



## 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

5 September 2023

MEMORANDUM FOR Students Attending Dismounted Reconnaissance Training at the Lieutenant Terry Facility

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

1. You are receiving this email because you are listed with a "Reserved (R)" status in ATRRS for the Dismounted Recon Course 4K-F26/494-F31 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 Dismounted Reconnaissance Course welcome to the Dismounted Recon 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 as a dismounted reconnaissance team member. This training is focused on both the tactical and technical aspects of dismounted CBRN reconnaissance and surveillance. The course includes training on a variety of military and/or commercial CBRN equipment. Training and familiarization on: Personal Protective Equipment (PPE), planning and preparing for Reconnaissance and Surveillance (R&S) operations, CBRN assessment, CBRN characterization, marking and reporting procedures, mission abort procedures and the procedures to set-up, process through and close out a decontamination site.

NOTE: IAW ALARACT 061744Z May 16, Fort Leonard Wood Training Travel Guidance, Sections 10.D and 12, and the Institutional Training Directed Lodging and Meal Policy (ITDLMP) Handbook, dated 1 Apr 16, Section 2-1.d. (page 10), only students with valid reservations (R- reserved status) in ATRRS are covered with ITDLMP funds for lodging and meals. Refer to the special information screen in ATRRS for this course.

Commands are not to send Soldiers to this course if they have a reservation status of (W- wait status) in ATRRS unless they accept responsibility to fund the full TDY cost of the Soldier's attendance, to include full per diem for lodging and meals. Soldiers that

ATSN-CZ

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

arrive for training in either a wait status or not listed on the R2 roster in ATRRS on the class start date will not be allowed course attendance without approval of the Director, Department of Instruction. If course attendance is granted, the owning command must fund full per diem for Soldier's course attendance because they are not covered under the ITDLMP. Soldiers will be denied course attendance and returned to their units for commands that are unwilling to fund full per diem costs for Soldiers.

4. All Students must meet the following pre-requisites as stated in the Army Training Requirements and Resources System (ATRRS) Course pre-requisites:

- a. Students must be medically cleared, by our medical staff, in order to participate in the course.
- b. Military students must be in compliance with AR600-9 or their service requirement.
- c. Students in the grade of E-5 and below must be certified at the Hazardous Materials Operations Level.
- d. Students in the grade of E-6 and above, to include all Commissioned and Warrant Officers, and all Civilians must be certified at the Hazardous Materials Technician Level.
- e. If you need a copy of your Awareness, Operations and/or Technician certificate send an email to AFCEC and request a copy using the following procedures.

- 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](mailto: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

f. Enlisted, Officer, and Warrant Officer Active, Reserve, and National Guard Army Soldiers with a Military Occupational Specialty Code (MOSC) of 74D or 89D, 74A

ATSN-CZ

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

AOC, 740A AOC; Enlisted and Officer Air Force and Air National Guard Airmen with a 3E9 AFSC; Enlisted and Warrant Officer Active and Reserve Marines with a MOSC of 5711, 5702, or 2336.

NOTE: Students who show up to the course and do not meet the course pre-requisites will be denied entry into the course and will be sent back to their home unit.

5. Students may fly into 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**, the post shuttle does not properly facilitate the training hours. 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 located 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 in order 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, 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:

- 10 copies of complete DD Form 1610 (TDY Orders)
- PCS orders (if TDY en route)
- Leave Form (if TDY en route)
- Permanent and/or Temporary Profile
- Lodging information

ATSN-CZ

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

- Hazardous Materials Certificates (e.g. Operations or Technician)
- Optical Inserts/contacts

**\*NOTE\***

All students TDY en route to their next duty station MUST have 2 leave forms (DA Form 31). First leave form: from duty station to the Dismounted Recon Course. Second leave form: From Dismounted Recon Course to the gaining unit. BOTH leave forms MUST have a control number (See AR 600-8-10).

Personnel will complete a medical screening during in-processing on the start date of the course. No individual will be allowed to enroll in the course if they are not able to meet the physical requirements of the course as determined by onsite medical personnel. Students must be physically able to wear Self-Contained Breathing Apparatus (SCBA) (35 LBS) for up to 45-60 minutes at a time, and be able to lift up to 45 pounds while in SCBA.

8. Several written and performance-oriented examinations are incorporated into the course. There will be additional non-duty study requirements. A minimum score of 80% is required to successfully pass all written exams. Students failing any written exam or performance-oriented testing will be given time to retrain and will be allowed one retest. A Student Status Review (SSR) recommending the student be returned to their unit as a Non-Graduate will be initiated for any student failing the re-test.

9. Lodging and Meals policies:

a. Active Army, Reserve Component, and National Guard personnel: As stated in the Fort Leonard Wood Institutional Training Directed Lodging and Meal Policy, Army Students under functional courses are covered under the Institutional Training Directed Lodging and Meal Policy (ITDLMP).

b. Government meals for ITDLMP Students of all ranks in the Dismounted Recon course will be provided seven days per week at post dining facilities this includes federal holidays.

**\*HOT\***

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.

10. If you intend on receiving mail while you are attending this course, be aware that it will go to the 3d Chemical Brigade Mail Room before it gets to you. It is highly recommended that you keep a tracking number for any mail sent to you.

ATSN-CZ

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

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

Rank and name  
ATTN: Dismounted Recon Course #XXX-XX  
Terry Facility, Building 2130 East 2nd Street  
15103 Elementis Avenue  
Fort Leonard Wood, MO 65473

12. Equipment and Uniform Requirements:

- Military Personnel:
  - Minimum of 2 sets of service-issued duty uniforms (to include T-shirt and socks).
  - Minimum of 1 pair of regulation boots.
  - Minimum of 2 sets of physical fitness training uniforms, including white or black over-the-ankle socks (Unit t-shirts are not authorized). During September thru April bring full winter IPFU.
  - 1 pair of approved athletic shoes (No court shoes, toe shoes, or barefoot runners).
  - Reflective vest or belt.
  - Appropriate civilian attire.
  - Patrol Cap.
  - Facial Covering

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

- Civilian Personnel:
  - Business casual or comfortable and serviceable (i.e. no holes or tears) work clothes (i.e. jeans/knit shirts, etc.)
  - 1 pair of work boots (No open-toed shoes)
  - 2 sets of physical training clothes, including shorts and t-shirts (seasonal) □ 1 pair of athletic shoes (No court shoes or barefoot runners)
  - Facial Covering

NOTE: Daily PT uniforms should reflect current temperatures in Missouri. Classrooms can feel cold after exercises. Physical Training jacket and pants (civilian sweat-shirt/sweat-pants for civilians) are recommended.

13. The Course Manager for the Dismounted Recon course is Mr. Charles D. McEachern at 573-596-2505 (Charles.d.mceachern.civ@army.mil).

ATSN-CZ

SUBJECT: Dismounted Reconnaissance Course Welcome Letter

14. POC for this memorandum is the Dismounted Reconnaissance Course NCOIC, SFC Shearin, [matthew.c.shearin.mil@army.mil](mailto:matthew.c.shearin.mil@army.mil), 573-596-6152.

*Charles D. McEachern*

CHARLES D. MCEACHERN  
GS-11, HDR Course Manager