



DEPARTMENT OF THE ARMY  
HEADQUARTERS FIRST UNITED STATES ARMY  
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FOREST PARK GA 30297-5000

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MEMORANDUM FOR

Deputy Commanding Generals  
Commanders, Divisions, Training Support

SUBJECT: Memorandum of Instruction (MOI): Theater Specific Individual Readiness Training (TSIRT)

1. REFERENCES:

- a. Headquarters, FORSCOM SFOR Support Plan to Operation Joint Forge, Annex T (Training), 1 Mar 00.
- b. Headquarters, USAREUR & 7A OPLAN 4256, Annex T (Training), 11 Jun 99.
- c. Headquarters, USAREUR & 7A OPLAN 4247, Annex T (Training), 11 May 99.
- d. Headquarters, First U.S. Army, Fifth U.S. Army and Fort Benning, GA Memorandum of Agreement (MOA), 8 Mar 01.

2. PURPOSE: The purpose of this MOI is to provide guidance that will facilitate and expedite Divisions (Training Support) (TSDs) missions supporting TSIRT.

3. APPLICABILITY: The procedures outlined in this MOI apply to all personnel assigned and attached to First U.S. Army.

4. MISSION: On order, First U.S. Army tasks subordinate divisions and other elements to support the specific TSIRT instructor requirements.

5. CONCEPT OF OPERATIONS:

a. Commander in Chief, Europe (CINCEUR) determined that prior to deployment, all U.S. Army personnel, including individual soldiers, unit soldiers, and civilian support personnel require training on specific topics of instruction unique to the theater of operations. The CINCEUR staff developed a Program of Instruction (POI) taught by specially certified TSIRT cadre. The POI is reviewed on a regular basis by CINCEUR and adjusted as needed to support mission requirements.

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b. The TSIRT is conducted in support of Stability and Support Operations within CINCEUR Area of Responsibility (AOR). It consists of formal classroom, small group instruction, and situational training exercises (STXs). It is normally conducted within the eight-day mobilization period while the unit is at Fort Benning.

6. TRAINING STRATEGY: Training will be conducted under the guidelines of the MOA executed 8 Mar 01 between First U.S. Army, Fifth U.S. Army and Fort Benning. This agreement specifies:

a. The TSIRT instructor duty will be shared between First U.S. Army, Fifth U.S. Army and Fort Benning. Instructor coverage responsibility is for periods of 30 days.

b. Fort Benning operates the TSIRT site, and has overall responsibility for conduct of the TSIRT program.

c. Instructors and instructor-trainees from First U.S. Army and Fifth U.S. Army will be under the operational control (OPCON) of Fort Benning during their TDY.

d. Instructors will be utilized only for TSIRT instruction and related training while TDY for TSIRT duty.

e. The TSIRT program requires the availability of the right instructor coverage for the full 30 day period, as there are consistently short-notice or unexpected unit rotations which must be trained.

(1) When a mid-cycle change-over of instructor(s) is required by the supporting TSDs, the replacement instructor(s) will need to arrive on station prior to the original instructor's departure.

(2) On a case-by-case basis the 29th Infantry Regiment, as the OPCON Headquarters, may authorize earlier departures based on mission requirements, and when coordinated with First U.S. Army, Deputy Chief of Staff, Training (DCST).

7. RESPONSIBILITIES:

a. The DCST, First U.S. Army:

(1) Identifies requirements in support of deploying units.

(2) Prepares tasking request issued to the TSDs. Taskings will be identified for a period of 30 days. The TSD may fill the 30 day period with multiple soldiers.

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(3) Serves as primary liaison for FORSCOM in matters pertaining to TSIRT training and coordination at Fort Benning.

(4) Maintains files and status of all certified instructors. Forwards and reconciles listings with TSDs quarterly.

(5) Maintains, updates and forwards TSIRT POIs to the TSDs when changes occur.

(6) Provide listing of all instructors tasked for each 30 day period to the TSDs G-3 responsible for providing the First U.S. Army TSIRT NCO Representative.

b. The Deputy Chief of Staff, Resource Management (DCSRM), First U.S. Army funds TSIRT instructor travel in accordance with First U.S. Army policy and DD Form 1610 information sheet (Encl 2).

c. The TSDs, First U.S. Army:

(1) Provides certified TSIRT instructors in accordance with taskings. Instructor taskings will be for a period of one month, with the exception of Media Awareness instructor. Media Awareness instructors will be tasked for a period of 15 days (first and second week of the month).

(2) The TSDs may fill a tasking with multiple soldiers. However, a soldier will not be relieved from duty at Fort Benning unless replacement instructors have conducted a battle hand-off at Bldg 5504, Fort Benning unless prior coordination has been conducted with Fort Benning and First U.S. Army, DCST. When filling a tasker with multiple instructors, all names and DD Forms 1610s are due on the suspense date.

(3) First U.S. Army instructors will stay current in their subject area of expertise and assist the TSIRT NCOIC in his duties.

(4) Maintains trained instructors IAW Encl 1, TSIRT Minimum Tasking Pool. Reconciles and forwards instructor listings to DCST, First U.S. Army quarterly.

(5) Provides all instructors and newly identified instructor trainees with POIs.

(6) Prepares and forwards TDY orders for soldiers in accordance with DCSRMM guidance (Encl 2).

d. First U.S. Army TSIRT NCO Representative:

(1) Is the primary representative of the Commanding General, First U.S. Army at Fort Benning for TSIRT Operations.

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(2) Will coordinate immediately upon notification of tasking with TSDs G-3 Section to receive listing of all instructors and any special instructions for the cycle.

(3) Primary liaison between instructors and the Fort Benning installation for all matters pertaining to cadre duties, performance, conduct, and billeting.

(4) Responsible for providing data and forwarding an After Action Report (AAR) weekly and one master consolidated cycle AAR (Encl 3) .

e. Fort Benning:

(1) Responsible for management, oversight, and execution of the TSIRT program.

(2) Maintains TSIRT site, unit records, POIs and certification records.

(3) Provides the final certification for all units and soldiers trained at Fort Benning.

(4) Overall responsible for all training and instructor certification. Provide instructors with a training schedule and guidance upon arriving at Fort Benning.

## 8. COORDINATING INSTRUCTIONS:

a. Instructors will report to Bldg. 5504, TSIRT Site, 29th Infantry Regiment NCOIC, DSN 784-6551/6414, upon arrival at Fort Benning.

b. In addition to bringing Battle Dress Uniform (BDU) sets, cadre will report with kevlar helmet, web belt, suspenders, wet weather gear, seasonal items, canteen with canteen cover (two recommended), and first aid pouch.

c. All TSIRT cadre and instructor trainees are under the OPCON of Fort Benning for duty at the TSIRT site for the entire period of the temporary duty.

d. All TSIRT cadre performing duties at Fort Benning will cross train and certify in other subject areas in order to ensure the success of the program and increase the pool of certified instructors.

## 9. INSTRUCTOR CERTIFICATION:

a. Phase One:

(1) Instructor Trainees will complete a TSIRT cycle as a student to familiarize themselves with the training, and learn how their subject areas affect the STX. They will receive all training

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material for instruction prior to attending the first phase of training. Instructor trainees will study this material prior to attending Phase One.

(2) Soldiers who have returned from the Balkans AOR within a 12-month period and possess documentation of return are not required to attend Phase I certification instruction.

b. Phase Two:

(1) Instructor trainees will conduct a dry-run presentation with another certified instructor, on-site, prior to a final certification.

(2) The primary method of final certification is executing the class for deploying forces; the secondary method is providing the instruction to a group of instructors (four or more), on site, utilizing all training aids. Final instructor certification will be conducted at Fort Benning by the Fort Benning TSIRT NCOIC.

c. Re-certification:

(1) Instructors who were previously trained in TSIRT subject areas which are no longer a First U.S. Army responsibility will be cross-trained prior to tasking.

(2) Requests for re-certification will be submitted from the TSDs to First U.S. Army. Requests should be forwarded no later than 14-days prior to the requested training. Soldiers should arrive at Fort Benning on Wednesday and be ready to depart Fort Benning on Sunday (five days).

d. A sample Training Schedule that will be utilized at Fort Benning is provided at Encl 4. The example shows their schedule for a TSIRT cycle with two rotations.

10. The proponent for this MOI is DCST, Operations Division. Questions concerning this MOI should be addressed to LTC Camp/CPT Perez/SFC Good/SFC Sherrill at DSN 797-7358 or (404) 469-7358.

FOR THE COMMANDER:

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DANNY R. MCKNIGHT  
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Chief of Staff

CF:  
Director of Operations and Training, FBGA