

ODDS & ENDS

28 Sep 07

1. General. I now most of you have been in the classroom now for several weeks but this is our first chance to welcome you back for the new school year. So, Welcome Back! There will be several changes this year as always but hopefully, the changes will better support your needs. Speaking of changes, we have added 2 additional personnel to the 4th Brigade JROTC Division. See attached contact/functions chart for details. With that said and as always, please read the entire Odds & Ends update.

2. Budget. No word yet on the FY08 budget other than it appears we will be funded at 85% for both OMA and MPA compared to last year's 78% for MPA and 50% for OMA. Bottom line - more money. Also, it looks as if we will only have one budget analyst for all of the 4th Bde programs. That POC will be Mrs. Elisa Domingo at Ft. Knox. Her number is: (502) 624-1210 and her email is elisa.domingo@usacc.army.mil. However, always contact Brigade prior to contacting Mrs. Domingo. As soon as I have the actual budget I'll release it to the field. I suspect we will have it prior to the middle of October. Until we receive the budget or hear otherwise all spending is prohibited.

3. WARFIGHTER/GPC. As most of you should know by now, the only the only approved method to purchase uniforms for FY 08 will be through Warfighter and the only approved payment method is GPC. Each JROTC program must have a Warfighter account that defaults to your GPC. Actions required are:

a. If you already have a Warfighter account but it is set to MILSBILLS you must change it to GPC payment. You will need to contact one of the Warfighter POCs listed below in order to accomplish that task.

b. If you do not have a Warfighter account you need to register for an account and set it to GPC. See encl 1 for directions.

c. Warfighter POC:

Toll Free: 800-872-5684
Ed Hagan: 215-737-8349
Paul Rosso: 215-737-8376
Debbie Delrossi: 215-737-5980

I strongly recommend you contact one of the individuals listed instead of using the toll free number. The use of MILSBILLS is no longer authorized and the use of a manual requisition will be approved by exception only and must first be submitted to Brigade along with appropriate justification.

Also, procedural changes will now allow for making multiple purchases in a single day through Warfighter without creating a split purchase

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situation. However, a unit will not be authorized to exceed their 30 day limit. I'll be working with the AOPCs to increase 30 day limits for some of the larger programs and possible the DAI shops if required. Additionally, the DAI cards will probably have a larger single purchase limit as well. More to follow.

4. Event Calendar

a. Scotland HS Drill Meet	13 Oct 07
b. George C. Marshall Symposium	11-13 Oct 07
c. East Rowan Raider Meet	20 Oct 07
d. Lexington HS Rifle Match	20 Oct 07
e. Southern Lee Tri-Meet	20 Oct 07
f. Annual Crimson Wave Drill Meet	27 Oct 07
g. Freedom HS Drill Meet	27 Oct 07
h. Brigade Raider North	3 Nov 07
i. T.O. Wright Drill Meet	3 Nov 07
j. Eastern Randolph Drill Meet	10 Nov 07
k. J.H. Rose Raider Meet	10 Nov 07
l. Prince George Drill Meet	17 Nov 07
m. Brigade Raider South	1 Dec 07
n. Woodrow Wilson Drill Meet	8 Dec 07

Note: For more detailed information on the above and other events go to the 4th Brigade website.

5. Marksmanship.

Reminder that units desiring to conduct marksmanship training for cadets must comply with the Cadet Command Marksmanship MOI located on the 4th Brigade JROTC website. Many instructors have forgotten the annual requirement to complete Marksmanship DL on the JSOCC DL site. Ranges that were inspected by CMP and have not changed location will be re-inspected during this year Unit Visit or Formal Inspection.

6. Legion of Valor. Congratulations to the following cadets on being awarded the Legion of Valor. Representatives from the Legion of Valor will be contacting the SAI to set up a time to award the medal. If you have any questions contact Chuck Perry or George James at 919-396-8606/8706.

- a. Cadet Geoffrey Hanson, Mount Tabor HS, NC
- b. Cadet Javon Stovall, Oak Ridge Military Academy, NC
- c. Cadet Montika Simpson, Great Falls HS, SC

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d. Cadet Angela Crumdy, Harry P. Harding Univ HS, NC

7. Reports. Suspense for reports has not changed, 1 October annually. If you wait until 15 Oct 07 you must download JUMS patch 3.2.4. We did ask that you submit the Intentions of Grads and America's Promise as soon as possible, to assist Cadet Command. Remember to download JUMS PATCH 16 from the web portal prior to running the reports. If you have any questions contact George James or Chuck Perry at 396-8706/8606 for assistance.

8. JSOCC Resident Course: Due to a recent change the number of JSOCC courses has increased from 12 to 18 for this FY. The brigade must fill eight seats per class.

Those instructors that need to attend because of the five year requirement or those instructors new to JROTC that must attend need to sign up immediately. **Instructors that need to attend but do not sign up on their own initiative will be slotted for a class at the discretion of the Brigade.** Once slotted only the **brigade commander can authorize changes.**

You can sign up for a class two different ways:

- Go to the 4th Brigade Web Site and pull down the online request
- Call Mr. Anderson directly at (910)396-0136

Cadre must complete JSOCC DL prior to attendance at the resident course.

9. JSOCC DL: Reminder, all cadres have 6 months from date of hire to complete the basic DL courses (first 23 modules). You have 2 years from your date of hire to complete the four advanced courses (Z EDU 106, 107, 108 and 109).

All cadre must periodically check their progress report on their home page to see if any courses have been added or modified. If any course have been added or modified you must complete them as soon as possible.

Courses have been added and modified since 2005 to JSOCC DL. Don't assume you have met the requirement. Go into your account and make sure you have completed the requirement. Don't get caught in this category because the brigade has been directed to place instructors on probation that have not completed DL. If you have questions and don't understand the requirement please call me.

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10. INSTRUCTOR PROFESSIONAL DEVELOPMENT: All cadre will be required to have an Associates Degree NLT DEC 2009 with an accredited institution. A change to CC 145-2 will hit the streets early next month further detailing this issue. Cadre may be placed on probation in Jan 09 if they cannot prove that they are working towards their degree with an estimated completion date of no later than Dec 09. Instructors hired after 15 Jun 07 will have 5 years to complete their degree.

Bottom line - all instructors need to have a solid professional Development Plan that outlines the completion of an associate degree.

Keep in mind that instructors can receive credit for military service and some of the JSOCC courses.

JROTC instructors without a two-year degree might want to take advantage of the following or some other accredited degree completion program. RTG & Associates, Inc. has a low-cost, accredited AAS degree opportunity for JROTC instructors utilizing the completion of the five JROTC Distance Learning courses (EDU 105 - 109). In addition to earning their AAS Degree in Military Leadership from Rio Salado College, instructors will also receive a University of Colorado at Colorado Springs (UCCS) "Certificate in Curriculum Studies" from its College of Education. This program is 100% on-line and in no way conflicts with your normal duties.

Please open the links below and follow the instructions.

Some basic steps are:

a. Sign and fax the Rio Salado College cover sheet for an unofficial 'no-cost' review. (Cost per credit for JROTC

instructors at Rio Salado College is only \$125 per credit, plus a \$15 per semester Registration fee). You can also click here; or, cut and paste the following to your web browser:

[http://jrotccollegecredit.com/downloads/rsc/Rio](http://jrotccollegecredit.com/downloads/rsc/Rio%20Salado%20College%20Unofficial%20Transcript%20Review%20Request.pdf) Salado College Unofficial Transcript Review Request.pdf

<<http://jrotccollegecredit.com/downloads/rsc/Rio%20Salado%20College%20Unofficial%20Transcript%20Review%20Request.pdf>>

b. Send all 'official transcripts' you have ever earned, to Ms. YvonneLawrence at Rio Salado College.

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c. Go to the Army AARTS website and forward your 'OFFICIAL' AARTS transcript to Ms. Lawrence at Rio Salado College, <https://aartstranscript.army.mil/>

d. Convert the five JROTC distance-learning courses (EDU 105 - 109) to transcribed college credits. Click on this link: <http://jrotccollegecredit.com/ug.php>

e. You can register w/UCCS at this site for your 15 credits and subsequent 'Certificate in Curriculum Studies' with UCCS at this site: <http://jrotccollegecredit.com/coursehelp2.php>

f. The cost is \$390 per three-credit course, not per credit! No fees at UCCS!

Finally, please call Bob Greene 1-303-840-3063 (or, Harold Tucker 1-703-798-1842 after 5 October 2007) with any questions, to include financing. We can provide possible solutions for most scenarios.

The least cost a student will incur for this program could be as low as: \$3,480.

The ultimate goal is for all instructors to pursue a baccalaureate degree and ultimately meet educational requirements for state licensure.

11. RAPPEL TRAINING: (Clarification for the conduct of Rappel Training)

Only current Brigade Certified Rappel Trainers can conduct rappel training within the Brigade. Note: If you attended a one day course elsewhere (Fort Jackson, etc.) you are **NOT** Brigade Certified.

To maintain currency: All Rappel Trainers must maintain currency by completing the following tasks every 6 months.

Rappel Trainers must execute 4 critical tasks:

- Show proficiency in tying knots
- Rigging a tower (Does not need to be a tower. Can be any fixed site)
- Rappel Master Personal Inspection
- Hook-up rappeller

Note: The above tasks **must** be witnessed and documented in signed memorandum format by another current Certified Rappel Trainer

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Recertification every 5 years: All Rappel Trainers must attend a one day recertification course conducted by Brigade. This is to refresh and update all trainers.

In order to conduct rappel training you must send a properly signed Composite Risk Management Worksheet (see below Risk Management), proof of currency, Tower inspection

Rappel tower inspections and risk assessments must be submitted annually to this Headquarters.

All rappel training must be conducted in accordance with CCR 145-2 (1 Jul 07).

The Brigade will run two Rappel Certification Training courses during FY 08. The scheduled dates are 2-6 June 2008 and 28-31 July 2008 at Oak Ridge Military Academy. Instructors desiring to participate should contact Steve Anderson, (910)396-0136, or email steven.anderson@usacc.army.mil.

12. Risk Management: All Risk Assessments should be done on the new Composite Risk Management Worksheets (CRMW) but the older Risk Management Worksheets (dated Apr 2001) are still accepted. You can find the CRMW on the 4th BDE Web Site. Note: Some military installation require the use of the new DA Composite Risk Management forms.

All Rappel Training is considered High Risk Training and must be signed by the Brigade Commander. It can be mitigated down to medium risk but not low risk.

Effective immediately the School Principal will now sign all risk assessments as the reviewer for all rappel training. The Brigade Commander will sign as the Risk Decision Authority at the bottom of the worksheet.

All Risk Management worksheets must be sent in to Brigade at least 30 days prior to training event for signature if required.

13. Suspense Items.

- a. Weight control suspense 15 Oct
- b. Master Training Schedules were due 1 Sep (ASAP)
- c. Travel vouchers for the Sep 07 Training Seminar ASAP
- d. Also see Recurring Actions on the 4th Bde website

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14. Logistics.

a. For those of you that were notified that you would be receiving additional automation equipment as a result of the end of year purchase that Cadet Command made, the estimated arrival date has changed to the 3rd week of October. For those of you that receive automation equipment that you do not need as a result of this contract see paragraph b. below.

b. Identify any excess automation equipment that could be transferred to a school in need. We are looking for Smart Boards. Also need a CPS to support the Brigade Headquarters.

15. Formal Inspections.

a. The Formal Inspection schedule for SY07/08 has been finalized. See encl 2. If you have any question please contact Mr. Buck Jenkins at (910) 396-6384.

b. Those of you that are scheduled for a Formal Inspection please do not forget to coordinate for uniformed inspectors well in advance. You may use any of the following: DAIs, Reserve or NG personnel, Recruiters, Senior Program cadre or JROTC cadre from another school. The uniform for those personnel conducting the in-ranks inspection is either dress greens or the new blue uniform.

16. Instructor Training Seminar for FY08.

- a. Location: Myrtle Beach, SC
- b. Dates: 4-7 Feb 08 with the 4th being a travel day and the 7th being a training/travel day.
- c. If you attended the seminar in Sep 07 you will need to send an alternate instructor from you program.
- d. All JROTC programs will be authorized 1 cadre slot regardless of the number of instructors assigned to the school.
- e. DAI Shops will have 2 slots, one of which must be filled by the DAI.

17. **JCLC 08.** JCLC is still a work in progress and there are numerous changes beyond our control. As the situation becomes clearer we'll provide an update. The bottom line remains the same, all cadre must be prepared to attend JCLC and alternate encampments will be the exception and not the rule. Plan on a full update during the Jan 08 instructor training seminar.

WARFIGHTER REGISTRATION INSTRUCTIONS

[Warfighter.dla.mil](http://warfighter.dla.mil) is a secure online order fulfillment and information system that offers 24/7 ordering convenience. To all registered users in addition to regular measurements Warfighter also offers special measurement clothing and footwear as well.

All JROTC units must be register with Warfighter, please see instructions below to register immediately.

To Register for an Account With Warfighter:

Step 1: Logon the Warfighter website @warfighter.dla.mil

Step 2: Click on the “User Registration” link found on the menu under “Registration”

Step 3: Enter the *required information* and click the “Submit” button.

Note: Required Information needed: Login ID (create Login ID that contains no spaces, 5-13 characters, must begin with a letter between A-Z and contain no special characters {ex: \$#@*_+?}, the Login ID is not case sensitive); establish a secret question and answer; email address; name; branch or department; title/rank; office symbol; home number; fax number; mailing address; your Department of Defense Activity Address Code (DODAAC). During this step you will enter your payment method, which must be your Government Purchase Card (GPC), you will be asked to indicate the type of credit card, e.g. VISA, issuing bank (*please remember do not use any special characters here either, should read US Bank, not U.S. Bank*), and credit card with expiration month and year. Specific shipping and billing addresses are also required. ***When you register your Government Purchase Credit Card, warfighter will automatically register you for MILSBILLS; however, the Government Purchase Card will be your only method of payment.***

Step 4: The system will display a complete listing of all the data you inputted. Carefully review/edit each data entry ensuring accuracy. After verification of all data, you may want to print the page for your record, and click “continue”. You will then see the following “Registration Submitted” screen.

Step 5: After completion of Steps 1-4, you should receive an email confirmation from warfighter within 2 business days; however, if a week goes by and you have not receive said email confirming that your account has been activated, please send email to warfighter.dla.mil so that they can research you application.

Step 6: Once you receive an email stating that your registration has been approved, it will contain a Web address link; click on that link or cut and paste the address into your web browser. This will bring you to a web page containing your new Warfighter password. Immediately after you comply with the instructions provided in the confirmation email, you will receive an email with your new, electronically generated password. (***Password is case sensitive. Please keep your password in a safe place.***) You are now ready to login and begin your ordering process.

Initial Login: click on the link provided in your “Congratulations” email with your new password and it will bring you to warfighter.dla.mil. Once there click on “Cart” found on the upper right hand side of the web page. Enter the user name (login) that you selected during registration and your new password. Now you may begin to shop, set up stored orders or use any of the various services provided through warfighter.

Note: Once you logon warfighter.dla.mil, you can also find many useful tools to include a user manual that will help you to better understand the warfighter process and guide you through the above rocedure as well as answer any questions you may have in regard to the ordering process. You will find that warfighter is very user friendly.

**4th Bde JROTC Inspection Schedule
School Year 07/08**

School	City	ST	Insp Date
Hanahan High School	Hanahan	SC	10-Oct-07
Cross High School	Cross	SC	11-Oct-07
Dillon High School	Dillon	SC	5-Nov-07
Latta High School	Latta	SC	6-Nov-07
Darlington High School	Darlington	SC	7-Nov-07
Marlboro County High School	Bennettsville	SC	8-Nov-07
Marion High School	Marion	SC	9-Nov-07
Davie High School	Mocksville	NC	13-Nov-07
Forbush High School	East Bend	NC	14-Nov-07
Richmond Senior High School	Rockingham	NC	15-Nov-07
Anson Senior High School	Wadesboro	NC	16-Nov-07
Darlington County Intervention Sc	Darlington	SC	3-Dec-07
Hartsville High School	Hartsville	SC	5-Dec-07
Lamar High School	Lamar	SC	6-Dec-07
Timmons High School	Timmons	SC	7-Dec-07
Lugoff-Elgin High School	Lugoff	SC	4-Dec-07
Blythewood High School	Blythewood	SC	5-Dec-07
Camden High School	Camden	SC	6-Dec-07
Camden Military Academy	Camden	SC	7-Dec-07
Simon G. Atkins High School	Winston-Salem	NC	11-Dec-07
Robert B. Glenn High School	Kernersville	NC	12-Dec-07
Parkland High School	Winston-Salem	NC	13-Dec-07
Carver High School	Winston-Salem	NC	14-Dec-07
Spartenburg High School	Spartenburg	SC	11-Dec-07
Paul M. Dorman High School	Spartanburg	SC	12-Dec-07
J. L. Mann High School	Greenville	SC	13-Dec-07
Landrum High School	Landrum	SC	14-Dec-07
Scotland High School	Laurinburg	NC	18-Dec-07
Red Springs High School	Red Springs	NC	19-Dec-07
West Forsyth High School	Clemmons	NC	5-Feb-08
R.J. Reynolds High School	Winston-Salem	NC	6-Feb-08
Mount Tabor High School	Winston-Salem	NC	7-Feb-08
East Forsyth High School	Kernersville	NC	8-Feb-08
Calhoun County High School	St. Matthews	SC	11-Feb-08
Pelion High School	Pelion	SC	12-Feb-08
Swansea High School	Swansea	SC	13-Feb-08
Wagener-Salley High School	Wagener	SC	14-Feb-08
Batesburg-Leesville High School	Batesburg	SC	15-Feb-08
Continuous Learning Center	Camden	SC	19-Feb-08
Hoke County High School	Raeford	NC	20-Feb-08
Lee Central High School	Bishopville	SC	21-Feb-08
E.T. Beddingfield Jr. High School	Wilson	NC	26-Feb-08

School	City	ST	Insp Date
C.B. Aycock High School	Pikeville	NC	27-Feb-08
Rosewood High School	Goldsboro	NC	28-Feb-08
Goldsboro High School	Goldsboro	NC	29-Feb-08
Thomasville High School	Thomasville	NC	4-Mar-08
Randleman High School	Randleman	NC	5-Mar-08
Southwestern Randolph High School	Ashboro	NC	6-Mar-08
Eastern Randolph School	Ramseur	NC	7-Mar-08
Ashe County High School	West Jefferson	NC	11-Mar-08
East Surry High School	Pilot Mountain	NC	12-Mar-08
Elkin High School	Elkin	NC	13-Mar-08
North Iredell High School	Olin	NC	14-Mar-08
Northumberland High School	Heathsville	VA	11-Mar-08
King and Queen Central High School	King & Queen Court	VA	12-Mar-08
Caroline High School	Milford	VA	13-Mar-08
John H. Smyth High School	Hanover	VA	14-Mar-08
Bethel High School	Hampton	VA	18-Mar-08
Denbigh High School	Newport News	VA	19-Mar-08
Woodrow Wilson High School	Portsmouth	VA	20-Mar-08
Smithfield High School	Smithfield	VA	21-Mar-08
Myers Park High School	Charlotte	NC	31-Mar-08
Phillip O. Berry High School	Charlotte	NC	1-Apr-08
Butler High School	Charlotte	NC	2-Apr-08
E. E. Waddell High School	Charlotte	NC	3-Apr-08
West Charlotte High School	Charlotte	NC	4-Apr-08
John M. Morehead Senior High School	Eden	NC	8-Apr-08
Oak Ridge Military Academy	Oak Ridge	NC	9-Apr-08
Grimsley Senior High School	Greensboro	NC	10-Apr-08
Avery County High School	Newland	NC	15-Apr-08
Mountain Heritage High School	Burnsville	NC	16-Apr-08
Madison High School	Marshall	NC	17-Apr-08
Charles D. Owen High School	Black Mountain	NC	18-Apr-08
Woodbridge Senior High School	Woodbridge	VA	15-Apr-08
Liberty High School	Bealton	VA	16-Apr-08
Colonial Forge High School	Stafford	VA	17-Apr-08
Spotsylvania High School	Spotsylvania	VA	18-Apr-08
Freedom High School	Morgantown	NC	21-Apr-08
East Burke High School	Icard	NC	22-Apr-08
Hickory High School	Hickory	NC	23-Apr-08
Fred T. Ford High School	Newton	NC	24-Apr-08
Hunter Huss High School	Gastonia	NC	25-Apr-08
Buckingham County High School	Buckingham	VA	22-Apr-08
Cumberland High School	Cumberland	VA	23-Apr-08
Powhatan High School	Powhatan	VA	24-Apr-08
Manchester High School	Midlothian	VA	25-Apr-08

School	City	ST	Insp Date
Greene Central High School	Snow Hill	NC	28-Apr-08
Kinston High School	Kinston	NC	29-Apr-08
East Duplin High School	Beulaville	NC	30-Apr-08

CONTACT/FUNCTIONS

Name	Position	Duties	Email	Phone
Mr. John Sovine	Chief	Budget, Automation Management, SIRs, School GPC Oversight, Other tasks as required.	john.sovine@usacc.army.mil	W: 910-396-4066 C: 910-354-0640
Mr. Chuck Perry	Chief, TM1	All Cadet and Cadre Training actions, Marksmanship, Raider Challenge, and Drill	charles.perry@usacc.army.mil	W: 910-396-8606 C: 910-354-0696
Mr. George James	Tng & Ed Spec	JCLC, Electronic Reports, JCIMS, JUMS and Other Cadet & Cadre Training Actions	george.james@usacc.army.mil	W: 910-396-8706 C: 910-354-0665
Mr. Steve Anderson	Tng & Ed Spec	JSOCC, JSOCC-DL, Rappel Training, Risk Assessments, JCLC Cadet Travel	steven.anderson@usacc.army.mil	W: 910-396-0136 C: 910-587-7387
Mr. Rudy Ford	Chief, TM2	All Instructor Management Actions, Curriculum, Probation/Decertification & Interviews, Annual Seminars	rudolph.ford@usacc.army.mil	W: 910-396-8807 C: 910-354-0701
Mr. Buck Jenkins	Tng & Ed Spec	Unit Reports, Master Training Schedules, Inspection Program, Establishments/ Disestablishments & Interviews	buck.jenkins@usacc.army.mil	W: 910-396-6384 C: 910-354-0724
Mr. Art James	Tng & Ed Spec	Weight Control, Instructor Vacancies, George C. Marshall Symposium & Academic Bowls	arthur.james@usacc.army.mil	W: 910-396-5709 C: 910-286-1439
Ms. Lynn Davis	Tng/Ed & Log Tech	Instructor/Cadet Awards, Financial Liability Investigations, CTA/TDA/BOI Actions, Supply Discipline, Supply Inspections, Pubs & RPI Accounts	marilyn.davis@usacc.army.mil	W: 910-396-6399 C: 910-587-7451

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