

United States Army

CBRN School



Version 2.0 (1 June 2023)

Course Management Plan for 4J-F2/494-F9

Basic Radiological Safety Course



Approved:


Assistant Commandant, USACBRNS

14 Jul 23
Date

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ATSN-CZ (351c1-600E)

1. Course Management Plan (CMP) Introduction.

a. This CMP is approved by the Assistant Commandant, USACBRNS and is designed for use by the Total Army School System (TASS) when providing training and evaluation programs for Basic Radiological Safety Course.

b. This CMP provides the course manager and cadre with information and guidance necessary to execute the 4J-F2/494-F9 course. This CMP provides the students with information, guidance, responsibilities, and requirements to graduate from the course.

2. Course Scope.

a. This course teaches the fundamentals of radiological safety, principles for ionizing radiation, storage, handling, transportation, disposal, reporting, and control.

b. The purpose of this course is to provide all commissioned officers, warrant officers, noncommissioned officers, enlisted personnel, and Department of the Army (DA)/Department of Defense (DoD) civilians with the skills, knowledge, and abilities required to perform the duties as a Local (Level 2) Radiation Safety Officer (RSO) in accordance with DA Pamphlet (PAM) 385-24.

3. Course Prerequisites.

a. Active or reserve component: commissioned officers, warrant officers, noncommissioned officers, enlisted personnel, and DA/DOD civilians required to perform the duties as a local Radiation Safety Officer (RSO) IAW DA PAM 385-24.

b. Pregnant individuals shall follow the procedures outlined in DA PAM 385-25. A RSO, which includes the USACBRNS Health Physics Manager, will provide instructions regarding prenatal exposure risks and concerns to the developing embryo or fetus to females occupationally exposed to ionizing radiation. Refer to Nuclear Regulatory Commission (NRC) Regulatory Guide 8.13 for further information. To declare pregnancy, the individual will voluntarily provide the RSO a written statement that is dated, signed, and contains the following information: ["I hereby make notification that I am occupationally exposed to radiation in the course of my normal job duties, and that I am now pregnant. My estimated date of conception is (only month and year is needed). I understand that by declaring my pregnancy, my occupational exposure to ionizing radiation will be controlled as prescribed in DA Pam 385-24."] The RSO shall notify the US Army Dosimetry Center (USADC) and provide a copy of the declaration to the USACBRNS Health Physics Manager. The Health Physics Manager shall keep a copy of the declaration for the duration of the pregnancy. A declared pregnant individual may revoke the declaration at any time. The revocation will be in writing and maintained by the RSO.

4. Course Foreign Disclosure Rating FD2. This training product has been reviewed by the training developers in coordination with the USACBRNS, (Foreign Disclosure (FD) Representative) and (Maneuver Support Center of Excellence (MSCoE) foreign disclosure officer.) This training product can be used to instruct international military students when the country meets specific criteria. Specific requirement(s) that each country must meet:

a. Must purchase equipment through Foreign Military Sales (FMS); AN/VDR-2, AN/PDR-77, AN/UDR-13/14, Identifinder, AN/PDR-75.

b. Must be a member of a specific group or coalition: Australia, Canada, Germany, Republic of Korea, and United Kingdom.

c. Must have an accepted clearance (must be authorized under an identified general security agreement with the US).

d. May not attend FD3; 031-RDA05, 031-RDB01, 031-RDB02, 031-RDB03, 031-RDB04, 031-RDB05, 031-RDC02, 031-RDC03, 031-RDD01, 031-RDD02, and 031-RDD03 lesson plans.

5. Course Comments and Suggestions. The USACBRNS commits to continually working to improve training quality. Please submit any comments and suggestions to the U.S. Army Chemical, Biological, Radiological, and Nuclear School:

Assistant Commandant
U.S. Army CBRN School
14030 MSCoE Loop, Suite 1041
Attn: ATSN-CM
Ft. Leonard Wood, MO 65473-8926

6. Training Schedule Development Guidance.

a. Definition of a Training Day: A training day is a period of time allocated to the completion of lesson plans outlined from 4J-F2/494-F9 Program of Instruction (POI).

(1) The course is mandated by TRADOC as a "5 day" training week course. This designation means that training will occur five out of seven days a week (Monday through Friday). This is designated as a standard training day.

(2) The maximum instruction period will last no longer than 8 hours. This does not include transportation to and from the training location or time for lunch.

(3) A "5 day" training day schedule would be Monday through Friday. All training schedules will be developed using the "5 day" training schedule. All compressed training schedule changes must be coordinated and approved IAW Chemical, Biological,

Radiological and Nuclear School (CBRNS) Training & Education Enterprise Standard Operating Procedures (SOP) prior to execution.

(4) Standard training day start time is 0800.

(5) A 1-hour lunch period will be provided for each training day. The 1-hour lunch period includes movement time from the training location to the dining facility, eating, and movement from dining facility back to the training location. The 1-hour period is added to the overall length of the training day for the students.

b. Routine daily unit activities such as Physical Readiness Training (PRT), personal hygiene, breakfast, lunch, dinner, transportation to/from training, formations etc. will be captured on the training schedules and conducted outside of the hours allotted for the training day.

c. In-processing and Out-processing are captured in lesson Program of Instruction File Number (PFN) 031-RDY01. These activities will be captured on the training schedules and conducted during the hours allotted for the training day. These events fall under the administrative time listed on the training schedules.

d. Course Training Sequence, Course Map, Schedule Example.

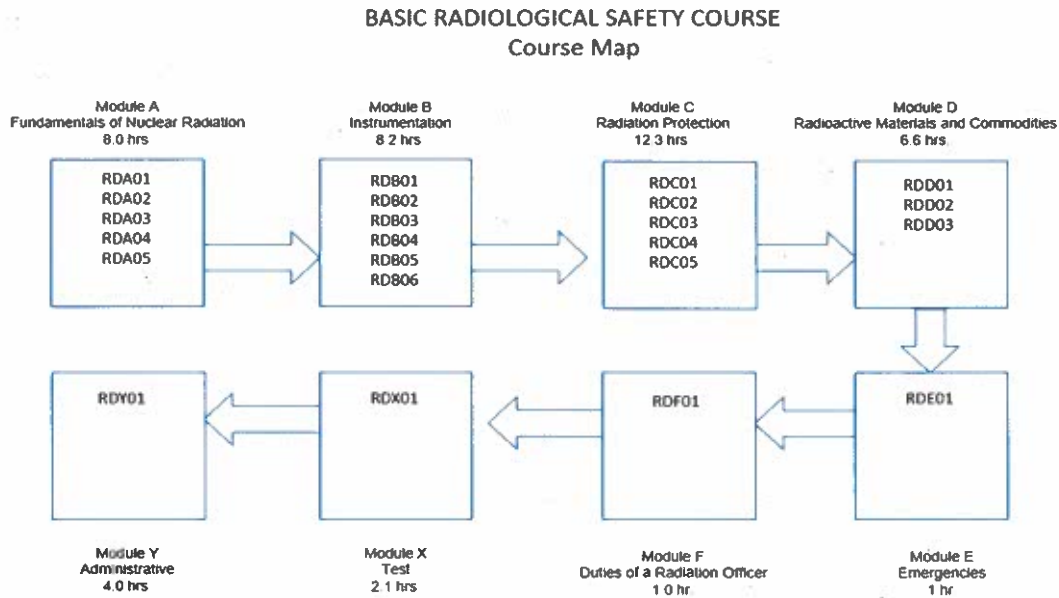
(1) The course map on the following pages shows the recommended sequence of training for the Basic Radiological Safety Course.

(2) The Department of Instruction (DOI) can, in exceptional cases (i.e., scheduling and resourcing conflicts), approve a modified training sequence in order to allow the flexibility necessary for scheduling facilities and equipment. All modified training sequences will be approved prior to execution.

(3) Every attempt will be made to train the course in the sequence listed. This sequence was developed to provide information in a reasonably logical order allowing the student to receive the needed knowledge or skill before moving on to tasks that require it. Even though some modification of the course is likely, all tasks must be taught. New equipment or procedures may be taught in place of older items; however, no part of the course may be eliminated.

(4) The course will use the following sequence. Module A - Fundamentals of Nuclear Radiation, Module B - Instrumentation, Module C - Radiation Protection, Module D - Radioactive Materials and Commodities, Module E - Emergencies, Module F - Duties of a Radiation Officer, Module X - Test and Module Y- Administration.

7. Course Map.



8. Course Training Sequence

Schedule								
1	A	B	C	D	E	F	X	Y

9. Lesson Titles.

Title	PFN
Regulatory Structure for Radiation Safety	031-RDA01
Radiation Basics	031-RDA02
Quantities and Units	031-RDA03
Biological Effects of Radiation	031-RDA04
Principles of Radiation Detection	031-RDA05
Operate the AN/VDR-2	031-RDB01
Operate the AN/PDR-77	031-RDB02
Operate the AN/UDR-13/14	031-RDB03
Operate the Identifinder	031-RDB04
Operate the AN/PDR-75	031-RDB05
Process Radiac Equipment through TMDE	031-RDB06
Maintain Dosimetry Program	031-RDC01
Applied Radiation Safety	031-RDC02
Survey Work Areas	031-RDC03
Hazards and laser/radio frequency (RF) exposure	031-RDC04
Control of laser and radio frequency (RF) Emitters	031-RDC05
Maintain Tritium Devices	031-RDD01
Perform Leak Test	031-RDD02
Depleted Uranium General Awareness Training	031-RDD03
Radiological Emergencies	031-RDE01
Duties of the Radiation Safety Officer	031-RDF01
Basic Radiological Safety Test	031-RDX01
Administrative Requirements	031-RDY01

10. Training Schedule Example.

Functional Basic RAD Safe Class 001-23

Date:	Begin	End	Subject	Reference	Location	Instructor	POI Hours	Remarks
MON	17-Oct-22	07:30	Administrative Requirements	031-RDY01 / 3.0	TH 3717	Mr. Wagner	1.00	
		8:30	Regulatory Structure	031-RDA01 / 3.0	TH 3717	Mr. Wagner	1.00	
		9:30	Radiation Basics - Demonstration & PE	031-RDA02 / 3.0	TH 3717	Mr. Wagner	2.00	
		11:30	Lunch		Post Area/DFAC			
		12:30	Radiation Basics - Discussion	031-RDA02 / 3.0	TH 3717	Mr. Wagner	0.80	
		13:18	Quantities & Units	031-RDA03 / 3.0	TH 3717	Mr. Wagner	2.20	
		15:30	Biological Effects of Radiation	031-RDA04 / 3.0	TH 3717	Mr. Wagner	1.00	
TUE	18-Oct-22	07:30	Principles of Radiation Detection	031-RDA05 / 3.0	TH 3717	Mr. Wagner	1.00	
		8:30	Operate the AN/VDR-2	031-RDB01 / 3.0	TH 3717	Mr. Wagner	2.00	
		10:30	Operate the AN/VDR-77	031-RDB02 / 3.0	TH 3717	Mr. Wagner	1.60	
		12:00	Lunch		Post Area/DFAC			
		13:00	Operate the AN/VDR-13/14	031-RDB03 / 3.0	TH 3717	Mr. Wagner	1.50	
		14:30	Maintain Custody Program	031-RDB01 / 3.0	TH 3717	Mr. Wagner	2.20	
WED	19-Oct-22	07:30	Applied Radiation Safety	031-RDC02 / 3.0	TH 3717	Mr. Wagner	2.50	
		10:00	Survey Work Areas - PE	031-RDC03 / 3.0	TH 3717	Mr. Wagner	1.50	
		11:30	Lunch		Post Area/DFAC			
		12:30	Survey Work Areas - Discussion	031-RDC03 / 3.0	TH 3717	Mr. Wagner	3.50	
		16:00	Hazards and Laser/Radio Frequency (RF) Exposure	031-RDC04 / 3.0	TH 3717	CPT Smith	0.50	
THUR	20-Oct-22	07:30	Hazards and Laser/Radio Frequency (RF) Exposure	031-RDC04 / 3.0	TH 3717	CPT Smith	1.25	
		8:45	Control of Laser and Radio Frequency (RF) Emissions	031-RDC05 / 3.0	TH 3717	CPT Smith	1.75	
		10:30	Maintain Tiltam Devices - Demonstration	031-RDD01 / 3.0	TH 3717	Mr. Wagner	1.00	
		11:30	Lunch		Post Area/DFAC			
		12:30	Maintain Tiltam Devices - Discussion	031-RDD01 / 3.0	TH 3717	Mr. Wagner	0.40	
		12:54	Pattern Leak Test	031-RDD02 / 3.0	TH 3717	Mr. Wagner	3.75	
FRI	21-Oct-22	7:00	Perform Leak Test - Discussion	031-RDD02 / 3.0	TH 3717	Mr. Wagner	1.25	
		8:15	Depleted Uranium General Awareness Training	031-RDD03 / 3.0	TH 3717	Mr. Wagner	0.50	
		8:45	Radiological Emergencies	031-RDE01 / 3.0	TH 3717	Mr. Wagner	1.00	
		9:45	Duties of the Radiation Safety Officer	031-RDF01 / 3.0	TH 3717	Mr. Wagner	1.00	
		10:45	Lunch		Post Area/DFAC			
		11:45	Basic Radiological Safety Test	031-RDX01 / 3.0	TH 3717	Mr. Wagner	2.10	
		13:51	Trouble Test	031-RDX02 / 3.0	TH 3717	Mr. Wagner	1.25	
		15:06	Out Processing, ADR, & AAR	031-RDY01 / 3.0	TH 3717	Mr. Wagner	2.00	
Submitted			Approved:			Total POI Hours		41.45
WAGNER.BRANDON.LEE.1035258988			Digitally signed by WAGNER.BRANDON.LEE.1035258988 Date: 2022.10.13 09:52:59 -05'00'			Edward J. Novakoski LTC, CM Chief, DOI		
Brandon L. Wagner GS-11, CN Training Instructor (Radiological)			NOVAKOSKLEDDWARD JOSEPH.1256736213			Digitally signed by NOVAKOSKLEDDWARD.JOSEPH.1256736213 Date: 2022.10.13 11:50:53 -05'00'		

11. Course Manager Qualifications.

a. Military Course Managers.

(1) Two years in the Military Occupational Specialty (MOS) either in a tactical or garrison environment, waivable up to one year in the MOS in accordance with Army Regulation (AR) 614-200.

(2) Meets physical requirements (height/weight); pass the Army Combat Fitness Test (ACFT) in accordance with Field Manual (FM) 7-22, Holistic Health and Fitness.

(3) Graduate of CBRN Advanced Leader's Course (ALC).

(4) Staff Sergeant (E-6) and above or as otherwise stated in AR 614-200.

b. Civilian Course Managers.

(1) GS-11. Training Specialist (GS - 1712) or Instructional Systems Specialist (GS - 1750).

(2) Experience that demonstrated a practical knowledge of the methods and techniques of instruction.

(3) Teaching or instructing in an adult education program, secondary school, college, military installation, or industrial establishment in the appropriate field(s).

(4) Development or review of training/course materials, aids, devices, etc., and evaluation of training results.

(5) Work in the occupation or subject matter field of the position to be filled that required training or instructing others on a regular basis.

12. Course Manager Responsibilities.

a. The course manager is responsible for ensuring the training is presented as designed in course documents.

b. Ensure that instructors receive support, materials, and equipment required to present training.

c. Continuously evaluate course effectiveness and efficiency and provide appropriate feedback to the trainers and the Director of Training & Leader Development (DOT&LD), USACBRNS.

d. Ensure staff, faculty, and students comply with safety, risk management, environmental protection rules, regulations, laws, guidance, and course requirements.

e. Ensure facilities, material, equipment, and systems required for presenting instruction are properly maintained.

f. Ensure that the next Fiscal Year's class dates are scheduled and correctly input into Army Training Resource Requirements System (ATRRS).

g. Monitor course inputs frequently and relay class size projections to Cadre, company, and battalion leadership.

h. Serve as Point of Contact (POC) between the Instructor staff and training developer for lesson plan revisions, test question changes, errors within the course documents, etc.

i. Serve as the Digital Training Management System (DTMS) Course Manager for Basic Radiological Safety Course. Ensure course is properly represented in DTMS and adjust as needed to reflect current approved Program of Instruction (POI). Provide access to authorized Instructors for the purpose of annotating student academics in DTMS. Revoke user access for continuous dereliction of responsibilities.

13. Instructor Qualification/Certification Requirements.

a. All Instructors must be either Active Duty, Reserve Component, government employee or approved contract civilians.

b. All individuals assigned to Instructor duties must complete a TRADOC approved instructor-training program as part of the initial certification and been awarded the appropriate Instructor Skill Qualification Identifier (SQI). Instructor certification requirements are outlined in AR 614-200, TRADOC Regulation (TR) 350-6, TR Reg 350-70 and the USACBRNS Enterprise Standing Operating Procedures (SOP). They are as follows:

(1) Demonstrate competency and proficiency in the technical and tactical skills required by the POI or lesson outlines.

(2) Fulfill all proponent requirements as outlined in the Proponent Instructor Certification Policy.

(3) Must be in the grade of SSG (E-6) and above or as otherwise stated in the Proponent Instructor Certification Policy.

(4) Meet height and weight standards in accordance with AR 600-9 (military only).

(5) Pass the AFCT in accordance with FM 7-22, Holistic Health and Fitness (military only).

(6) Be a graduate of the Basic Radiological Safety Course.

(7) Must meet all other required prerequisites (as applicable) per DA Pamphlet (PAM) 611-21 (Military Occupational Classification and Structure) and TRADOC Regulation (TR) 350-70.

(8) Instructors who hold either the Army Basic, Senior, or Master badge must demonstrate the Instructor Competencies located under Annex D, while performing their duties as Instructors. These competencies and outcomes are derived from the International Board of Standards for Training, Performance, and Instruction (ibstpi).

c. Military personnel responsible for the course of instruction, or for conducting the training, at a minimum, must be qualified within the same job specialty as the target

audience within the specific service requirements. Instructors must be a qualified 74D CBRN Specialist (74A if an officer) must have completed a TRADOC Instructor/Facilitator Course such as the Instructor Training Course (ITC), the Army Basic Instructor Course (ABIC) or the Common Faculty Development Instructor Course (CFD-IC); and have been awarded an Instructor Skill Qualification Identifier (SQI).

d. Civilian instructors will be required to successfully complete the course in which he/she is to be certified to instruct. Additionally, civilian personnel must also have one full year of documented adult teaching experience; and must have completed a service specific instructor-training course (ITC, ABIC, CFD-IC) or be scheduled to attend such a course.

14. Instructor Responsibilities.

a. Cadre are directly in contact with the students and represent the command in the presentation of the instruction. They serve as role models for the students. They will be technically competent and professional in demeanor.

b. Thoroughly read and follow TR 350-6, Basic Radiological Safety Course Management Plan (CMP), Individual Student Assessment Plan (ISAP) for the Basic Radiological Safety Course and the Chemical, Biological, Radiological and Nuclear School (CBRNS) Enterprise Standard Operating Procedures (SOP).

c. Thoroughly study and be well versed in the Army's Learning Model, the Basic Radiological Safety Critical Task Lists (CTLs), the course Program of Instruction (POI), and Lesson Plans, before presenting lessons.

d. Inform students how they will be evaluated for blocks of instruction by informing students of Action, Condition, Standard, and Lesson Administrative Data before each lesson.

e. Teach every lesson as outlined in the course documents. Allowing students, the opportunity to practice what they have learned increases the successfulness of the training event. Ensure students are provided the opportunity to practice newly acquired skills or knowledge. Demonstrate the performance exercises, allow the students to practice, and then measure the students during the performance evaluation against the approved measurement standard.

f. Manage the training and maintain an environment conducive to learning where students are active participants and cultivate collaborative groups.

g. Supervise and guide the learning process using learner-centered methods when possible.

h. Create collaborative, context-based, and problem-solving events that engage learners to think and understand relevance of the material learned when possible.

i. Reduce or eliminate Instructor-led slide presentations and use a blended learning approach that incorporates virtual and constructive simulations, gaming technology, or other technology-delivered instruction when possible.

j. Provide immediate feedback on student performance.

k. Be alert to students having difficulty and intercede as appropriate.

l. Maintain a copy of the Individual Student Assessment Plan (ISAP) in the back of the classroom so that it is accessible for students to review at their leisure.

m. Ensure students comply with safety and environmental protection rules, risk assessments, regulations, laws, and course requirements.

n. Counsel and coach students.

o. Provide appropriate remedial training.

p. Ensure the visitor's book is present for the class. Ensure current training schedule is present.

q. Ensure all students arrived to the training location with the correct serviceable equipment. Identify any nonfunctioning or unserviceable equipment to the Instructor for replacement.

r. Continuously evaluate course effectiveness, lesson plans, and training aids for accuracy and effectiveness in alignment with POI and provide feedback to the course manager.

15. Student Responsibilities.

a. It is the student's responsibility to learn and perform the lesson objectives. This responsibility includes completing the homework assignments, practical exercises, and participating in training activities.

b. Prepare for class by studying assigned materials. Complete homework assignments, practical exercises, and participate in training activities.

c. Meet or exceed all graduation requirements as outlined in the Individual Student Assessment Plan (ISAP).

d. Avoid conduct both on and off duty, which is immoral, illegal, unethical, or likely to bring discredit to the Army.

e. Maintain proper military bearing in dress and behavior.

- f. Maintain total honesty and uphold the highest standards of integrity.
- g. Provide constructive criticism concerning the efficiency and effectiveness of the training and training materials using the student feedback form.
- h. Comply with the guidelines in the ISAP, Battalion SOP, unit policy letters, and any other pertinent directives.
- i. Complete assigned reading and homework, as well as being prepared for classes, to include bringing necessary publications and supplies.
- j. Maintain high standards of appearance, bearing, and professionalism.

ANNEX A Student Guide

1. Introduction.

a. The Student Guide is contained in the following pages. This Student Guide is provided in a way that it should be given directly to the student.

b. Listed below are some administrative things you will need to know while attending the Basic Radiological Safety Course.

(1) Welcome to the Edwin R. Bradley Radiological Laboratories and the Basic Radiological Safety Course. You are about to take part in a one-week program of instruction that will qualify you to perform some of the essential duties as a Local Radiation Safety Officer. This training is focused on the technical aspects of Radiological Safety. The course includes training on a variety of military and/or commercial CBRN equipment.

(2) There is one written test incorporated into the course. There are additional non-duty study requirements. Please come prepared to learn. A score of 70% is required to successfully pass the written test. Students failing any written test will be given time to retrain and will be allowed one retest. Any student failing the retest will be disenrolled from the course. The end of the course test requires computer-based testing. Units should 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 that does not have CAC enabled will potentially jeopardize their ability to successfully complete the course.

2. Course Prerequisites. Active or reserve component: commissioned officers, warrant officers, noncommissioned officers, enlisted personnel, and DA/DOD civilians required to perform the duties as a Local (Level 2) RSO IAW DA PAM 385-24.

3. In-Processing.

a. All Students will report at 0730 on the date indicated on his/her orders to the Maneuver Support Center of Excellence (MSCOE) BLDG 3203, 14030 MSCOE Loop, Thurman Hall Suite 1823, The Edwin R. Bradley Radiological Laboratories (ERBRL).

b. Students will bring a copy of Temporary Duty (TDY) orders, amendments, and a copy of any advanced travel payments received.

c. Students will bring note taking material, pens/pencils, a highlighter, three ring binder for handouts, tabs, and a scientific calculator.

4. Lodging & Meals.

a. Army students of all components attending this course are covered under the Institutional Training Directed Lodging and Meal Policy (ITDLMP), the link is below.
[https://www.finance.army.mil/BOLCBB/9Directed Lodging and Meal Policy 1 April 16.pdf](https://www.finance.army.mil/BOLCBB/9Directed%20Lodging%20and%20Meal%20Policy%201%20April%2016.pdf).

b. You may contact the Intercontinental Housing Group (IHG) Office prior to arrival to reserve on post lodging if available. The phone number is (573) 596-0999. The IHG Office is located in Candlewood Suites, Building 2020, 4990 Nebraska Avenue. When you arrive at Fort Leonard Wood, all students will report to Candlewood Suites in order to check into billeting. Do not obtain off post lodging. If post lodging is unavailable, the G3 Registrar will block 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. You must be enrolled in ATRRS before making reservations. The link can be found at <http://www.ihg.com/armyhotels/hotels/us/en/reservation>.

c. Soldiers of all ranks attending training in a TDY/Active Duty for Training (ADT) status will be directed to subsist weekdays at no cost with full meal per diem on the weekends and Federal holidays. Orders will be used at the dining facility.

d. All Marines reporting for the course must sign into the Marine Corps Detachment, Ft Leonard Wood, on the report date of the course which is the day prior to the course start date.

5. Uniform & Appearance. You are expected to set the standard in terms of appearance of the uniform and military bearing. Your uniform and appearance will reflect pride in your respective service as a Service Member in the Armed Forces. Business casual is recommended for civilian students while in class.

6. Pregnancy. AR 40-501 identifies several activities in which pregnant Soldiers may not participate.

7. Leaves & Passes. Students desiring to take leave after the completion of the course who are on Temporary Duty (TDY), and return must have an approved leave form (DA FORM 31) from their home unit. Students may go on emergency leave, if verified by the American Red Cross. However, a Student Status Review (SSR) will be initiated for missed training time in accordance with the ISAP. Passes are available for weekends and holidays. Remember, passes are privileges, not a right.

8. Military Vehicles. There may be an instance when students will attend the course as a group from a unit and use of a government vehicle is authorized. The student in charge of the vehicle will make sure that it is only used for official business pertaining to the students who are TDY.

9. Open Door Policy. As in any military unit, the door is always open to students with problems or concerns. Students will schedule an appointment through the senior instructor.

10. DA Form 1059 - Academic Evaluation Report (AER). Students will not receive a DA Form 1059 for this course.

11. Student Elimination. Elimination from the course may occur for several reasons; the Instructor will brief you on this in accordance with the ISAP. Some reasons for elimination are substance use/abuse, test failures, any unexcused absences from any training event, lack of motivation, attitude, Uniform Code of Military Justice (UCMJ) actions, absent from or late to any formations, training events, and Sexual Harassment /Assault Response & Prevention (SHARP) and/or Equal Opportunity (EO) complaints on or off duty.

12. Appeals. All students will be given the opportunity to appeal their disenrollment IAW applicable regulations. Students will continue in the course during the appeal process, unless they are disruptive to the training discipline.

13. Absences. All students must obtain permission from the cadre before you can be absent from training. Any military student that is absent without permission is subject to punishment under the UCMJ and may be considered for disenrollment from the course. All students will notify the Instructor prior to departing the class area for any authorized absence during duty hours. Instructors are responsible for the conduct of makeup training and testing for students with authorized absences. Students absent longer than four (4) academic hours may be considered for disenrollment. Failure to be at your appointed place of duty may be cause for dismissal.

14. Standard of Conduct. At the United States Army CBRN School, we demand students display proper military bearing and a positive attitude at all times. Unprofessional conduct will not be tolerated.

15. Transportation. The use of rental cars and privately owned vehicles (POV's) to and from class is recommended. Limited shuttle services are available for travel on post. Commercial taxi and ride sharing is available on/off post.

16. Crime Prevention. Everyone has the responsibility to prevent or deter crime. If you become a victim of crime notify your instructor immediately. Keep your items secure at all times and do not keep more than \$40.00 in your area. Personal property will not be left unattended. POV's will be locked at all times. Maintain physical control of your personal property.

17. Off-Limits Areas. Cadre will inform you of any off-limit areas by posting them on the classroom bulletin board. In addition, all training brigade billets that house Initial Entry Soldiers are also off limits. This is in accordance with Fort Leonard Wood Command Policy #8.

18. Alcohol Policy. The legal drinking age is 21 years old both on and off post. If you are underage, you will not consume alcohol.

19. Use of Tobacco. Smoking and dipping is allowed in designated areas only. No smoking is allowed in your room. Violators will pay for smoke cleaning of the room. Students will not smoke or dip in classroom/ formation areas. Smoking is prohibited in the vicinity of Initial Entry Training (IET)/Advanced Individual Training (AIT) Soldiers.

20. Weapons. No student is authorized to have a weapon while attending the course.

21. Drinking & Driving. Do not drink and drive. If you are apprehended for Driving While Intoxicated (DWI)/Driving Under the Influence (DUI) by civilian authorities, you will be subject to Missouri law. It is a violation of Fort Leonard Wood regulations to operate a vehicle while carrying an open alcoholic beverage container. The federal magistrate will administer violations on post.

22. Foreign Disclosure. FD2. The materials contained in this course have been reviewed by the training/educational developers in coordination with the USACBRNS, Foreign Disclosure (FD) Representative and MSCoE FD authority. This training event/course is NOT releasable to students from foreign countries. (FD2)

23. Student Guide/Course Management Plan can also be found at the following link:
<https://home.army.mil/wood/index.php/units-tenants/USACBRNS/Courses/BasicRad>

Annex B
Instructor Competencies

Outcomes			
Competency	Basic Army Instructor is able to:	Senior Army Instructor is able to:	Master Army Instructor is able to:
1. Communicate Effectively	Apply a variety of appropriate written, oral, and body language, and active listening skills to communicate clearly. Acknowledge diverse perspectives and use language that is effective for the learning content and audience.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
2. Update & improve one's professional knowledge & skills	Assess their own instructional performance and identify areas for improvement. Uses mentoring sessions and developmental activities to improve performance.	Develop a personal development plan that includes training, self-development, to increase knowledge of topics related to learning. Demonstrates an interest in becoming a learning professional and mentors Instructors.	Mentor Senior Instructors. Prepares and conducts training for Basic and Senior Army Instructors. Actively pursue expertise as learning professional and serves on Master Instructor Selection Board (MISB).
3. Comply with established ethical & legal standards	Exhibit Army values and professional standards. Avoids violating copyright law and real or perceived conflicts of interest. Respect student confidentiality, along with anonymity and rights.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
4. Establish & maintain professional credibility	Model professional conduct by: maintaining subject matter expertise, demonstrating knowledge of adult learner traits and behaviors. Respects the opinions of students, peers and seniors, while seeking self-improvement.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	

Outcomes			
Competency	Basic Army Instructor is able to:	Senior Army Instructor is able to:	Master Army Instructor is able to:
5. Plan instructional methods & materials	N/A at this level.	Apply instructional design principles to modify/re-design instruction. Modifies and creates technology-based instructional resources.	Design new lessons using appropriate design principles, instructional strategies, delivery methods, and instructional technology. Reviews and approves lesson revisions by senior instructors.
6. Prepare for Instruction	Anticipates student needs and identifies potential questions. Prepares key points, examples, and additional information for students. Confirms availability and readiness of learning environment such as physical space, materials, and safety.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
7. Stimulate & sustain learner motivation & engagement	Establishes relevance of instruction and provides clear goals and realistic expectations. Exhibits enthusiasm for learning content. Provides opportunities for learners to succeed and supportive feedback to reinforce value of training.	Diagnose motivation problems in individuals or teams and provides probable solutions.	Note: Master Instructors continue to assess and develop this competency; however, defining another level of this competency may not be necessary.
8. Demonstrate effective presentation skills	Focus presentation on key learning points and present content in a variety of ways. Recognizes and adapt presentations to learner needs. Uses familiar examples, anecdotes, stories, and analogies effectively.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
9. Demonstrate effective facilitation skills	Elicit questions and contributions from the students. Promotes interaction with and between students. Stays focus on learning objectives, monitors, assesses and adapts instruction to classroom dynamics.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	

Outcomes			
Competency	Basic Army Instructor is able to:	Senior Army Instructor is able to:	Master Army Instructor is able to:
10. Demonstrate effective questioning skills	Prepare questions and questioning techniques to assess learning and stimulate discussion. Uses active listening to respond to student questions. Measure student learning. Provides supportive comments and ask appropriate follow-up questions.	Develop questions that promote deeper thinking. Uses redirect questions to promote learning and generate appropriate questions as learning occurs.	
11. Provide clarification & feedback	Provide students opportunities to ask questions that are specific, relevant, timely, fair, supportive, and balanced. Reinforce feedback that focuses on performance. Encourage students to give peer feedback.	Note: Senior and master instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
12. Promote retention of knowledge & skills	Activates student prior knowledge or experiences and relate new content to what students already know. Provides opportunities to practice and apply new knowledge or skills. Provides activities for reflection and review.	Promote student development and use of self-learning skills.	Note: Master Instructors continue to assess and develop this competency; however, defining another level of this competency may not be necessary.
13. Promote transfer of knowledge & skills	Assist students to use new knowledge or skills, to solve realistic problems. Provides opportunities for student's discussion or reflection about how they can use new knowledge or skills when they return to work.	Helps students to practice the new knowledge or skill in more complex scenarios. Provides opportunity for learners to create, invent or explore new ways to use the knowledge and skill.	Note: Master Instructors continue to assess and develop this competency; however, defining another level of this competency may not be necessary.
14. Use media and technology to enhance learning and performance	Apply planned media and technology appropriately to enhance learning and performance. Troubleshoot or fix minor technical problems.	Adjust use of media and technology appropriately to enhance learning. Recommend ways to use technology to enhance lesson effectiveness.	Evaluate if emerging educational technology can be used to enhance lesson effectiveness.

Outcomes			
Competency	Basic Army Instructor is able to:	Senior Army Instructor is able to:	Master Army Instructor is able to:
15. Assess learning and performance	Communicates assessment criteria and instructions to students. Monitors student learning through informal and formal assessments. Administers and grades assessments.	Develop basic assessment items.	Develop complex assessment items and assessment instruments. Suggest changes to the Individual Student Assessment Plan (ISAP)
16. Evaluate instructional effectiveness	Makes recommendations to improve the learning (e.g., content, media changes). Administers and interprets student reaction surveys.	Uses assessment data to recommend assessment item or lesson changes. Assesses performance of instructors	Evaluate the impact on learning of all elements within the learning environment. Recommends changes to improve learning efficiency and effectiveness.
17. Manage an environment that fosters learning & performance	Supervise the instructional setting to facilitate learning and improve performance. Handle student's disciplinary issues.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
18. Manage the instructional process through the appropriate use of technology	Apply technology effectively to complete administrative and instructional support requirements.	Note: Senior and Master Instructors continue to assess and develop this competency; however, defining higher levels of this competency may not be necessary.	
19. Counsel students	Conducts student performance and event counseling. Prepares and administers academic evaluations.	Review academic evaluations and recommend changes.	Develop Basic and Senior Instructors counseling skills.

Annex C

End of Course Questionnaire (EOCQ)



U.S. ARMY CBRN SCHOOL
FORT LEONARD WOOD, MISSOURI



Demographics

Class number Fiscal Year

Class number

Training Location

- ☐ Fort Leonard Wood
☐ Distributed Learning
☐ Mobile training Team (MTT)
☐ Other

Gender

- ☐ Male
☐ Female

Component

Overall Training Experience

Select level of agreement

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
Course/session objectives were presented at the beginning of class	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course content was logically organized	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The level of instruction was appropriate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety was stressed and practiced throughout the course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Environmental considerations were stressed and practiced throughout the course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course was learner-centric or student focused	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My skills and knowledge increased as a result of this course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course provided me ample opportunity to demonstrate initiative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I was given opportunity to demonstrate leadership abilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I will be able to apply skills learned in this course in future operations or jobs

- ☐ Yes
☐ No

Instructors/Facilitators

Select level of agreement

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
Demonstrated a thorough grasp of the subject	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Were prepared for training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Served as mentors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Where appropriate for training, the instructors/facilitators incorporated team work and collaboration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Where appropriate for training, the instructors/facilitators incorporated learning activities that developed critical thinking and problem solving	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructors/facilitators related training to the job/operational environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The instructor/facilitator professionalism set the proper example for bearing behavior and appearance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Course Presentation

Select level of agreement

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
Training was realistic and effective	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The lesson objective was clearly stated	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Course materials and references used for training were current	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course delivery method was appropriate for training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The appropriate amount of time was allocated for training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gaming and simulation incorporated into the course enhanced training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online digital course materials were relevant, useful, and accessible and needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Assessments (Exams, Test, Performance Evaluations):

Select level of agreement

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
The Individual Student Assessment Plan (ISAP) was provided or posted for student access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessment procedures were clearly explained prior to all assessments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The process for challenging an assessment (reclaima procedure) was clearly explained	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assessment served as a good measurement of the training received	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Post assessment exam, test, performance evaluation review or After Action Reviews (AARS) were conducted after each assessment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Training Equipment and Materials

Select level of agreement

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
Training facilities, ranges, and training areas were conducive to learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Classroom or training areas were appropriate for training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enough equipment, training aids and/or training material were on hand to conduct training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Equipment and training aids functioned properly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
There was enough ammunition to complete the task/exercise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Training Support

The barracks/on post lodging lighting, HVAC, climate, internet access, and furnishings were adequate

	Strongly Agree	Agree	Disagree	Strongly Disagree	NA
The barracks/on post lodging lighting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
HVAC	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Internet access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Furnishings were adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The library resources and operating hours met student needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The welcome letter and packing list was informative and provided detailed requirements of documents, clothing, and equipment required to attend the course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Group meeting facilities with internet access were available for small group work outside of class time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The course included instruction on the use of research, information resources, and other Knowledge Management tools and opportunities to use these resources in the conduct of the course	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What was the most valuable part of training and why?

What was the least valuable part of training and why?

Is there a subject/class that you would add to the curriculum?

Please provide other comments or suggestions to help improve future training classes

Submit Survey

Annex D
Required References

<u>Number</u>	<u>Title</u>	<u>Date</u>
	<u>Military References</u>	
Army Regulation (AR) 40-501	Standards of Medical Fitness	27 Jun 2019
AR 614-200	Enlisted Assignments and Utilization Management	25 Jan 2019
AR 700-48	Management Of Radiologically Contaminated Equipment Outside the United States	12 Aug 2020
AR 750-43	Army Test, Measurement, And Diagnostic Equipment	24 Jan 2014
Army Technical Publications (ATP) 4-02.83	Multiservice Tactics, Techniques, And Procedures for Treatment of Nuclear and Radiological Casualties	5 May 2014
N/A	CBRNS Training and Education Enterprise SOP	4 Nov 2022
DA Pamphlet (PAM) 385-24	The Army Radiation Safety Program	30 Nov 2015
PAM 385-25	Occupational Dosimetry and Dose Recording for Exposure to Ionizing Radiation	02 Oct 2012
PAM 611-21	Military Occupational Classification and Structure	20 Dec 2022
PAM 700-48	Handling Procedures for Equipment Contaminated by Radioactive Commodities	5 March 2021
DOD Instruction (DODI) 6055.11	Protecting Personnel from Electromagnetic Fields	10 Oct 2017
DODI 6055.15	DoD Laser Protection Program	04 May 2007
Field Manual (FM) 7-22	Holistic Health and Fitness (This Item Is Published W/ Basic Incl C1)	1 Oct 2020
Fort Leonard Wood (FLW) Policy Letter # 8	Off - Limits Establishments	Most Current
Military Handbook (MIL-HDBK) 828B	Laser Safety on Ranges and in Other Outdoor Areas	5 May 2011
Technical Bulletin (TB) 43-0197	Instructions For Safe Handling, Maintenance, Storage and Transportation	30 Jun 2006
TB 11-6665-227-12	Safe Handling, Storage, And Transportation of Calibrator Set, RADIAC.	01 Jun 1986
TB 43-0116	Identification Of Radioactive Items in The Army	01 Apr 1998
TB 43-0133	Hazard Controls for CECOM Radiofrequency and Optical Radiation	15 Nov 2000
TB 43-0137	Transportation Information For U.S. Army Radioactive Commodities	15 Dec 2015
TB 43-180	Technical Bulletin Calibration and Repair Requirements for The Maintenance of Army Materiel	1 April 2018
TB MED 524	Control of Hazards to Health from Laser Radiation	31 Jan 2006
Technical Manual (TM) 11-6665-227-13	Operator And Field Maintenance Manual for Calibrator Set, Radiac AN-UDM-2 (NSN 6665-00-179-9037) (EIC KXI)(This Item Is Included on EM 0218)	1 Dec 2013
TM 11-6665-251-24&P	Radiac Set AN/VDR-2 NSN 6665-01-222-1425	15 Oct 2012
TM 11-6665-364-12	Operator's And Unit Maintenance Manual for Radiac Set AN/UDR-13 (NSN 6665-01-407-1237) (EIC: KYH) (Reprinted W/Basic Incl C1-2)	01 Feb 2002
TM 11-6665-365-12&P	Operators And Unit Maintenance Manual (Including Repair Parts and Special Tools list) For Radiac Set AN-PDR-77 (NSN 6665-01-347-6100)	28 Feb 1995

TM 11-6665-375-13	Operator And Field Maintenance Manual Radiac Set AD/UDR-14 (NSN 6665-01-507-0420)(EIC:N/A) (This Item Is Included on EM 0045)	15 Au
TM 11-6665-415-10	Operator Manual for Radiac Set AN/PDR-75A (NSN 6665-01-601-2411) (EIC: GNQ)	1 May
TM 5-6635-350-13&P	Operator And Field Maintenance Manual for Density Moisture Tester NSN 6635-01-604-1875	15 Ap
TM 3-6665-428-10	Operator's Manual for Reconnaissance System, NBC DR-SKO	31 Au
TM 3-11.91	Chemical, Biological, Radiological, And Nuclear Threats And Hazards (This Item Is Published W/ Basic Incl C3)	13 De
TRADOC Pamphlet (TP) 350-70-14	Training and Education Development in Support of the Institutional Domain	15 Ap
TRADOC Regulation (TR) 350-6	Enlisted Initial Entry Training Policies and Administration	8 Dec
TR 350-70	Army Learning Policy and Systems	10 Jul
Civilian References		
0-916339-11-4	Basic Radiation Protection Technology - 6th Edition	01 Ap
49 CFR Parts 100-185	Hazardous Materials Regulations	Updat Annu
CFR 10 (PART 19)	Notices, Instructions and Reports to Workers: Inspection & Investigations	Updat Annu
CFR 10 (PART 20)	Standards for Protection Against Radiation	Updat Annu
CUSTOMER HANDBOOK	U.S. Army Dosimetry Center (USADC) Customer Handbook. (Version 8.2)	5 Nov
IEEE C.95.1-2345-2014	Safety Levels with Respect to Human Exposure to Electric, Magnetic and Electromagnetic Fields, 0 Hz to 300 GHz	12 Jan
IEEE C95.3-2002	IEEE Recommended Practice for Measurements and Computations of Radio Frequency Electromagnetic Fields With Respect to Human Exposure to Such Fields, 100 kHz-300 GHz	1 Jan
IEEE C95.7-2014	IEEE Recommended Practice for Radio Frequency Safety Programs, 3 kHz to 300 GHz	1 Jan
IEEE Std C95.1a-2010	IEEE Standard for Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz Amendment 1	1 Jan
IEEE Std C95.7T.2005	IEEE Recommended Practice for Radio Frequency Safety Programs, 3kHz to 300 GHz	22 Ma
LA-UR-00-2584	Department of Energy Los Alamos Radiation Monitoring Notebook	01 Fe
	Univ Physics Vol 3	01 Jan