



**NATIONAL GUARD BUREAU**  
LAVERN E. WEBER  
NATIONAL GUARD PROFESSIONAL EDUCATION CENTER  
POST OFFICE BOX 797  
NORTH LITTLE ROCK AR 72115-0797

ARNG-PEC-OT

17 September 2015

MEMORANDUM FOR SEE DISTRIBUTION


SUBJECT: National Guard Professional Education Center (NGPEC) Centrally Managed Student Travel FY 2016

1. Reference Memorandum, NGB, ARNG-TR, 06 July 15, subject: Army National Guard (ARNG) Mandatory Course List. Joint Travel Regulations, appendix D, 01OCT2015.
2. Travel funds for ARNG students attending mandatory courses at NGPEC will be centrally managed by PEC Resource Management Office utilizing the cross organizational function of the Defense Travel System (DTS). A line of accounting (LOA) will be emailed to students having reserved seats in ATRRS thirty days prior to the start date of the class.
3. The list of school code 922/964 courses for which travel funds are centrally managed is attached. See enclosure 2.
4. The following information applies to students training at PEC:
  - a. Government billets are furnished at no cost. Provide a copy of travel authorization to PEC Registration upon check in.
  - b. Students are entitled to full per diem as government meals are not available. Per diem is \$54.00 a day plus \$5.00 incidentals (\$59.00).
  - c. Transportation is provided. Rental cars are not authorized.
5. Students may create their authorization in DTS any time after securing a reservation in ATRRS. Students should type the ATRRS course number and "PEC funded" in the DTS Trip Description block. When DTS approvers see this comment, they should not approve the authorization until the PEC line of accounting has been sent and selected. Students will receive email notification of LOA Cross Org prior to the class start date. Questions on DTS orders should be addressed to your local DTA.

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6. Questions concerning centrally funded student travel may be directed to the NGPEC Resource Management. Primary POCs are Ms. Mindy Goldstick at (501) 212-4648 or at [mindy.s.gold-stick.civ@mail.mil](mailto:mindy.s.gold-stick.civ@mail.mil) and Mr. Jason Harvey at (501) 212-4892 or at [jason.r.harvey12.civ@mail.mil](mailto:jason.r.harvey12.civ@mail.mil). The alternate POC is Ms. Mary-Beth Moore at (501) 212-4887 or at [mary.b.moore40.civ@mail.mil](mailto:mary.b.moore40.civ@mail.mil).



RICKY S. UTLEY  
LTC, LG  
Director, Operations and Training

3 Encls

1. ARNG Mandatory Course List Memorandum
2. ARNG Mandatory Course List
3. FTS Positions by Course

DISTRIBUTION:

State Quota Source Managers  
State Training Officers  
ARNG-TRI-TASS

**FY 16 Centrally Funded Course List**

922-7C-F71/500-F71 (HRR-011)	ARNG Basic Human Resources & Admin Course	HRRTC
922-7C-F73/500-F73	ARNG Net CUSR Readiness Reporting (Secure) Course	HRRTC
922-7C-F55/500-F54	ARNG Mobilization Readiness Officer Course	HRRTC
922-7C-F56/500-F55	ARNG Medical Readiness NCO Course	HRRTC
922-7C-F57/500-F56	ARNG Unit Training NCO Course	HRRTC
922-7C-F59/500-F58	ARNG Unit Readiness NCO Course	HRRTC
922-7C-F64/500-F63	ARNG Education Services Officer Course	HRRTC
922-7C-F65/500-F64	ARNG GI Bill Manager Course	HRRTC
922-7C-F66/500-F65	ARNG Incentive Manager Course	HRRTC
922-7C-F67/500-F66	ARNG Training Officer/Operations NCO Course	HRRTC
HRR-FTHRSC	ARNG G1 Full Time Human Recourses Staff Course	HRRTC
HRR-NG1-0001	Domestic Operations Personnel Actions Officer (ARNG Only)	HRRTC
HRR-NG1-0002	Domestic Operations Personnel Senior Leader (ARNG Only)	HRRTC
LTC-001	ARNG Property Book Accounting Supply Course	IL&ETC
LTC-006	ARNG Food Operations Management Course	IL&ETC
LTC-018	ARNG FMS TAMMS and Readiness Course	IL&ETC
LTC-019	ARNG Battalion Supply Course	IL&ETC
LTC-027	ARNG Unit Supply Personnel Course	IL&ETC
LTC-073	ARNG National Defense Movement Operations	IL&ETC
922-7C-F61/500-F60	ARNG Support Maintenance Shop – Inspection	ITTC
ITTC-001	Cisco Academy Course, Phase 1 & 2	ITTC
ITTC-003	ARNG Cisco ASA Fundamentals	ITTC
ITTC-025	VMWare Academy	ITTC
ITTC-040	ARNG Oracle DBA I	ITTC
ITTC-043	ARNG HP Unit System Administration	ITTC
ITTC-065	ARNG System Center Configuration Manager 2007	ITTC
ITTC-082	ARNG Certified Ethical Hacker (CEH) Course	ITTC
4C-F22/160-F23 (ITTC-SCCC)	Standardized Comsec Custodian Course	ITTC
922-4C-F61/531-F76	ARNG Microsoft Sever Administration	ITTC
922-4C-F62/531-F77	Network + (IA Level I)	ITTC
922-4C-F63/531-F78	ARNG A+ Certification	ITTC
7E-F103/531-F56 (CT)(RF)	CISSP Review	ITTC
7E-F104/531-F57 (CT)(RF)	Security+	ITTC
ORTC-201	ARNG Organizational Performance Examiner	ORTC
922-7C-F52/500-F50	ARNG Organizational Group Facilitation Course	ORTC
922-7C-F53/500-F52	ARNG Strategic Planning and Management	ORTC
922-7C-F54/500-F53	ARNG Organizational Self-Assessment	ORTC
ACCTG-101	USPFO Accounting (Phase I)	RMTC
ACCTG-102	USPFO Accounting (Phase II)	RMTC
922-7D-F55/542-F33 (ACCTG-202 )	ARNG USPFO Staff Accountant Course	RMTC
922-7D-F54/542-F32 (ACCTG-301)	ARNG USPFO Accounting Officer Course	RMTC
922-7C-F66/500-F65 (IDTFM-101)	ARNG USPFO Inactive Duty Training (IDT) Funds Mngt	RMTC
922-7D-F53/542-F31 (NGBO-201)	ARNG USPFO Budget Officers Course	RMTC
922-9E-F81/920-F73 (NGDTS-101)	ARNG DTS Organizational Defense Travel Administrator	RMTC
922-9D-F80/920-F71 (NGDTS-102)	ARNG DTS Lead Defense Travel Administrator	RMTC
922-7D-F52 (NGFM-301)	USPFO Financial Managers Course	RMTC
922-7D-F56/542-F35 (NGRM-102)	ARNG Activity Managers/Budget Analyst Course	RMTC
NGRMFL-101	ARNG Fiscal Law	RMTC
922-9E-F77/920-F68 (NGTVL-101)	ARNG USPFO Government Travel Charge Card Agency Progam	RMTC
922-542-F34 (SFINT-201)	ARNG USPFO Financial Service Technician (was the Supervisory course)	RMTC