



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON BADEN-WUERTTENBERG  
UNIT 29237  
APO AE 09102-0237

IMBW-PL T  
2012

6 April

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commander's Training Guidance for Soldiers and Civilians, Third Quarter FY 12

1. References:

- a. FM 7-0, Training Units and Developing Leaders for Full Spectrum Operations, 23 Feb 11
- b. AE Regulation 525-13, Antiterrorism, 30 Mar 09
- c. AE Regulation 525-50, Arms Control Compliance, 2 May 11
- d. AE Regulation 350-1, Training in the Army in Europe, 13 Oct 10
- e. Army in Europe Command Policy Letter 5, Safety, 31 Dec 08
- f. Memorandum, Director, IMCOM-E, IMEU-OPD, 7 Oct. 11, Subject: IMCOM-Europe Training Guidance for Fiscal Year 2012
- g. IMCOM-E OPORD, 0004-09, Suicide Prevention, 2 Mar 09
- h. USAG Baden-Wuerttemberg Mission Essential Task List, 21 Feb 12
- i. Memorandum, Commander, USAG Baden-Wuerttemberg, IMBW-PL, 11 Oct 11, Subject: United States Army Garrison Baden-Wuerttemberg (USAG B-W), Command Training Guidance FY 12

2. Introduction: This quarter continues the training year on a targeted method for conducting training. Commanders will continue to implement the training guidance on APFT, deployment/redeployment/reintegration, marksmanship, Conventional Armed Forces in Europe (CFE) inspections and safety, as specified in the USAG Baden-Wuerttemberg FY 12 Annual Training Guidance, reference 1.i. above. This document is found at: <http://www.bw.eur.army.mil/sites/services/training.asp> under the banner "FY 12 Training Guidance Documents."

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During the 3rd quarter FY 12, we will focus our training on: Suicide Prevention, Law of War, Code of Conduct, Threat Awareness Reporting Program (TARP), Environmental Management System (EMS), and Equal Employment Opportunity (EEO).

3. Mandatory Training Subjects: The mandatory training subjects for 3rd Quarter FY 12 (with links to the training presentations) are listed on the USAG Baden-Wuerttemberg Training and Security webpage:

[http://www.bw.eur.army.mil/Directorates/DPTMS/training\\_security.html](http://www.bw.eur.army.mil/Directorates/DPTMS/training_security.html). Those subjects listed below without a link will be conducted in a classroom environment as indicated.

a. Suicide Prevention

(1) Army Suicide Prevention training will be conducted throughout the year as sustainment training. Units will establish routine annual training requirements, and institutionalize Suicide Prevention training IAW Army policy and procedures. All units will report when 100 % of Soldiers and Civilian employees complete the annual training requirements to the USAG Baden-Wuerttemberg POC, Ms. Heather Robinson, USAG Baden-Wuerttemberg Alcohol and Substance Abuse Program Office (DSN 486-1710), via email to: [heather.a.robinson1.civ@mail.mil](mailto:heather.a.robinson1.civ@mail.mil).

(2) Army family members, Civilians, and Family Support Groups may also receive this important training by going to the USAG Baden-Wuerttemberg webpage at: <http://www.bw.eur.army.mil/> and clicking on DPTMS under the Directorates banner or by contacting their supporting Chaplain.

(3) Units will document Soldier completion of this training in the Digital Training Management System (DTMS) database. Training of Civilians will be documented in Individual Development Plans. Additional training materials can be found in the "Commander's Tool Kit" at: <http://www.armyg1.army.mil/hr/suicide/default.asp> or on the USAG Baden-Wuerttemberg website at: [http://www.bw.eur.army.mil/Directorates/DPTMS/training\\_security.html](http://www.bw.eur.army.mil/Directorates/DPTMS/training_security.html).

b. Law of War

c. Code of Conduct

d. Threat Awareness Reporting Program (TARP) - Training is scheduled in English from 1000-1100 and in German 1300-1400 on 16 May 12 at the PHV Theater.

e. Environmental Management System (EMS) - Training is scheduled for 1100-1145 on 16 May 12 at the PHV Theater in English.

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The German version is scheduled from 1400-1445 on 16 May 12 at the same location. This training is mandatory for all Soldiers, DA Civilians and LN employees.

f. Equal Employment Opportunity (EEO) Training

(1) EEO training is required annually for all military and Local National employees who supervise civilian employees. Managers and supervisors must receive classroom training annually and employees must have classroom training every other year, and the online version alternating years. Complete the online training at: <http://www.bw.eur.army.mil/Directorates/EEO/Training/EEONoFEAR.pdf>.

(2) The classroom training will be conducted 18 April, 16 May, and 20 June 12 from 1300-1400 at the EEO training room, Building 128, room 208. Seating is limited, so please call the EEO office to reserve a seat at DSN 373-5494.

g. Antiterrorism/Force Protection (AT/FP): USAG B-W and USAG Kaiserslautern will continue to implement a proactive, highly visible Random Antiterrorism Measures Program (RAMP) for their communities. These plans will include the use of MPs, Military Working Dogs (MWD), Response Force (RF), Pond Guards and Polizei and ensure maximum use of community and host nation assets. The focus of AT/FP training in the 3rd quarter FY12 is to evaluate the first responders and consequence managers, to validate the AT/Emergency Management plans, and to prepare the communities for the conduct of the 5 May 12 full scale, community-wide AT/FP and Consequence Management/ Active Shooter/ Hostage Standoff exercise.

h. Safety: The period April through June 12, represents a significant threat in terms of accident avoidance. The warmer weather coupled with longer daylight hours means our members and their families will become more active. Regrettably, all too often members neglect to identify and manage the risks in their planned activities, which result in someone paying the consequences for the failure. Commanders counter this threat through reinforcement of risk management, holding members personally accountable for their actions and conducting targeted safety training. I expect the following safety actions to be accomplished:

(1) By 30 Sep 12, ensure all Officers and senior Non-Commissioned Officers (SFC and above) complete the safety course outlined in paragraph 6.b. of reference 1.i..

(2) Implement the USAG Baden-Wuerttemberg Summer Safety Awareness training to include:

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(a) Summer Safety: This Safety training event will be held on 10 May 12, at Patrick Henry Village Movie Theater and will include safety training in risk management, heat injury prevention, bicycle safety, and sports safety. This training will be provided in both the English and German languages.

(b) Motorcycle Operator Safety Training: This all day event will be held in June and consist of motorcycle operator safety classes conducted in the morning and a motorcycle ride in the afternoon. More information will be provided separately once the exact date is established.

(c) Heat-Injury Prevention Training

(d) Ensure the USAG Baden-Wuerttemberg Safety Office conducts staff assistance visits with the indirect garrison safety office to evaluate their safety program.

(e) Commanders will, prior to all four day weekends, ensure that a safety briefing is conducted and a safety inspection is performed on all Soldiers POVs.

4. Religious Observances: There are a number of holy days and religious observances that will occur during the 3rd quarter. A chart which lists and describes the most common of these and identifies appropriate accommodation for them is listed as "Third Quarter FY 12 Religious Days and Holy Days" on the USAG Baden-Wuerttemberg Training and Safety webpage at: <http://www.bw.eur.army.mil/sites/services/training.asp> under the banner "FY 12 Training Guidance Reference Documents." POC for this calendar is the USAG Baden-Wuerttemberg Chaplain's Office, DSN 373-6190.

5. The FY12 list of USAREUR, Federal, and German holidays can be found on the USAG Baden-Wuerttemberg Training and Safety webpage at: <http://www.bw.eur.army.mil/sites/services/training.asp> under the banner "FY 12 Training Guidance Reference Documents."

a. USAREUR Training Holidays - 6-9 April, 25-28 May, and 15-18 June 12.

b. U.S. Federal Holidays - 28 May 12 (Memorial Day).

c. German Holidays - 1 May (Labor Day), 28 May (Whit Monday), and 7 June 12 (Corpus Christi).

6. Summary. All other training guidance remains in effect. The point of contact for this memorandum is the USAG Baden-Wuerttemberg DPTMS, DSN 373-5140/1330.

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//ORIGINAL SIGNED//  
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