

FORT RUCKER TRAINING TRAVEL GUIDANCE

Originator: HQDA DCS G-3-5-7 INSTITUTIONAL TNG DIV WASHINGTON DC

DTG: 141439Z Aug 17 Precedence: R DAC: General

To: CDR TRADOC DCG FT EUSTIS VA, CDR TRADOC DCG FT EUSTIS VA, CDR TRADOC DCS G-3-5-7 OPNS CTR FT EUSTIS VA, CDR TRADOC DCS G-4 DOL FT EUSTIS VA, More...

CC: HQDA DCS G-3-5-7 CIV LEADER DEV DIV WASHINGTON DC, HQDA DCS G-3-5-7 COLLECTIVE TNG DIV WASHINGTON DC, HQDA DCS G-3-5-7 INSTITUTIONAL TNG DIV WASHINGTON DC, HQDA DCS G-3-5-7 MIL LEADER DEV DIV WASHINGTON DC, More...

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FM HQDA DCS G-3-5-7 INSTITUTIONAL TNG DIV WASHINGTON DC UNCLAS

SUBJ/FORT RUCKER TRAINING TRAVEL GUIDANCE
REFERENCES:

- A. ALARACT 180/2012, DAMO-TRI, 051422Z JUL 12, SUBJECT: FORT RUCKER INSTITUTIONAL TRAINING TRAVEL GUIDANCE.
- B. ALARACT 236/2014, DAMO-TRI, 072022Z OCT 14, SUBJECT: FORT RUCKER INSTITUTIONAL TRAINING TRAVEL
- C. DA MESSAGE, DAMO-TRI, 101557Z MAR 17, SUBJECT: MILITARY TRAINING SPECIFIC ALLOTMENT (MTSA) FINANCIAL MANAGEMENT CHANGES.
- D. MEMORANDUM, DAMO-TRI, 1 APRIL 2016, WITH ENCLOSURE, SUBJECT: INSTITUTIONAL TRAINING DIRECTED LODGING AND MEAL (ITDLM) POLICY.
- E. DEPARTMENT OF DEFENSE INSTRUCTION 1120.11, MARCH 17, 2015, SUBJECT: PROGRAMMING AND ACCOUNTING FOR ACTIVE MILITARY MANPOWER.
- F. JOINT TRAVEL REGULATION.

1. THIS MESSAGE SUPERSEDES REFERENCES A AND B AND IS EFFECTIVE WITH CLASSES THAT REPORT ON OR AFTER 1 OCTOBER 2017 (FY 2018). REFERENCE D REMAINS IN EFFECT AND IS APPLICABLE TO ALL ARMY MILITARY TEMPORARY DUTY (TDY)/ACTIVE DUTY TRAINING (ADT) SOLDIERS ATTENDING TRAINING UNDER THE PURVIEW OF THE U.S. ARMY AVIATION CENTER OF EXCELLENCE, WARRANT OFFICER CAREER COLLEGE (WOCS), TO INCLUDE THE AVIATION SAFETY OFFICER COURSE (ASOC) AT THE U.S. ARMY COMBAT READINESS CENTER (USACRC). REQUEST

DISSEMINATION OF THIS MESSAGE TO FUNDING, TRAINING AND PERSONNEL MANAGERS.

2. THIS MESSAGE DOES NOT APPLY TO:

2.A. OFFICERS ATTENDING THEIR INITIAL ROTARY WING AVIATION TRAINING. THESE SOLDIERS WILL ATTEND THEIR INITIAL MILITARY TRAINING IN A PERMANENT CHANGE OF STATION (PCS) STATUS.

2.B. ENLISTED TRAINEES AS DEFINED IN REFERENCE E, PARAGRAPH 1F(3) (A).

2.C. SOLDIERS ATTENDING OVERSEAS CONTINGENCY OPERATIONS COURSES.

2.D. SOLDIERS ATTENDING TRAINING UNDER THE PURVIEW OF ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM (ATRRS) SCHOOL CODES 012 (EXCEPT FOR ASOC), 145V, 848, AND 871.

3. SOLDIERS UNDER PARAGRAPH TWO WITH ONE EXCEPTION WILL REQUIRE TRAVEL AUTHORIZATION AS DETERMINED BY THE FUNDING/ORDER ISSUING OFFICIAL.

4. SOLDIERS IN A TDY/ADT STATUS WILL REPORT TO HOLIDAY INN EXPRESS, BUILDING 308 FOR A ROOM ASSIGNMENT EXCEPT FOR THOSE ATTENDING BELOW COURSES:

4.A. SOLDIERS ATTENDING THE WARRANT OFFICER CANDIDATE COURSE WILL REPORT TO BUILDING 5901 FOR IN-PROCESSING AND ASSIGNMENT TO BARRACKS.

4.B. MILITARY OCCUPATIONAL SPECIALTY TRANSITION (MOS-T) STUDENTS WILL REPORT TO BUILDING 6205 FOR IN-PROCESSING AND ASSIGNMENT TO BARRACKS.

4.C. SOLDIERS ATTENDING THE NON-COMMISSIONED OFFICER'S ACADEMY (NCOA) WILL REPORT TO BUILDING 4301 FOR IN-PROCESSING AND ASSIGNMENT TO BARRACKS.

5. MEAL SUBSISTENCE AT GOVERNMENT DINING FACILITIES IS AVAILABLE AND DIRECTED AS FOLLOWS:

5.A. SOLDIERS ATTENDING MILITARY OCCUPATIONAL SPECIALTY TRANSITION (MOS-T) WILL SUBSIST AT NO COST SEVEN DAYS PER WEEK.

5.B. SOLDIERS ATTENDING WARRANT OFFICER CANDIDATE COURSE WILL SUBSIST SEVEN DAYS PER WEEK AT NO COST.

5.C. SOLDIERS ATTENDING THE NCOA WILL SUBSIST SEVEN DAYS PER WEEK AT NO COST.

5.D. SOLDIERS ATTENDING ASOC WILL SUBSIST FIVE DAYS PER WEEK AT NO COST WITH GOVERNMENT MEAL RATE (GMR) ON WEEKENDS AND FEDERAL HOLIDAYS.

5.E. SOLDIERS ATTENDING GROUND DESIGNATED COURSES WILL SUBSIST FIVE DAYS PER WEEK AT NO COST WITH GMR ON WEEKENDS AND FEDERAL HOLIDAYS. GROUND DESIGNATED COURSES ARE AS FOLLOWS:

5.E.1. AVIATION WOBC (COMMON CORE) PART A FOR MOS 150A AND 150U.

5.E.2. AVIATION CAPTAIN CAREER, PHASE 2 (RC COURSE)

5.E.3. AVIATION WO ADVANCED AND AVIATION WO ADVANCED-RC, PHASE 2

5.E.4. AVIATION MASTER GUNNER

5.E.5. AVIATION TACTICAL OPERATIONS OFFICER

5.E.6. AVIATION MAINTENANCE OFFICER, PHASE 2

5.E.7. AVIATION PRE COMMAND

5.E.8. AVIATION LIFE SUPPORT EQUIPMENT TECHNICIAN

5.E.9. WARRANT OFFICER INTERMEDIATE LEVEL EDUCATION

5.E.10. WARRANT OFFICER SENIOR STAFF EDUCATION

5.E.11. TAIS DIGITAL MASTER GUNNER

5.E.12. DUNKER AND DUNKER RECERTIFICATION COURSES

5.E.13. ARMY SERE HIGH RISK (LEVEL C)

5.E.14. AIR TRAFFIC AND AIRSPACE MANAGEMENT TECHNICIAN WOBC

5.E.15. AIR CAVALRY LEADERS

6. SOLDIERS ATTENDING FLIGHT TRAINING COURSES IN A TDY/ADT STATUS WILL CONTINUE TO RECEIVE FULL MEAL PER DIEM DUE TO OPERATIONAL REQUIREMENTS.

7. GOVERNMENT TRANSPORTATION IS NOT AVAILABLE EXCEPT FOR WO CANDIDATE COURSE, IERW, FIXED WING TO DOTHAN, AL AND MOS TRANSITION TRAINING. SENDING COMMANDS ARE ENCOURAGED TO SUPPORT COMPACT RENTAL CARS FOR SOLDIERS WHO MUST FLY. GAS RECEIPTS WILL BE MONITORED TO AVOID EXCESSIVE CHARGES TO THE GOVERNMENT. IN AND AROUND MILEAGE FOR THOSE AUTHORIZED TO DRIVE THEIR PRIVATELY OWNED AUTOMOBILE IS NOT AUTHORIZED. DISAPPROVAL WILL BE ANNOTATED ON THE TRAVEL ORDER.

8. LODGING REQUIREMENTS WILL BE CENTRALLY FUNDED FROM CLASS REPORT DATE TO CLASS END DATE. SUBSISTENCE REQUIREMENTS WILL BE CENTRALLY FUNDED FROM CLASS START DATE TO CLASS END DATE AS AUTHORIZED ABOVE. LODGING AND SUBSISTENCE POLICIES, PROCEDURES AND SUPPORT REQUIREMENTS ARE OUTLINED IN REFERENCE D. GOVERNMENT MEAL CARDS WILL BE ISSUED PER REFERENCE D.

9. TEMPORARY DUTY TRAVEL ORDERS WILL NOT BE ISSUED IN THE FOLLOWING CIRCUMSTANCES:

9.A. WHEN ASSIGNED OR WITH DUTY AT THE TRAINING LOCATION.

9.B. WHEN TRAINING LOCATION AND UPCOMING PERMANENT CHANGE OF STATION (PCS) IS THE SAME. SOLDIER MUST PCS TO THE INSTALLATION BEFORE COURSE OF INSTRUCTION BEGINS.

9.C. WHEN TRAINING AND LOSING LOCATION IS THE SAME. SOLDIER MAY NOT PCS UNTIL TRAINING IS COMPLETED.

9.D. WHEN TRAINING IS CONDUCTED IN A PCS STATUS (E.G., COURSE(S) LENGTHS ARE/EQUAL TO 20 WEEKS OR MORE AT SAME LOCATION).

9.E. WHEN TRAINING SEAT RESERVATION CONDITION IN THE ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM IS SHOWN AS ANYTHING OTHER THAN A RESERVATION (R), SUCH AS, A WAIT (W) OR CANCELLED RESERVATION (C).

10. SOLDIERS IN A TDY/ADT STATUS MAY NOT REPORT EARLY TO THE TRAINING BASE. TRAINING ACTIVITIES ARE NOT AUTHORIZED TO DIRECT EARLY ARRIVAL ON CLASS REPORT DATE. DUAL-MILITARY PERSONNEL WHO ELECT TO ATTEND THE SAME COURSE/CLASS ARE NOT AUTHORIZED SEPARATE ACCOMMODATIONS. EXCEPTIONS TO THIS POLICY MUST BE ADDRESSED TO HQDA, G-3/5/7, INSTITUTIONAL TRAINING DIVISION BEFORE EXECUTION OF TRAVEL. DEPENDENTS/FAMILY MEMBERS OF TDY/ADT STUDENTS ARE NOT AUTHORIZED AT THE TDY SITE DUE TO CONSTRAINED ACCOMMODATIONS/SERVICES.

11. THE AACOE, G-3 WILL DELEGATE RESPONSIBILITIES, PROCEDURES IN THE COORDINATION OF LODGING REQUIREMENTS AND INVOICE VALIDATION WITH WOCC AND USARCC. GROUP RESERVATIONS WILL BE MADE FOR THOSE WITH A CONFIRMED ATRRS "R" RESERVATION IN COORDINATION WITH LODGING. THEREFORE, LODGING RESERVATIONS IN THE DEFENSE TRAVEL SYSTEM IS NOT REQUIRED/AUTHORIZED.

12. THIS MESSAGE WILL BE POSTED TO THE ODCS, G-37/TR TRAINING DIRECTORATE WEB SITE AT
[HTTPS://G357.ARMY.PENTAGON.MIL/TR/TRI/ITTG/DEFAULT.ASPX](https://G357.ARMY.PENTAGON.MIL/TR/TRI/ITTG/DEFAULT.ASPX).

13. POINT OF CONTACT FOR THIS MESSAGE IS MRS. MARY ELLEN MCCRILLIS, HQDA ODCS, G-37/TR, AT COMMERCIAL (703) 614-9702 OR MARY.MCCRILLIS.CIV@MAIL.MIL

14. GUIDANCE REMAINS IN EFFECT UNTIL SUPERSEDED.

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