UNIT TRAINING ASSEMBLY ATTENDANCE ROSTER

The proponent agency is ANG/FM. The prescribing directive is ANGI 65-101.

Privacy Act Statement

Authority: Title 10 USC 275, Title 37 USC 204, and Executive Order 9397.

Purpose: Used to verify performance of Inactive Duty Training for pay purposes and awarding of retirement point credit.

Routine Uses: None.

Disclosure: Mandatory; SSN is required by the Defense Joint Military Pay System (DJMS). If SSN is not provided, individual will not be paid.

Penalty Statement: There are severe criminal and civil penalties for knowingly submitting a false, fictitious, or fraudulent claim (U.S. Code, Title 18, Sections 287 and 1001 and Title 31, Section 3729).

To ensure effective internal controls, three different individuals are required to prepare, approve and certify financial documents.

ORGANIZATION:	LOCATION:

MONTH:	YEAR:	SCHEDULED UNIT TRAINING ASSEMBLY DATES:

DUTY CODES: S = SUTA R = RUTA B = BUTA Q = EQT

ATTENDANCE CODES: A = ABSENT E = EXCUSED X = CONSTRUCTIVELY PRESENT / = PRESENT IN FORMATION P = PRESENT, NOT IN FORMATION

GRADE	SSN	NAME	1	2	3	4	TOTAL	REMARKS
		Total Present for Roll Call:						
Name and grade of DOCUMENT Preparer: *(Last, First Middle Initial, Grade)*								Date: *(yyyymmdd)*

"I certify that the preceding roster is correct and accurate and that all personnel have qualified for the number of periods indicated"

Name and grade of Attendance Certifying DAO: *(Last, First Middle Initial, Grade)*	Date: *(yyyymmdd)*

"I attest to the correctness of statements, facts and accounts appearing on this document. I understand I am pecuniarly liable for payments in accordance with 31 U.S.C. 3528"

Name and Grade of Certifying Official: *(Last, First Middle Initial, Grade)*	Date: *(yyyymmdd)*