



DEPARTMENT OF THE ARMY

MATA, 316TH CAVALRY BRIGADE
6587 Luzon Street, BLDG 9186B
FORT BENNING, GEORGIA 31905

ATZK-SBE-Z (600-63b-600A)

26 July 2021

MEMORANDUM FOR RECORD

SUBJECT: Combat Advisor Training Course Standards and Overview

1. REFERENCES:

- a. Army Regulation 350-1, 10 December 2017
- b. Army Regulation 600-20, 24 July 2020
- c. TRADOC Regulation 350-29, 18 July 2016
- d. TRADOC Regulation 350-6, 9 August 2019
- e. MCoE Regulation 40-2

2. Purpose. The purpose of this memorandum is to establish administrative policies, procedures, standards, and expectations of CATC Students and Cadre.

3. Course Purpose. The mission of the CATC is to train combat advisors as members of a Security Assistance Brigade (SFAB). Graduates will have the requisite knowledge, skill, and attributes critical to the successful execution of Security Force Assistance (SFA) tasks. Students will be competent and confident advisors prepared to function in complex environments by, through, and with Foreign Security Forces (FSF) as a member of an advisor team.

4. Chain of Command. The course chain of command is the Small Group Instructor (SGI), Senior Instructor, CATC NCOIC, CATC OIC, Course Manager, and Director of the Military Advisor Training Academy (MATA). The Student chain of concern is the Student Class NCOIC, and Class OIC, Combat Advisor Team (CAT) NCOIC, CAT OIC.

5. Training Methodology. TRADOC employs a holistic method of training known as the Experiential Learning Model (ELM) consistent with adult learning models of training and education. This methodology promotes creativity and problem solving, but requires proactive Student involvement and participation for success. Continuous Student assessment throughout the course will provide greater self-awareness to the Students and their chain of command to gain a comprehensive understanding of strengths and weaknesses. Students will apply peer-to-peer learning while demonstrating the ability to assess situations, communicate effectively, and embrace ambiguity in the face of new and demanding challenges.

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

a. Participation. Students' active participation during instruction is critical to learning with ELM training methodology. Students lacking maturity and self-motivation to learn do not have the necessary attributes to succeed as an advisor.

b. Self-Study. The CATC assigns homework and reading assignments to complete throughout the course to ensure a proper doctrinal foundation. The CATC will determine the students' level of effort and ability to understand coursework through assessments. Assignments and course work are vital to understanding host nation partners, cultural considerations, training, and development as SFA Advisors.

c. Interaction with the Cadre. The instructor's role at the CATC is to provide doctrinally based, experience-driven, realistic training to SFA Advisors. If advisors do not understand doctrine, gaining credibility with partner forces will prove challenging and jeopardize mission success. The CATC fosters interaction and encourages open dialogue among students and instructors to enable development; however, military bearing and courtesies still apply during professional discussions and debates.

d. Evaluation Plan. Students are required to complete all assigned homework and reading assignments given by the Small Group instructor's (SGI's). Higher learning includes researching, self-teaching, and peer-to-peer learning. While teamwork is highly encouraged throughout the course, students must individually demonstrate the ability to apply course skills.

e. Physical demands: CATC is a moderate to heavy physically demanding course. Students must be able to participate in all required physical activities such as group runs, ruck marches, and carrying objects individually and as part of a team.

f. Profiles: To meet course attendance criteria, students must not have a physical profile greater than 111221, with the exception of shaving profiles. Temporary profiles of any kind may not attend. Any Student who attends sick call during the course and receives a profile will have it reviewed by the MATA medical personnel. If it prevents the completion of the course the Student will be recommended for administrative drop.

g. Medical conditions: Students are required to report any change to medical condition to Cadre; illness, injury, or any other conditions that can impact participation in CATC. If students feel uncomfortable sharing medical conditions with Cadre, they may ask to speak directly with the MATA Physician Assistant.

6. Stewards of the Profession. The CATC will not tolerate unprofessional behavior to include tardiness, incorrect uniforms, incomplete assignments, or disrespect to peers or Cadre. Students are Army leaders and represent their organization.

a. Sport Reports. There are four types of spot reports: major positive or negative and minor positive or negative. Cadre will render Spot Reports for infractions or observations of positive behavior.

b. Two major negative spot report will result in counseling by the CATC OIC, and

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

depending on the infraction, the MATA Director. A third major negative spot report will result in counseling by the MATA Director and recommendation for drop from the course. At any time, CATC and MATA leadership may bring issues to a Student's chain of command or drop the Student from the course for one major negative spot report if the offense warrants immediate dismissal.

c. Cadre may give minor spot reports for infractions such as tardiness, improper uniform, or other issues. Three minor spot reports are equivalent to one major spot report and will result in counseling from the CATC OIC.

7. Course Overview. The CATC is 54 days in duration.

a. Course Outcome: A competent, confident, committed, capable and sustainable Advisor who can positively influence the performance of a Foreign Security Force (FSF) by Assessing, Liaising, Supporting, and Advising the unit, while building and maintaining rapport, through effective interaction with personnel at all levels of the FSF formation.

b. Advisor Attributes:

1) **Disciplined-** An Advisor must have self-control and upright character; Advisors must have a strong moral compass choosing the hard right over the easy wrong in the face of adversity and minimal oversight.

2) **Mature-** An Advisor must be able to control emotions and actions in order to behave in a professional manner when dealing with others during stressful, complex, and uncertain situation.

3) **Sound Judgment-** An Advisor must have the capacity to assess complex situations or circumstances and draw sound conclusions uninfluenced by emotions or personal prejudices.

4) **Initiative-** An Advisor must display the self-motivation to act or take charge.

5) **Cool Under Pressure-** An Advisor must display control, balance and stability in all situations.

6) **Tolerance for Ambiguity-** An Advisor must be comfortable operating with uncertainty, unpredictability, and limited guidance in various tough environments.

7) **Open-Minded-** An Advisor must be able to see beyond their perspective to visualize a situation, regardless of personal biases, in order to succeed or fail.

8) **Empathetic-** An Advisor must embody the ability to identify, comprehend, and relate to the indigenous partner force.

9) **Situationally Aware-** An Advisor must understand all relevant situational variables to assess how they affect the current and future environment.

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

10) **Patient-** An Advisor must remain focused on long-term objectives when dealing with issues, setbacks, or obstacles to mission success.

11) **Moral Straight-** An Advisor must possess honesty and good character at all times while advising partnered forces regardless of the situation.

c. Target Audience. Active and Reserve Component Army Non-Commissioned Officers (E4-E8) and Commissioned Officers (O-3-O5) accepted to an SFAB. Enlisted and Warrant Officer Graduates of the CATC receive SQI 3 and Officer Graduates receive the S9 ASI.

d. The CATC consists of four Block's throughout the eight training weeks: Block 1 (Role of the Advisor), Block 2 (Medical/Fires), Block 3 (Advisor Tracks) and Block 4 (Force Pro, FTX1, FTX2).

1) **Block 1:** Training Day 1 (TD1) starts the Monday after reporting and Block one continues through the next Monday (TD14). Block 1 consists of tasks, events, lessons, and exercises establishing the foundation and context for advisor training conducted throughout the course. Material covered includes the Role of the Advisor (RoA), Assessments and Training Development, Anti-Terrorism/Force Protection (Guardian Angel, CARVER assessment) Mission Planning, Culture, and the NETT Warrior system. Students complete a Psychological assessment and receive training on individual and team performance enhancement. Additionally, Students will learn basic mission planning and they will plan and execute their first KLE with their FSF counterparts.

2) **Block 2: Medical and Fires**

a. Medical: Block 2 begins on Training Day 15 and starts the Tactical Combat Casualty Care (TC3) certification. Students who pass the medical assessment and complete all medical training events will receive a TC3 certification. Additionally Students will receive instruction on prolonged care, tropical medicine and base camp assessment.

b. Medical: Students will receive classroom instruction on Care Under Fire, Tactical Field Care, Tactical Casualty Evacuation, and Burns. Training will include hands-on training stations for massive hemorrhaging, airway, respiration; circulation, hypothermia/head trauma, and full patient assessment. Students will take a 50 question pre exam on the first day and a record 50 question exam on the final day of medical training. Students must earn a 70% on the final to receive their TC3 certification. Students will perform a mass casualty lane at the end of TCCC medical training.

c. Medical PT: Students will conduct TC3 oriented physical training on each day of the medical course. This PT will consist of tactical evacuation training, medical intervention reinforcement, and a casualty treatment and evacuation lane. Medical ZPT does count towards CATC curriculum hours.

ATZK-SBE-Z (60063b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

d. Fires: Students will receive a basic introduction to joint firepower application and advising FSF counterparts on fires-related tasks. Joint Fires training begins on Training Day 21 and consists of five instructional days. In addition to classroom instruction, there will be a written test at the end of training. Students will receive a working knowledge of ground, fixed, and rotary wing fires assets, as well as how to coordinate and employ each of them. They will then be placed in scenarios where they must demonstrate understanding of each of these concepts through their actions, and demonstrate their knowledge learned during an FSF engagement.

3) **Block 3: Advisor Tracks-** From Training Day 28-41, Advisors will be separated into respective Tracks where they will learn specialized skills to complement their teams based on their prospective assignments in their SFAB formation.

a. Foreign Weapons: From Training Day 29-35, Advisors in the Foreign Weapons Track will learn various foreign weapons platforms and planning and advising on range and training development.

b. Non-Standard Logistics: From Training Day 36-41, Advisors in the Non-Standard Logistics Track will learn how to implement creative solutions to provide support for a forward deployed small team anywhere in the world.

c. Advisor Battle Staff: From Training Day 29-35, Advisors in the Mission Planning Track will learn the planning, execution, staff support, and advising for missions across of the many ranges of military operations.

d. Isolated Soldier Training (1ST): From Training Day 36-41, Cadre will deliver blocks of instruction to Students on the fundamental actions a person must perform to survive after being isolated. Instruction will also focus on evading the enemy, resisting captivity, exploitation, and escape from captivity moving toward a successful recovery.

e. Senior Leader: From Training Day 29-35, Advisors in the Senior Leader Track will examine the strategic level security cooperation framework that underwrites their overall Security Force Assistance missions, as well as how to operate in the interagency.

4) **Block 4: FTX**

a. The FTX 1 begins on Training Day 42 and is used to assess and evaluate Students based upon methods and tools taught during CATC. Students will receive multiple injects throughout the course that build into FTX scenarios. Advisor Teams will have to plan their own operations and advisor efforts. Throughout the FTX, Cadre will select CATC Student to fulfill specific roles (Team Lead, Team NCOIC, Medic, etc.) to demonstrate their understanding of course material. FTX 1 ensures Advisors are capable of advising, mentoring, and enabling partner forces with all CATC skills.

b. FTX 2 begins on Training Days 50-53, Students will participate in FTX 2, the culminating event for CATC, which will challenge Advisors to utilize all the skills their

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

teams have gained throughout the CATC to advise more advanced FSF counterparts in both permissive and semi-permissive environments while learning regional level enablers.

c. Upon completion of FTX 2, Students will conduct out-processing from the CATC and will be counseled based on their performance throughout the course. Each Student will receive an assessment based upon advisor attributes, performance, and conduct throughout the training cycle.

8. Assessments: There are multiple assessment points throughout the course. Students will be formally and informally assessed throughout the course through:

- a. Written knowledge practical exercises
- b. Periodic academic class quizzes
- c. Joint firepower practical exercises
- d. TC3 practical exercises
- e. TC3 written assessments
- f. FSF assessments, training development, and evaluations quizzes

g. CATC tests and practical exercises are graded events. The passing standard for tests is 70% and practical exercises are graded on a GO/NO-GO basis. Failing a graded test or *event* twice will result in a recommendation for an administrative drop from the course. Student performance in graded positions during practical exercises is based on demonstration of the Advisor Attributes, as defined in this document, and accomplishment of the stated learning objectives for that particular practical exercise.

h. The information gained from these assessments will be built into the end of course counseling, and provided to the student's SFAB Chain of Command upon request.

9. Electronic Devices: The MATA Director has prohibited the use of cellular phones and unapproved electronic devices during any portion of instruction to include practical exercises, physical training, or the FTX. Cadre may *remove* Students found to be operating an unauthorized electronic device during training. Students who have an emergency will contact the CATC OIC or NCOIC immediately.

10. Alcohol Policy: IAW: Military Advisor Training Academy (MATA) Student COVID Risk Reduction Policy 1-Alcohol within the MATA Compound and outside the MATA Compound dated 22 June 2021: The MATA is currently a dry campus and Students are prohibited from possessing or consuming alcohol while at the CATC. The MATA Director will address all alcohol related incidents and misconduct on a case by case basis.

11. Honor Code: A Student will not lie, cheat, steal, nor tolerate those who do. Cadre will immediately refer any Student found guilty of an honor code violation to the CATC OIC/NCOIC for administrative actions and/or dismissal. The MATA will not tolerate plagiarism or the unauthorized use of another student's work to any degree. The Honor Code does not preclude Students from working together in or out of the classroom when directed to do so by the instructors. If a Student is found to be in violation of the Honor Code, they will be barred from re-entry into the course for one calendar year. The Chief of Armor must sign exceptions to this policy.

12. Student Dismissal: The Director may dismiss Students from the course in accordance with AR 350-1 paragraph 3-15 for severe misconduct. The MATA will bar Students dismissed for misconduct from re-entry into the course for one calendar year. The Chief of Armor must sign exceptions to the policy. Grounds for dismissal include but are not limited to:

- a. Safety violations
- b. Course disruptions or general misconduct
- c. Loss of sensitive items
- d. Honor code violations
- e. EO violations
- f. SHARP violations
- g. Apathy or indiscipline
- h. Missing five or more hours of training for any reason
- i. Failure to remain in compliance with MATA POV travel and parking policies (See Paragraph 14, subparagraph (A)).
- j. Three major negative spot reports IAW CATC Policy
- k. Serious Observation Report (SOR) Offenses as defined by CATC Policy

13. Procedures for Identifying Students at Risk for Dismissal:

- a. Students will not miss more than five hours (5) of formal training. Cadre must approve all absences. Student participation in scheduled PT is mandatory, but is not considered formal training with the exception of Medical PT. More than five hours of formal training absence during the course is grounds for administrative dismissal from the course.

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

b. Medical issues are the most common cause for Students missing required training. In accordance with Fort Benning policy, TRADOC Regulation 350-29, TRADOC Regulation 350-6, MCOE Regulation 40-2. Cadre will evaluate a Student demonstrating signs and/or symptoms of heat injury according to the Medical Algorithm approved by the Post Commander. Qualified medical personnel may use authorized methods to determine a student's core body temperature. Statistically speaking, Students sent to the hospital for evaluation are likely to be administratively dropped from the course. Any Student who is treated and discharged from an emergency room or non-military medical treatment provider must attend sick call at the Sledgehammer TMC the next business day for assessment by a military medical treatment provider.

c. Students will abide by the Maneuver Center of Excellence (MCOE), most up to date General Order, and the MATA COVID Rules of Engagement guidelines at all times while at CATC. They will not have other Students in their barracks rooms, they will maintain social distancing and proper wear of masks to mitigate the spread of COVID. At any point, if Students in the course begin to experience symptoms in line with COVID exposure, they can potentially be quarantined at local facilities for enough time to ensure their safety, as well as that of other Students and cadre.

d. Cadre must clearly explain the performance measures, leader attributes, expectations, and individual Student and cadre responsibilities for the course to Students on the first day. Cadre will reiterate Student expectations and responsibilities throughout the course and further emphasize standards to provide a unifying focus for After Action Reviews (AARs). Students at risk of "failure to achieve course expectations" generally fall into three categories:

1) Apathy: Failure of professional conduct during the course, malingering, avoiding responsibility, lack of support to the team, deliberate failure to follow instructions, and/or apathy.

2) Indiscipline: Failure to perform known due to a Student having the knowledge but willfully or through culpable neglect fails to fulfill personal responsibilities. For example, failure to follow instructions issued by any cadre member (regardless of rank), failure to complete individual work, failure to maintain tactical discipline, challenging authority, and failure to take corrective measures identified by cadre even after counseling has been conducted.

3) Misconduct: Cadre will remove Students who engage in conduct considered disruptive to the course or its content from the training environment. Cadre will not permit Students to resume training until approved by the CATC OIC/NCOIC and/or MATA Director. Students removed from training due to misconduct are responsible Students that fail to respond to corrective measures and recommend them for an administrative drop from the course.

14. Procedures for Dismissal:

a. The CATC leadership will formally counsel Students recommended for dismissal.

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

The CATC leadership will refer Student to the MATA Director. The MATA Director will review the Student packet with the cadre and will make one of four decisions: retain the Student; retain the Student, but not graduate; enroll the Student into a subsequent class; or dismiss the Student. The appellate authority is the 316th CAV BOE Commander.

b. Students completing the course but not graduating will not receive credit and will not attend the graduation ceremony, nor will they receive the SQI/ASI. Students who complete the course but do not graduate will have a memorandum sent to the student's unit commander signed by the MATA Director identifying the specific student's issue.

c. **Reporting:** Students will arrive on the scheduled report date to BLDG 9180 located on Kelley Hill. The physical address is 9180 East Ballard St., Ft. Benning, GA 31905 (see enclosure 2). Upon arrival, Students will sign for linen and a barracks room from the MATA Staff Duty NCO. Personnel must arrive NLT 1700 hours. Students arriving after normal reporting hours (0900-1700) need to contact the **MATA Staff Duty NCO at (706) 544-3221**. All Students will attend the Day Zero Accountability formation at 1900. Any Student not at the accountability formation may be denied entry into the course.

d. **COVID Mitigation and Student Movement**

1) Under the MATA COVID Policy and MCOE Guidance, Students are permitted to move around on and off post, within the guidelines outlined in FRAGO 15 to OPORD 20-061 Fort Benning and MCOE COVID-19 Transition Framework, provided separately. While in the CATC, Students will abide by all guidance from the MATA and from MCOE regarding proper COVID mitigation measures.

2) While in the course, students will remain within a 50 mile radius of the MATA compound, unless a pass is granted by Cadre.

15. **Additional information:**

a. POV's are recommended, but not required, while attending the CATC. Vehicles must be in safe operating condition to drive on post in accordance with local guidance. Students will only park POV's in the designated Student parking lot. Student use of any other parking area is unauthorized and may result in the removal of the POV without notification. The CATC will provide transportation to course events and the DFAC as required. The Cadre parking area and other parking lots surrounding the MATA footprint are off-limits for parking Student POV's.

b. CATC graduation will be conducted on Friday, Day 54 of the course at 1000. Students will be released following all clearing procedures that day. Students who will be flying are not authorized to schedule a departing flight any time before 1700.

c. The MATA Director must approve all Student requests for early dismissal. All

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

Student requests for early dismissal must be supported by a valid Red Cross message or an official request from the student's Battalion CDR/CSM or Brigade CDR/CSM. No other requests will be considered.

d. While in the course, students will be held responsible for their use of Social Media. Irresponsible use of Social Media, or Social Media posts that discredit the MATA or the SFA community, may result in remedial training, negative SPOT reports, or dismissal from the course.

16. Point of contact is MAJ Robert J. Nussbaumer, CATC OIC, Robert.j.nussbaumer.mil@mail.mil or 1SG Nicholas L. Ritterbeck, CATC NCOIC, nicholas.l.ritterbeck.mil@mail.mil.



TIMOTHY R. PALMER
LTC, IN
Director

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

I, _____ have read the Military Advisor
Training(Print rank and full name)

Academy/ Combat Advisor Training Course (CATC) Standards and
Overview (CASO) dated 15 July 2021 in its entirety and agree
to abide by all of the policies and requirements set forth.

(Signature)

(Date)

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

ABBREVIATIONS:

CATC- COMBAT ADVISOR TRAINING ACADEMY

SGI- SMALL GROUP INSTRUCTOR

SFA- SECURITY FORCES ASSISTANCE

TRADOC- TRAINING AND DOCTRINE COMMAND

NCOIC- NON COMMISSIONED OFFICER IN CHARGE

OIC- OFFICER IN CHARGE

FTX- FIELD TRAINING EXERCISE

SFAB- SECURITY FORCES ASSISTANCE BRIGADE

KLE- KEY LEADER ENGAGEMENT

POV- PERSONALLY OWNED VEHICLE

ENCLOSURES:

AR 35-1

AR 600-20

TR 350-29

TR 350-6

MCoE 40-2

SPOT REPORT POLICY MEMO

COVID MITIGATION/ALCOHOL POLICY MEMO

316 CAV BRIGADE HEAT PREVENTION TRAINING PROGRAM MEMO JUNE 2021

COMMONLY USED HEAT MITIGATION EQUIPMENT

ATZK-SBE-Z (600-63b-600A)

SUBJECT: Combat Advisor Training Course Standards and Overview

DD 2977 DELIBERATE RISK ASSESSMENT WORKSHEET

GENERAL ORDER #9 OR MOST RECENT GENERAL ORDER

