



NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204-1373

ARNG-HRH (RN 350)

25 July 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Professional Education Center FY25 Centrally Funded Mandatory Full-Time Support Course Listing

1. Reference: National Guard Regulation 600-5 (The Active Guard Reserve (AGR) Program Title 32, Full Time National Guard Duty [FTNGD] Management).
2. Purpose: To identify centrally funded courses for FY25 and Full-Time Support (FTS) duty positions with corresponding mandatory training courses for initial entry, assigned personnel, and professional development requirements in the Title 32 (T32) Active Guard Reserve (AGR) program, in addition to Dual Status Military Technicians (MTs) and Title 5 (T5) civilians.
3. Applicability: Army National Guard (ARNG) T32 AGR Soldiers, MTs, and T5 civilians serving in FTS positions.
4. Formal training at Professional Education Center (PEC) ensures FTS personnel receive standardized and current vocational training, as well as timely procedural and policy guidance to enhance unit and individual readiness. Enclosure 2 lists courses mandatory for all personnel assigned or will be assigned in corresponding duty positions, and those who require regulatory certifications and/or continuing education offered at PEC. Enclosure 3 lists courses recommended for personnel as continued education and professional development. Supervisors of FTS personnel are strongly encouraged to use these courses as part of employees' individual development plans.
5. Commands/units are responsible for scheduling FTS personnel to attend the course(s) associated with their duty position. States should plan to schedule FTS employees to attend formal training at PEC within the first six months of their employment. Per NGR 600-5, failure to complete NGB prescribed courses at PEC for new FTS personnel within the first year of employment may be cause for reassignment to another full-time position or termination from full-time employment unless there are extenuating circumstances that preclude the full-time member from course attendance. Human Resources Officers (HROs) should include a statement in T32 AGR, T5, and MT vacancy announcements specifying mandatory FTS training as a condition of employment.
6. The intent is to centrally fund AGR and Technician travel to attend the listed courses; however, travel funding is subject to annual availability of resources. PEC will receive

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and execute travel funds for AGR, MT, and T5 personnel attending FTS courses. PEC will publish funding and travel order guidance at the start of each fiscal year, or as required due to significant funding changes.

7. Traditional drilling/M-Day personnel are strongly encouraged to attend mandatory courses pertaining to their assigned duty position; however, States are responsible for securing and executing funds for M-Day personnel travel as M-Day personnel are not centrally funded for travel through PEC.

8. This policy memorandum will remain in effect until rescinded or superseded.

9. The point of contact for this memorandum is Mr. Tim Zimmerman, ARNG-HRH, at 703-607-3297 or timothy.w.zimmerman2.mil@army.mil. The point of contact for PEC training-related inquiries is Lieutenant Colonel John (Dusty) Pinion, PEC-ODT, at 501-212-4743 or john.d.pinion.mil@army.mil.

3 Encls

1. FY25 Course List
2. Duty Position Crosswalk-Mandatory Courses
3. Duty Position Crosswalk-Recommended Courses

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JON A. JENSEN
Lieutenant General, USA
Director, Army National Guard

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ENCLOSURE 1 – FY 25 CENTRALLY FUNDED COURSE LIST

PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
CIAB	ARNG SECURITY MANAGER / 922-9E-F104/920-F101	G2
CIAB	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) / PEC-CIAB-102	G6
CIAB	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 / PEC-CIAB-030, PH 1	G6
CIAB	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 / PEC-CIAB-030, PH 2	G6
CIAB	CISCO CERTIFIED NETWORK PROFESSIONAL (CCNP) / PEC-CIAB-031	G6
CIAB	CISCO UNIFIED COMMUNICATION MANAGER (CUCM) / PEC-CIAB-033	G6
CIAB	COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) / PEC-CIAB-040	G6
CIAB	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) / PEC-CIAB-047	G6
CIAB	COMPTIA CISSP REVIEW (CERT) / 7E-F103/531-F56 (CT)(RF)	G6
CIAB	COMPTIA CLOUD PLUS (CLOUD+) / PEC-CIAB-044	G6
CIAB	COMPTIA CYBERSECURITY ANALYST (CYSA+) / PEC-CIAB-046	G6
CIAB	COMPTIA LINUX PLUS (LINUX+) / PEC-CIAB-043	G6
CIAB	COMPTIA NETWORK PLUS (NETWORK+ IAT LEVEL1) / PEC-CIAB-041	G6
CIAB	COMPTIA PENTEST PLUS (PENTEST+) / PEC-CIAB-045	G6
CIAB	COMPTIA SECURITY+ (CERT) / 7E-F104/531-F57 (CT)(RF)	G6
CIAB	MANAGEMENT CLIENT (MGC) / 4C-F60/160-F40	G6
CIAB	MICROSOFT 365 FUNDAMENTALS / PEC-CIAB-020	G6
CIAB	MICROSOFT DESKTOP SUPPORT (HELPDESK) / PEC-CIAB-026	G6
CIAB	MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) / PEC-CIAB-029	G6
CIAB	MICROSOFT INTERMEDIATE POWERSHELL / PEC-CIAB-120	G6
CIAB	MICROSOFT SERVER ADMIN / PEC-CIAB-027	G6
CIAB	MICROSOFT SHAREPOINT FOR KM / PEC-CIAB-025	G6
CIAB	MICROSOFT SHAREPOINT ONLINE POWER USER / PEC-CIAB-024	G6
CIAB	MICROSOFT SQL SERVER ADMINISTRATOR / PEC-CIAB-028	G6
CIAB	VMWARE ESXI ADMINISTRATION (VCP) / PEC-CIAB-050	G6
PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
PORB	ARNG UNIT READINESS NCO / 922-7C-F59/500-F58	G1
PORB	ARNG NET USR READINESS REPORTING (NON-SECURE) / 922-7C-F72/500-F72	G3
PORB	ARNG UNIT TRAINING NCO / 922-7C-F57/500-F56	G3
PORB	ARNG TRAINING OFFICER/OPERATIONS NCO / 922-7C-F67/500-F66	G3
PORB	ARNG INCENTIVE MANAGER / 964-7C-F66/500-F65	G1
PORB	ARNG GI BILL AND EDUCATION SERVICES / 922-7C-F65/500-F64	G1
PORB	MEDICAL READINESS NONCOMMISSIONED OFFICER / 922-7C-F79/500-F80	CSG
PORB	ARNG BASIC HUMAN RESOURCES AND ADMIN / 922-7C-F71/500-F71	G1
PORB	ARNG SENIOR HR NCO AND WARRANT OFFICERS / 922-7C-F70/500-F70	G1
PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
RMTB	ARNG BUDGET ANALYST / 922-7D-F56/542-F35	G8
RMTB	ARNG DTS LEAD DEFENSE TRAVEL ADMINISTRATOR / 922-9E-F80/920-F71	G8
RMTB	ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR / 922-9E-F81/920-F73	G8
RMTB	ARNG USPFO ACCOUNTING TECHNICIAN / 922-7D-F58/542-F37	G8
RMTB	ARNG USPFO ACCOUNTING OFFICER / 922-7D-F54/542-F32	G8

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PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
RMTB	ARNG USPFO BUDGET OFFICER / 922-7D-F53/542-F31	G8
RMTB	ARNG INACTIVE DUTY TRAVEL FUNDS MANAGER / 922-9E-F79/920-F70	G8
RMTB	ARNG USPFO GOVERNMENT TRAVEL CARD PROGRAM COORDINATOR / 922-9E-F77/920-F68	G8
RMTB	ARNG USPFO STAFF ACCOUNTANT / 922-7D-F55/542-F33	G8
RMTB	CIVILIAN PAY TRAINING / RMTB-020	G8
RMTB	MILITARY PAY TRAINING / NA	G8
RMTB	VENDOR PAY TRAINING / NA	G8
PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
SIEB	ARNG UNIT SUPPLY PERSONNEL / 922-8A-F78/551-F69	G4
SIEB	ARNG FMS TAMMS AND READINESS / 922-8A-F69/551-F61	G4
SIEB	ARNG PROPERTY BOOK ACCOUNTING SUPPLY / 922-8A-F65/551-F58	G4
SIEB	ARNG BATTALION SUPPLY / 922-8A-F73/551-F65	G4
SIEB	ARNG SUPPORT MAINTENANCE SHOP INSPECTION / 922-7C-F61/500-F60	G4
SIEB	ARNG WAREHOUSE OPERATOR / 922-8A-F79/551-F70	G4
SIEB	ARNG SURFACE MAINTENANCE SUPERVISOR / 922-7C-F63/500-F62	G4
SIEB	ARNG SUPPLY MANAGER / 922-8A-F68/551-F60	G4
SIEB	ARNG WAREHOUSE SUPERVISOR / 922-8A-F70/551-F62	G4
SIEB	ARNG CENTRAL ISSUE FACILITY INSTALLATION SUPPORT MOD / 922-8A-F64/551-F57	G4
SIEB	ARNG ADVANCED PROPERTY MANAGEMENT / 922-8A-F66/551-F58	G4
SIEB	ARNG AMMUNITION MANAGEMENT / 922-8A-F74/551-F66	G4
SIEB	ARNG FOOD SERVICE MANAGEMENT / 922-8E-F9/800-F24	G4
SIEB	ARNG NATIONAL DEFENSE MOVEMENT OPERATIONS / 922-8C-F46/553-F21	G4
SIEB	ARNG SASMO COMMON CORE (LOGISTICS NETWORKING) / LTC-090 (NS)	G4
SIEB	ARNG SURFACE MAINTENANCE READINESS MANAGEMENT / 922-7C-F62/500-F61	G4
PEC TRAINING BN	COURSE NAME / ATRRS COURSE NUMBER	OPR
SLDI	ARNG STRATEGIC PLANNING & MGMT / 964-PEC-SLDI-784	LRAC
SLDI	ARNG BASIC PROJECT MANAGEMENT / 922-7C-F58/500-F57	LRAC
SLDI	ARNG ORGANIZATIONAL GROUP FACILITATION / 964-PEC-SLDI-755	LRAC
SLDI	ARNG ORGANIZATIONAL SELF-ASSESSMENT / 964-PEC-SLDI-387	LRAC

ENCLOSURE 2 – DUTY POSITION CROSS-WALK - MANDATORY COURSES

This enclosure identifies FTS duty positions within the state or territory and associated mandatory training courses (and supporting PEC training battalion). FTS personnel should review the entire list thoroughly as multiple courses can be considered mandatory training or continuing education for an assigned duty position.

FTS DUTY POSITION	MANDATORY COURSES (CIAB)
Authorizing Official/Designating Representative (IT or Cyber)	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CLOUD PLUS (CLOUD+)
Cyber Defense Analyst	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA SECURITY+ (CERT) MICROSOFT INTERMEDIATE POWERSHELL
Cyber Defense Infrastructure Support Specialist	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA SECURITY+ (CERT) MANAGEMENT CLIENT (MGC) MICROSOFT INTERMEDIATE POWERSHELL
Enterprise Architect	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) MICROSOFT INTERMEDIATE POWERSHELL MICROSOFT SHAREPOINT ONLINE POWER USER
Firewall Administrators	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT)
Help Desk	ARNG A+ CERTIFICATION ARNG MICROSOFT SERVER ADMINISTRATION CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL (CCNP) CISCO UNIFIED COMMUNICATIONS MANAGER CUCM CISSP REVIEW (CERT) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP+) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+)

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FTS DUTY POSITION	MANDATORY COURSES (CIAB)
Help Desk	COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT) MANAGEMENT CLIENT (MGC) MICROSOFT DESKTOP SUPPORT TECH (HELPDESK) MICROSOFT ENDPOINT CONFIGURATION MANAGER MECM MICROSOFT INTERMEDIATE POWERSHELL MICROSOFT SHAREPOINT ONLINE POWER USER MICROSOFT SHAREPOINT FOR KNOWLEDGE MANAGERS MICROSOFT SQL SERVER ADMINISTRATION NETWORK + (IA LEVEL I) NETWORK SECURITY VMWARE ESXI ADMINISTRATION (VCP)
IA Analyst	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL MICROSOFT SERVER ADMIN
IA Personnel	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
IAM level 2 or 3 determined by ACTCS	COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CISSP REVIEW (CERT) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA SECURITY+ (CERT)
Information Systems Security Manager (ISSM)	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA SECURITY+ (CERT) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
Key Management Infrastructure Operational Account Manager (KOAM)	COMPTIA SECURITY+ (CERT) MANAGEMENT CLIENT (MGC)
Knowledge Manager	COMPTIA SECURITY+ (CERT) MICROSOFT SHAREPOINT ONLINE POWER USER
Linux Administrator	COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT)
National Guard personnel required by DoDD 8140 to have Information Assurance	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT)

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FTS DUTY POSITION	MANDATORY COURSES (CIAB)
Network Engineers	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA NETWORK PLUS (NETWORK+ IAT LEVEL1) COMPTIA SECURITY+ (CERT) MICROSOFT INTERMEDIATE POWERSHELL
Network Operations Specialist	CERTIFIED ETHICAL HACKER (CEH EC-COUNCIL) CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA CYBERSECURITY ANALYST (CYSA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA SECURITY+ (CERT) MICROSOFT INTERMEDIATE POWERSHELL
State IAMs	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CISSP REVIEW (CERT) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
System Administrator	COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA CLOUD PLUS (CLOUD+) COMPTIA LINUX PLUS (LINUX+) COMPTIA NETWORK PLUS (NETWORK+ IAT LEVEL1) COMPTIA SECURITY+ (CERT) MICROSOFT DESKTOP SUPPORT (HELPDESK) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL MICROSOFT SERVER ADMIN MICROSOFT SHAREPOINT FOR KM MICROSOFT SHAREPOINT ONLINE POWER USER MICROSOFT SQL SERVER ADMINISTRATOR VMWARE ESXI ADMINISTRATION (VCP)
System Testing & Evaluation Specialist	COMPTIA CLOUD PLUS (CLOUD+) COMPTIA LINUX PLUS (LINUX+) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
Tactical Signal Support Staff	CISCO CERTIFIED NETWORK PROFESSIONAL CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA ADVANCED SECURITY PRACTITIONER (CASP) COMPTIA LINUX PLUS (LINUX+) COMPTIA PENTEST PLUS (PENTEST+) COMPTIA SECURITY+ (CERT) MANAGEMENT CLIENT (MGC) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
Tech Level 1 Certification	COMPTIA A PLUS (A+ IAT LEVEL 2 CERTIFICATION) NETWORK + (IA LEVEL 1)

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FTS DUTY POSITION	MANDATORY COURSES (CIAB)
Technical Support Specialist	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA A PLUS (A+ IAT LEVEL 1 CERTIFICATION) COMPTIA CYBERSECURITY ANALYST (CISA+) COMPTIA LINUX PLUS (LINUX+) COMPTIA SECURITY+ (CERT) MICROSOFT DESKTOP SUPPORT (HELPDESK) MICROSOFT ENDPOINT CONFIGURATION MANAGER (MECM) MICROSOFT INTERMEDIATE POWERSHELL
Telecom	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA SECURITY+ (CERT)
Unit Security Manager	SECURITY MANAGER
WAN Manager	CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 1 CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) PH 2 CISCO CERTIFIED NETWORK PROFESSIONAL CISCO UNIFIED COMMUNICATION MANAGER (CUCM) COMPTIA SECURITY+ (CERT) MICROSOFT INTERMEDIATE POWERSHELL

FTS DUTY POSITION	MANDATORY COURSES (PORB)
Administrative NCO (CO/BN/BDE/DIV)	ARNG BASIC HUMAN RESOURCES AND ADMIN ARNG SENIOR HR NCO AND WARRANT OFFICERS
BN/BDE AO/XO; BN/BDE S3	ARNG NET USR READINESS REPORTING ARNG TRAINING OFFICER/NCOIC
Education Services Staff	ARNG GI BILL & EDUCATION SERVICES ARNG INCENTIVE MANAGER
Education Services Officer and/or GI Bill Manager	ARNG GI BILL & EDUCATION SERVICES ARNG INCENTIVE MANAGER
G3/J3 Staff (State)	ARNG NET USR READINESS REPORTING ARNG TRAINING OFFICER/OPERATIONS NCO
Force Integration Readiness Officer (FIRO)	ARNG NET USR READINESS REPORTING
Incentive Manager	ARNG GI BILL & EDUCATION SERVICES ARNG INCENTIVE MANAGER
Medical Readiness Manager/NCO (CO/BN/BDE/DIV)	MEDICAL READINESS NONCOMMISSIONED OFFICER
Mobilization Readiness Officer	ARNG NET USR READINESS REPORTING
Unit HR NCOIC/HR Tech	ARNG SENIOR HR NCO AND WARRANT OFFICERS ARNG NET USR READINESS REPORTING
Unit Operations NCO	ARNG NET USR READINESS REPORTING ARNG TRAINING OFFICER/OPERATIONS NCO
Unit Readiness NCO	ARNG UNIT READINESS NCO
Unit Training NCO	ARNG UNIT TRAINING NCO
Unit Training Officer	ARNG NET USR READINESS REPORTING ARNG TRAINING OFFICER/OPERATIONS NCO

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FTS DUTY POSITION	MANDATORY COURSES (RMTB)
Accounting Officer/Accounting Personnel with 6-18 months experience	ARNG USPFO ACCOUNTING TECHNICIAN ARNG USPFO ACCOUNTING OFFICER ARNG INACTIVE DUTY TRAINING FUNDS MANAGEMENT
Activity Managers/Budget Analyst/Funds Holder/Program Manager	ARNG BUDGET ANALYST
Budget Officer	ARNG BUDGET ANALYST ARNG USPFO BUDGET OFFICER
Comptroller/Financial Manager	ARNG ACCOUNTING OFFICER ARNG BUDGET ANALYST ARNG DTS LEAD DEFENSE TRAINING ADMINISTRATOR ARNG USPFO BUDGET OFFICER ARNG USPFO ACCOUNTING TECHNICIAN ARNG USPFO GOVT TRAVEL CARD PROGRAM COORDINATOR ARNG USPFO STAFF ACCOUNTANT DISBURSING MILITARY PAY TRAINING VENDOR PAY TRAINING CIVILIAN PAY TRAINING
Financial Services and Supervisory Financial Technicians assigned to USPFO	ARNG INACTIVE DUTY TRAINING FUNDS MANAGEMENT ARNG BUDGET ANALYST CIVILIAN PAY TRAINING MILITARY PAY TRAINING VENDOR PAY TRAINING
FTS personnel assigned to a Finance Unit (36 series MOS)	ARNG BUDGET ANALYST ARNG USPFO ACCOUNTING TECHNICIAN DISBURSING CIVILIAN PAY TRAINING MILITARY PAY TRAINING VENDOR PAY TRAINING
Fund Control Personnel: Resource Managers, Fund Holders, Fund Certifying Officials, Authorizing Officials	FISCAL LAW COURSE (<i>Required every three (3) years for identified Fund Control personnel.</i>)
Government Travel Card Agency Program Coordinator	ARNG DTS LEAD DEFENSE TRAVEL ADMINISTRATOR ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR ARNG USPFO GOVERNMENT TRAVEL CARD PROGRAM COORDINATOR
IDT Funds Manager	ARNG BUDGET ANALYST ARNG USPFO INACTIVE DUTY TRAINING FUNDS MANAGEMENT
Lead DTA	ARNG DTS LEAD DEFENSE TRAVEL ADMINISTRATOR ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR ARNG USPFO GOVERNMENT TRAVEL CARD PROGRAM COORDINATOR
New USPFO Accounting personnel	ARNG USPFO ACCOUNTING TECHNICIAN ARNG USPFO INACTIVE DUTY TRAINING FUNDS MANAGEMENT
Organizational DTA	ARNG DTS LEAD DEFENSE TRAVEL ADMINISTRATOR ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR
Staff Accountant/Supervisory Staff Accountant	ARNG BUDGET ANALYST ARNG USPFO BUDGET OFFICER ARNG ACCOUNTING OFFICER ARNG USPFO ACCOUNTING TECHNICIAN ARNG USPFO GOVT TRAVEL CARD PROGRAM COORDINATOR ARNG USPFO STAFF ACCOUNTANT ARNG DTS LEAD DEFENSE TRAINING ADMINISTRATOR

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FTS DUTY POSITION	MANDATORY COURSES (RMTB)
Staff Accountant/Supervisory Staff Accountant	DISBURSING MILITARY PAY TRAINING VENDOR PAY TRAINING CIVILIAN PAY TRAINING
Transportation Specialist/Centrally Billed Account (CBA) Holder	ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR ARNG USPFO INACTIVE DUTY TRAINING FUNDS MANAGEMENT

FTS DUTY POSITION	MANDATORY COURSES (SIEB)
Accountable Property Office Personnel (Accountable Property Officer, Team Chief, Clerk)	ARNG PROPERTY BOOK ACCOUNTING SUPPLY
Allied Shop Inspectors and Supervisors	ARNG SUPPORT MAINTENANCE SHOP INSPECTION
Ammunition Supply Point Manager/Supervisor	ARNG AMMUNITION MANAGEMENT
Ammunition Specialist/Handler	ARNG AMMUNITION MANAGEMENT
BDE/BN Supply Sergeant	ARNG BATTALION SUPPLY
Brigade Support Operations Officer	ARNG WAREHOUSE SUPERVISOR
Deputy Chief of Staff - Logistics	ARNG SUPPLY MANAGER
Equipment Specialist and Maintenance Manager	ARNG SURFACE MAINTENANCE READINESS MANAGEMENT
Food Service Personnel (Advisors, Managers, OIC, NCOIC)	ARNG FOOD SERVICE MANAGEMENT
Logistics Management Specialist	ARNG ADVANCED PROPERTY MANAGEMENT
Property Manager	ARNG ADVANCED PROPERTY MANAGEMENT
Senior Supply Technician	ARNG ADVANCED PROPERTY MANAGEMENT
SSA and USPFO Material Handlers	ARNG WAREHOUSE OPERATOR
SSA and USPFO Warehouse Supervisors	ARNG WAREHOUSE SUPERVISOR
SSA/Warehouse Stock Control Clerk	ARNG WAREHOUSE OPERATOR
Standardized Army Ammunition System (SAAS) Operator	ARNG AMMUNITION MANAGEMENT
State Central Issue Facility Personnel (Accountable Property Officer, Supply Technician, Managers)	ARNG CENTRAL ISSUE FACILITY INSTALLATION SUPPORT MOD
State Movement Control Center personnel (Military Traffic Management, Commercial Transportation Officer, Defense Movement Coordinator)	ARNG NATIONAL DEFENSE MOVEMENT OPERATIONS
Surface Maintenance Facility Personnel (Supervisors, Superintendents, Shop Chiefs, Shop leaders, Wage Leaders)	ARNG SURFACE MAINTENANCE SUPERVISOR
State Surface Maintenance Manager	ARNG SURFACE MAINTENANCE READINESS MANAGEMENT
Surface Maintenance Production Control	ARNG FMS TAMMS AND READINESS
Surface Maintenance Vehicle Inspectors and Supervisors	ARNG SUPPORT MAINTENANCE SHOP INSPECTION
Sustainment Automation Support Management Office (SASMO) (All echelons)	ARNG SASMO COMMON CORE (LOGISTICS NETWORKING)
Unit Supply Personnel (Supply Officer, Supply Sergeant, Supply Specialist)	ARNG UNIT SUPPLY PERSONNEL
USPFO Supervisor/SR Logistician	ARNG SUPPLY MANAGER
VSAT/CAISI Operator (All Echelons / Organizations Equipped)	ARNG SASMO COMMON CORE (LOGISTICS NETWORKING)

ENCLOSURE 3 – FTS DUTY POSITION CROSS-WALK: RECOMMENDED COURSES

This enclosure identifies FTS duty positions within the state or territory and associated recommended training courses (and supporting PEC training battalion). While not mandatory, these courses offer FTS personnel continuing education and professional development designed to enhance individual and unit readiness.

FTS DUTY POSITION	RECOMMENDED COURSES (PORB)
Administrative NCO (CO/BN/BDE/DIV)	MEDICAL READINESS NONCOMMISSIONED OFFICER
G1/J1/HRO Staff (State)	ARNG EDUCATION SERVICES & GI BILL ARNG BASIC HUMAN RESOURCES AND ADMIN ARNG SENIOR HR NCO AND WARRANT OFFICERS ARNG NET USR READINESS REPORTING ARNG UNIT READINESS NCO MEDICAL READINESS NONCOMMISSIONED OFFICER
G3/J3 Staff (State)	ARNG UNIT READINESS NCO ARNG UNIT TRAINING NCO
Unit Operations NCO	ARNG UNIT READINESS NCO ARNG UNIT TRAINING NCO
Unit Readiness NCO	ARNG UNIT TRAINING NCO
Unit Training NCO	ARNG NET USR READINESS REPORTING ARNG TRAINING OFFICER/OPERATIONS NCO ARNG UNIT READINESS NCO

FTS DUTY POSITION	RECOMMENDED COURSES (RMTB)
Accounting Officer/Accounting Personnel with 6-18 months experience	<i>The following courses support requirements for Defense Financial Management Certification (DFMC):</i> CIVILIAN PAY TRAINING DISBURSING MILITARY PAY TRAINING VENDOR PAY TRAINING
Activity Managers/Budget Analyst/Funds Holder/Program Manager	ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR ARNG INACTIVE DUTY TRAINING FUNDS MANAGEMENT VENDOR PAY TRAINING
Budget Officer	DISBURSING MILITARY PAY TRAINING VENDOR PAY TRAINING
Financial Services and Supervisory Financial Technicians assigned to USPFO	ARNG USPFO ACCOUNTING TECHNICIAN DISBURSING
IDT Funds Manager	ARNG DTS ORGANIZATIONAL DEFENSE TRAVEL ADMINISTRATOR
New USPFO Accounting personnel	CIVILIAN PAY TRAINING DISBURSING MILITARY PAY TRAINING VENDOR PAY TRAINING
Organizational DTA	ARNG USPFO GOVERNMENT TRAVEL CARD PROGRAM COORDINATOR
Transportation Specialist/Centrally Billed Account (CBA) Holder	ARNG DTS LEAD DEFENSE TRAVEL ADMINISTRATOR - rec ARNG USPFO GOVT TRAVEL CARD PROGRAM COORDINATOR

ARNG-HRH (RN 350)

SUBJECT: Professional Education Center FY25 Centrally Funded Mandatory Full-Time Support Course Listing

FTS DUTY POSITION	RECOMMENDED COURSES (SIEB)
Surface Maintenance Facility Personnel (Supervisors, Superintendents, Shop Chiefs, Shop leaders, Wage Leaders)	ARNG FMS TAMMS AND READINESS
Unit Readiness NCO	ARNG SASMO COMMON CORE (LOGISTICS NETWORKING)
Unit Supply Personnel (Supply Officer, Supply Sergeant, Supply Specialist)	ARNG SASMO COMMON CORE (LOGISTICS NETWORKING)
Unit Supply Personnel (Supply Officer, Supply Sergeant, Supply Specialist)	ARNG FOOD SERVICE MANAGEMENT

FTS DUTY POSITION	RECOMMENDED COURSES (SLDI)
Command Staff (BN/BDE/DIV)/G-Staffs/LSS Practitioners/Staff Personnel (all echelons)	STRATEGIC PLANNING & MGMT PROJECT MANAGEMENT ORGANIZATIONAL GROUP FACILITATION ORGANIZATIONAL ASSESSMENT