



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
DEPUTY COMMANDING GENERAL, INITIAL MILITARY TRAINING
210 DILLON CIRCLE
FORT EUSTIS, VIRGINIA 23604-5701

REPLY TO
ATTENTION OF

ATCG-MT

13 February 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for the 2012 TRADOC Advanced Individual Training Platoon Sergeant of the Year (PSOY) Competition.

1. Purpose: To outline procedures for selecting the U.S. Army Training and Doctrine Command AIT Platoon Sergeant of the Year. The PSOY competition will be conducted at Ft. Eustis, Virginia from 13-17 August 2012.
2. Participants: US Army Training Centers of Excellence (CoE) and separate Brigades authorized AIT Platoon Sergeants will nominate one AIT Platoon Sergeant for the competition. Satellite installations will send their representative to a regional board conducted at the installation that holds proponency and as listed in the AIT PSOY MOI.
3. Nominee Packet: Packets must **arrive no later than 13 July 2012**. All documents will be scanned in .pdf format. DA Photo will be in .jpg format. Send packet electronically to: SFC Paul Gahl, 2011 AIT Platoon Sergeant of the Year at: paul.m.gahl.mil@mail.mil. Each packet will contain the following items:
 - a. One certified copy of the Enlisted Record Brief (.pdf format).
 - b. One page typed biography using Microsoft Word, Times New Roman, 12 point font (.pdf format).
 - c. One Standard DA photograph (.jpg format).
 - d. DD Form 2266, Hometown News Release, completely filled out and signed (.pdf).
 - e. DA Form 705, Army Physical Fitness Test Scorecard (.pdf).
 - f. DA Form 5500/5501 if applicable (.pdf).
4. CoEs should hold their board prior to the end of June to allow maximum time for preparation. If an organization does not plan to participate in the competition they will notify the POC for this MOI NLT 29 June 2012.

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5. Events: Each nominee will:

- a. Arrive on Sunday, 12 August 2012.
- b. Take an Army Physical Fitness Test (APFT) and be evaluated for height/weight and body fat composition in accordance with AR 600-9.
- c. Be evaluated on selected performance tasks listed in Enclosure 1.
- d. Appear before a board of Sergeants Major.
- e. Competitors are not authorized to bring a sponsor or family member.
- f. Competitors are not authorized or reimbursed for a rental car.

Note: All transportation will be provided by shuttle buses and detail drivers that will transport competitors to and from event locations. POVs are not authorized for use during the competition, but are authorized prior to and after each day's events.

6. Eligibility Requirements:

- a. The nominee must be a SSG or SFC graduate of the AIT Platoon Sergeant Course and currently be assigned as an AIT Platoon Sergeant for one year at the time of competition.
- b. Have 1 year remaining on current enlistment or have a letter of extension approved.
- c. The winner will be reassigned to DCG-IMT after the competition to assume their duty as the AIT Platoon Sergeant of the Year for at least one year.
- d. Previous competitors are not eligible to return for the competition.

7. Selection Procedures: Following the receipt of nominations at TRADOC, a board will be conducted (composed of selected Sergeants Major). The board will select a winner based on the following:

- a. The performance of each nominee before the board.
- b. The board's evaluation of the nominee's packet provided by their installation or unit.
- c. The performance of each nominee on the APFT.
- d. The performance-oriented tests conducted as part of the competition.

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e. Competitors are terminated from the competition for the following:

- (1) Failing the APFT.
- (2) Non-compliance with AR 600-9.
- (3) Refusing to attempt the performance-oriented test.
- (4) Violation of the UCMJ.

8. Uniform. See Enclosure 2.

9. Point of Contact for this memorandum is SFC Paul M. Gahl (PSOY) at COM 757-501-7021, CELL 757-759-3496, E-MAIL: paul.m.gahl.mil@mail.mil

10. Congratulations on being selected to represent your organization.



JOHN R. CALPENA
CSM, USA

Command Sergeant Major

4 Encls

1. Performance and Hands-On Tasks
2. General Information
3. Fort Eustis Map
4. Packing List

DISTRIBUTION:

Defense Language Institute Foreign Language Center, Monterey, CA
US Army Aviation Center of Excellence, Fort Rucker, AL
US Army Fires Center of Excellence, Fort Sill, OK
US Army Initial Military Training Center of Excellence, Fort Eustis, VA
US Army Intelligence Center of Excellence, Fort Huachuca, AZ
US Army John F. Kennedy Special Warfare Center and School, Fort Bragg, NC
US Army Maneuver Center of Excellence, Fort Benning, GA
US Army Maneuver Support Center of Excellence, Fort Leonard Wood, MO
US Army Medical Department Center and School, Fort Sam Houston, TX
US Army Signal Center of Excellence, Fort Gordon, GA
US Army Sustainment Center of Excellence, Fort Lee, VA
US Army Training Center and Fort Jackson, Fort Jackson, SC

PERFORMANCE AND HANDS-ON TASKS

1. References: Board questions will consist of but are not limited to the following subjects:

a. TRADOC Regulations:

- | | |
|---|-------------|
| (1) TR 350-6 Enlisted IET Policies and Administration | (28 Jan 11) |
| (2) TR 350-37 AIT Platoon Sergeant Program | (20 Jul 10) |

b. Army Regulations:

- | | |
|---|-------------|
| (1) AR 350-1 Army Training and Leader Development (Ch 3&4) | (04 Aug 11) |
| (2) AR 600-8-22 Military Awards | (15 Sep 11) |
| (3) AR 600-9 The Army Weight Control Program | (27 Nov 06) |
| (4) AR 614-200 Enlisted Assignments and Utilization Management
(Chap 8, Section III) | (26 Feb 09) |
| (5) AR 635-200 Active Duty Enlisted Admin. Separations | (06 Jun 05) |
| (6) AR 670-1 Wear and Appearance of Army Uniform/insignia | (03 Feb 05) |

c. Field Manuals:

- | | |
|--|-------------|
| (1) FM 3-22.9 Rifle Marksmanship | (12 Aug 08) |
| (2) FM 3-21.5 (INCL C-1) Drill and Ceremonies | (07 Jul 03) |
| (3) FM 6-22 Army Leadership | (12 Oct 06) |
| (4) FM 7-0 Training for full Spectrum Operations | (23 Feb 11) |

d. Other Publications:

- | | |
|---|-------------|
| (1) STP 21-1 SMCT Warrior Skill Level 1 | (02 May 11) |
| (2) TRADOC PAM 600-4 IET Soldier's Handbook | (09 Jun 10) |
| (3) TC 3-22.20 Physical Readiness Training | (20 Aug 10) |

e. The NCO and Soldier's Creeds, Army Support Organizations, the AIT Platoon Sergeant Course POI, Warrior Tasks and Battle Drills, and all Training Support Packages may also be included.

2. The performance tasks evaluated will be selected from the following list:

a. Leadership

b. Counseling

c. Warrior Tasks and Battle Drills

d. Modern Army Combatives

e. Surprise Tasks

f. Basic Rifle Marksmanship (M16A2)

g. Physical Readiness Training

3. Grading.

a. The APFT will be graded IAW TC 3-22.20 standards.

b. Performance of hands-on tasks will be graded according to the same standards expected of an IET Soldier IAW TRADOC Pam 600-4 and STP 21-1 SMCT.

GENERAL INFORMATION

1. Arrival to Fort Eustis:

- a. All nominees will arrive NLT 1230 hrs on 12 August 2012 to ensure sufficient preparation time for the competition. Registration will begin at 0600 hrs on 13 August 2012. Summer IPFU with reflective vest (no spandex) is required for registration.
- b. If arriving by air, arrive at the Newport News International Airport **ONLY**. Competitors must arrange for transportation to the hotel by providing their flight information to SFC Gahl, NLT 06 August 2012.
- c. The location on or around Ft. Eustis for reporting has not been determined. Detailed instructions will be provided at a later date. Competitors are required to have a Government Credit Card prior to the competition.
- d. Competitors are required to stay in selected hotel which will be identified at a later date.
- e. Transportation will be provided throughout the week.
- f. Competitors will receive a welcome packet upon arrival.

2. Ceremony:

- a. The 2012 AIT Platoon Sergeant of the Year will be announced during the AIT Platoon Sergeant of the Year ceremony on 17 August 2012.
- b. The uniform for the ceremony is the Army Service Uniform.

3. Uniforms required for the competition:

- a. Army Combat Uniform complete.
- b. The Army Service Uniform with long sleeve shirt. (Female, pants, no skirt).
- c. Summer Army physical fitness uniform with running shoes and reflective vest (IPFU).
- d. No unit or personal physical fitness uniforms are authorized for the competition.
- e. Civilian casual attire (Males: Slacks, open collar shirt/ Females: Dress or pant suit).

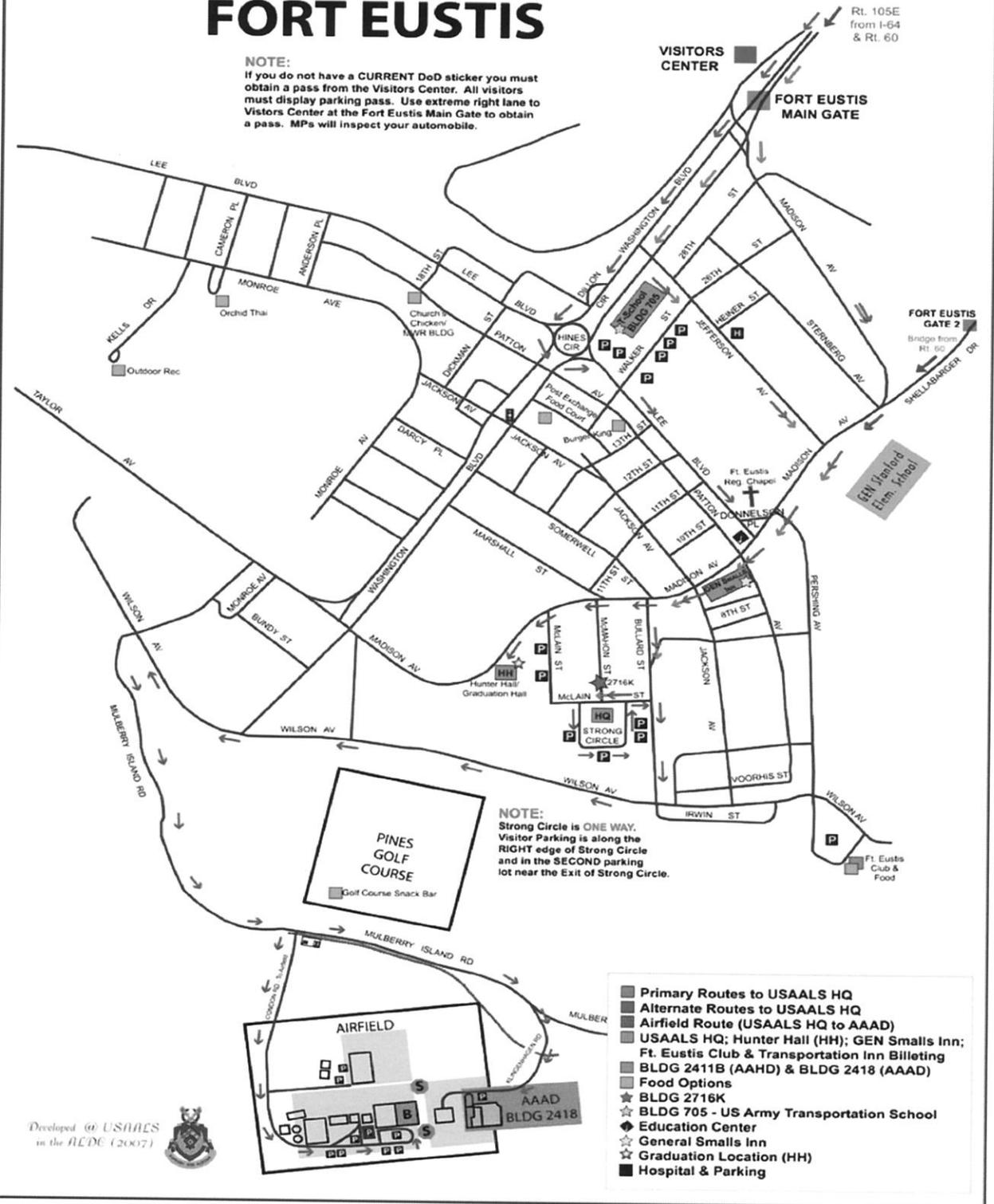
5. Departure:

- a. To allow sufficient time for photos and interviews for the winner, competitors will not depart before 1700, 17 August 2012. Allow 2 hours for travel to the airport.

FORT EUSTIS MAP

FORT EUSTIS

NOTE:
If you do not have a CURRENT DoD sticker you must obtain a pass from the Visitors Center. All visitors must display parking pass. Use extreme right lane to Visitors Center at the Fort Eustis Main Gate to obtain a pass. MPs will inspect your automobile.



Rt. 105E from I-64 & Rt. 60

VISITORS CENTER
FORT EUSTIS MAIN GATE

FORT EUSTIS GATE 2
Bridge from Rt. 60

NOTE:
Strong Circle is ONE WAY. Visitor Parking is along the RIGHT edge of Strong Circle and in the SECOND parking lot near the Exit of Strong Circle.

- Primary Routes to USAALS HQ
- Alternate Routes to USAALS HQ
- Airfield Route (USAALS HQ to AAAD)
- USAALS HQ; Hunter Hall (HH); GEN Smalls Inn; Ft. Eustis Club & Transportation Inn Billeting
- BLDG 2411B (AAHD) & BLDG 2418 (AAAD)
- Food Options
- ★ BLDG 2716K
- ★ BLDG 705 - US Army Transportation School
- ◆ Education Center
- ☆ General Smalls Inn
- ☆ Graduation Location (HH)
- Hospital & Parking

Developed @ USAALS in the AEDC (2007)



PACKING LIST

ACH/Helmet w/ Cover and Band	ASU w/ Long Sleeve Shirt (No Skirt)
Eye Protection w/ Clear and Tinted Lenses	-ASU Jacket
Hearing Protection	-2 Long Sleeve Shirts
Gloves	-2 Pair of Trousers
FLC/LBV w/ the following items attached:	-Class A Dress Shoes
-2 1-Quart Canteens w/ Covers	-2 Pair Black Socks
-1 Canteen Cup	-2 White T-Shirt
-3 Double Magazine Pouches	-Neck Tie/Neck Tab
-Improved First Aid Kit or Field Dressing	-Belt w/ buckle
-Standard L-Shape Flashlight	-All Awards and Decorations
Camelbak Hydration System (ACU Pattern)	-Beret
Knee and Elbow Pads	Casual Civilian Attire
Large Rucksack w/ Frame	-Males Slacks and Open Collar Shirt
Wet Weather Bag	-Females Dress or Pant Suit
Wet Weather Jacket and Trouser	Personal Hygiene Items
2 ACU Patrol Caps	Shower Shoes
2 Rigger's Belt	Towel and Washcloth
4 Sets of ACU	Sun block
7 Brown T-Shirt	Insect Repellant
7 Pair of Socks (Green)	ID Tags and Card
7 Pair of Underwear	Pens and Mechanical Pencils
2 Pair of Desert Combat Boots	Pocket Size Notebook
2 IPFU T-Shirt Short Sleeve	8½ x 11 Notebook
2 IPFU Trunks	Combination Lock
5 Pair of Socks (White Ankle or Calf Length)	Mouth Piece
Reflective Vest	Zip Lock Bags (Recommended)
Running Shoes	Foot powder and Moleskin (Recommended)

*Competitors may bring additional items and ask for approval during in-processing.