C001 - Military Construction (MILCON) Program Management - Basics (Understanding the NGB project execution process) (16 Hours)

- January 26-27; February 3-4 - 0800-1700

Lead Instructor: Major Crowley, Major Crigler, Major Gordon, Doug Patterson
Contact: Major Gordon - 703.607.1079

Basic: This course will focus on the fundamentals of executing Military Construction (MILCON) Projects in the Year of Appropriation and completing construction. Emphasizing audience participation with a panel of Facilities Management Engineers, the class covers all procedures required in the successful execution of all types of MILCON Projects. The formal presentation covers the FYDP, Certificates of Title, Environmental Requirements, Design Submissions, Execution, Change Orders, and Final Close-Out Documents. Pitfalls at each stage will be covered so that States will be better prepared for the challenges they will encounter at each stage of execution.

Class Size: 60

C002 - Project Management Basics (16 Hours (2 days))

- January 28-29; February 5-6 - 0800-1700

Lead Instructor: Major Crowley, Mike Keller
Contact: Major Crowley - 703.607.7948

Basic: This course cover the life cycle of a project, techniques in how to communicate effectively, all of the parts and pieces that make up a project, how to use your time effectively, what it takes to be a good project manager, how to develop a plan for success, how to manage risk, and tips on how to control cost and quality. While the emphasis is general Project Management, the examples and practical exercises will focus on MILCON Design-Bid-Build projects. This class is oriented towards Project Managers with little experience, or experience Project Managers that have never had formal training in Project Management.

Class Size: 60

C003 - Federal Regulations on Construction Execution (8 Hours (1 days))

- January 30; February 2 - 0800-1700

Lead Instructor: William Whitt
Contact: William Whitt - 301.870.0919

Mid level: This course is intended to provide a general understanding of the Federal requirements relating to construction execution of National Guard projects. This course will review the laws and regulations that establish and control projects and the manner in which they are
administered. Students should come away from this course with a better understanding of the design and construction process and the laws and regulations that govern the program execution.

**Class Size: 60**

**C004 - Advance Topic and Senior FME Panel (8 Hours (1 days))**

- **January 30; February 2 - 0800-1700**

**Lead Instructor:** Bill Pulket, Kirit Jhaveri, Doug Patterson  
**Contact:** Bill Pulket - 410.436.6571

Advanced: Answering questions on MILCON execution and will include advanced topics of discussion such as: Design-Build lessons learned; and BRAC. This is an open forum and will include discussing about best practices.

**Class Size: 50**

**C005 - Understanding the FAR for Design Build (8 Hours (1 days))**

- **January 26th - 0800-1700**

**Lead Instructor:** Albert Schweizer  
**Contact:** Albert Schweizer - 410.576.6153

Advanced: As the primary acquisition regulation that governs all Federal Government contracts, the Federal Acquisition Regulations (FAR) provides coordination, simplicity and uniformity in the Federal Acquisition process. The FAR, along with agency regulations, are the tools utilized to write, award and administer Government contracts. This session will provide an overview of key components of the FAR, and how these regulations may impact the use of design-build project delivery.

**Class Size: 30**

**C006 - Fostering Effective Communication throughout the Design Build Process (16 hours)**

- **January 27-28 - 0800-1700**

**Lead Instructor:** Albert Schweizer  
**Contact:** Albert Schweizer - 410.576.6153

Advanced: This course will focus on the essential elements of communication and trust in planning and preparing to engage in the design-build process. Participants will take part in a self-guided inventory of communication style to discover their own preferred style of communication. Case studies will be utilized to help participants recognize all the dimensions of communication which include the sending and receiving of messages, and the non-verbal or meta-verbal means of communicating. The course will delve into hidden agendas and trust, setting up the issue of communication to overcome distrust. The effect of distrust on collaboration will be discussed and demonstrated to heighten awareness of one’s personal responses when the motives of others are in question. Participants will walk away with a clear understanding of the dynamics of communications in the design-build process, why communication often fails, a means for participants to identify their own communication skill weaknesses, and how to overcome these obstacles.

**Class Size: 30**
C007 - Super Charged Source Selection for Design Build Projects (8 hours)

- January 29 - 0800-1700

Lead Instructor: Albert Schweizer  
Contact: Albert Schweizer - 410.576.6153

Advanced: An effective source selection is one of the key elements of successful design-build projects delivery. In a competitive process where lowest cost is not the sole criteria – such as best value source selection -- the selection process varies dramatically from traditional design-bid-build practices. Unfortunately there is little training which teaches techniques and skills essential to making that process achieve its potential for success.

This course will serve as a primer providing an overview of the two-phase design-build source selection process – the initial down select to identify the most highly qualified firms, as well as the final down select to choose the ultimate winner. At the end of the session attendees will be able to: (6 CEU's) *
- Describe the key elements involved in qualifying a firm during phase one source selection;
- Describe the steps involved in a two-phase selection and the key actions necessary to ensure success;
- Identify the typical components of a “request for qualifications” documents;
- Select key members needed for an effective evaluation team;
- Determine appropriate evaluation factors and processes for the project;
- Assess the appropriate number of evaluation factors for a particular project;
- Describe various methods for scoring proposals including numerical, color scoring or adjectival rating

Class Size: 30

C008 - Contract Management Training (16 hours)

- January 26-27 - 0800-1 700

Lead Instructor: Michele Dobbs, Carol Prozinski  
Contact: james.c.crowley@us.army.mil

The intended audience for this class is contracting/purchasing personnel. This class will explore and explain key items of the Work Center Description for Contracting Personnel in the CFMO, as well as pamphlets and regulations that govern contracting actions, including contracts types, contract modifications, document preparation, procurements, MCCAs and modifications, NGB authority letters, MILCON & SRM funding definitions and limitations, claims avoidance and alternate dispute resolution. The course will end with an open-floor discussion in which states may present successful contracting solutions, or ask questions on how to improve their processes.

Class Size: 95

EV01 - Environmental Program Funding and Execution (1 hour)

- January 28 and 29 - 0800-0900  
- January 28 and 29 - 0900-1000  
- January 28 and 29 - 1300-1400

Lead Instructor: MAJ Troy Fontenot  
Contact: troy.fontenot@us.army.mil

Attendees will understand how environmental funding requirements are generated at DA level; how the state environmental program determines their requirements; and how environmental funds are distributed across the many states and territories.  
Audience: FMO's and Budget Personnel
EV02 - Successfully Complying with Environmental Regulations (2 hours)

- January 30 - 0800-1000
- January 30 - 1000-1200
- February 2 - 1300-1500
- February 2 - 1500-1700

Lead Instructor: MAJ Robert Hales, Ms. Kristin Leahy & Mr. Dee Lloyd
Contact: robert.hales@us.army.mil

This course will deal with the primary environmental regulations and laws associated with MILCON construction and renovation projects. The course will instruct CFMO staff in how to understand the laws, when various environmental laws apply, and how to best prevent delays in mission essential projects because of compliance. In addition, lessons learned and best management practices will be presented by a state Environmental Program Manager (EPM).

FM01 - Overview of OMNG Facilities Programs (4 hours)

- January 26; February 2 - 0800-1200

Lead Instructor: Mike Shigley
Contact: mike.shigley@us.army.mil

Provides an overview of programs encompassed in Appendix 1 of the Master Cooperative Agreement, glossary of program terms, funding trends, PBG calculation, budget preparation, and quality control measures. Individuals who have attended the 2006 or later version of this course (either at CFMO University or the Resource Management Module of the CFMO Certification Course) should not attend.

FM02 - Introduction to Cooperative Agreements for CFMO Staff (4 hours)

- January 26; February 2 - 1300-1700

Lead Instructor: Mike Shigley
Contact: mike.shigley@us.army.mil

Provides an introduction to cooperative agreements for CFMO staff, to include legal basis, administration, relationships to outside parties, and authorized charges of programs encompassed in Appendix 1 of the Master Cooperative Agreement. Course encompasses NGR 5-1, Chapters 1-13, and 25.

FM03 - Introduction to ARNG Enterprise Data Warehouse for CFMO Staff (4 hours)

- January 27; January 28; February 4; February 6 - 1300-1500; 08:00-12:00

Lead Instructor: Mike Shigley
Contact: mike.shigley@us.army.mil

Practical exercise in use of ARNG Enterprise Data Warehouse for CFMO and his/her resource management staff. Provides students the tools to determine and analyze their historical obligation by program element, their program “growback,” their current obligation status, and their FAD status. Prerequisite: GKO account, CAC card, and access to the Data Warehouse. Registration will not be accepted unless prospective students provide their GKO user name to the instructor team at least 1 week prior to the first Monday of CFMO University.
Class Size: 20

FM04 - Preparation of FY10 Facilities Programs OMNG Budget (8 hours)

- January 27; January 30; February 3; February 6 - 0800-1700

Lead Instructor: Rich Wolke
Contact:

Instruction and practical exercises in basic budgeting, in the use of the BOATS and PAS software, in the integration of the software and PRIDE, and in the preparation of the budgets and quarterly reconciliations.

Class Size: 20

FM05 - Proper Accounting Codes (4 hours)

- January 27; January 29; February 3; February 5 - 0800-1200

Lead Instructor: Mike Shigley
Contact: mike.shigley@us.army.mil

Detailed examination of proper Army Management Structure Codes (AMSCOs) and Elements of Resource (EORs) to use in executing Appendix 1 of the Master Cooperative Agreement. Students must bring current A9 Base Support and EOR chapters from DFAS Manual 37-100-08.

Class Size: 30

FM06 - Meeting Resource Management Work Center Challenges (4 hours)

- January 28; January 30; February 4; February 6 - 0800-1200

Lead Instructor: Mike Shigley
Contact: mike.shigley@us.army.mil

Roundtable discussion with seasoned CFMO Resource Managers on meeting challenges such as refining and validating budget requirements, maintaining communication with project/program managers, developing a cash flow plan, managing allotment, maintaining a good working relationship with USPFO staff, determining actual cash balances, obtaining and validating State reimbursement requests, ensuring data quality, and closing out the fiscal year and Appendix 1 of the Master Cooperative Agreement.

Class Size: 30

FM07 - Work Classification and Completion of NGB Form 420-Rs (8 hours)

- January 26; January 28; January 29; February 2; February 4; February 5 - 0800-1700

Lead Instructor: MAJ Reginald Maddox
Contact: reginald.maddox@us.army.mil

Hands on practical exercises in classifying work and properly completing NGB Forms 420-R to accurately and completely describe project. Includes work on PRIDE.

Class Size: 20

FM08 - Introduction To Installation Status Report (ISR) Updates And Way (2 hours)

- January 28; February 3 - 0800-1000; 1000-1200

Lead Instructor: Ms. Maria Gonzalez and MAJ Brewer
Contact: max.brewer@us.army.mil
Detail explanation of FY2009 updates, ISRWeb navigation (roles, new reporting structure), Full Time Equivalent (FTE) and cost data. Explanation of cost estimating relationship review for BOS requirement build. Upcoming OSD AMSCO realignment and importance of Readiness database. Target audience is the CFMOs and CFMO STAFF.

Class Size: 25

**FM09 - Introduction To Utility And Project Management Using Installation Status Report Infrastructure (4 hours)**

- January 26; January 28; February 4- 0800-1200

*Lead Instructor:* Phillip Prasaro, Gene Nelson and Maj. Max Brewer

*Contact:* max.brewer@us.army.mil

Provides an introduction to the Installation Status Report Infrastructure system for Master Planning and Utility Management purposes. Demonstrates use of Command Viewer and Infrastructure modules of the Installation Status Report and how these modules can support and communicate funding needs, priorities and requirements. Discussion includes the synchronization of other systems to include the Army Installation Stationing Plan (ASIP), PRIDE RPLANS, and other facility information on how this impacts your ISR data, priority of funding and projected funding requirements. Students should already have an Installation Status Report account for View capability, Historical Capability and Command Viewer level for all of their state locations, enclaves and training sites. Students should see their state ISR Infrastructure Evaluator or Approver to coordinate this account before attending this class if possible. The course focus is on using ISR information, reports and Cost Summary projection for project submission. This course is not a substitute for the Annual ISR Centralized for Infrastructure, and is not related to ISR data submission. Support requirements: Students should bring their Computer Access Card (CAC) identification (military or civilian ID); have an AKO/GKO/ISR account already established. End state- Students will be able to run reports, cross reference PRIDE RPLANS information that is in the ISR system and project funding requirements/shortfalls of facility asset inventory to develop requirements for infrastructure projects. These tools can then be applied to Master Planning initiatives and other CFMO programs.

Class Size: 25

**FM10 - Introduction To Installation Status Report (ISR) Infrastructure Applications For Milcon/Minor Construction Program Management (4 hours)**

- January 26; January 28; February 4; - 1300-1700

*Lead Instructor:* Phillip Prasaro, MSG Gene Nelson and MAJ Brewer

*Contact:* max.brewer@us.army.mil

Course provides advanced techniques and familiarization of ISR Infrastructure to direct relationships of Master Planning, Stationing and Construction Programs. Focus is reviewing facility view and cost summary information, status and trends of ISR Infrastructure data and justification of requirements to support program documentation. Course includes a brief demonstration of ISR information into Microsoft Office information systems and the use of reports and summaries to develop internal portfolios, brochures and other multimedia products. These products can assist in communicating and marketing of your construction programs to state, federal and ARNG offices other than NGB ARI. Familiarization with Microsoft Office Systems, Installation Status Report and Master Planning at the state level will assist the student while taking this course. Students should already have a basic understanding of construction programs, real property programs and overall construction management before taking this course. End state- student will be able to know and understand ISR relationship to their Construction Program Management and how to request or produce products to support their programs and construction priorities. Target audience is the Master Planning, CFMOs and CFMO STAFF.
Class Size: 25

FM1 1 - Introduction To Installation Status Report (ISR) Infrastructure And Command Viewer (4 hours)

- January 27; January 29; February 5 - 0800-1200

Lead Instructor: MSG Gene Nelson and MAJ Brewer
Contact: max.brewer@us.army.mil

Provides an overview of the ISR Program modules, uses and relationships to other programs within the CFMO. Course demonstrates reporting and analysis capabilities so that students can know the capabilities and applications within their state/territory. Focus is at the Infrastructure and Command Viewer basic level with some brief examples of Public Works areas in Services/ISR Services and Service Costs. At the conclusion of the 1 hour block of instruction, individual questions and issues will be addressed to go into detail for the students. This will include setting up an ISR account, reviewing their data in their specific areas of interest, demonstrations on basic analysis and status of their specific programs. This course is not a substitute for the Annual ISR Centralized for Infrastructure or Command Viewer, and is not related to ISR data submission.

Support requirements: If the student wishes to create an ISR Viewing Account they will need an ID (Computer Access Card-CAC) to establish it. End State- student will understand basic elements of Infrastructure and Command Viewer modules of the ISR Program. Target audience is the NON ISR and ISR PERSONNEL from CFMO Staff.

Class Size: 25

FM12 - ISR Infrastructure Site Facility Inspections (4)

- January 27; January 29; February 5 - 0800-1200

Lead Instructor: Phillip Prasaro, MSG Gene Nelson and MAJ Brewer
Contact: max.brewer@us.army.mil

Provides detail instruction on how to properly inspect and input data in the ISR Infrastructure database for an ARNG facility to report in ISR Infrastructure. Target audience is the individuals inputting data and inspecting facilities to report in ISR infrastructure database.

Class Size: 25

FM13 - Installation Status Report (ISR) Public Works Services And Serviced Based Costing (Service Numbers 31-68) Overview, Program Management And Familiarization (4 hours)

- January 30; February 6 - 0800-1200

Lead Instructor: MSG Gene Nelson and MAJ Brewer
Contact: max.brewer@us.army.mil

Course provides advanced techniques, strategies and guidance on understanding the requirements in reporting and utilizing ISR Services and Service Cost for all reported areas of Public Works. This ISR Service and Service Cost reporting has a direct impact to funding for all BASEOPS dollars in accounting classifications of SAG's 131 and 132, which is most of CFMO accounting classifications funding. Course provides examples of on how to avoid inaccurate data, quality checks and cross references, understanding accounting for the DFAS 218 Report down to the Element of Resource (EOR) level and how this accounting process directly impacts the CFMO resources. Course includes manpower demographic understanding so that students understand how CFMO manpower is recorded into the database. End State- Student will be able to understand Public Works (CFMO) requirements, objectives, quality assurance, and control and improve data accuracy of ISR reporting to NGB ARI. Target audience is State ISR Manager, CFMOs, Planners and Resource Managers.

Class Size: 25
FM14 - Installation Status Report Quality Assurance And Quality Control (QA/QC) For Services And Service Based Costing Modules (2 hours)

- January 29; January 30; February 2 - 1300-1500

Lead Instructor: MSG Gene Nelson and MAJ Brewer  
Contact: max.brewer@us.army.mil

Course is by individual state appointment. States must call to set appointments with MSG Gene Nelson at 703-607-7947 or Email at gene.nelson@us.army.mil. Focus is directed at reviewing state and territory data for correction, improvement and clarification. Process is detailed down to service performance and serviced based costing pacing measure. Students will have opportunity to correct and learn how to improve data submissions for future reporting cycles. With the Army direction changing to a quarterly data submission for ISR Services and Service Cost modules, this appointment is critical for states having issues or challenges in their data submission. The student learns how to correct and perform data assurance at the state level. Target audience is State ISR Evaluators, Valuators and/or Approvers.

Class Size: Individual By Appointment

FM15 - Electronic Security System (ESS) (12 hours)

- January 29-30; February 2-3 - 1300-1700 ; 0800-1700

Lead Instructor: Mr. Tim Schombert  
Contact: tim.schombert@us.army.mil

This course will cover a full range of issues for the NGB-ARI ESS Program from the CFMO perspective to include but not limited to: POM submittal, M&M, Project funding, ESS criteria and standards, ESS Training Certification, equipment standards, integration of ESS and MILCON/BRAC requirements and projects. The ESS and AT/FP project review and approval process, UFC requirements and issues, MILCON/BRAC projects and available resources for CFMOs and ESS Managers will be presented. This course will cover the processes and procedures applied by NGB-ARI ESS to improve the integration of the ESS Program with the MILCON/BRAC processes (including the FYDP).

Class Size: 35

EN01 - ARNG Energy Manager Workshop (28 hours)

- January 26-January29 - 0800-1 700; 0800-1200 (1/29)

Lead Instructor: Mr. Terry Niehus  
Contact: John.Havens.Jr@hotmail.com

This training session presents a comprehensive look at reducing energy usage in ARNG facilities. The equipment and systems are discussed in detail, and energy efficiency opportunities are addressed. These energy efficiency opportunities are evaluated economically using life cycle costing methods. A walk-through energy audit of the facility will be included if time permits. The course content includes: Codes and standards; Building overview; Utility basics; Building envelope; Lighting; Motors; HVAC basics; Cooling systems; Air distribution; Heat pumps; Heating systems; Domestic water heating; Renewable energy and Distributed generation.

Class Size: 25

EN02 - ARNG Energy Workshop (20 hours)

- February 2-February 4- 0800-1 700; 0800-1200 (2/4)

Lead Instructor: Mr. Terry Niehus  
Contact: John.Havens.Jr@hotmail.com
This is a shortened version of our standard ARNG Energy Manager Workshop given during the beginning of the first week, a “Fundamentals of Energy Management” class. We have deleted items from the standard class that are only minimally related to the duties of design or maintenance personnel (e.g., utility invoice analysis, life cycle costing, etc.) as they are the duties of the facility energy managers. Utility Invoice Analysis and Life Cycle Costing Analysis are not given in this class, but as separate classes. Students wanting training in those subjects need to register separately for those classes.

Class Size: 25
EN03 - Utility Invoice Analysis (4 hours)

- January 29; February 4; February 6 - 1300-1 700 (1/29 & 2/4); 0800-1200 (2/6)

Lead Instructor: Mr. Terry Niehus
Contact: John.Havens.Jr@hotmail.com

This four-hour course will show the energy manager how to fully understand and evaluate their electric and gas utility bills in order to minimize costs. Real world utility cases from various ARNG locations; a.k.a. “the good, the bad and the ugly”, will be used as examples. This course will help the energy manager ensure that their facilities are on the best rates available, and will enable them to spot and then work with the service provider to correct billing errors. The topics covered include: Introduction and overview; Utility bill components; Rate schedules - are you on the correct one?; Late fees - an expense that adds up; Case histories-the good, bad and ugly; Team exercises and presentations; Comments and guidelines on working with utility representatives. Note: some of this material is briefly mentioned in the ARNG Energy Manager Training Workshop.

Class Size: 25
EN04 - Life Cycle Cost Analysis (6 hours)

- January 30; February 5 - 0800-1200

Lead Instructor: Mr. Terry Niehus
Contact: John.Havens.Jr@hotmail.com

This six-hour course will teach the student how to use life cycle cost analysis methods to analyze potential energy projects. Life cycle cost analysis (LCCA) will be explained in detail, and ARNG case histories will be discussed and analyzed. Emphasis will be placed on calculation of simulated LCCA in order to familiarize students with the process. The course agenda is as follows: Introduction and overview; Use of life cycle costing and what is it anyway?: Time value of money explained; What is net present value (NPV)?; What is the savings to investment ratio (SIR)?; Recap of important terms; Filling out the LCCA form; How to put utility costs and energy savings into MMBTU terms for the LCCA form; Team exercises and presentations. Note: some of this LCCA material is also very briefly presented in the ARNG Energy Manager Workshop.

Class Size: 25
EN05 - ARNG Energy Conservation Management Meeting (1.5 hours)

- January 29; February 3 - 1700-1830

Lead Instructor: Mr. John Havens Jr., Mr. Jeff Seaton
Contact: John.Havens.Jr@hotmail.com

National energy program management issues and initiatives will be briefly discussed. The meeting format will focus on more of a “round-table, town hall” type format, in which State ARNG Facilities Energy Conservation Managers can direct questions to members of the ARNG Energy Working Group (including the NGB Energy and Water Conservation Program Manager), and/or to
their peers to obtain assistance, discuss state-level problems and possible solutions (i.e., what has worked and what has not worked). Thursday evening, first week 17:00 – 18:30; Tuesday evening, second week 17:00 - 18:30

Class Size: 35

EN06 - Utility Manager PRO Energy Tracking Software (Basic) (14 hours)

- February 2-3 - 0800-1700; 0800-1400

**Lead Instructor:** Mr. John Havens Jr.  
**Contact:** John.Havens.Jr@hotmail.com

Utility Manager Pro is utilities database software capable of organizing and reporting utility bill data by ARNG specific methods. It has analytical reports capable of helping energy managers identify potential energy conservation opportunities. The UM Basic Training will focus on building an initial database, populating the database and general report structures and abilities; it basically will get the new user up and running.

Class Size: 25

EN07 - Utility Manager PRO Energy Tracking Software (Advanced) (12 hours)

- February 4-5 - 0800-1700; 0800-1200

**Lead Instructor:** Mr. John Havens Jr.  
**Contact:** John.Havens.Jr@hotmail.com

Utility Manager Pro is utilities database software capable of organizing and reporting utility bill data by ARNG specific methods. It has analytical reports capable of helping energy managers identify potential energy conservation opportunities. Advanced Training will cover the various options for data accumulation, calculation and reporting, tools for analyzing the data and maintaining an accurate database as well as conceptual discussions. Must have two years experience with UM Pro software to register for class.

Class Size: 25

EN08 - Introduction to the Building Commissioning Process (6 hours)

- January 30; February 2 - 0800-1400

**Lead Instructor:** Mr. Craig Hawkins  
**Contact:** John.Havens.Jr@hotmail.com

This is a shortened version of what is normally a full-day workshop, and is designed to introduce the participants to an overview of the commissioning process. Students will learn about the standard phases of commissioning, the tasks involved within each phase, the benefits of implementing commissioning at various stages of construction, the costs of commissioning, how to select a commissioning agent, and what resources are available for more information. It presents detailed information on how commissioning can be integrated successfully into typical construction practices as well as the process and benefits of Retro-Commissioning for existing facilities.

Class Size: 50

EN09 - Energy Conservation Investment Program (ECIP) Briefing (2 hours)

- February 3 - 1300-1700

**Lead Instructor:** Mr. Ron Diehl  
**Contact:** John.Havens.Jr@hotmail.com
ECIP may be thought of as a subset of MILCON, and is limited to projects costing not less than $750,000 (with some exceptions). Although Renewable Energy (RE) projects are always desired, it is unlikely that RE projects with extremely poor Life Cycle Costing payback data would be selected over those non-RE projects with excellent payback. ECIP projects through the entire Army compete with each other for the limited amount of ECIP funding controlled by OACSIM. ECIP document submission is normally required to OACSIM NLT end July each year, with funding decisions being communicated o/a OCT. Design funding is generally distributed later in that FY, and capital investment funding is distributed the FY after that.

Class Size: 50

**EN10 - Geo-Thermal Heat Pump Systems (4 hours)**

- February 5- 1300-1700

**Lead Instructor:** Mr. James Whitehead  
**Contact:** John.Havens.Jr@hotmail.com

This course is intended as a basic class in water to air heat pump systems. Items covered will include: Overview - Nomenclature, Application, Ground-Coupled Open Loop, Closed Loop, vertical, and horizontal designs. Advantages and disadvantages, Characteristics of quality GSHP installation; Equipment – Water/Air heat pumps, Standards, Specifications, Factors affecting performance, GSHP’s Ground loop design and equipment selection, Ground Thermal properties; Design alternatives for reduced first cost – Pipe size and Spacing, equipment, hybrid systems, Ground Field Layout, Installation, and Indoor Piping, Pump Selection and Control, Energy, Demand, cost and Economics; TN ARNG GSHP projects and lessons learned.

Class Size: 30

**EN11 - Army Energy and Water Reporting System (AEWRS) (4 hours)**

- January 30; February 2 - 0800-1200

**Lead Instructor:** Ms. Benu Arya; Mr. James Paton  
**Contact:** John.Havens.Jr@hotmail.com

Target Audience: state energy managers and data entry personnel. This class will cover the energy manager’s responsibilities regarding AEWRS for both the annual data call and the monthly data entry requirements.

Class Size: 25

**EN12 - Understanding Current Energy Regulations (4 hours)**

- January 28 - 0800-1200

**Lead Instructor:** Mr. John Havens Jr.  
**Contact:** John.Havens.Jr@hotmail.com

Basic overview of energy regulations that apply to the National Guard and how they should be applied to new construction and remodels. Bring a thumb drive for copies of the regulations.

Class Size: 30

**EN13 - Energy Project Startups (4 hours)**

- January 30 - 1300-1700

**Lead Instructor:** Mr. John Havens Jr., Mr. Jeff Seaton  
**Contact:** John.Havens.Jr@hotmail.com
Target audience: energy managers. A step-by-step approach to starting up an energy project. The steps necessary and in what order they need to happen in order to get an energy project off the ground.

Class Size: 30

**ENT4 - NREL High Performance Design and Sustainability Integration Class (12 hours)**

- February 5-6 - 0800-1700; 0800-1200

**Lead Instructor:** Dr. Andy Walker  
**Contact:** John.Havens.Jr@hotmail.com

Target Audience: Design and Construction Engineers, Architects, Professionals and Managers. New Construction and large-scale renovation concepts will be targeted. Training presents a basic look at integration of high performance design and sustainability strategies into new construction and large-scale renovations. Specifically, the course contents will include discussions on facility massing and orientation, passive solar heating, cooling load avoidance, shading and glazing effects, evaporative cooling opportunities, demand-driven ventilation, heat recovery, day-lighting strategies and energy modeling efforts. Additionally, solar renewable technology integration, such as solar water heating, photovoltaics and solar ventilation pre-heat will be discussed during the four hour block on the second day.

Class Size: 30

**RM01 - Introduction To DD Forms 1390/91 (8 hours)**

- January 26; February 2 - 0800-1700

**Lead Instructor:** MAJ Don Mc Fadden  
**Contact:** donald. mcfadden@us.army.mil

Training includes overview of applicable military construction (MILCON) regulations and the preparation of DD Forms 1390/91. Focus of instruction will be on preparation of MILCON documents for readiness centers, maintenance facilities, aviation facilities, training center facilities and education facilities. Development of NGB Form 420-R for programming requirements for Unspecified Minor Construction (UMI) projects will be discussed briefly.

Class Size: 30

**RM02 - Introduction To ProjDoc (32 hours)**

- January 27-January 30; February 3-6 - 0800-1700

**Lead Instructor:** Duane Hufford, CACI  
**Contact:** dhufford@caci.com

Training includes an overview and hands-on introduction to the new ARNG ProjDoc system which provides an efficient, user-friendly way to produce construction project documentation. Focus of instruction will be on preparation of documents for all facility types.

Class Size: 30

**RM03 - Information System Cost Estimator (ISCE) Workshop (12 hours)**

- January 26-27; February 4-5 - 0800-1700; 0800-1 200

**Lead Instructor:** Ms. Betty Fletcher, USACE  
**Contact:** betty.d.fletcher@usace.army.mil

The Information Systems Cost Estimator Two (2) Day Workshop identifies the responsibilities in recognizing, developing, programming, designing, and installing of information systems in support
of military construction. The ISCE software is instructed for use in developing a defendable information systems cost estimate. Workshop participants are led through a case study that parallels the steps to be followed when actually gathering the data for an estimate and then entering that data into the ISCE software. The estimate generated by the software is explained in detail. The Targeted Audience is the individual responsible for reviewing and developing estimates for information systems.

Class Size: 30

RM04 - Economic Analysis For Military Construction (ECONPACK) Workshop (12 hours)

- January 27-28; February 5-6 - 1300-1700; 0800-1700

Lead Instructor: Ms. Betty Fletcher, USACE
Contact: betty.d.fletcher@usace.army.mil

Target audience is the master planner for each state. The ECONPACK Workshop addresses the fundamental principles and procedures for preparing adequate, analytically accurate economic analyses in support of project funding requests to OSD and Congress. The Economic Analysis is an integral and required justification for military construction projects. Lectures, group exercises, and practical exercises are designed to familiarize participants with the theoretical principles and automated capability to formulate, develop, and document economic analyses. The workshop also provides "hands-on" computer training sessions in which participants actually use the Army’s economic analysis package, ECON PACK.

Class Size: 30

SP01 - Design and Project Management for CFMO Cert Course (40 hours)

- February 2-6 - 0800-1700

Lead Instructor: Vesely, Tom CIV NGMN
Contact: tom.vesey@ng.army.mil

This course is offered to CFMO's, Deputy CFMO's and DPM Branch Chiefs.

Class Size: 30

SP02 - Leadership in Energy and Environmental Planning (32 hours)

- February 3-6 - 0800-1700

Lead Instructor: MAJ Jason Hamby, Ms Lauren Yarmuth, Ms Jenny Carney, Mr. Josh Radoff
Contact: MAJ Hamby

Day one of the Course will be an overview of sustainability. This is a change to the LEED course. We will cover what sustainability is, the cost/benefits of implementing sustainability in an organization, where the National Guard and the Active Component are with implementing sustainability and where they are going. Days 2-4 will be the LEED Course. The purpose of the course is to prepare construction project managers for the mandatory implementation of LEED silver for all new construction beginning FY09. The course will cover LEED for new construction, Managing LEED documentation, the design Charrette, operations and maintenance, and preparation for the LEED Accredited Professional Exam. The LEED AP exam will not be administered. This 3-day course will cover all the necessary instruction for successfully navigating a new construction project through LEED to obtain a LEED silver (or higher) certification as well as implementing sustainability in operations and maintenance activities. The intended audience is Construction Project Managers, Energy Managers, Designers, O&M staff, and Environmental Managers. All CFMO staff that are directly involved with design and construction as well as facilities operations and maintenance staff are encouraged to attend. Your environmental staff are
Welcome to attend as well on a space available basis. CFMO staff will have first priority. There is a class limit of 50 personnel. The lead instructor is top notch. She sits on the U.S. Green Building Council Board of Directors and has been instrumental in the development of the LEED program since its inception.

Class Size: 50

RE01 - Real Estate Management - Principles, policy and procedures for Army National Guard real estate actions (24 hours)

- January 26-28; February 2-4 - 0800-1700

Lead Instructor: Ken Parks
Contact: Ken.Parks@us.army.mil

The curriculum is tailored for those individuals within the CFMO/USPFO/Training Site Communities responsible for acquiring, managing or funding military real estate actions. First enrollment priority goes to those students who have not attended an Army National Guard Real Estate Course within the past three years. This course is designed to meet multiple objectives. First, an overview of real estate principles is provided for those with little experience with Army National Guard real estate actions. Second, military real estate actions to include acquisitions, disposals and grants or use will be addressed with an emphasis on duties and relationships among the National Guard Bureau, the US Army Corps of Engineers and the States. Third, requirements and procedures for execution of federal real estate actions will be provided as a “road map” to shorten the time required between requests, approvals and actual completion of real estate actions. Time will be allotted to address specific real estate actions and attendees are encouraged to bring information on real estate actions planned or pending within their State for discussion and guidance. The course format includes lecture, small group work, practical exercises and general discussion. The third day of each iteration will focus on selected topics of special interest to include the Major Land Acquisition Moratorium, Moratorium Waiver Requests, Analysis of Alternatives Studies, Non-DoD Special Use Permits, "Real Estate Action Plans that Work," and "Funding Your Real Estate Action."

Class Size: 25

RE02 - Real Property Accountability - PRIDE WEB (32 hours)

- January 26-30; February 2-6 - 0800-1700

Lead Instructor: Mr. Tom Gerard
Contact: tom.gerard@us.army.mil

Target audience is the Real Property Manager or Specialist (State or MTA) with some experience using PRIDE for real property accountability. Three class offerings of four days each. Training will include a presentation of real property accountability procedures integrated with hands on data entry into PRIDE Web. Training topics will include creation of real property inventory records in PRIDE Web, mandatory data elements for each type record, enclave reporting, grant reporting, assigning category codes, assigning agreement support codes, disposal reporting, basic preparation of a DD1354, conversion vs. diversion, There will be instruction on standard preformatted real property reports.

Class Size: 25

RE03 - DD FORM 1354 Transfer And Acceptance Of Military Real Property (4 hours)

- January 27; February 5 - 0800-1200

Lead Instructor: Mr. Tom Gerard
Contact: tom.gerard@us.army.mil
Target audience is State Project Engineers and Real Property Managers. Prerequisite is to read and bring the revised UFC 1-300-08, Criteria for Transfer and Acceptance of Military Real Property. Training will focus on how engineers are to prepare DD Forms 1354 for new construction and for capital improvements. Training will emphasize use of RPIR data and the changes from the DD Form 1354 dated March 2004. Two class offerings that would allow both project managers (typically those taking DD 1391 training) and real property personnel to attend.

Class Size: 60

RE04 - CFOA– Chief Financial Officers Act for Real Property Personnel: Documenting and Validating Real Property Data (8 hours)

- January 29; February 2 - 0800-1700

Lead Instructor: Marlon Attiken, Joe Mignogna
Contact: marlon.attiken@us.army.mil

Target Audience: Individuals working in construction and facility management offices and training site personnel responsible for the acquisition, construction, management, or disposition of real property. This course is specifically directed toward resource managers, project managers, real property specialist and others responsible for day-to-day real property accountability.

This course is designed to meet multiple objectives. First, participants will understand the concept of quality information and its importance to the Army National Guard (ARNG). Second, participants will understand how they can assist the ARNG in attaining its goal of producing quality information. Third, participants will understand what documentation should be maintained in facility information folders to validate data in the real property database in the event of an audit. Fourth, participants will understand how to allocate project costs among multiple facilities on a project. Fifth, participants will understand how to estimate the cost of a facility when source documentation is no longer available.

Time will be allotted to conduct practical exercises on the development of facility information folders to include accountability documentation required; the accounting useful life of facilities, supporting structures, and capital improvements; the method for allocating costs among project facilities; and determining facility costs when documentation is not available. The course format includes lecture, small group work, practical exercises and general discussion.

Class Size: 25

RE05 - CFOA HIGH LEVEL – Chief Financial Officers Act for Real Property Personnel: Complying With The CFO Act and Other Management Reforms (4 hours)

- January 30; February 3 - 1300-1700; 0800-1200

Lead Instructor: Marlon Attiken
Contact: marlon.attiken@us.army.mil

Target Audience: Senior managers that need to understand CFO Act requirements applicable to the acquisition, construction, management, or disposition of real property. This course is specifically directed toward the construction and facilities management officers (CFMO), deputy CFMO, U.S. property and fiscal officers (USPFO), deputy USPFO, and others responsible for real property accountability.

This course is designed to meet multiple objectives. First, participants will understand the context of management reforms. Second, participants will understand the concept of quality information and its importance to the Army National Guard (ARNG). Third, participants will be introduced to current DoD and Army major initiatives and their potential impact on the ARNG. Fourth, participants will understand how they can assist the ARNG in attaining its goal of producing quality information.
Class Size: 25
RE07 - PRIDE Web Custom Reports (8 hours)

- January 30; February 6 - 0800-1700

Lead Instructor: Mr. Santosh Nair
Contact: santosh.g.nair@us.ibm.com

Target audience is those individuals who are interested in understanding how to obtain data from PRIDE Web other than by the preformatted PRIDE Web reports. Training will include real property, project management and facility maintenance data capabilities. Preformatted reports will be demonstrated during the specific subject training.

Class Size: 30
RE08 - FACILITY Maintenance - PRIDE WEB (32 hours)

- January 26-29; February 2-5 - 0800-1700

Lead Instructor: Mr. Clint Celio
Contact: clint.celio@us.army.mil

Target audience is those individuals who will be responsible for implementing the maintenance management module within their state.

Training will include hands on instruction in how to set up a state’s specific data needed to begin implementation of the PRIDE maintenance module for work orders/service orders. There will be instruction on standard preformatted maintenance reports.

Class Size: 25
RE09 - Project Management (420 & MCNG) - PRIDE WEB (32 hours)

- January 26-29; January 30-February 3; February 3-6 - 0800-1700

Lead Instructor: Mr. Clint Celio
Contact: clint.celio@us.army.mil

Target audience is state project managers who are responsible for their state’s SRM or NGB 420 or MCNG projects.

Training will include hands on training in the use of the PRIDE WEB project management module. Practical exercises will concentrate on SRM 420 and MCNG projects. Topics of discussion will include project management workflow using the PRIDE WEB software; capturing execution of funds; capturing change orders; project standard reports, and creation of documentation for project constructed assets. Class with include entry of contracts (including contract number), vendors and vendor invoices. Training also will include hands on training in the use of the PRIDE project management module. Practical exercises will concentrate on OMNG projects. Topics of discussion will include project management workflow using the PRIDE software; creation of NGB Form 420s; capturing execution of funds; tracking OMONG projects utilizing Facility Projects/Work Orders; standard project reports, and creation of documentation for capital improvements. Class with include entry of contracts (including contract number), vendors and vendor invoices.
RE10 - ARNG MP&RPDP - Army National Guard Master Planning/Real Property Development Planning (24 hours)

- January 26-28; 0800-1700

Lead Instructor: Mr. Jeff Moushegian (R&K Engineering, Inc)
Contact: jeff.moushegian@rkeng.com

Target audience is master planners who are responsible for maintaining the Tabulation of Existing and Required Facilities (TAB) report and editing facility requirements for their state or 57 major training centers. One class offering during first week only for three consecutive days. Training includes basic principles of master planning, Real Property Development Planning in the ARNG, use of RPLANS and GIS as master planning tools, the facility requirements analysis process, explanation of how ASIP and PRIDE (real property inventory) data affect planning, and use of RPLANS requirements editor. Class will use Web RPLANS if deployed at that time. Students must obtain an Installation RPLANS User ID and Password from their State RPLANS Administrator (see list on GKO under ARI Real Estate document library or contact Maia Abalahin) prior to training. Students should also have an AKO User ID and Password.

Class Size: 30

RE11 - How To Do RPDP in the ARNG (8 hours)

- January 28; February 4-0800-1700

Lead Instructor: Mr. Tom Gerard & MAJ Glenn Thompson
Contact: tom.gerard@us.army.mil

Target audience is master planners. Prerequisites are to read and bring the NGR 210-20 and NG PAM 210-20, State TAB & LRCP (10 projects). Training Objective – Students will be able to understand and execute requirements for and how to develop, maintain and submit a Real Property Development Plan (RPDP) for a State or Territory. Purpose of this training is to review and explain the requirements for an ARNG State-wide RPDP, as directed by NGR 210-20, Real Property Development Planning in the ARNG and further explained in NG PAM 210-20. The training will also discuss various methods of collecting and analyzing the duties and the decision-making processes involved in developing the RPDP. Training will present a case study of how to analyze existing facilities in a State to develop a capital investment strategy for that state.

The students will also discuss how the 11-step master planning process applies to developing a State-wide RPDP or a Training Center Master Plan. Each student will write and brief a TAG narrative for his/her State.

Class Size: 30

RE12 - WEB RPLANS Edit Process (16 hours)

- January 29-30; February 2-3 - 0800-1700

Lead Instructor: Mr. John Markatos, PMP: 703-561-4120 (VISTA)
Contact: John.Markatos@vistatsi.com

The course walks the master planner through the process of identifying and prioritizing RPLANS generated allowances for editing using the WEB RPLANS interactive reports, followed by the mechanics of using WEB RPLANS to make those edits. Instructors will explain and demonstrate how to use the WEB RPLANS allowance calculator to adjust personnel, equipment and planning factors to match ‘real world’ situations and help justify their edits as detailed in the NGB
Requirements Edit Handbook in order to provide sufficient information to reviewer and approver levels.

Class Size: 15

RE13 - RPMPAC – Real Property Master Planning Advisory Committee Meeting (8 hours)

- January 30 - 0800-1700

Lead Instructor: MAJ Glenn Thompson
Contact: glenn.thompson1@us.army.mil

Committee meeting of designated master planners from 11 states and NGB-ARI staff. By invitation only.

Class Size: 20

RE14 - Introduction and Overview of GIS (8 hours)

- January 27; February 2 - 0800-1700

Lead Instructor: Mr Malcolm Ponte
Contact: Malcolm.Ponte3@us.army.mil

This course is appropriate for anyone who is interested in GIS. No prior knowledge or experience with GIS software is required.

This course provides students with an introduction to Geographic Information System (GIS) technology and its application to facility management. Attendees will become familiar with basic GIS concepts relating to geospatial data and analysis, and, with GIS implementation issues and requirements. Students will also be provided with hands-on training using ArcGIS software. Students will explore/examine geospatial datasets, develop queries, import/create data, perform analysis, and, produce a map.

Class Size: 20

RE15 - GIS DATA DEV - GIS Data Development and Application (7 Hours)

- January 28; February 3 - 0800-1600

Lead Instructor: Mr Joseph Tack
Contact: Malcolm.Ponte3@us.army.mil

Target audience for this class is State/Territory GIS and Real Property technical staff. Note, participation in the hands-on exercises for this course requires prior experience using ArcGIS software to create and edit data.

This course will provide students with an overview of processes, techniques, and resources required to create and use geospatial data for CFMO programs and the ARNG Common Installation Picture (CIP). Through demonstrations and hands on exercises, the course instructor will walk students through the process of creating facility level geospatial data from various sources that complies with the NGB Quality Assurance Plans (QAP's). Course instructors will discuss strategies for integrating geospatial data with the real property inventory, and, the application of these data to typical CFMO operations. Additionally, students will also be provided with an overview of Common Installation Picture (CIP) data submission and QA/QC procedures.

Class Size: 20
RE16 - GIS UPDATE – GIS Program Update (1 hour)

- January 28; February 3 - 1600-1700

Lead Instructor: Mr Malcolm Ponte  
Contact: Malcolm. Ponte3@us.army.mil

Target audience for this class is anyone involved with GIS. This course will provide students with an overview of GIS related initiatives and policies which impact ARNG CFMOs. Topics will include updates on the ARNG Common Installation Picture (CIP), GIS integration with PRIDEWeb, funding and staffing, Army and NGB guidance, DoD initiatives, etc.

Class Size: 20

RE17 - RANGE GIS – Introduction To The Range Managers Toolkit (4 hours)

- February 4- 0800-1200

Lead Instructor: Mr Matt Blanchard  
Contact: matthew.o.blanchard@us.army.mil

Target audience for this class is GIS and Master Planning staff who are support Range Training Land Program MILCON and/or the development of Range Complex Master Plans (RCMPs). Students must have prior experience using ArcGIS software to create and edit data. The course provides a “hands on” overview of the Range Managers Tool Kit (RMTK). The RMTK is an extension to ArcGIS software which automates many key Range Control and training lands tasks. This includes the creation of Surface Danger Zones (SDZs) and development of standard TC 25-8 (Training Ranges) footprints in a GIS format. Output from the RMTK is key to the planning and siting of Range projects.

Class Size: 20

RE18 - Operations GIS - GIS Support For Joint Operations Centers (JOC) (2 Hours)

- February 4- 1200-1400

Lead Instructor: Mr Robert Barber-Delach  
Contact: robert.barberdelach@us.army.mil

Target audience for this class is anyone who may be called upon to provide GIS support services for State/Territory Joint Operations Center (JOC).

During disaster and emergency response incidents, GIS personnel working within CFMO programs are often called upon to assist the State’s JOC and/or emergency management agency. This course will help prepare CFMO staff with information on emergency management/response processes and mapping requirements, and, with actions that can be taken to ahead of time to prepare for such events.

Class Size: 30

RE19 - Land Assets – Mapping Real Property Land Assets (16 hours)

- January 29-30; February 5-6 - 0800-1700

Lead Instructor: Mr Malcolm Ponte  
Contact: Malcolm. Ponte3@us.army.mil
Target audience for this class is State/Territory GIS and Real Property technical staff. Students must have prior experience using ArcGIS software to create and edit data.

The Real Property Inventory Requirements (RPIR) established the concept of real property sites, which are defined by the underlying ownership of land (e.g. parcels). However, obtaining or developing geospatial land asset information can be challenging. This course provides National Guard GIS staff with an overview of boundary and land ownership terminology, land ownership/real estate documents, survey technologies, parcel and site mapping processes, and, other related issues. The class will incorporate hands-on training using ArcGIS software to digitize coordinates and traverses from real estate documents and create RIPR and Spatial Data Standards for Facilities Infrastructure and Environment (SDSFIE) compliant cadastre data.

Class Size: 20
RE20 - PRIDEWEB GIS - PRIDEWEB GIS PREVIEW (1 Hour)
  - January 28; February 4-1400-1500

Lead Instructor: Mr Malcolm Ponte
Contact: Malcolm.Ponte3@us.army.mil

Target audience for this class is any PRIDEWeb user. This course will introduce students to the upcoming PRIDEWeb geospatial integration. This PRIDEWeb module will provide PRIDEWeb with ability to query and view both GIS and PRIDE information and to validate and update PRIDE records using geospatial information.

Class Size: 30
RE21 - Army Stationing And Installation Plan (ASIP 101) – General Overview (2 Hours)
  - January 26; February 2 - 0800-1000

Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is newly assigned Army National Guard ASIP Managers/POCs with no formal ASIP Training or individuals wanting a general overview of the ASIP. Training includes an ASIP overview, introduction of ASIP terminology, ASIP data elements, general familiarization of the ASIP creation process, and an explanation of ASIP timelines and a very limited demonstration of the official ASIP website.

Class Size: 30
RE22 - Army Stationing And Installation Plan (ASIP 102) – Basic ASIP Editing (2 hours)
  - January 26; February 2 - 1000-1200

Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is newly assigned Army National Guard ASIP Managers/POCs or those performing ASIP editing duties and responsibilities for less than two years. Training includes identifying the ASIP Manager’s responsibilities in editing their ASIP data using the ASIP web application. Discusses goal and focus and suggested processes. Includes discussion; demonstration and practical exercises on editing your ASIP data using the ASIP web application such as adding and deleting an Army and non-Army unit; editing the strength of an Army and non-Army unit; edit location or move an Army or non-Army unit; add, delete and modify strength of ARNG FTS AGR or Technician supporting unit; using the unit edit functions such as
edit summary; your approval domain; status of submissions in my domain; submit saved units, run the delta report and run the ASIP certification report.

Class Size: 30
RE23 - Army Stationing And Installation Plan (ASIP 103) – Delta and Certification Reports (1 hours)
  • January 26; February 2 - 1200-1300
Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Managers/POCs or those performing ASIP duties. Training will focus on understanding the ASIP Delta Report and Certification Reports and the importance of these tools to the ASIP Manager during the edit cycles; downloading your State's ASIP Delta Report or Certification Report from the Edit Tab of the ASIP web application; discussion and review information appearing on these reports; and reviewing and discussing example Delta and Certification Reports from a previous ASIP edit window.

Class Size: 30
RE24 - Army Stationing And Installation Plan (ASIP 104) – Web Application Tools (2 hours)
  • January 26; February 2 - 1300-1500
Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Managers/POCs or those performing ASIP duties. Student should have a working knowledge of the ASIP and the official ASIP Website.

Training will focus on understanding the ASIP web application “Filters” Tab, the “Location Criteria” and “Organization Criteria” Tabs in the “Customized Query”, how to create, save, modify, and share customized queries, and the ASIP data elements such as IMCOM Regions, Base, Station, Station Code (STACO), Site Code, Branch, Assignment, Component, Type Code, Service, Action Code, Troop Program Sequence Number (TPSN), Standard Requirement Code (SRC) and Partial Unit Identification Code (UIC); includes student practical exercises creating your own customized queries an ASIP Manager will need to maintain and use in order to identify specific ASIP population for review and update during an ASIP edit window and create an ASIP Unit List Report. Training will also focus using “group total” features by grand total, by IMCOM, by Base and by Station and the new “Group Management”.

Class Size: 30
RE25 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 201) – Advanced Editing - Base Composition Review (2 hours)
  • January 27; February 3 - 0800-1000
Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Managers/POCs or those performing ASIP editing duties. Student should have a working knowledge of the ASIP and the official ASIP Website. This course will review the ASIP Base Composition Review task by walking through the step-by-step process that will update your current ASIP Station List by downloading your current ASIP Station List of active and empty stations from the ASIP web application and compare it against
your current PRIDE Site Codes which are used for unit stationing purposes; identify those ASIP Station Codes (STACO) in ASIP that are not cross walked with a PRIDE Site Code; identify those PRIDE Site Codes used for unit stationing that are not cross walked in ASIP with an ASIP STACO; for matching records review and compare installation name; and physical street address for accuracy; show how ASIP Team uses current United States Postal Service (USPS) web site to valid street address using USPS format standard. Students will utilize those skills from previous courses to conduct this review.

Class Size: 30

**RE26 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 202) – ASIP Unit Review (2 hours)**

- January 27; February 3 - 1000-1200

**Lead Instructor:** Mr. Scott M. Ryman  
**Contact:** Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Managers/POCs or those performing ASIP editing duties. Student should have a working knowledge of the ASIP and the official ASIP Website. This course focuses on the ASIP Unit Review task by walking through the step-by-step process that will review and “mark up” your current ASIP Unit Listing by comparing your ARNG parent and derivative level units against your current ARNG Command Plan and your current State SIDPERS unit listing; and by comparing their authorized strength and stationing information for input on the ASIP web application; by reviewing your state’s Army Training Requirements and Resources System (ATRRS) Student Load by comparing school course information from your state ATRRS Manager or ATRRS web site; by reviewing and “marking up” your ASIP Unit Listing for Full-Time Support (FTS) Active Guard/Reserve (AGR) and Technician supporting unit by comparing FTS AGR and Technician listing from your Human Resources Office (HRO) AGR and Technician Managers for input on the ASIP web application; and by reviewing and “marking up” your Tenants Other Than Army (TOTA) population to ensure you have accounted for all State and Local Government Employees, Contractors, and other military services (such as Air National Guard, U.S Air Force, U.S. Navy, U.S. Marine Corps, etc); and other Department of Defense (DoD) organizations based on obtaining updated TOTA listings in your state. Emphasis on the Group Management and Shared Query functions will be reinforced. Students will utilize those skills from previous courses to conduct this review.

Class Size: 30

**RE27 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 203) – ASIP Editor Strategies (1 hour)**

- January 27; February 3 - 1200-1300

**Lead Instructor:** Mr. Scott M. Ryman  
**Contact:** Scott.Ryman@us.army.mil

Training will include presentation and discussion of ASIP editor strategies used by successful, seasoned ASIP Managers such as establishing ASIP points of contact within your State; planning your calendar; and identifying annual areas of interests.

Class Size: 30

**RE28 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 203 LAB) – ASIP Working Lab & Q&A Session (2 hours)**

- January 27; February 3 - 1300-1500

**Lead Instructor:** Mr. Scott M. Ryman
Contact: Scott. Ryman@us.army.mil

Target audience is Army National Guard ASIP Managers/POCs or those performing ASIP duties. Student should have a working knowledge of the ASIP. This session will focus on giving ASIP Managers/POCs the opportunity for an open forum to work ASIP matters particular to their State or Territory. ASIP Instructors and Guest Speakers will be available to assist ASIP Managers/POCs in a group or one-on-one forum for any additional assistance necessary to their respective needs. The forum will also give new ASIP Managers/POCs the opportunity to practice or reinforce those concepts taught during previous ASIP courses. Collaboration and a willingness to address real-world ASIP training issues is encouraged during this “study hall/lab” type of forum.

Class Size: 30

RE29 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 301) – ARNG Force Structure Management and the ASIP (1 hour)

- January 28; February 4- 0800-0900

Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Editor Managers/POCs, State FIROs, and CFMOs.

Training will include presentation of ARNG Force Management – Organizational Authority, NGB 10-1, and ARNG Stationing Process, the Army G3 Army Location Code (ARLOC)/Station Code (STACO) in the Reserve Component Automation System (RCAS) Force Management (FM) Organizational Authority (OA) file; Army Locations and codes used in Army Force Management and Army Real Property data systems; ARNG units and the home station location ARLOC captured in the Army Status of Resources and Training System (ASORTS) and question and answer period.

Class Size: 30

RE30 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 302) – Transient Training Load, Facility Service Funding, and the ASIP (1 hour)

- January 28; February 4- 0900-1000

Lead Instructor: Mr. Scott M. Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is Army National Guard ASIP Editor Managers/POCs.

Training will include presentation of Transient Training Load in ASIP, the importance of this population to the ARNG and the ARNG Training Centers; discussion to include ARNG Training, Readiness and Operations, Unit Planning, Execution and Resourcing System (TROUERS) which captures all ARNG annual training (AT), inactive duty training (IDT), and overseas deployment training (ODT) by training location Army Location Code (ARLOC), FORSCOM Training Evaluation and Support System (TESS) which captures both ARNG and USAR AT events requiring FORSCOM evaluators, USAR RLAS, and Army G3 Range Facility Management Support System (RFMSS) which captures all transient events at an ARNG Training Center and how the ASIP Team identifies valid transient events and creates an full-time equivalent (FTE) transient event load in the ASIP; followed by question and answer period. The course will also offer a block of instruction on the importance of ASIP data and its relation to ISR Services and SBC.
RE31 - ARMY STATIONING AND INSTALLATION PLAN (ASIP 303) – ASIPs Relation to Army and OACSIM Systems- (1 hour)

- January 28; February 4- 1000-1100

Lead Instructor: Mr. Scott Ryman
Contact: Scott.Ryman@us.army.mil

Target audience is ARNG managers / POC and Leadership. Training will provide overview to how the ASIP is related to other Army and OACSIM data systems.

RE32 - Range Program (1 hour)

- January 27- 0800-0900

Lead Instructor: MAJ Mike Mismash
Contact: Michael.Mismash@us.army.mil

The Range Programming Class will discuss the programming process and requirements, developing range and training site requirements, the range master plan process, creating 1390/91s, and the design and construction process. It will include MILCON as well as O&M projects.

RE33 - Range Construction (1 hour)

- January 27 - 0900-1000

Lead Instructor: MAJ Mike Mismash
Contact: Michael.Mismash@us.army.mil

The Range Construction Class will discuss selected issues that are both common and unique to the construction of Army ranges. Issues including NEPA analysis, Unexploded Ordnance (UX0) removal, and geotechnical information will be addressed as a part of the course.

RE34 - Environmental Support for Range Complex Master Planning 101 (1 hour)

- January 27 - 1000-1100

Lead Instructor: MAJ Mike Mismash
Contact: Michael.Mismash@us.army.mil

Representatives from the Training Support Branch will provide an overview of the Range Complex Master Planning Program. The RCMP is a tool that supports the integrated range planning process, and allows trainers and other garrison staff to view doctrinal requirements concurrently with other constraints that impact range and training land assets. The Training Support Branch will conduct six workshops beginning in the spring of 2009. Each workshop is expected to host 60-80 attendees from the States and Territories.
SP03 - FEAC (8 hours)

- January 30 - 0800-1700

Lead Instructor: LTC Townsend
Contact: daniel.townsend@us.army.mil
FEAC Meeting

Class Size: 30

AV01 - Aviation and TUAS Ops Facilities (2 hours)

- January 30; February 2 - 1300-1500 (1/30); 0800-1000 (2/2)

Lead Instructor: CW5 Robert Fleming
Contact: robert.l.fleming@ng.army.mil

The ARNG Aviation Facility Program and Issues, and Tactical Unmanned Aerial System Operating Facilities (TUAS-OF) developments and criteria. Focusing on fielding, stationing, and facility issues for TUAS Platoons in the ARNG, to include funding, planning, programming, and design criteria.

Class Size: 36

AX01 - ACSIM (2 hours)

- January 30; February 2 - 1500-1700 (1/30); 1000-1200 (2/2)