



**DEPARTMENT OF THE ARMY**  
**MORTAR TRAINING COMPANY, 1ST BATTALION, 19TH INFANTRY REGIMENT**  
**BUILDING 9153A, 6540 HARVEY STREET**  
**FORT BENNING, GEORGIA 31905-4500**

ATSH-TBK-AH

17 May 2021

**MEMORANDUM FOR UNITS REQUESTING INFANTRY MORTAR LEADER COURSE**  
**MOBILE TRAINING TEAM**

**SUBJECT: U.S. Army Infantry Mortar Leaders Course (IMLC) Mobile Training Team (MTT)**  
**Request Guidance**

1. **PURPOSE:** To identify the support assets required to conduct an IMLC MTT package and inform U.S. Army units so they can accurately plan for a successful IMLC MTT.

2. **OVERVIEW:**

a. The MTT package will consist of a 5 week Infantry Mortar Leaders Course, which will be conducted at a unit's home station IAW approved USAIS IMLC course map. A team of Four certified IMLC Instructors will typically train anywhere from 20 to 32 Indirect-fire Infantrymen.

b. **Request Process:** Prior to requesting an MTT units are encourage to inquire directly with the Mortar Training Company (MTC) to determine the availability of MTT course dates. This inquiry should happen 180 days prior to the requested MTT course start date. Initial inquiries should be sent to [usarmy.benning.mcoe.mbx.198th-119-mortars@mail.mil](mailto:usarmy.benning.mcoe.mbx.198th-119-mortars@mail.mil). Once MTT availability is confirmed the requesting unit will submit a formal request through their MACOM to HRC requesting the MTT. Units are encouraged to submit the formal MTT request event if the MTC cannot support the training in order to formally capture the demand for the training. Once the request is received by HRC it will be forwarded to TRADOC, then the United States Army Infantry School (USAIS). USAIS will confirm the availability to support the MTT and formally accept the MTT. Once the MTT is formally accepted it will be added into the Army Training Requirements and Resource System (ATRRS). Once the MTT is added to ATRRS, formal coordination between the requesting unit and MTC will begin.

c. **MTT Request Timeline**

(1) T-180: Informal inquiry confirming MTC availability to conduct an MTT and formal MTT request submitted through HRC.

(2) T-90 - IMLC will establish contact with the requesting unit's POC and will verify the POC has received all support requirements. Requesting unit will provide a by name student list as well as any necessary course attendance waivers.

(3) T-60-45 - IMLC cadre will conduct a site recon of the receiving unit's assets, ranges and facilities; produce a training schedule for the MTT that will be developed with the requesting unit and identify an LNO to conduct further coordination with.

(4) T-30 - MOA (Memorandum of Agreement) will be sent by the USAIC G-3 to the requesting unit's G-3 outlining deficiencies that must be corrected to execute the MTT.

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(5) T-30 - Requesting Unit is to establish Site funds (LOA); POC to request IMLC to ship equipment.

(6) T-15 - Final coordination with receiving Unit/LNO.

(7) T-3 - IMLC cadre to arrive at site and begins preparation for execution of MTT.

(8) T+28-33 (Graduation Week)-The IMLC Platoon Sergeant, Company Commander or a representative from 1<sup>st</sup> BN 19<sup>th</sup> IN REG will conduct an onsite visit and conduct the graduation for the students.

d. Funding: All required funds for the Cadre travel and billeting are to be placed in DTS. All questions regarding the establishment of the fund site should be directed to your DTS Specialist.

e. Student Prerequisites and waivers: All prerequisites for an MTT are the same as a resident course. The waiver process to attend an MTT is the same as it would be to attend a resident course.

f. The course is intended to train Sergeant (E-5) through Sergeant First Class (E-7) with an MOS of 11C or 18 CMF and officers, Second Lieutenant (O-1) through Captain (O-3). Waivers are required for Soldiers not meeting this criteria and must be approved by the United States Infantry School prior to a Soldiers attendance at an MTT.

g. Students must have appropriate PPE for conducting mortar live fires during the course.

h. The host unit will be responsible for providing the following personnel in order to facilitate a successful MTT:

(1) Liaison Officer: With B1 or 3Z ASI. This LNO will be responsible for coordination between the host unit and the instructors during the planning phase of the MTT and will be responsible for ensuring proper resourcing and coordination of all facilities, land, ammunition, and equipment required for the MTT.

(2) Range Personnel: The host unit will be responsible for providing qualified personnel to run all ranges in accordance with local policies during the MTT. IMLC instructors will serve in an administrative/supervisory capacity to ensure the course training objectives are met.

i. The following site contains an approximate list of what supplies and equipment the host unit will be expected to be provided: <https://www.benning.army.mil/Infantry/198th/Mortar-Company/IMLC/content/pdf/MTT%20Unit%20Supply%20List.pdf>

j. The instructors of IMLC will provide all necessary FDC equipment used throughout the course. The host unit should be prepared to provide at minimum 10% of the class size worth of backup equipment in case of an equipment failure. ( LHMBC version 6.0 software / MFCS version 7.0 software)

k. IMLC Instructors will require access to a printer, copier, and scanner to produce necessary class materials at the training site.

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l. Host units will be required to print all Form Books and Team Drills prior to the start of the course. This material will be emailed to the LNO two weeks prior to the course start date.

m. Host units will be responsible for providing Mortar Training Company instructors with Rental Vehicles or other suitable vehicles, as determined by Mortar Training Company Leadership, for transportation during the MTT.

n. The host unit will cover all billeting cost for Mortar Training Company instructors. Mortar Training Company Instructors will be housed in either an on-post, or off-post hotel.

o. Every effort will be made to ensure students participating in the MTT have the ability to eat in the DFAC, however training requirements may prevent this. Host units will be required to provide MREs for students and instructors during these periods. Days that require MREs will be confirmed during the site recon with Mortar Training Company Instructors.

p. Weapons and Ammunition: Host units will be required to resource all necessary weapons and ammunition to facilitate the course objectives. At minimum units should plan for each student to fire 4 rounds each of 60, 81, and 120mm HE and 4 rounds of 81mm Illumination. These numbers serve as a planning factor and maybe tailored to the host unit's capabilities and needs. Only HE and conventional ILLUM rounds will be used for training. FRTR or any other form of illumination rounds are not acceptable for training.

q. Ranges and Land: The host unit will coordinate a mortar range through the local range control. Two days of live fires will be required. These ranges will need to be able to accommodate 60mm, 81mm, 120mm HE and Illumination.

r. A classroom is needed to seat all of the students agreed to be trained during the MTT. The classroom must be a securable facility that the Cadre have unrestricted access to in order to store their equipment and facilitate instruction, with the ability to secure equipment and course materials.

s. The point of contact for this memorandum is the Mortar Training Company Commander, CPT Joshua D. Van Laar at [joshua.d.vanlaar.mil@mail.mil](mailto:joshua.d.vanlaar.mil@mail.mil) or (913) 370-0857.

//ORIGIANL SIGNED//  
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Commanding