



**DEPARTMENT OF THE ARMY**  
U.S. ARMY CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR SCHOOL  
DIRECTORATE OF TRAINING AND LEADER DEVELOPMENT  
14010 MSCoE LOOP, SUITE 3102  
FORT LEONARD WOOD, MISSOURI 65473-8926

REPLY TO  
ATTENTION OF

ATSN-T

19 January 2021

MEMORANDUM FOR Students Attending the Basic Radiological Safety Course

SUBJECT: Radiation Safety and Packaging Courses Training Information Letter

1. Welcome to Fort Leonard Wood (FLW), home of the U.S. Army Maneuver Support Center of Excellence (MSCoE) whose mission is to provide the nation with values-based individuals, leaders, and teams trained in basic combat skills and chemical, engineering, military police, and transportation disciplines.

2. COVID-19 requirements: All students scheduled to attend this course MUST be tested for COVID-19 at their home station within 72 hours of report date to Fort Leonard Wood. All students will hand carry their test results and provide a copy to the course cadre upon arrival for the class. Any personnel who do not receive a physical COVID-19 test result with Date Time Group (DTG), must have a Memorandum of Record from their command with the DTG of their negative test result. It can be recorded on DD 689 Individual Sick Slip and signed in block 9 by the unit Company Commander. Any potential student who has tested positive for COVID-19 prior to travel are not authorized to travel to FLW for this course.

Students attending functional training who have received a full COVID-19 vaccination (2 shot series) are still required to obtain a negative COVID-19 test prior to arrival. Until a significant proportion of the population is vaccinated there is still risk of spread in the population including a small risk in those who have been vaccinated.

3. 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 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. Prior to arrival, contact the Intercontinental Housing Group (IHG) Office to reserve on-post lodging, if available. The phone number for IHG is (573) 596-4800 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 the Candlewood Suites in order to check into billeting. Do not obtain off-post lodging without prior approval. If post lodging is unavailable, the G3 Registrar will reserve rooms at government contracted hotels for the duration of your class. All off-post Student room requirements will be handled by the G3 Registrar Office. All other services must make their own lodging arrangements, you may contact IHG however it is based on availability.

5. Lodging for DA Civilians: DA Civilians and other federal agency civilian employees may utilize on base lodging at Candlewood Suites or the surrounding area lodging and accommodations. Check with your unit to ensure you are authorized full per-diem. Civilians are not required to check in with the post lodging office.

6. 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 STL and SGF.

7. All students attending the Radiological Training will report at 0730 on the date indicated on his/her orders, to the MSCoE, 14030 MSCoE Loop, Building 3203 Thurman Hall, room 1823. This is located in the Edwin R Bradley Radiation Laboratories which are in the north-west corner of Thurman Hall.

a. Duty uniform is Occupational Camouflage Pattern (OCP), or service equivalent. Casual Business wear is acceptable for civilians, however, open toed shoes are not considered acceptable footwear.

b. You must have the following items with you for in-processing: Note taking material, pens/pencils, highlighters, and a scientific calculator. You may want to bring a 3-ring binder and tabs for handouts.

c. Copy of TDY orders and any amendments.

8. All students who complete the Radiation Safety Courses will be released at approximately 1500 on the last day of the course. For students who will travel by commercial air, please allow enough time to travel to the airport before your flight departs. In the event that your flight does not leave until the following day, ensure your orders allow an additional day for travel.

9. Contact numbers to inquire about the Radiation Safety Courses are:

Dr. deHarak, Bruno A. (573) 563-6207

1LT Smith, Christopher W. (573) 563-6208

10. The point of contact for this memorandum is 1LT Smith at (573) 563-6208 or [christopher.w.smith.mil@mail.mil](mailto:christopher.w.smith.mil@mail.mil).

*Bruno deHarak*

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