presentation beforehand. Additionally, references within the MDMP Class folder should be reviewed. The Battle Staff Handbook is also an excellent reference. If you have one, bring it. If you don't, I would suggest even though not required, that you buy one. It is extremely helpful.

Attached is a tentative training schedule; it is subject to revision throughout the course to accommodate the progress of the class.

CCC-RC Phase IV Welcome Letter

If you have any questions regarding what you need, please feel free to contact the PHASE IV SGLs at cbrnc3.rc.phase4@gmail.com or (707) 742-3722.

Respectfully,
//original signed//

Trevor Sadler
CPT, CM
Small Group Leader, USACBRNS CCC-RC