

## UNCLASSIFIED

### APPENDIX 2 (FINAL VALIDATION FORMAT) TO ANNEX G (COMMITTEE TRAINING) TO CST OPORD 04-01

1. **PURPOSE.** The purpose of this memorandum is to formalize the briefing format and sequence of events for the Final Validation process of committees.
2. **BACKGROUND.** The Final Validation (FV) consists of the Commanders of CFT, CBT, the supporting Task Force, the Director of DMI, and the Chief of Military Training, DMI. The purpose of the FV is twofold. The first purpose is to familiarize the members of the FV with all aspects of the committee. In many cases this is the first time the individual members of the FV have actually seen the committee's training. The format outlined in paragraph 3, will assist in the presentation. The second purpose is for the FV to validate the overall site by executing all training. The committee will treat this portion of the FV as a full dress rehearsal. The completion of this process constitutes committee validation. Once validated, no changes to class presentations or training methodology will occur unless approved by the FV.
3. **FORMAT & SEQUENCE.** USMA Committee chiefs (not the TF soldiers or leadership) will brief IAW the following format. The brief will take place on the actual training site, and last no more than 30 minutes. The use of butcher board, accompanied by handouts, is the preferred method for briefing the below format.
  - a. **Site Introduction:**
    - (1) The Site Opening Demonstration will be part of the Final Validation.
    - (2) Task Organization and introduction of committee key leaders.
    - (3) Site orientation and overview (use walk thru of site, terrain model of AO, or butcher board sketch).
    - (4) The mission, intent, key tasks and endstate of the site (use the approved mission, intent, key tasks, and endstate by DMI-6 during the May backbriefs)
    - (5) List what Pre-commissioning tasks/MPRT are taught or re-enforced at your committee
    - (6) Describe those tasks that are trained during Warrior Challenge and Recondo if applicable.
  - b. **Leader Training Program (LTP):**
    - (1) Explain how your committee will execute LTP (ie., what tasks the cadet cadre are assisting (AIs), how you will validate cadets, training timelines, rotation of cadets, etc.).
    - (2) Explain the roles, responsibilities, and expectations of the cadet cadre.
  - c. **General Scheme of Maneuver:**
    - (1) Explain flow of cadets onto range (ie., be able to show cadet movement on range beginning with their arrival through departure). The cadets must be able to see demo.
    - (2) Explain training methodology (ie., rotation of cadets through training, timelines, how tasks are taught/validated).
    - (3) Have Task, Conditions, Standards posted for all tasks being taught. Include the appropriate reference (ie., FM, TM, USMA Reg).
  - d. **Safety Issues/Concerns:**
    - (1) Highlight any safety concerns or perceived dangers based on site risk assessment. Explain what measure you have taken to mitigate the risk.
    - (2) Highlight inclement weather plan (precautions taken for rain, lighting, heat, etc.).
    - (3) Have a copy of the Risk Management Worksheet on site complete with signature.
  - e. **Full Dress Rehearsals:** Upon the completion of the brief, the committee will conduct a full dress rehearsal. Have all the equipment and personnel that you will have on actual training days, and execute as you will for the cadets, starting with the reception of cadets onto your range. All classes will be prepared to be given in their entirety.