

# HOW TO PUT A TSC REQUEST INTO RFMSS



U.S. ARMY



**#1: USE THE TWO-WEEK CALENDAR**

**#2: SELECT THE ISSUE DATE**

## Scheduling : Two Week Calendar

Today 16/10/2025 Start Date\* 17/10/2025 Installation\* FT BENNING Fire Desk RANGE CONTROL 1 Select By\* ALL FACILITIES Legend

Refresh Clear Export End Date\* 30/10/2025 Export To Excel

Facility/Airspace (right-click cell for details)	Fri 17/10/25	Sat 18/10/25	Sun 19/10/25	Mon 20/10/25	Tue 21/10/25	Wed 22/10/25	Thu 23/10/25	Fri 24/10/25	Sat 25/10/25	Sun 26/10/25	Mon 27/10/25	Tue 28/10/25	Wed 29/10/25	Thu 30/10/25
LEKKY DEMO-(DEMO LI)			U		1	1	1	1		U		1		
TODD DZ/LZ/PZ	1	1	1U	1	1	1	1	1	1	1U	1	1	X2	X2
TODD FIELD	X2	1	1U	1	1	1	1	1	1	1U	1	X2	X2	X2
TOLA RHINO			U							U				
TSC			U							U				
TSC CLASSROOM			U							U				
TSC MILES			U							U				
TSC MRTC SUPPORT			U							U				
TSC SERVICES			U							U				
TSC TADSS			U							U				
TTB CONDOR			U							U				1
TTB FALCON	X	X	XU	X	X	X	X	X	X	XU	X	X	X	X
TTB GREEN	1		U	1	1	1	1			U		1	1	1
TTB KILBOURNE	U	U	U	U	U	U	U	U	U	U	U	U	U	U
TTB LEADER MOUT	X2		U	1	1	1				U				
TTB LEADER MOUT AIR ...			U							U				
TTB MAILED FOOT	1		U							U	1	1	1	1
TTB MORTAR			U	1	1	1	1	1	1	U	1	1	1	1
TTB VOYAGER			U							U				
TTB YELLOW			U	M	M	M	M	M	M	MU	M	M	M	M

**#3: DOUBLE CLICK ON THE ISSUE DATE**



# TSC SERVICE REQUEST



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Scheduling - Request CUI | Accessibility/Section 508 LOCAL ZULU

RCNI\* NEW Unit\* B/2-47 Start Date 17/10/2025 07:30 L Sponsor ID 197TH BDE  
 Priority 22 End Date 20/10/2025 09:00 L POC Person ID\* MR ROBBINS  
 Days Until Training 1 Submitted Date POC Phone Number\* 706-544-8751  
 Installation\* FT BENNING POC Email\* REGINAL.A.ROBBINS.CIV@  
 FIRING TIMES:(START/STOP)\* NA RANGE PACKET LOG # \* NA PACKET EXPIRATION DATE::\* NA

Submit Request Exit (no save) Save as Template Copy to New Request

ALL 3 Blocks NA

New Earliest Activity Start Date Apply Group Scheduling Filter by Facility: Filter Clear

delete selected | 1 new | 3 new | 5 new

Action	Standard	Continuous	Air	Facility/Airspace Subdivision	Event Name	Start Date	End Date	Number of People	Range Safety Officer (RSO)	Officer
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC SERVICES	ISSUE	17/10/2025 07:30 L	17/10/2025 09:00 L			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC SERVICES	TURN-IN	20/10/2025 08:00 L	20/10/2025 09:00 L			

Communications (0) Vehicle (0) Restriction (0) Support (0) User Fields\* Documents (1) History

Total File Size on Request: 0.14MB of 5MB

delete selected | 1 new | 3 new | 5 new

Document Title	Document Description	File	File Type	File Size (MB)
TSC SERVICES REQUEST DOCUMENT		TSCServicesFillableDocu.pdf	PDF	0.14

#4: FILL OUT THE REQUEST AS YOU WOULD ANY OTHER RFMSS REQUEST BY SELECTING ISSUE AS YOUR EVENT, THEN PUT IN YOUR PICK-UP TIME,"ALLOW A TWO-HOUR WINDOW FOR PICKUP".

#5: COPY THE REQUEST.

#6: SELECT TURN-IN AS YOUR EVENT, THEN PUT IN YOUR TURN-IN TIME.



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This system has been authorized to process CONTROLLED UNCLASSIFIED INFORMATION

Request - Work - Microsoft Edge

https://rfmssbackup.altess.army.mil/BENNING/Pages/Scheduling/NonCalendar/Requests/RequestForm.aspx?isPopup=True

Scheduling Request LOCAL ZULU

RCNI\* NEW Unit\* TSC SERVICES Start Date 01/12/2025 09:00 L End Date 12/12/2025 10:00 L Priority POC Person ID\* FLOYD KOGER Request Type\* REQUEST Days Until Training 42 Submitted Date POC Phone Number\* 706-545-2006 Installation\* FT BENNING Firing Times (START/STOP)\* NA Range Packet Log # \* NA Packet Expiration Date:\* NA POC Email\* FLOYD.N.KOGER.CTR@ARI

Submit Request Exit (no save) Save as Template Copy to New Request

New Earliest Activity Start Date Apply Grove Scheduling Filter by Facility: Filter Clear Filter by Activities with Validation Errors

Edit Column Layout

delete selected | 1 new | 3 new | 5 new

Action	Standard	Continuous	Air	Facility/Airspace Subdivision	Event Name	Start Date	End Date	Number of People	Range Safety Officer (RSO)	Officer in Charge (OIC)	Status	Sub-Status	Fire Desk	Max Altitude	Max Vert H
<a href="#">SOEY facility_details</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC TADSS	ISSUE	01/12/2025 09:00 L	01/12/2025 10:00 L				PEN-RC		RANGE CONTROL 1	4000	0
<a href="#">SOEY facility_details</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC TADSS	TURN-IN	12/12/2025 09:00 L	12/12/2025 10:00 L				PEN-RC		RANGE CONTROL 1	4000	0

Communications (0) Vehicle (0) Restriction (0) Support (0) User Fields\* Documents (1) History

FB 144R SUBMITTED:*	TARGET SYSTEMS SPT REQ (Y / N)*	DAILY / CONTINUOUS (D / C)*
N	N	D
PYRO USE: (Y / N)*	AIR BURST SIMULATORS: (Y / N)*	CS GAS: (Y / N)*
N	N	N

Everything is "N" except Daily/Continuous is "D"



# TSC RFMSS REQUEST



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Scheduling - Request CUI | Accessibility/Section 508 LOCAL ZULU

RCNI\* NEW Unit\* B/2-47 Start Date 17/10/2025 07:30 L End Date 20/10/2025 09:00 L Submitted Date POC Person ID\* MR ROBBINS POC Phone Number\* 706-544-8751 POC Email\* REGINAL.A.ROBBINS.CIV@ FT BENNING FIRMING TIMES:(START/STOP)\* NA RANGE PACKET LOG # \* NA PACKET EXPIRATION DATE::\* NA

Submit Request Exit (no save) Save as Template Copy to New Request

New Earliest Activity Start Date Apply Group Scheduling Filter by Facility: Filter by Activities with Validation Errors Filter Clear

delete selected | 1 new | 3 new | 5 new

Action	Standard	Continuous	Air	Facility/Airspace Subdivision	Event Name	Start Date	End Date	Number of People	Range Safety Officer (RSO)	Officer
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC SERVICES	ISSUE	17/10/2025 07:30 L	17/10/2025 09:00 L			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TSC SERVICES	TURN-IN	20/10/2025 08:00 L	20/10/2025 09:00 L			

Communications (0) Vehicle (0) Restriction (0) Support (0) User Fields\* Documents (1) History

Total File Size on Request: 0.14MB of 5MB

delete selected | 1 new | 3 new | 5 new

Document Title*	Document Description	File*	File Type	File Size (MB)
TSC SERVICES REQUEST DOCUMENT		TSCServicesFillableDocu.pdf	PDF	0.14

**#7: ONCE THE DOCUMENT HAS BEEN FILLED OUT, ATTACH YOUR TSC REQUEST DOCUMENT (TADSS, MILES, SERVICES or CLASSROOM), FOUND IN THE RFMSS LIBRARY UNDER THE TSC FOLDER**

**SEE NEXT SLIDE FOR AN EXAMPLE**



U.S. ARMY

# TSC REQUEST DOCUMENT EXAMPLE

(Be sure to select the Docu Sheet for the appropriate section)



<b>TSC SVCS Request Docu Sheet</b>			
<b>POC Name</b>			
<b>BDE, BN, CO</b>			
<b>Email</b>			
<b>Phone</b>			
<b>DVC #</b>	<b>NOMENCLATURE</b>	<b>QTY Req.</b>	<b>QTY App.</b>
<b>Services</b>			<b>TSC ONLY</b>
<a href="#">DVC 07-68</a>	DVC 07-68 M287 AT-4 Anti-Tank Weapon		
<a href="#">DVC 07-188</a>	DVC 07-188 SMS		
<a href="#">DVC 17-277</a>	DVC 17-277 SUBCALIBER INBORE DEVICE 120MM		
<a href="#">DVC 20-95</a>	DVC 20-95 ARTILLERY SIMULATOR		
<a href="#">DVC 20-96/D</a>	DVC 20-96/D SMALL ARMS FLASH NOISE		
<a href="#">L 001-01</a>	L 001-01 EASELS		
<b>Simulator Certification</b>	Requested Date: Name of personnel:		<b>1st and 3rd Tuesday of Month of the Month @0900</b>
<b>SMS Certification</b>	Requested Date: Name of Personnel:		<b>1st and 3rd Thursday of Month of the Month @0900</b>

TSC Rep Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# IMPORTANT NOTES AND POC INFO



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- **The process for scheduling SMS is the same process for reserving items in RFMSS for all other TSC sections.**
- Each section has their own document sheet in the library that you will fill out and attach to your RFMSS request.
- All requests **must** have an issue date **and turn-in date** entered in RFMSS.
- **Units are responsible for checking RFMSS after approvals to see if any notes or changes were made to request.**

For issues with Scheduling in RFMSS for TSC see POCs below:

**MILES Scheduling POC:**

Johnnie Harrison at (706) 545-4933/5721;  
[johnnie.r.harrison2.ctr@army.mil](mailto:johnnie.r.harrison2.ctr@army.mil)

**TADSS Scheduling POCs:**

Loretta Cousins at (706) 544-8860/8862;  
[loretta.cousins.ctr@army.mil](mailto:loretta.cousins.ctr@army.mil)

**MRTC Support POC:**

Phillip Hudson at (706) 545-2386;  
[phillip.j.hudson.ctr@army.mil](mailto:phillip.j.hudson.ctr@army.mil)

**TSC Leadership POC:**

William Walker at (706) 545-4383;  
[william.f.walker34.ctr@army.mil](mailto:william.f.walker34.ctr@army.mil)

David Van Horn at (706) 545-1224;  
[david.f.vanhorn4.ctr@army.mil](mailto:david.f.vanhorn4.ctr@army.mil)

Tamika Craig at (706) 545-3313;  
[tamika.g.craig.civ@army.mil](mailto:tamika.g.craig.civ@army.mil)