**DEPARTMENT OF THE ARMY**

**ORGANIZATIONAL NAME/TITLE**

**STANDARDIZED STREET ADDRESS**

**CITY STATE 12345-1234**

OFFICE SYMBOL 19 May 2025

MEMORANDUM FOR Commander, Sapper Leader Course (ATSE-SAP), 7133 Indiana Ave, Fort Leonard Wood, MO 65473-5000

SUBJECT: Organizational Certification Letter of Preparedness for Attendance of the Sapper Leader Course

1. The undersigned certify that (RANK) (NAME), (LAST4), has been evaluated for preparedness by a competent member of my organization and meets all prerequisites to attend the Sapper Leader Course to include:

|  |  |
| --- | --- |
| Task | Evaluated by: Rank/Name  (Print/sign/date or digital) |
| Completion of a Ranger/Sapper physical examination within 18 months of report date. |  |
| Completion of the Army Combat Water Survival Test. SM has been identified as a Strong, Weak, or Non-Swimmer (circle one). |  |
| Packing list has been verified without deficiency. |  |
| Completed 12-mile ruck in under 3 hours with 35lbs (dry). Time \_\_\_\_\_\_\_\_\_ |  |
| Completed 5-mile run. Time\_\_\_\_\_\_\_\_\_ |  |
| Completed/Passed diagnostic SPFT. |  |
| Conducted land navigation training. |  |
| SM is proficient in 10 level demolitions. |  |

1. The point of contact for this memorandum is (NAME) at (PHONE NUMBER) or by email at (Government Email Address).

(NAME) (NAME)

CSM, USA LTC, EN

Command Sergeant Major Battalion Commander

**Sapper Training Task Checklist**

|  |  |
| --- | --- |
| **Sapper Tactical Task (STT)** | |
| **Individual Task Number** | **Task Title** |
|  | **STT #1: Clear, Disassemble, Reassemble, and Perform a Functions Check on an M249 Machine Gun** |
| 071‐249‐0006 | Maintain an M249 Machine Gun |
| 071-249-0001 | Perform a Functions Check on an M249 Machine Gun |
|  |  |
|  | **STT #2: Clear, Disassemble, Reassemble, and Perform a Functions Check on an M240 Machine Gun** |
| 071-025-0001 | Maintain an M240 Series Machine Gun |
| 071‐025-0002 | Perform a Functions Check on an M240B/M240L Machine Gun |
|  |  |
|  | **STT #3: Communicate by Tactical radio** |
| 171‐300‐0063 | Operate the Single Channel Ground and Airborne Radio System (SINCGARS) Advanced System Improvement Program (ASIP) Radio |
|  |  |
|  | **STT #4: Land Navigation** |
| 071‐COM-1002 | Determine Grid Coordinates of a Point on a Military Map |
| 071-COM-1001 | Identify Terrain Features on a Military Map |
|  |  |
|  | **STT #5: Line Main Tie in and Modernized Demolition Initiator Identification** |
| 052-192-1042 | Identify Friendly/Enemy Mines and Initiators |
| 052-193-1311 | Prime Military Explosives |
| **Land Navigation** | |
| **Individual Task Number** | **Task Title** |
| 071‐COM‐1006 | Navigate from One Point on the Ground to another Point while Dismounted |
| 071‐329‐1009 | Convert Azimuths |
| 071‐329‐1004 | Determine the Elevation of a Point on the Ground Using a Map |
| 071‐329‐1014 | Locate an Unknown Point on a Map and on the Ground by Intersection |
| 071‐329‐1015 | Locate an Unknown Point on a Map and on the Ground by Resection |
| 071‐329‐1018 | Determine Direction without a Compass |
| 071‐COM‐1008 | Measure Distance on a Map |
| 071‐COM‐1011 | Orient a Map Using a Lensatic Compass |
|  |  |
| **Sapper Physical Fitness Test (SPFT)** | |
| **Individual Task Number** | **Task Title** |
|  |  |
| Hand release Push Up | Minimum 30 in 2 minutes |
| Leg Tuck | Minimum 5 in 2 minutes |
| 3 Mile Run | Maximum Time of 24 minutes |
| **Foot March** | |
| **Individual Task Number** | **Task Title** |
|  |  |
|  | Foot March 12 miles with rucksack weighing a minimum of 35lbs (dry weight) and Sapper's individual load in 3hrs or less |