



USAG Rheinland-Pfalz In-processing Training Center



**ITC mandatory briefings must be attended in person
at one of the following locations:**

KMC: Kleber Kaserne, Bldg.3245, Room 301, ITC classroom

BMC: Smith Barracks, Bldg.8660, 2nd floor, ITC classroom

**Family-members and DA Civilian employees are invited to
attend Online via Microsoft Teams!**

In-processing Training Center (ITC) mandatory briefings for USAG Rheinland-Pfalz are being held face-to-face in a classroom environment since on 02 January 2024.

Soldiers MUST attend in-person in order to receive credit for attending these mandatory classes. (AER 612-1)

There are three mandatory training blocks, which repeat each week on Tuesdays, Wednesdays, Thursdays, and a Facility Management (FacMan) briefing for E7 & E8 every 1st Monday of the month, except on USAREUR-AF Training & US Federal holidays.

Please see the schedule on the back of this page.

DA Civilians & Family-members are invited to attend these classes online, as classroom space is very limited. Login via Microsoft Teams A365, on a computer or mobile device with an existing account or as a guest. NOTE: If you have a MS Teams A365 account, you must enable chat box utilization.

To log in, just scan the QR Code to the right, or type the link below into the Safari or Google Chrome browser. Please use the MS Teams App ONLY, if logging in from a CAC account (i.e.: NIPR).

USAG-RP ITC Virtual Onboarding on Teams

<https://dod.teams.microsoft.us/dl/launcher/launcher.html?url=%2F%23%2FI%2Fmeetup-join%2F19%3Adod%3A7fe7658d5644730972a20a93846b19e%40thread.skype%2F1649146096506%3Fcontext%3D%257B%2522Tid%2522%3A%2522fae6d70f-954b-4811-92b6-0530d6f84c43%2522%2C%2522Oid%2522%3A%252281ebd4cb-e630-4d7e-808f-d3649697f70e%2522%257D%26anon%3Dtrue&type=meetup-join&deeplinkId=eb5497f1-57e6-43b2-9c60-4a00953ffc35&directDl=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true>



If you have difficulties logging into the classes, please email or call us:

Kaiserslautern Community

POC: Mrs. Sandra Kaiser

Email: usarmy.rheinland-pfalz.id-europe.mbx.kmc-mpd-in-out-process@army.mil

DSN: 541-1008 CIV: 0611-143-541-1008

Mailbox QR
for KMC



Baumholder Community

POC: Mr. Stephan Schlarb

Email: usarmy.rheinland-pfalz.id-europe.mbx.bmc-mpd-in-out-process@army.mil

DSN: 531-2420 CIV: 0611-143-531-2420

Mailbox QR
for BMC



USAG Rheinland-Pfalz Sponsorship Coordinator (ISL)

POC: Mr. Stefan Libowsky

Email: stefan.libowsky.civ@army.mil

DSN 541-1010 CIV: 0611-143-541-1010

USAG RHEINLAND-PFALZ
IN-PROCESSING TRAINING CENTER (ITC) SCHEDULE
in KMC - Rm 301, Bldg. 3245, Kleber Kaserne & in BMC - 2nd Floor, Bldg. 8660, Smith Barracks

Effective: 02 June 2025

MONDAY			THURSDAY		
TIME		SUBJECT	TIME		SUBJECT
9:00	11:00	Facility Management (for E-7 & E-8 only, 1st Monday of the month)	9:00	9:05	Service Credit Union
			9:05	9:10	Community Bank
			9:10	9:20	Veterinary (VET) Clinic
TUESDAY			9:20	9:40	TAP Overview (Service Members ONLY)
TIME		SUBJECT	9:40	9:55	BOSS/WAQ/Army Sports (Service Members ONLY)
9:00	9:10	Orientation/ACS Overview	9:55	10:10	Inspector General (IG)
9:10	9:20	FAP	10:10	10:15	Red Cross
9:20	9:30	EFMP	10:15	10:45	DES German Fire Safety
9:30	12:00	ACS Host Nation Orientation Brief	10:45	11:15	DES/Provost Marshal and German Polizei
12:00	13:00	LUNCH	11:15	11:30	Vehicle Registration / Vehicle Inspection
13:00	14:00	ACS Personal Financial Readiness Part 1 (All Soldiers)	11:30	12:00	Army Continuing Education System (ACES)
14:00	15:30	ACS Personal Financial Readiness Part 2 (E6/O3 & below)	12:00	13:00	LUNCH
			13:00	13:30	Sexual Harassment/Assault Response and Prevention (SHARP)
WEDNESDAY			13:30	14:30	Army Substance Abuse Program (ASAP)
TIME		SUBJECT			Suicide Prevention
9:00	9:05	Women, Infants, and Children (WIC) Program			Ready and Resilient Campaign (R2C)
9:05	9:10	Religious Services			Comprehensive Soldier and Family Fitness (CSF2)
9:10	9:15	Equal Opportunity			
9:15	9:30	Children, Youth and School Services (CYSS)/SLO	14:30	14:40	AMEDD Recruiting
9:30	10:00	Customs	14:40	14:50	Command Sponsorship (Service Members ONLY)
10:00	10:15	Passport	14:50	15:00	AAFES
10:15	10:20	Voting Assistance	15:00	15:15	Traumatic Brain Injury (TBI)
10:20	10:50	OPSEC	15:15	15:20	Stars and Stripes
10:50	11:50	Emergency Management / AT/FP Training Level 1	15:20	15:30	SGT Morales Club & SGT Audie Murphy Club
11:50	12:00	Counterintelligence	15:30	15:40	Total Army Sponsorship Prgm (TASP)
12:00	13:00	LUNCH			
13:00	13:30	USAG-RP Command Team Brief	FRIDAY		
13:30	13:40	Medical/Med. Reg./Health prevention	TIME		SUBJECT
13:40	14:10	Safety			No classes scheduled
14:10	14:40	Family, Morale, Welfare, and Recreation (FMWR)			
14:40	15:00	VAT & UTAP			
15:00	15:15	Commissary Brief			
15:15	15:25	Legal Office (JAG)			

No classes on federal and training holidays