



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, RED CLOUD AND AREA I
UNIT # 15707
APO AP 96258-5707

REPLY TO
ATTENTION OF:

POLICY LETTER #5-2

IMRD-PL

30 NOV. 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sergeant's Time Training and Individual Soldier Time

1. References:

- a. AR 350-1, Army Training and Leader Development, 18 December 2009.
- b. FM 7-1, Battle Focused Training, September 2003.
- c. 8th Army Command Policy Letter # 13 – Sergeant's Time Training and Individual Soldier Time.

2. Sergeant's Time Training (STT) is standards-based, performance-oriented, battle focused training. STT recognizes the NCO's primary role in conducting individual, crew, and small team training. STT requires dedicated time on the training schedule, and must be planned, resourced, rehearsed, and executed with no external distracters.

3. STT will be conducted each Thursday from 0730 – 1230. STT is followed by Commander's Time, to allow for necessary maintenance inventories and inspections. All troops will be dismissed not later than 1600 for Soldier's Time in order to handle personal business. In those cases that require Soldiers to routinely work past 1600 hours on Thursday (e.g. operational or security missions), leaders will plan an alternate day that allows the Soldier the same benefit with the same level of predictability.

4. My intent is to achieve and maintain efficient and effective use of the time we dedicate to these activities each Thursday. Commanders will ensure the training conducted is mission oriented and based on the unit's Mission Essential Task List (METL) as well as a training assessment of Soldier or unit performance; chain of command may approve additional tasks to be trained that are not METL related; all training will be scheduled and thoroughly rehearsed. There will be maximum Soldier participation in STT. All Commanders will coordinate activities to ensure that STT receives the least interference from other pressing requirements.

5. My intent is to allow NCOs five "uninterrupted" hours of training with their Soldiers. To ensure STT is properly focused, it must be well planned and integrated into the unit's 6-week training schedule. Ensure task, condition and standard are clearly articulated to all Soldiers. An after Action Review (AAR) will be conducted at the conclusion of each training session. Remember, train to standard, not to time.

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6. At a minimum, depending on type of STT, the uniform will be Advance Combat Helmet (ACH), Interceptor Body Armor (IBA)/Improve Outer Tactical Vest (IOTV), protective mask, and hydration system.

7. Sergeants' Time Training is one of the primary tools to ensure our Soldiers are prepared to fight tonight and win here on the Korean Peninsula.

8. For questions on Sergeant's Time Training contact the USAG-RC/AREA I DPTMS, 732-9103, for questions on command policy contact the USAG-RC/AREA I CSM, 732-7167.


JOHN M. SCOTT
COL, AV
Commanding

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