



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**INSTALLATION MANAGEMENT COMMAND**  
**DIRECTORATE OF PLANS, TRAINING, MOBILIZATION & SECURITY**  
**70 B AVENUE**  
**FORT LEE, VIRGINIA 23801-1506**

IMLE-PLT

30 May 2019

Standard Operating Procedures (SOP) for the Call for Fire Trainer (CFFT)

1. Purpose. To establish standard operating policies and procedures for Call for Fire Trainer (CFFT).

2. Scope. This SOP is applicable to all personnel requesting, certification, scheduling, and utilizing the Call for Fire Trainer (CFFT).

**3. Purpose/Capabilities.**

The CFFT III Capabilities provides realistic Observed Fire training in support of all Indirect Fire Support including Artillery Support, Mortar Support, Naval Surface Fire Support, and Type I, II and III terminal attack controls for Close Air Support. It creates fire effects and sounds within full environmental simulations, as well as weapons and enemy targets, targeting computer-generated forces, including friendly, opposing neutral and intelligent target behavior. Instructor controlled scenarios/battlefield/trainee viewpoints can be plotted simultaneously, using geo-specific and geo-typical terrain databases.

**4. Facility Operation Hours:**

- Monday thru Thursday (0800-1600), and Friday (0800-1500).

**5. Weekend Simulation Training:**

- A request is required for all training events requiring after hours, weekend training.
- Units are required to contact the TSC Supervisor @ 734-4617 for coordinating weekend Training, and the DPTMS RM @ Mr. Anthony Ewers, 804-734-5075 for procedures for a MIPER/WBS# weekend training.

**6. CFFT Location:**

- The CFFT III is located at the Virtual Training Support Center on the corner of 16th & Front Access Road Bldg. 6232.

**7. CFFT Operators:**

- The CFFT III is operated by TSC Instructors (**ONLY**), and is '**NOT**' available for Units to

Schedule there NCO's for operator certification.

## **8. Units Scheduling CFFT Training.**

➤ Unit will prepare a CFFT training digital request form and have unit Commander or First Sergeant Signature and forward to [Richard.t.newman2.civ@mail.mil](mailto:Richard.t.newman2.civ@mail.mil) or [brandon.w.howard.civ@mail.mil](mailto:brandon.w.howard.civ@mail.mil) for scheduling unit training.

➤ See link provided for digital training request form.

## **9. Cancellation of Scheduled Training.**

➤ Units needing to cancel scheduled and approved training must do so no less than forty Eight hours prior to schedule training event. Cancellations less than forty-eight hours prior to training will automatically be a NO-SHOW.

➤ Units have two hours from their scheduled time to occupy their trainer. If the unit does not Occupy, their trainer will become available for other units to use unless prior coordination has been arranged.

## **10. The number of Soldiers supported:**

➤ The average number of Soldiers that can be supported per day is 90, two instructors per 30 Students.

➤ For the TSC to conduct a CFFT class units need to have a minimum of 10 Soldiers, and Maximum of 30 Soldiers.

## **11. Student Prerequisites/Course Agenda:**

➤ Students need to have the necessary skills on Map Reading, Land Navigation, Vehicle Recognition and know how to determine a (4, 6, 8, 10) digit grid coordinate prior to training.

➤ Teams of two will work together to determine grid coordinates, and verbally Call in a Fire Support Mission (TSC CFFT III Instructor, and/or NCOIC's will determine type of Fire Support Mission).

➤ Class Training Time: 1 to 2 hours depending on Teams performance.

➤ Class Minimum: 10 students

➤ Class Maximum: 30 students

## **12. Clean-up and Close out:**

➤ Using Units are responsible for cleanup of the CFFT classroom at the conclusion of Training.

➤ Students are encouraged to submit an 'ICE Comment' proceeding training event.

- Sweep, mop the classroom, to include instructor station area.
- Empty all waste baskets in immediate area of assigned classroom.

13. For questions, and scheduling please call 734-3536/4342/0168.

*Joseph M. Kolb*

JOSEPH M. KOLB  
Supervisor, Senior TADSS Instructor  
Training Support Center (TSC)  
Virtual Simulation Facility