



DEPARTMENT OF THE ARMY

U.S. ARMY CHEMICAL, BIOLOGICAL, RADIOLOGICAL AND NUCLEAR SCHOOL
HAZMAT DISMOUNTED RECONNAISSANCE DEPARTMENT
BLDG 2130, EAST SECOND STREET
FORT LEONARD WOOD, MISSOURI 65473-8926

ATSN-CZ

24 July 2024

MEMORANDUM FOR Students Attending CBRN Responder Operations Training at the Lieutenant Terry Facility

SUBJECT: CBRN Responder Operations Course Welcome Letter

1. You are receiving this email because you are listed with a "Reserved (R)" status in ATRRS for the CBRN Responder Operations Course (4K-F30/494-F34 (MC) conducted at Fort Leonard Wood, Missouri.
2. Soldiers currently listed with a "Wait (W)" status in ATRRS for this course are also receiving this information in the event their status changes to a "Reserved (R)" status in ATRRS. **Note-** those that remain in a "Wait (W)" status in ATRRS are NOT permitted to attend.
3. On behalf of the Chief of the HAZMAT Dismounted Reconnaissance (HDR) Department and the NCOIC of the CBRN Responders Operations Course welcome to the CBRN Responder Operations Course located at the First Lieutenant Joseph Terry CBRN Response Training Facility Fort Leonard Wood, Missouri. You are about to take part in a fast paced program of instruction that will qualify you to perform some of the essential duties needed as a member of a specialized CBRN team or unit. You will be provided instruction on hazards associated with chemical, biological, radiological and nuclear materials. Depending on the course, you will certify in the Department of Defense Fire & Emergency Services Certification Program, with the following certifications:
 - Responder Operations (4K-F30/494-F34) Hazardous Material Operations, and Personal Protective Equipment certification.
4. The CBRN Responder courses are designed to provide instruction to Active Army and Reserve Component, National Guard, United States Marine Corp (USMC), United States Navy (USN), United States Air Force (USAF), United States Coast Guard (USCG), Department of the Army (DA) or contract civilians and selected foreign military personnel whose duties require close contact with surety or hazardous material. All students regardless of grade are carried in a student status and should arrive physically fit and prepared to study.

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5. Students may fly to the Waynesville Regional/Fort Leonard Wood Airport (city code TBN), St. Louis Regional Airport (city code STL - a 2.5-hour drive from FLW) or Springfield/Branson Regional Airport (city code SGF - a 1.5-hour drive from FLW). Rental cars are readily available at all airports (except Fort Leonard Wood) and are **HIGHLY RECOMMENDED**, Fort Leonard Wood has no post shuttle or on post taxi service. The dining facility is 1.3 miles from the training location and 2.4 miles from the most common area IHG will house the student. Transportation is NOT provided by the USACBRN School.

6. You will be staying in the Intercontinental Housing Group (IHG) located on Fort Leonard Wood. Army students (Active duty, National Guard and Army Reserve) who have a reserve seat in the course will already be booked in lodging so no need to call. If you are a civilian, member of the Coast Guard, Air Force or Marine Corps and wish to stay in IHG must call and make reservation. The phone number for IHG is (573) 586-4800 or toll free (877) 711-8326. The IHG Office is in the Candlewood Suites Hotel, 4990 Nebraska Avenue, building 2020, Fort Leonard Wood, Missouri 65473 (see enclosed map). When you arrive at Fort Leonard Wood, all Students (regardless of rank) will report to Candlewood Suites to check into billeting. If you are Active Duty, Army Reserve or National Guard do not obtain off-post lodging. Pets are NOT allowed in lodging while TDY to this course. You must make prior arrangements to care for your pet prior to attending.

NOTE If you place "Incident Response Training Department, Fort Leonard Wood Mo 65473" into Google Maps it will direct you to this location.

7. At 0700 on the start day of class students will report to Building #2130, room number 101 for in-processing. Duty uniform is ACU's or service equivalent. We are located on the corner of 2nd and Army Avenue just past the 43rd Initial Entry Reception Battalion. Transportation to and from training is **not** provided. Students driving Privately Owned Vehicles (POV) or rental cars must have current car registration, current insurance card (or rental car agreement) and driver's license. Bring the following items for in processing:

3 copies of 1610 and orders if on TDY en route
Permanent or temporary profile
Optical inserts and/or contacts

8. All students attending this course **MUST** bring a copy of their Awareness certificate. If you do NOT have a DoD/Proboard Awareness certificate follow steps a. and b., if you need a copy of your certificate see para c.

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a. The HAZMAT Awareness training can be accessed at: <http://totalforcevfc.golearnportal.org/> NOTE: If any issues with logging onto the above website contact the help desk (202) 753-0845. Once the training is complete print a copy of the completion certificate. You must provide a copy of this certificate during in-processing. A student ID is required to login total force website this is provided in the body of the email. If you have already received your awareness certificate (from total force in website listed above) the date on the certificate must be after April 2019. **You MUST present your total force certificate the morning of in-processing if you do not you will be immediately sent home for failure to meet prerequisites.**

b. The morning upon arrival to the course you will be administered an Awareness skills test and a certification test. If you have already obtained your DoD/ Proboard Awareness Certificate you will NOT have to take the above-mentioned test.

c. If you are already Awareness certified and do not have a copy of your certificate send an email to AFCEC and request a copy using the procedures below.

- Send an "encrypted" email to all 5 of the compliance officers listed below, In the subject line place "Request Hazmat Certifications" In body of email place your LAST NAME, FIRST NAME AND MIDDLE INITIAL and Full SSN# Email must come from government CAC protected email one way to encrypt email is go to "Options" and select "Encrypt"

usarmy.leonardwood.chemical-schl.mbx.cbrn-dotld-compliance-team@army.mil

Chief, Compliance	573-563-7201
Compliance Officer	573-563-7228
Compliance Officer	573-563-3253
Compliance Officer	573-563-1308
Compliance Officer	573-563-7052

9. Several written and performance-oriented examinations are incorporated into each course. There will be additional non-duty study requirements. Please come prepared to learn. A score of 75% is required to successfully pass written exams. Students failing any written exam or performance-oriented testing will be given time to retrain and will be allowed one retest. Any student failing the retest will be disenrolled from the course. Portions of the course require computer-based testing. To accomplish this, all students must have and be able to recall their Army Knowledge On-line (AKO) or Defense Knowledge On-line (DKO) login and password. Units need to ensure all students can utilize their Common Access Card (CAC) as time will not be allowed to have their passwords reset upon arrival. Any student unable to recall their passwords will potentially jeopardize their ability to successfully complete the course.

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10. Lodging and Meals: Only for students who have a RESERVED seat in ATRRS, this does not cover students who arrived in a WAIT status and attempting to get a seat in the class.

a. CBRN Operations and Technician Courses for **Active Army, Reserve Component and National Guard personnel ONLY**:

b. Training will last until 1700 on the day of graduation listed in ATRRS, make all flight reservations **for the day after graduation** no earlier than 1400.

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You will use your Common Access Card (CAC) at the Dining Facility as a meal card, so ensure it is updated prior to arrival. See para 10 of the attached HQDA Message- FLW Training Travel Guidance. If need be, take a copy of the message directly to your S-1.

c. Marines shall report to the Terry Facility (Building 2130) on the class convening date with reporting endorsements/orders. On Thursday before graduation, students must report to S-1 at the Marine Corps Detachment Command Post, 14813 East. 8th Street to obtain detaching orders. For questions or concerns regarding orders please contact Mr. Sagi, steven.f.sagi.civ@army.mil, (573) 596-3828.

d. Navy, Coast Guard, and Marine Corps personnel. You are responsible for lodging and meals, if possible, it is recommended that you utilize the lodging facility on Fort Leonard Wood. If you are staying in lodging off-post, you will be required to provide the instructors with name and contact information of your lodging facilities.

11. Your mailing address during your time as a student is:

Rank and name
ATTN: (Course Name) #XXX-XX
IRTD, 15103 Elementus Ave
Fort Leonard Wood, MO 65473

12. Equipment and Uniform Requirements.

- Military Personnel:
 - Min. 2 sets of service specific uniforms (to include T-shirt and socks)
 - 1 pair of regulation boots
 - 2 sets of complete Physical Training (PT) uniforms (seasonal)
 - 1 pair of approved athletic shoes

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- Reflective vest/belt
- Appropriate civilian attire

NOTE Only AR 670-1 (or service equivalent) uniform's/accessories will be worn during training.

- Civilian Personnel:
 - Business casual or relaxed work clothes Jeans / knit shirts
 - 1 pair of work boots
 - 2 sets of physical training clothes (Shorts, T-Shirts) (seasonal)
 - 1 pair of athletic shoes
 - No open toed shoes

NOTE: Daily PT uniforms should reflect current temperatures in Missouri. Classrooms can feel cold after exercises. PT jacket and pants are recommended. Barefoot running shoes will not be authorized.

13. Point of contact at the Terry Facility for the CBRN Responders Operations and Technician Courses is Mr. Charles D. McEachern at 573-596-2505 (Charles.d.mceachern.civ@mail.mil). The NCOIC for the CBRN Responders Course is SSG Prather, Aaron C. (aaron.c.prather7.mil@mail.mil) 573-596-4292.

14. After normal duty hours 3rd Chemical Brigade staff duty at (573) 596-0131 ext. 67447/60805. Marine Corps personnel contact the Marine Corps Detachment at (573) 596-0688.

1 ENCLS
1. Strip Map to Bldg. 2130

CHARLES D. MCEACHERN
GS-11, HDR Course Manager

Strip Map to the Terry Facility

