



The 4th Infantry Division
People First Leader Certification Assessment



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The purpose of this assessment is to help you as an incoming leader have a general awareness of the Mountain Post foundational standards. Most of the material required to answer the questions below can be found on the www.carson.army.mil newcomers website or the 4ID People First Shareportal. Supplemental material will be provided to you during your arrival at the FCCO READY Company to be able to complete the FCCO CCIR question. Return your completed assessment to the READY Company CADRE for evaluation. Ensure you maintain your evaluated copy and provide it to your first line supervisor upon arrival to your unit.

1. IIIC Leader Book:

a) List five critical contents all Leader Books should contain?

1. _____
2. _____
3. _____
4. _____
5. _____

b) Does every Leader Book require assigned Soldier counseling packets inside it? Or just pertinent data such as their personal data card, golden triangle, and other critical info required of those directly being supervising?

c) If a reference material dictated by the IIIC Leader Book SOP can be found in an alternative location such as the FCCO Green Book, does that leader need to have that same information in two places? Yes or No

2. 4ID Yellow Book:

a) Briefly describe the four expectations set forth by IVY 7 on the Counseling Guide Forward:

- 1.
- 2.
- 3.
- 4.



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b) IAW the 4ID Yellow Book, list the six tabs that each Soldiers' counseling packet should have? What tab is not necessary if it does not apply?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

[Tab Not Necessary If Does Not Apply] _____

c) IAW the 4ID Yellow Book, list the four focus areas of the SLRRT tool?

1. _____
2. _____
3. _____
4. _____

3. 4ID Green Book:

a) Defined by the 4ID Green Book, what does READY, our charge to each other stand for?

R:

E:

A:

D:

Y:

b) What are the IVY seven?

1. _____
2. _____
3. _____



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4. _____
5. _____
6. _____
7. _____

- c) Physical Readiness Training is to be executed Monday through Friday from the hours of _____ to _____. In order to reinforce the Army Values and _____ philosophy, leaders will facilitate discussions on _____ once per week between 0730 and 0800, following physical readiness training. These discussions will take place in small groups and will focus on a different aspect of _____ each week.
- d) Commanders will establish unit SOPs to enforce leadership involvement in the health and welfare of their Soldiers in the Barracks. At a minimum, unit leaders will conduct a joint _____ inspection with all newly assigned Soldiers and a joint _____ inspection prior to the Soldier clearing the unit. Team Leaders will check their Soldiers room _____ and Squad Leaders will check their Soldiers room twice a _____. Platoon Sergeants & Platoon Leaders will check their Soldier's room _____, and 1SGs & CDRs will check their Soldier's rooms twice a _____ and visit their unit barracks _____ a weekend for at least an hour.

4. **Golden Triangle:** (Fort Carson Integration SOP)

- a) Each Golden Triangle at a minimum should have a name and a good contact phone number for the Soldier's _____, _____, and their _____.
- b) The Golden Triangle is a great tool for first line supervisors to drive a discussion with their Soldiers to understand their Soldier's support structure. Completed and updated Golden Triangles are expected to be with the first line supervisor inside their _____ at all times.
- c) When will the Golden Triangle be completed by a new Soldier in-processing the unit?
- d) How long after a Soldier arrives to the unit does the first line supervisor have to validate a Soldier's Golden Triangle?



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5. Sponsorship, Reception and Integration Standards: (Fort Carson Integration SOP)

- a) According to the Fort Carson Integration SOP, effective _____ has a direct and significant impact on unit readiness. Ensuring proper _____ occurs both prior to and upon arrival and may reduce instances of isolation and non-deploy ability for newly arrived personnel. Engaged _____ is vital to an effective and successful sponsorship program.
- b) Prior to a Soldier arriving to Fort Carson, unit leadership will assign a sponsor based on Fort Carson Integration SOP guidance aligning to the greatest extent possible:
1. _____
 2. _____
 3. _____
- c) Within the first 24 hours of a Soldier's arrival to a unit, list seven products or actions the new Soldier should receive or take action on:
1. _____
 2. _____
 3. _____
 4. _____
 5. _____
 6. _____
 7. _____

6. Sexual Assault Reporting: (IAW FCCO Green Book: Sexual Assault Response Battle Drill, Page 17)

- a) What available resources are available to all victims of sexual regardless of report chosen?
1. _____
 2. _____
 3. _____
 4. _____
 5. _____
- b) A major difference between a restricted and unrestricted report is that a restricted report does not notify the _____ and the _____. Because these two organizations are not notified a formal criminal investigation does not occur.



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c) At any time, a victim of sexual assault may switch their _____ report to a _____ report.

d) Who can you report an Unrestricted Report of Sexual Assault to?

1. Friend, Family, EEO, EO
2. Law Enforcement, Chain of Command, SARC/VA, Healthcare personnel
3. Chaplain, Chain of Command, Law Enforcement, Legal, SARC/VA
4. EO, SARC/VA, Chain of Command, Law Enforcement
5. All of the Above

e) If a Soldier or Family member are unsure if they have experienced Sexual Harassment or Sexual Assault, Soldiers and Family members can reach out to a Brigade Sexual Assault Response Coordinator (SARC) or the Fort Carson 24 hour Hotline at _____ or the DoD Safe Helpline at _____.

7. **Equal Opportunity Reporting:** (IAW FCCO Green Book: EO Response Battle Drill, Page 18).

a) There are three different ways for a victim to file an Equal Opportunity complaint which are _____, _____, and _____.

b) List the several areas that constitute an Equal Opportunity complaint:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

c) Equal Opportunity Complainants have _____ calendar days from the date of the alleged incident in which to file a formal complaint.

8. **Fort Carson Personally Owned Weapon Regulation:** (FC Regulation 190-4, Chapter 2)

a) Personnel who _____ and maintain a privately owned firearm on this installation will register their firearm(s) with DES.

b) Privately owned firearms must be registered prior to bringing the weapon onto FC, except for _____ or _____. Personnel required to register their POW's will do so within _____ days from signing into FC or from the date of purchase of the weapon.

c) Military personnel who reside off-post are _____ to register privately owned firearms, unless they intend to bring the firearm on-post.



- d) Storage of privately owned firearms and ammunition on the installation is authorized in only three locations.
1. _____
 2. _____
 3. _____
- e) Commanders are _____ to collect or maintain information on POW's kept off-post. An exception is when a Soldier is under investigation, prosecution, or adjudication of an alleged violation of law and the collection of the information relates to the investigation, prosecution, or adjudication. Another exception is when a Soldier's words or actions would constitute a threat to self or others.

9. **Fort Carson Motorcycle Safety Policy:** (Fort Carson Motorcycle Safety Policy, 3 JUN 20)

- a) Commanders at all levels are responsible for implementing a _____ at echelon, not lower than company level, and will ensure all Soldiers in their command are in compliance.
- b) All motorcycles must be properly registered and riders properly licensed IAW state and local law in order to operate on Fort Carson. Riders must apply for and obtain a _____ through their unit motorcycle mentor.
- c) Motorcycle Safety _____ will be worn at all times by riders and passengers while operating/riding a motorcycle.

10. **4ID and FCCO CCIR Reporting:** (4ID and FCCO CCIR Matrix, 9 DEC 20)

- a) What incident constitutes an IVY #1 CCIR Report?
- b) IVY 1 through IVY 8 require _____ telephonic notification within 1 hour of incident with written SIR to follow. BCT CDR / CSM calls directly to either CG, DCG or DCSM. Unit emails written SIR within 4 hours include the initial 7Ws to the Fort Carson Operations Center.

11. **Well-Being and Missing Soldier Battle Drill:**

- a) If a Soldier fails to report to duty, and the Soldier's Leadership cannot locate the Soldier immediately, list the actions to be taken within the second hour by the Soldier's CO to BDE CMD TM:
1. _____
 2. _____



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3. _____
4. _____
5. _____
6. _____
7. _____

b) Within three hours of a Soldier being absent from duty, according to Army Directive 2020-16, list three actions that are require to be taken:

1. _____
2. _____
3. _____

c) If a CDR determines that a Soldier's absence is involuntary then the Soldier absence is labeled as a _____ situation. If the CDR determines the Soldier's absence appears to be voluntary then the Soldier's absence is labeled as a _____ situation.