C10. CHAPTER 10

INTERNATIONAL TRAINING

C10.1. INTERNATIONAL TRAINING - DEFINITION

The International Training Program offers training to foreign countries through Department of Defense (DoD) schools (to include DoD-contracted facilities). Training includes formal, informal, correspondence or other form of distance learning, and computer-aided instruction in the United States (U.S.) or overseas. Eligible foreign Governments or international organizations may purchase training through the Foreign Military Sales (FMS) program or obtain training using funds provided by foreign assistance appropriations such as the International Military Education and Training (IMET) program, Foreign Military Financing (FMF), Peacekeeping Operations (PKO), etc. Training is an integral part of a successful weapon system program. The time required to conduct training must be considered when estimating delivery dates of equipment. Training programs must consider the availability of personnel, skills to be developed, to include English Language Training (ELT), and the time required to plan, implement, and complete the program. The Joint Security Assistance Training (JSAT) Regulation (Army Regulation 12-15, Secretary of the Navy Instruction 4950.4A, Air Force Instruction (AFI) 16-105) provides detailed descriptions of the programs and procedures listed in this chapter.

C10.2. AUTHORITIES FOR INTERNATIONAL TRAINING

Table C10.T1. is a summary of the legal references that guide the International Training program. References for specific training programs are included in the paragraphs discussing those programs. Training can be provided to international personnel only under programs established under statutory authority.

C10.3. GENERAL POLICIES

C10.3.1. Combatant Duties. The Arms Export Control Act (AECA), section 21(c) (reference (c)) prohibits personnel providing defense services (including training) from performing duties of a combatant nature. Training and advising activities that may engage U.S. personnel in combat activities outside the United States are prohibited.

C10.3.2. Transfer of Training. Governments acquiring training from the United States MAY NOT transfer training related to the use of U.S. material or services to other countries or organizations, or to anyone not an officer, employee or agent of the purchasing Government. Nor can it use such training for purposes other than those for which furnished, without the consent of the U.S. Government (USG). The recipient country cannot use technical skills and information acquired through training programs to train personnel from a third country unless approved in advance by the USG. Requests to transfer training to third parties are submitted via diplomatic note to the Department of State - Bureau of Political and Military Affairs/Office of Regional Security and Arms Transfer Policy (DoS (PM/RSAT)) for action, with an information copy to the Defense Security Cooperation Agency (DSCA). Training transfer requests received by an Implementing Agency are referred to DSCA for forwarding to the DoS. See Chapter 8 for more detailed information regarding End Use Monitoring (EUM).

Table C10.T1. Legislation For International Training

Legislation	Subject
Arms Export Control Act (AECA), Chapter 2, Section 21(c) (reference (c)) 22 U.S.C. 2761	FMS of defense training Pricing criteria (“full costs” or “additional costs” incurred by the United States)
AECA, Section 30A (reference (c)) 22 U.S.C. 2770a	Exchanges of training and related support
AECA Section 42(c) (reference (c))	Offshore Procurement
AECA, Section 47(5) (reference (c))	Definition of “training”
Brooke Amendment [Foreign Operations, Export Financing and Related Program Appropriations Act (enacted annually)]	Limitations on assistance to countries in default
Foreign Assistance Act (FAA), Section 503 (reference (b))	Reduction in military salary charges
FAA, Section 506(a)(1), (2) (reference (b)) 22 U.S.C. 2318 FAA, Section 552 (reference (b)) 22 U.S.C. 2348a FAA, Section 652 (reference (b))	Drawdowns of defense military education and training
FAA, Section 541 (reference (b)) 22 U.S.C. 2347	Foreign assistance appropriations funding of education and training through the IMET program
FAA, Section 544 (reference (b)) 22 U.S.C. 2347c	Exchange Training
FAA, Section 545 (reference (b))	Training in Maritime Skills
FAA, Section 607(a) (reference (b))	Training of non-Ministry of Defense (MOD) civilians on a reimbursable basis
FAA, Section 620(q) (reference (b))	Sanctions
FAA, Section 636(g) (reference (b))	Administrative, extraordinary and operating expenses for defense articles and services including military education and training
FAA, Section 660 (reference (b))	Training of Police Forces (prohibition and exceptions)
National Defense Authorization Act of 1991, Section 1004 of Public Law 101-510 (reference (bq))	Counter-Drug Training Support
10 U.S.C. 166a (reference (br))	Combatant Commander Initiatives
10 U.S.C. 401 (reference (bs))	Humanitarian and Civic Assistance including Demining
10 U.S.C. 443 (reference (di))	Imagery Intelligence and Geospatial Information: Support for Foreign Countries
10 U.S.C.1051 (reference (bt)) 10 U.S.C. 2010 (reference (bu))	Bilateral or Regional Cooperation Programs (payment of personnel expenses Combined Exercises (payment of incremental expenses for participating developing countries)
10 U.S.C. 2011 (reference (bv))	Joint Combined Exchange Training (JCET) - Special Operations Forces; training with friendly foreign forces
10 U.S.C. 2561 (reference (bw))	Humanitarian Assistance
10 U.S.C. 9381-9383 (reference (bx))	Aviation Leadership Program
14 U.S.C. 195 (reference (by))	Foreign national appointment to the U.S. Coast Guard (USCG) Academy
Public Law 105-277 Chapter 4 (reference (bz))	Caribbean Support Tender (CST) training capability

Legislation	Subject
Public Law 107-117 Section 8125 (reference (ca))	Regional Defense Counter-Terrorism Fellowship Program

C10.3.3. Attendance in Classified Courses. Classified information may be released to foreign nationals only when authorized under the provisions of the National Disclosure Policy (NDP) and DoD Directive 5230.11 (reference (h)). Release of classified material is in accordance with Chapter 3. When classified instruction is requested, the Implementing Agency determines the classification of material to be released during training based on a need-to-know and disclosure agreements with the requesting country. The foreign Government must affirm via written statement to the Security Assistance Organization (SAO) that the Government sponsors the student; the student has been subjected to a security screening and the level of security clearance granted by the Government does not constitute a security risk to the United States; the information obtained during the training shall not be released to another nation without the specific authority of the USG; classified information shall be provided the same degree of security afforded it by the USG; and any involved proprietary rights (patented and/or copyrighted or not) shall be respected and protected. When this certification is obtained, the applicable statement is checked in Block 10 of the Invitational Travel Order (ITO), DD Form 2285, (see paragraph C10.10.1).

C10.3.4. Screening Student Candidates. The SAO must develop a student-screening checklist including the items below, making adjustments to accommodate regional guidance. The SAO informs the host country of the required checks. When a country formally submits a student name, this constitutes certification that the required host country-conducted checks have been completed. U.S. Embassy personnel, including the human rights officer, regional security officer, Drug Enforcement Agency, consular section, and other offices as appropriate then thoroughly screen each student candidate. The checklist is completed and included with other documents related to each country nominee and maintained for 10 years. The SAO can issue the ITO ONLY AFTER the checklist is complete.

C10.3.4.1. Character. Students must be screened for records of human rights abuses, drug trafficking, corruption, criminal conduct, or other activities inconsistent with U.S. policy goals. If an individual's reputable character cannot be validated, the individual shall not be approved for training.

C10.3.4.2. Age. The minimum age for students receiving Security Assistance training is 18 years, or 17 years with parental consent.

C10.3.4.3. Security. Regardless of the level of classification of the training, in-country U.S. officials perform a security screening of each student prior to issuance of the ITO.

C10.3.4.4. Student Medical Screening. The SAO must receive a signed statement from a competent medical (including dental) authority stating that the international student has received a thorough physical examination within the three preceding months (including a chest X-ray and a screening for serologic evidence of Human Immunodeficiency Virus (HIV)) and that the student is free of communicable diseases. The foreign Government or a U.S. in-country authority must certify that the student is medically fit for military training and free of communicable diseases before leaving their country and prior to the SAO issuing the ITO.

Except for special situations noted below, medically certified students are exempt from medical examinations or any Implementing Agency urinalysis and blood screening programs before commencing training at U.S. training installations. Students may be tested medically as follows:

C10.3.4.4.1. At and by U.S. training installations when the associated physical examination is an established prerequisite for admission to training that involves exceptional physical activity or safety; e.g., flying, underwater, ranger, or airborne.

C10.3.4.4.2. At and by U.S. military training installations on an exception basis pending development of a particular testing capability, which does not exist in country. In these instances, the country pays for the cost of testing.

C10.3.4.4.3. Physical examinations in conjunction with sick call or hospitalization in order to diagnose a student's ailment.

C10.3.4.5. English Language Requirements. SAOs must screen students for the minimum English Comprehension Level (ECL) prescribed by the Implementing Agency for each course of instruction or for entry into the Defense Language Institute English Language Center (DLIELC). Test materials to determine the ECL of selected candidates for U.S. training are provided annually by DLIELC, together with instructions for administering the test. The minimum ECL requirement for each course is listed in the Military Articles and Services List (MASL). SAOs must also schedule Oral Proficiency Interviews (OPI) for students scheduled for flight and certain other training. These requirements are also in the MASL. See paragraph C10.3.5. for additional information.

C10.3.4.6. Course Prerequisites. SAOs must ensure students meet prerequisites for all scheduled training. The prerequisites are often included in the MASL.

C10.3.5. English Language Training (ELT). Training in U.S. military schools and installations is conducted in English, except for the U.S. Army's Western Hemisphere Institute for Security Cooperation (WHINSEC), selected courses at the U.S. Army Aviation and Aviation Logistics School, the U.S. Air Force's Inter-American Air Forces Academy (IAAFA), and most programs offered by the Naval Small Craft Instruction and Technical Training School (NAVSCIATTS). International students must be able to understand, speak, read, and write English at a level of proficiency that enables them to successfully complete training and for certain expanded IMET (E-IMET) programs.

C10.3.5.1. Responsibility for ELT. DLIELC is responsible for operational and technical control of the Defense English Language Program (DELP), which encompasses all DoD English language programs or courses conducted for U.S. personnel or international students under the IMET and FMS programs in the continental U.S. (CONUS) and outside the continental U.S. (OCONUS).

C10.3.5.2. Minimum English Comprehension Level (ECL). The foreign country is responsible for ensuring that students meet the Implementing Agency-determined minimum ECL for attendance at a particular course of instruction. Most courses require a minimum ECL of 70. Higher level Professional Military Education (PME) and management courses, or courses that are hazardous, require an 80 or higher ECL.

C10.3.5.2.1. Minimum ECL for FMS Students. There is no minimum cut-off score for entry into ELT at DLIELC for FMS students.

C10.3.5.2.2. Minimum ECL for IMET Students. 55 is the minimum ECL score for entry into general ELT at DLIELC. The Combatant Command and DSCA may grant a waiver to this requirement when justified by unusual circumstances. Countries permitted to attend DLIELC under the minimum ECL score are notified by DSCA (Programs Directorate) at the beginning of the fiscal year. SAOs assigned to exempt countries should encourage the country to develop an in-country ELT capability to achieve the minimum ECL score. Countries with small IMET programs or where it is not economically feasible to purchase ELT equipment and/or materials to reach the minimum ECL score should remain on the exemption list.

C10.3.5.3. Exemptions from ECL Testing Requirements. Certain countries whose students demonstrate an English speaking capability are exempt from ECL testing requirements. An annual review determines if the exemption should continue. DSCA (Programs Directorate), in coordination with DSCA (Strategy Directorate), confirms the exemption list each year by message. Students from exempt countries must continue to demonstrate successful English language performance during training or the exemption shall be withdrawn.

C10.3.5.4. Exemptions from In-Country ECL Screening. Certain countries whose students demonstrate an English speaking capability are exempt from in-country ECL screening. Students from exempt countries are ECL tested at the first training installation. An annual review determines if the exemption should continue. DSCA (Programs Directorate) confirms the exemption list each year by message. Students from exempt countries must continue to demonstrate successful English language performance during training or the exemption shall be withdrawn.

C10.3.5.5. Waiver to Course Minimum ECL Requirement. Requests for waivers to minimum course ECL prerequisites are made to the Implementing Agency.

C10.3.5.6. Test of English as a Foreign Language (TOEFL). SAOs are authorized to program the cost of the TOEFL under IMET when it is required for entrance into approved military undergraduate or graduate training programs. IMET does NOT fund the prospective students' travel cost to the testing site.

C10.3.5.7. Specialized English Training (SET). Attendance at SET is required when general ECL requirements have been met and the Implementing Agency determines (based on school house recommendation) that exceptional fluency or specialized vocabularies are essential to safety or effective participation in the course of instruction. The annotation "SR" (SET Required) or "SA" (SET Advised) appears in the ECL/SET REQ column of the MASL and on the country Standardized Training List (STL) for these courses.

C10.3.5.8. Foreign Countries' Responsibility for ELT (IMET-Only). With few exceptions, foreign countries are considered to possess the public and private school, commercial institution, or other resources needed to provide the necessary ELT to meet the ECL levels above. SAOs should encourage the host country to increase their ELT capability above the minimum 55 ECL requirement. Assistance may be provided under the IMET program by training of instructors at DLIELC, by providing English language Mobile Training Teams (MTTs) or Language Training Detachments (LTDs), or by providing appropriate ELT aids and

equipment. Details on DLIELC, MTTs, and LTDs are contained in DLIELC 1025.1-M reference (cb).

C10.3.5.9. Conduct of ELT by Other Than DLIELC. All IMET-funded ELT must be conducted by DLIELC. Other Security Assistance-sponsored ELT is also conducted by DLIELC unless unusual conditions warrant exceptional ELT arrangements under FMS funding. The Implementing Agency must submit a written waiver request to DSCA (Programs Directorate) prior to submission of the Letter of Offer and Acceptance (LOAs) or LOA Amendment to DSCA for countersignature. If DSCA grants a waiver, the waiver strictly applies to the scope of the proposed ELT program. LOA changes to increase student load or extend the duration of the ELT program require a revised request to DSCA. Waiver requests include the information contained in Table C10.T2.

Table C10.T2. Waiver Information - Conduct of English Language Training (ELT) by Other Than Defense Language Institute English Language Center (DLIELC)

Item	Waiver Information
1	Explanation of the unusual conditions that apply.
2	ELT information including location, description of training facilities, number of students, training objectives, duration of the ELT program, and estimated cost.
3	Written DLIELC position on the proposed ELT exception.
4	Statement that DLIELC coordinates and approves the ELT curriculum, teaching materials, and instructor qualification standards; monitors the ELT to ensure that DLIELC technical standards are being met; and performs a DLIELC certification every six months.
5	Statement that the LOA contains an appropriate line item for DLIELC to monitor and provide quality control of the proposed ELT.

C10.3.5.10. Direct Entry ECL Failure Forfeiture Charge. A forfeiture charge is imposed in all instances when direct entry students fail to achieve the prerequisite ECL on the CONUS course entry ECL test and when failure results in rescheduling or cancellation of direct entry training due to language deficiency. This policy applies to all direct entry students, including those from countries granted a waiver from the in-country screening ECL testing.

C10.3.5.11. English Language Equipment and Support Materials. Textbooks, testing materials, training aids, audiotapes, videotapes, and publications used to establish and/or support in-country ELT programs may be acquired under the IMET program or purchased through FMS procedures. IMET-acquired materials are transported by air shipment - a factor of 20% of the cost of the materials ordered is programmed for the transportation costs.

C10.3.6. Travel and Living Allowance (TLA). Table C10.T3. shows TLA rates for students receiving training under security cooperation programs.

Table C10.T3. Daily Supplemental Living Allowances for International Military Students Under Security Cooperation Programs

	Govt or Contracted Govt Quarters	Mess	Dependents Encouraged	Dependents Accompany Student	Living Allowance Rate	Remarks
1	Yes	No	No		Actual cost of lodging (not-to-exceed (NTE) maximum lodging authorized in the Joint Federal Travel Regulation (JFTR)) + JFTR local meal rate + $11 special International Military Student incidentals	
2	No	No	No		Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR local meal rate + $11 special International Military Student incidentals	A statement of non-availability or equivalent must be issued to the International Military Student and filed with voucher. International Military Student must show proof of rental agreement or lodging receipt.
3	Yes	Yes	No		Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR Government meal rate + $11 special International Military Student incidentals	
4	Yes	One or two meals are availabl e	No		Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR proportional meal rate + $11 special International Military Student incidentals	
5	Yes and free of charge	Yes and free of charge	No		$11 special International Military Student incidentals	
6	Yes and free of charge	Availabl e aboard ship	No		Government meal rate + $11 special International Military Student incidentals	
7	Yes but International Military Student chooses to live off base/post				$0	
8	No		Yes	Yes	Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR local meal rate + $11 special International Military Student incidentals	Availability of quarters is based upon the availability of Government family housing. International Military Student must show proof of rental

	Govt or Contracted Govt Quarters	Mess	Dependents Encouraged	Dependents Accompany Student	Living Allowance Rate	Remarks
						agreement and certify that dependents reside with International Military Student for at least 75% of the course duration.
9	Yes	No	Yes		Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR local meal rate + $11 special International Military Student incidentals	
10	Yes	Yes	Yes	Yes	Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR local meal rate + $11 special International Military Student incidentals	Availability of quarters is based upon the availability of Government family housing.
11	Yes	One or two meals are availabl e	Yes	Yes	Actual cost of lodging (NTE maximum lodging authorized in JFTR) + JFTR local meal rate + $11 special International Military Student incidentals	Availability of quarters is based upon the availability of Government family housing.
12	Bachelor Govt or Contracted Quarters are available but student chooses to reside off base/post		No	Yes	$0	
13	N/A	N/A			Actual cost of lodging (NTE maximum lodging authorized in JFTR) + meals in accordance with JFTR + applicable OCONUS incidentals.	When a student from one country is attending a regional Mobile Education and Training (MET) course in another country.

Additional Information for Table C10.T3
(1) Quarters available means that USG quarters or contracted Government quarters were either furnished or made available. For International Military Student currently attending training in the U.S. that elected to reside off-base/post under the old 1999 TLA policy, the student is authorized to continue to receive TLA at 1999 TLA policy rates until their current line of training is completed and the student has returned home. However, if the student is scheduled for follow-on training at a different training location, the TLA rates in this table ($0) apply at the new training location.
(2) Mess available means three meals per day are available in a USG mess, whether or not actually consumed.

Additional Information for Table C10.T3
(3) When TLA is authorized, the travel allowance rate includes the day of departure from home country to the day of arrival at, and day of departure from, each training installation, and the day of arrival at home country. TLA rates, while the International Military Student is on travel status including unscheduled delays, are based on rates equal to those in the JFTR for U.S. personnel. In most cases, the student does not receive their first TLA payment until they have been in CONUS for 2 weeks; therefore, the SAO is encouraged to advance student sufficient funds in U.S. dollars to meet all expenses while the student is enroute to include 2 weeks advance TLA. Any such advances shall be annotated in the special conditions block of the ITO to prevent duplicate payment of entitlements at CONUS training activities.
(4) When the International Military Student is scheduled to attend training for 5 weeks or less, the SAO is authorized to purchase roundtrip transportation and to pay the student total authorized living allowance entitlements at the time of departure. Government Transportation Request number (GTR #) and amounts paid for transportation and living allowances are annotated in the special conditions block of the ITO to prevent duplicate payment of entitlements.
(5) If the duration of training at the last training installation is 2 weeks or less, and/or the last training installation has no means of paying the International Military Student, the IMSO at the next-to-last training installation arranges for advance payment of travel and living allowance for that period of time to the day of arrival at the next follow-on training installation or country. Except for periods of leave, the student ITO is endorsed in the Special Conditions Block to identify the period of time for which advanced living and travel allowances were made.
(6) If it is determined that an International Military Student who has departed the CONUS or overseas training activity was overpaid in CONUS or at the overseas activity, no attempt is made to collect the overpayment from the student. The Implementing Agency determines whether a funding adjustment via the security cooperation training program is necessary.
(7) The International Military Student is encouraged by the Department of Defense to bring dependents ONLY to the following courses: Air Command and Staff College Air War College Armed Forces Staff College Army War College Army Command and General Staff College at Fort Leavenworth and at the Western Hemisphere Institute for Security Cooperation (WHINSEC) Graduate Programs at Naval Postgraduate School Graduate Programs at the Air Force Institute of Technology The Inter-American Defense College National Defense University Naval Command College Naval Staff College Sergeants Major Academy Squadron Officer School United States Marine Corps (USMC) Command and Staff College USMC Expeditionary Warfare School USMC School of Advanced Warfighting An International Military Student scheduled to attend any of the above courses may also bring dependents to prerequisite courses, follow-on courses, and authorized leave periods. Students are not encouraged to bring dependents to any other courses. The “with dependent” TLA rate is intended/authorized when the dependents reside with student for the majority (75%) of the course duration. The “with dependent” TLA rate is not intended/ authorized for students with dependents who come only for periodic visits.
(8) Accompanied students living off post/base attending courses where dependents are encouraged by the Department of Defense (see note (7) above) may draw a living allowance advance upon arrival in CONUS of an amount not to exceed 10 percent of their total maximum living allowance authorized at a particular location. The student living allowance drawn during the period of training is adjusted to ensure that the amount of the advance is fully recovered before the student completes training at that location.
(9) When an International Military Student is authorized the “with dependent” TLA rate and is subsequently hospitalized, the “with dependent” TLA rate shall continue to be paid.

Additional Information for Table C10.T3
(10) TLA is not authorized for leave periods before or following completion/termination of training. Leave with living allowance may be granted during periods of class breaks, authorized holidays, and between consecutive courses.
(11) Guest instructors assigned to WHINSEC, IAAFA or NAVSCIATTS are paid a living allowance based upon the installation's Government quarters or Government contracted quarters rates by grade and a standard subsistence allowance regardless of rank. Guest instructors' allowances are paid out of the military Service's Operations and Maintenance account, not security assistance training programs.
(12) When an IMS is authorized TLA and is concurrently TDY, the IMS will be reimbursed for travel and per diem (lodging, subsistence, and incidentals) in accordance with the JFTR rate for the TDY location plus the TLA authorized at the training location.

C10.3.7. Training Tuition Rates. FAA, section 644 (reference (b)) and AECA, section 21 (reference (c)) establish the legal basis for a multi-tier pricing structure for training provided under the U.S. security assistance authorities. DoD 7000.14-R (reference (o)), Volume 15, Chapter 7 addresses training rates and pricing procedures. When a case is fully funded with MAP funds and/or FMS Credit (Non-repayable), the FMS rate is adjusted to exclude military pay and entitlements in accordance with FAA section 503(a). Countries and organizations are eligible for a specific rate as follows:

C10.3.7.1. FMS Full Rate. Countries and organizations purchasing training via an FMS case and not eligible for one of the FMS pricing categories listed below are charged the FMS Full Rate.

C10.3.7.2. FMS NATO Rate. Countries with a ratified reciprocal pricing agreement with the USG purchasing training via an FMS case are charged the FMS NATO rate. Table C10.T4. lists the countries and effective dates of the reciprocal agreements. Note that some of these countries are also eligible for the FMS Incremental Rate.

Table C10.T4. Reciprocal Agreement Participants

Country	Effective Date
NATO Standardization	
Belgium	December 1984
Canada	December 1984
Czech Republic	December 1999
Denmark	May 1985
France	March 1985
Germany	January 1985
Greece	December 1984
Hungary	January 2001
Italy	February 1985
Luxembourg	December 1984
Netherlands	December 1984

Country	Effective Date
NATO Standardization	
Norway	February 1985
Portugal	March 1985
Spain	January 1986
Turkey	May 1985
United Kingdom	December 1984
Other Reciprocal Training Agreements	
Australia	December 1981
Israel	June 1988
Japan	January 1986
New Zealand	April 1982

C10.3.7.3. FMS Incremental Rate. Countries currently in receipt of IMET or designated as a high-income foreign country in accordance with the FAA, Section 546(b) (Austria, Finland, the Republic of Korea, Singapore, and Spain) and purchasing training via an FMS case are eligible for the FMS Incremental Rate. DSCA (Business Operations Directorate) maintains the DSCA IMET Allocation Database System (DIADS) that identifies countries currently receiving IMET. Refer questions on a country's IMET status to the DSCA (Business Operations Directorate).

C10.3.7.4. IMET Rate. Training financed by the IMET appropriation is priced at the IMET rate.

C10.4. PLANNING FOR INTERNATIONAL TRAINING

C10.4.1. Combined Education and Training Program Plan. SAOs in coordination with host country counterparts develop a Combined Education and Training Program Plan. This plan covers the budget year and planning year, and consolidates host country training needs from a joint perspective. The plan considers all funding sources (e.g., FMS, Foreign Military Financing (FMF), IMET, International Narcotics Control and Law Enforcement (INCLE), Regional Defense Counter-Terrorism Fellowship Program and all potential training sources (e.g., indigenous, third country, commercial, and United States). The Combined Education and Training Program Plan is part of the SAO input to the budget process (e.g., Mission Performance Plan (MPP), Theater Security Cooperation Plan (TSCP)). Figure C10.F1. contains preparation guidance for the Combined Education and Training Program Plan.

C10.4.1.1. Budget Year Priority Code Assignment. SAOs assign Priority Code "A" for their budget year program. In addition, SAOs assign Priority Code "D" to other valid training requirements taking place after the third quarter in excess of the budget level. This value should not exceed ten percent of the budget level. Code "D" is defined as training that is consistent with IMET policies and objectives, Implementing Agencies can accommodate, and host country can provide qualified candidates if funds become available. At the annual Training Program Management Review (TPMR), all Priority Code "D" in the current year IMET program should either be deleted, or changed to "B" to be considered for end-of-year reallocation of IMET funds.

C10.4.1.2. Training Analysis Code Assignment. Table C10.T5. shows the training analysis codes and their definitions. This table also shows the standardized Worksheet Control Number (WCN) assignment, based on the training analysis code of the "main" training line that is assigned to each IMET training sequence (i.e., training programmed for the same student). Training analysis codes are assigned to each training line by the Military Departments (MILDEPs) and are used to analyze a country's training program, a specific Combatant Command, or the entire IMET program. The composition of a country's IMET program should clearly demonstrate a linkage to country and U.S. policy considerations. This program breakout is shown in "Part 2 – Security Assistance (IMET & FMS) Training Program Appendices" of the annual Combined Education and Training Program Plan (Figure C10.F1.).

Figure C10.F1. Combined Education and Training Program Plan

COMBINED EDUCATION & TRAINING PROGRAM PLAN

(Must Be Unclassified Document)

(Country)

UPDATED (Date)

PART ONE - GENERAL INFORMATION

1. COUNTRY BACKGROUND. Use Country Team resources to provide pithy statements that affect the combined education and training relationship with the United States addressing the following:

a. **Government** (Type/Branches/Legal System)

b. **People** (Population/ Ethnic Groups/Religion/Gross National Income)

c. **Military** (Branches/Military Expenditures in U.S. Dollars/Military Expenditures as a Percent of Gross Domestic Product)

d. **Issues** (Transnational/Economic/Environmental/Health)

2. COMBINED EDUCATION AND TRAINING PROGRAM OBJECTIVES

a. **Specific U.S. Program Objectives.** U.S. training program objectives should support objectives articulated in the Mission Performance Plan (MPP), Theater Security Cooperation Plan (TSCP) and in the DoD Security Cooperation Guidance (SCG). While the TSCP provides a seven-year focus and the SCG is limited to five years, training objectives should be near-term (two years) and be unclassified.

b. Host Country Objectives

c. **Significant Accomplishments Toward Meeting These Objectives.** Provide tangible examples of how individuals applied Security Assistance training to achieve program objectives.

d. **Future Objectives and Program Requirements.** This paragraph should address U.S. and host country out-year objectives with regards to Security Assistance training program requirements. Data (e.g., IMET, FMF, FMS) must closely match the inputs developed by the U.S. Country Team for the MPP and data found in the TSCP.

3. PROGRAM PLANNING AND IMPLEMENTATION

a. **Program Development.** This should include a brief description of the training planning process, highlighting host country and SAO roles, problems (if any), and plans for improvement. The objective is to demonstrate an orderly process in the shaping of a training program that is in the U.S. interest and supportive of MPP, TSCP and SCG.

b. **Explanation of Host Country Capabilities and Third Country-Provided Training.** What are they and how do they affect/complement this Security Assistance training program?

c. **Evaluation of Prior Year Program Successes and/or Failures.** How do they affect current program planning? This evaluation should address four specific areas shown below.

1) How effectively does the host country employ the skills and training of returning Security Assistance training graduates?

Figure C10.F1. Combined Education and Training Program Plan (continued)

2) How has training under the combined education and training program enhanced the professionalism or improved the capabilities of the host country?

3) How has the combined education and training program, particularly the Expanded IMET program, contributed to effective defense resource management, concepts of civilian control of the military, and respect for internationally recognized human rights?

4) Give anecdotal examples of how the combined education and training program has furthered U.S. access, interests, or objectives during the past year. Do not carry forward examples from last year. These examples are often quoted in support of Security Assistance training. Effort expended throughout the year to capture anecdotal examples is offset by the value of such examples to promote combined education and training program effectiveness.

d. Brief explanation of what is being done to build on successes and correct/improve upon failures.

4. UNIQUE U.S. SERVICE SPECIFIC TRAINING REQUIREMENTS

Information that specifically elaborates on Service training programs not available in STLs, or elaborates on high-visibility training requirements, or supports major equipment acquisitions.

d. U.S. Army

e. U.S. Navy

f. U.S Marine Corps

g. U.S. Coast Guard

h. **U.S. Air Force**

SAO POINT OF CONTACT: **COUNTRY TEAM REVIEW BY:**

Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX A: PROGRAM ADMINISTRATION

This is an update of annually recurring administrative requirements and precludes submitting this information at different times throughout the year.

1. **Budget Year (insert fiscal year) Holidays for International Students (two in addition to U.S. holidays).** Two holidays students should receive while in CONUS training, in addition to U.S. holidays. The two-holiday limit will be strictly adhered to. Current year holidays will not be automatically carried over; therefore, failure to specify holidays can cause students to lose these additional days. Report occasion and date of holiday.

2. **IMET Travel and Living Allowance (TLA) Factors for the Budget Year (insert fiscal year).** IMET cost-sharing factors. Provide the following TLA information for all services.

a. Transportation agreement with country (select one):

- USG pays all transportation
- Country pays all transportation
- Country pays round trip to specific CONUS city; USG pays remainder (Specify city)
- Country pays round trip to port-of-entry and from port-of-debarkation; USG pays CONUS transportation
- Country pays round trip to first training site and from last training site; USG pays between training sites
- Other (Explain)

b. Living allowance agreement with country (select one):

- USG pays all living allowance
- Country pays all living allowance
- Other (Explain)

c. Number of travel days required to reach U.S. port-of-entry

d. Port-of-departure/entry to/from country and servicing airport

e. Normal U.S. port-of-entry

f. Special factors (e.g., Rest Over Night (RON) with location)

g. Average cost of airfare (round trip ticket) per student for current year (insert fiscal year)

h. Average cost of excess baggage per student for current year (insert fiscal year)

i. Are dependents allowed to accompany students to schools where they are encouraged to accompany the student by DoD?

3. **Student Vetting Process.** A two to three sentence explanation of the vetting process used by the country team vetting process for candidates scheduled to attend CONUS training and to screen individuals/units scheduled to attend in-country training (MTTs and METs).

4. **Medical Screening & Coverage for Dependent Medical Care.** A short explanation of the medical screening process for students and dependents, and the financial arrangements for dependent medical care for dependents who accompany or join the student during CONUS training.

Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX B: ENGLISH LANGUAGE TRAINING

1. In-Country English training Program Overview. Provide a brief explanation of the country's English language program. Program information should include:

a. Status of existing language labs, including plans to upgrade those labs and plans to acquire additional labs. SAOs should provide the current message address, mailing address, SAO phone number, SAO fax number, and "ship to" address for language labs, books and publications. All Level III IMET funded labs require a waiver.

b. Plans to acquire English language software.

c. English language instructor training requirements.

d. Unique or special problems for students who train at DLIELC.

2. **English Language Testing and Training Waivers.** If current status requires a change, provide your recommendation and justification for the country's proper English language waiver category, (e.g., waived from all testing, waived from in-country testing, waived from the 55 minimum ECL to train at DLIELC).

3. Country Shipping Information For English Language Labs and Materials.

a. Point of Contact in SAO; name; phone number, fax number, and email address.

b. Exact “Shipping Address” for labs and materials (not a mailing address). For example:

SHIP TO:	**Embassy of the United Sates of America**
	1234 South Downtown Blvd
	Lome, Togo
MARK FOR:	**Political Officer, American Embassy Lome, Togo**

Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX C: SENIOR AND MID-LEVEL PME SUMMARY

a. Mid-Level and Senior Level PME Requirements. Show firm mid and senior level invitational PME requirements for the Budget Year (upcoming fiscal year) and estimated requirements for the Planning Year (two fiscal years ahead and one additional year). For example, the Budget year in FY00 would be FY01, and the Planning Year would be FY02. The additional planning year would be FY03. Projections beyond the Budget Year should agree with the TSCP. Include exchange agreement quotas. Indicate negative requirements.

SCHOOL	Budget Year	Planning Year	Next Planning Year
National Defense University (Indicate NWC or ICAF below)	////////////// //////////	///////////////// //////////	///////////////// //////////
National War College (NWC)			
Industrial College of the Armed Forces (ICAF)			
Army War College			
Naval Command College			
Air War College			
Army Command & General Staff College			
Naval Staff College 5 ½ month course			
Naval Staff College 10 month course			
Air Command & Staff College			
Marine Corps Command & Staff College			
Sergeants Major Academy			
Marine Corps Expeditionary Warfare Course			

b. **Justification:** Provide a five to six sentence justification to help the Combatant Command and applicable service component develop a priority list for PME quotas for the Budget Year. Requests for NDU must specify either the National War College (NWC) or Industrial College of the Armed Forces (ICAF) option, and civilian or military option.

c. **PME Exchanges:** State which, if any, of the above requirements will be handled as "PME Exchanges." If none then simply state: "NA."

Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX D: POSITIONS OF PROMINENCE

Positions of Prominence data is updated annually in accordance with Chapter 10 of the SAMM. Emphasis should be placed on U.S. Country Team identification of host country positions of prominence and subsequent reporting of those current incumbents having received Security Assistance training. Less effort should be expended on reporting on the status of former incumbents of positions of prominence that received Security Assistance training. Data should be formatted in the following order:

1) Country
2) Name (last, first, middle initial)
3) Grade
4) U.S. equivalent grade
5) Prominent positions held (to include all previous positions of prominence)
6) Current position
7) Academic degree (if appropriate)
8) Specific training completed (course, place of training, rank, year(s) attended, and source of funding)
9) How the position was obtained (election, appointment, or other)

POSITIONS OF PROMINENCE FORMAT

No	Country	Name	Grade/ Rank	U.S. Equivalent Grade/ Rank	Prominent Positions Held	Current Position	Academic Degree	U.S. Training	How Obtained
1	Bandaria	Jones, Joe	Brig Gen	Brig Gen	Defense Attaché	Commander, Infantry Brigade	Masters in Public Admin.	Army CGSC, Ft Leavenworth, KS, 1985-86	Appointed
2	Bandaria	Abdullah, Mohamed	Foreign Minister	Foreign Minister	Assistant Secretary of Justice	Foreign Minister	Law Degree	Military Justice Seminar, Washington, DC, 1992	Appointed
3	Bandaria	Smith, Peter	Civilian	Civilian	Secretary of Commerce	President, National Bank	Masters in Business & Finance	Resource Management, Monterey, CA, 1994	Appointed

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Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX E: IMET POLICY WAIVERS

All IMET-funded policy waivers requiring approval by the Combatant Command and concurrence/approval by DSCA must be included in this plan. The format for requesting a policy waiver is shown below. Adjudication of waiver requests will take place during the TPMR.

IMET WAIVER REQUEST FORMAT

MEMORANDUM FOR DEFENSE SECURITY COOPERATION AGENCY [Insert Regional Directorate]

SUBJECT: Request for IMET Training Waiver

THROUGH: [Insert Combatant Command]

In accordance with Chapter 10, DoD 5105.38-M, request approval for the use of IMET funds for the following training:

Country: _____ MILDEP Program: _____

Type of Waiver: [Insert the specific waiver being requested; such as, Mobile Training Team, High Cost Flight Training, etc.]

Requested Training: [Insert a precise description of the training; such as, a mobile training team to instruct on requisition preparation and receipt, storage, and issue of supplies; 2 weeks duration; one enlisted member, grade E-7 or E-8.]

Title of Course: _____
MASL ID: _____

Quantity: _____	Program Year: _____	Unit Cost: _____
Duration: _____	WCN: _____	TLA: _____
Avail Qtr: _____	Priority Code: _____	Other Costs*:_____
		Total Cost: _____

*Other authorized costs associated with MTTs. [Insert details and justification of the costs.]

Justification: [Insert a detailed justification, to show why IMET funds must be used. Justification should answer the following questions --]

1. Requirements: [Why is training needed? What capability does it develop? What is the urgency in providing this training?]
2. Objective: [What IMET objective(s) does this training achieve (see Combined Education and Training Program Plan)? What alternatives to this training have been examined to include cost and availability?]
3. Capability: [Does this training capability exist in country? If not, what steps are being taken to develop this capability?]
4. Quantity: [Total number of personnel requiring training in this field? How many have been trained? Considering attrition factor, how long does it take to meet host country objectives?]
5. Impact: [What is the impact if training is not approved?]
6. Funding Rationale: [Rationale for IMET funding? Why should FMS funds not be used? Why should any allocated FMF funds not be used?]
7. Political/Military: [What political or military significance, if any, is attached to this training?]
8. Benefits to the United States: [What benefits, tangible or intangible, are accrued to the United States by providing this training?]

SAO Chief's Approval:_____ Date: _____
Combatant Command Approval: _____ Date: _____
DSCA Approval:_____ Date: _____

Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX F: DISTINGUISHED VISITOR ORIENTATION TOUR (DVOT) & REGULAR ORIENTATION TOUR (OT) REQUESTS

All DVOT and regular OT are implemented by the National Defense University (NDU). OTs are not "Off the Shelf" products; they are tailored to specific country needs and require close attention by the SAO, to ensure the NDU plans and implements a tour that meets the objectives. This is the format to provide NDU with the basic information it needs to plan the DVOT/OT.

DISTINGUISHED VISITOR ORIENTATION TOUR (DVOT) & ORIENTATION TOUR (OT) WORKSHEET FORMAT

a. COUNTRY:

b. FY:

c. WCN:

d. Type of Tour: (State IMET or FMS, regular OT or DVOT tour, and area(s) of interest to be covered by the tour; for example, operations, maintenance, engineering, education, flight training, technical, staff, command, professional, etc.)

e. Objectives: (State in specific terms, the objectives to be achieved as a result of the tour. Be specific to the point that commanders, civilian employees, briefing and training installation personnel, and other MILDEP personnel not normally associated with Security Assistance activities can assist in the achievement of tour objectives.)

f. Proposed Starting Date:

g. Alternate Starting Date:

h. Tour Itinerary: (Suggest an itinerary in terms of visits to specific DoD units or training installations. Itinerary suggestions should include recommended number of days at each location, not to exceed two working days per location.)

i. Level. (For each itinerary location provide the level at which tour personnel should be oriented in terms of flight, squadron, group battalion, division, major command, or similar identification.)

j. Scope. (Provide an indication as to how much detail should be given to participants. Information in this portion of the format must correlate with the objectives, length of stay at each location, and level of tour. If it is desired that participants be familiarized with specific DoD procedures and techniques on an observer basis, type of detail should be included under this heading.)

NOTE: Provide information requested in paragraph k. thru m. below, as available.

k. Names of Participants: (Name, rank (U.S. equivalent), and date/place of birth of each participant. Underline surname of each person.)

l. Assignment: (Provide a brief synopsis of current or planned assignment, if applicable to the purpose of the tour, of each individual. Compare it to similar positions in the U.S. military.)

m. Individual characteristics: (Enter the customs of dress, language, religion, eating and drinking habits, and general demeanor of each participant.)

n. English capability: (Indicate ECL for each individual.)

o. Informational Program (IP) Projects: (Describe any particular aspects of the IP to be accomplished, listed in order of preference.)

p. Publicity: (To preclude embarrassment for the USG, the MILDEP, or the country concerned, include a brief statement regarding publicity which could be useful to achieve the tour objective.)

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Figure C10.F1. Combined Education and Training Program Plan (continued)

PART TWO – SECURITY ASSISTANCE (IMET & FMS) TRAINING PROGRAM APPENDICES

APPENDIX G: SECURITY ASSISTANCE TRAINING TEAM (MTT, ETSS, etc.) REQUESTS

Since most Security Assistance teams are Mobile Training Teams (MTTs) this format refers to MTTs. The format is the same for any exportable, in-country team request. MTTs are tailored, in-country training teams, designed to achieve a specific training objective identified by the SAO and the host country. This format shows the basic information U.S. MILDEPs need to help plan a Mobile Training Team (MTT).

MOBILE TRAINING TEAMS (MTT) CALL UP FORMAT

a. MTT identification. (See paragraph 13-11, JSAT).
b. Team composition. (Indicate by quantity, rank, MOS/specialty code, and title of each team member.)
c. ecurity Clearance. (Indicate type of security clearance required for the mission.)
d. Duration. (Indicate the duration of the mission in weeks.)
e. Team restrictions. (Reflect any required limitations or exclusions on the type of personnel, uniforms equipment, or methods of instruction.)
f. Mission. (Provide, in detail, the scope of instruction the team is to conduct.)
g. Training goal. (Include a statement of the results the effort is expected to achieve.)
h. Personnel to be trained. (Indicate the technical qualifications of foreign military trainees, to include educational level, and number of students, by officers, enlisted personnel, and civilians.)
i. Summary of host country capabilities.
j. Equipment on which training is to be conducted and availability. (The equipment list must be detailed enough for the furnishing agency to identify it by make, model or type.)
k. Availability of tools and ancillary equipment. (List tools required for the mission.)
l. Availability of training aids. (List training aids required for the mission.)
m. Interpreter support.
n. Training locations. (If there is more than one training location, indicate distance between locations, time requirements for travel to be performed, and modes of anticipated transportation.)
o. Desired in-country arrival date. (Indicate the desired arrival date in the foreign country.)
p. Type quarters available. (Indicate whether the foreign government provides quarters.)
q. Uniform and clothing. (Describe requirements for both on- and off-duty uniforms and civilian clothing.)
r. In-country transportation. (Indicate the means of in-country transportation to be provided to and from quarters, training locations, and dining facilities. Specify rental car authorization, if any)
s. Facilities. (Indicate the availability of medical, dental, shopping, and laundry facilities.)
t. Confirmation of country team approval.
u. Additional Information.
   - Identify any important data requiring more emphasis or information useful in selecting and preparing the team.
   - Include, if applicable, information on sensitive areas, subjects to avoid, taboos, and personalities involved.
   - Indicate which type passport is required (diplomatic, official, or tourist) and if a visa is required.
v. SAO point of contact. (Indicate the name, grade, DSN and commercial telephone numbers, email address, message address, and mailing addresses for the SAO.)

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Figure C10.F1. Combined Education and Training Program Plan (continued)

PART THREE – OTHER TRAINING PROGRAM APPENDICES

Below is a list of "Other Training Programs" extracted from the SAMM Chapter 10, section C10.7. SAOs should report on these programs as directed by the parent Combatant Command.

For each program provide a succinct statement (three to five sentences) that describes the overall scope of country participation in the program, objectives for this participation, and pertinent information that will facilitate country and training agency program planning and implementation.

Combatant Commands should modify this list to meet their needs. If any of the below programs are not being used or planned in the host country indicate: Not Applicable - NA

A. CounterTerrorism Fellowship Program (CTFP)
B. African Contingency Operations Training and Assistance (ACOTA)
C. Aviation Leadership Program (ALP)
D. Bilateral or Regional Cooperation Programs
E. Combatant Command Initiative Funds
F. Disaster Response (Humanitarian Assistance (HA))
G. Drawdowns of Training
H. Enhanced International Peacekeeping Capabilities (EIPC)
I. Exchanges
J. International Narcotics Control and Law Enforcement (INCLE)
K. Joint Combined Exchange Training (JCET)
L. Mine Action
- Regional Centers for Security Studies
- CENTCOM: Near East South Asia Center for Strategic Studies (NESA) & Africa Center for Strategic Studies (ACSS)
- EUCOM: George C. Marshall Center for Strategic Studies & Africa Center for Strategic Studies (ACSS)
- PACOM: Asia-Pacific Center for Security Studies (APCSS)
- SOUTHCOM: Center for Hemispheric Defense Studies (CHDS)

M. Section 1004 - Counter-Drug Training Support (CDTS)
N. Service Academy Programs
O. U.S. Coast Guard Academy Foreign Cadet Program
P. U.S. Coast Guard Caribbean Support Tender (CST)
Q. President's Emergency Plan For Aids Relief (PEPFAR)

Figure C10.F1. Combined Education and Training Program Plan (continued)

SAMPLE APPENDIX

PART THREE – OTHER TRAINING PROGRAM APPENDICES

APPENDIX A. COUNTERTERRORISM FELLOWSHIP PROGRAM (CTFP)

1. Provide a brief description of specific country needs for counterterrorism training and the country team program objectives for the CTFP. How does the country support the U.S. war on terrorism?

2. Describe the terrorist threat to the country and/or region, the country's willingness to participate in combined counterterrorism efforts, ability to leverage other existing or planned Defense security cooperation programs, and country needs and requirements (i.e., how does country environment fit SECDEF's criteria for this program?)

3. What are the primary in-country organizations responsible for the country's counterterrorism effort (describe all that apply; military, police, interior, border guards, etc)? Which of these organizations has primary responsibility for the country's counterterrorism effort?

4. What are the country agencies/groups that are being proposed for CTFP participation? If funding guidance has not been provided what is the country team recommended funding level to support proposed training activities?

5. What third country counterterrorism support is being provided to the host country? How would these programs complement CFTP or vice versa?

6. What training that is currently not available or advertised does the country need?

7. Is the country team and host country willing to support in-country training on a regional basis (similar to IMET-sponsored regional Mobile Education Teams)? What in-country training will be requested in this plan?

8. These are the primary CONUS school courses available under the CTFP. Which ones and how many quotas does the country need?

School	Budget Year	Planning Year
National Defense University School for National Security Executive Education		
CCMR Civil-Military Responses to Terrorism		
NPGS Special Operations Defense Analysis Masters Degree		
Others (as the SAO believes necessary)		
Others (as the SAO believes necessary)		

Provide a brief (4-5 sentence) justification for the training being requested (Be specific. Do not use generic 'boiler plate').

9. The CTFP STL dated (insert date here) supports this plan. Is there any desired training that is not shown on the CTFP STL? If not, why not? Provide a short justification for any desired training NOT on the CTFP STL.

Table C10.T5. Training Analysis Codes and Worksheet Control Numbers (WCN)

Training Category	Training Analysis Code and Description	WCN
Professional Military Education	AA – PME Senior Level AB – PME Mid Level AC – PME Basic Level AD – NCO Senior Level AE – NCO Mid Level AF – NCO Basic Level	1000-1999
Officer Management Related Training	BA – Defense Management BB – Intelligence/Electronic Warfare BC – Police/Security BD – Communications-Electronics Management BE – Logistics Management BF – Engineering Management BG – Personnel/Manpower/Analysis BH – Administration BI – Maintenance Management BK – Finance/Accounting BL – Other Management	2000-2999
Officer Postgraduate and Degree Related Training	CA - Postgraduate/Degree	3000-3999
Undergraduate Pilot Training (UPT) and Other Flight Training	DA – UPT/Flight High Cost	4000-4999
	DB – Other Flight	5000-5999
Technical Operations, Maintenance, Medical and Enlisted Training	EA – Aviation Non-Flight EB – Aviation Maintenance EC – Technical/Maintenance ED – Operations EE – Missile EF – Communications-Electronics EG – Computer/ADP-Enlisted EI – Police/Security-Enlisted EJ – Administration-Enlisted EK – Mgt Related-Enlisted EL – Instructor EM – Medical EN – Damage Control EO – Contractor EP – English Language Prerequisite EQ – English Language Administration ER – Other Language Training (non-English) ES – Country Liaison/Exchange ET – Interpreters CONUS EU – Other non-Management/Enlisted EV – Unidentified CONUS Training	6000-6999
Orientation Tours	FA – Orientation Tour-Distinguished Visitor FB – Orientation Tour-Non Distinguished Visitor FC – Orientation Tour-Other	
OCONUS Training	GA – PME HA – Management IA – Flight IB – Technical/Maintenance IC – Operations ID – Medical	GA/HA/IA-IF = 9000-9999

Training Category	Training Analysis Code and Description	WCN
	IE – Correspondence Course IF – Orientation Tours JA – Other JB – Unidentified OCONUS	
Mobile Training Teams and Field Training Services	KA – MTT-PME KB – MTT-Management/General KC – MTT-Intelligence/Electronic Warfare KD – MTT – Medical KE – MTT-Police/Security KF – MTT-Communications-Electronic Management BT KG – MTT-Logistics Management KH – MTT-Engineering KI – MTT-Personnel/Manpower/Analysis KJ – MTT-Administration KK – MTT-Maintenance Management KL – MTT-English Language KM – MTT-Instructor/MOI KN – MTT-Aviation KO – MTT-Combat Operations KP – MTT-Non-Combat Operations KQ – MTT-Maintenance/Repair KR – MTT-Missile KS – MTT-Communications-Electronics KT – MTT-Ship Transfer/Training KU – MTT-Other KV – MTT-Survey KW – MTT-Excess Baggage KX – MTT-Training Aids KY – MTT-Language Laboratory Installation KZ – MTT-Supply Technician K1 – MTT-Weapons/Munitions/Arms K9 – MTT-Miscellaneous/Unidentified LA – FTS-Aircraft Engine/Airframe LB – FTS-Communications-Electronics LC – FTS-Radar Systems LD – FTS-Armament LE – FTS-Maintenance LF – FTS-Training Aids/Devices LG – FTS-English Language LH – FTS-Missile LI – FTS-Other LZ – FTS-Miscellaneous/Unidentified	
Support	MA – Training Exercises MB – Escort Officer MC – Supplies/Materiels MD – Facilities/Rehabilitation ME – Services MF – Medical Costs-CONUS MG – Medical Costs-Overseas MH – Instructor Material MI – Other NA – Extraordinary Expenses NB – Training U.S. MAP Personnel NC – Training Support SAO/Command	

Training Category	Training Analysis Code and Description	WCN
	ND – Training Support DoS OA – English Language Labs OB – English Language Labs Spares OC – English Language Labs Support Equipment OD – English Language Labs Books/Tapes/Publications OE – English Language Labs Packaging, Crating, Handling and Transportation (PCH&T) OF – Other Training Aids OG – Army Books/Tapes/Publications OH – Navy Books/Tapes/Publications OI – Air Force Books/Tapes/Publications OJ – USA PCH&T OK – USN PCH&T OL – USAF PCH&T	

C10.4.1.3. Cross-Service Training, Sequence, or Prerequisite Training. A course of instruction may be preceded by prerequisite courses and/or followed by additional courses without the student returning to his or her home country between courses. When a student from one foreign military service is selected for training exclusively within schools of another U.S. military service, such training is requested in the program of, and administered by, the MILDEP providing the training. When a student is selected for training involving courses of more than one DoD Component, the Implementing Agency is the DoD Component providing the majority of the training. When determining the Implementing Agency, use the number of weeks of training vice the number of courses (ELT excluded).

C10.4.2. Training Program Management Reviews (TPMRs). Each Combatant Command hosts an annual TPMR to address training requirements for assigned countries within its area of responsibility.

C10.4.2.1. Agenda. The TPMR reviews and coordinates the Combined Education and Training Program Plan, finalizes the budget year training program for each country, discusses training policy, program, and planning issues, provides specialized instruction for SAOs as needed, and reviews international training programs other than FMS and IMET (e.g., Regional Defense Counter-Terrorism Fellowship Training). The agenda includes a plenary session with presentations by the Combatant Command, selected SAOs, MILDEPs, DSCA, and DoS as appropriate. The TPMR focuses on planning and policy issues and the review of SAO requests for exceptions to policy, PME, and E-IMET requirements. The agenda also includes a programmatic session consisting principally of MILDEP panels performing a detailed review of country training program data. In addition, Combatant Commands use the TPMR as a forum to obtain IMET end-of-year review input from the SAOs. The Combatant Command coordinates the agenda with DSCA and the MILDEPs at least 60 days prior to the TPMR.

C10.4.2.2. TPMR Attendance. SAO attendance is normally limited to one representative per country. Foreign service national attendance is authorized when the Combatant Command determines that attendance is critical to the presentation and review of the program. MILDEP headquarters personnel responsible for MILDEP-unique training policy and field-level personnel who work management and execution of these programs are encouraged to attend.

C10.4.3. Training Request Submission. SAOs submit initial budget year requirements in accordance with the Military Assistance Budget Process outlined in Chapter 1, subparagraph C1.3.4.1. Final current year program changes to IMET program requirements must be submitted by SAOs to Implementing Agencies in proper program change format no later than July 5th and be forwarded by Implementing Agencies to arrive in DSCA not later than July 15th in order to be considered during the end-of-year closeout of that program on September 30th. SAO program changes must arrive at the appropriate Implementing Agencies no later than Monday of the week before July 15th. Only changes justified as an urgent requirement are considered after the July 15th cutoff date. These must be approved by DSCA prior to submission and approval is contingent upon sufficient time remaining to process the change and obligate funds by the end of the fiscal year.

C10.5. TRAINING UNDER THE FOREIGN MILITARY SALES (FMS) PROGRAM

Foreign Governments may purchase training under the FMS program using their own national funds or FMF monies. Training sales are in conjunction with sales of major equipment, in support of annual FMS training requirements, or to support follow-on equipment sales.

C10.5.1. FMS Training Case Process. An LOA is used to provide training to foreign purchasers under the FMS program. See Chapters 5 and 6 for detailed information on preparing and managing FMS cases. A separate training case may be used if the purchaser prefers, or a separate line(s) may be included on a larger program case. Blanket order training cases are used for annual and follow-on FMS training requirements.

C10.5.2. Pricing for FMS Training. DoD 7000.14-R (reference (o)), Volume 15, Chapter 7 provides detailed information on pricing training provided under the FMS program. Pricing depends on whether a country is using its own national funds or FMF funds, is a North Atlantic Treaty Organization (NATO) member, or is an IMET recipient and therefore entitled to FMS incremental pricing. Only additional costs incurred by the USG in providing training are charged to high-income countries or purchasers receiving assistance as specified in the FAA, Part II, Chapter 5 (reference (b)). All other purchasers pay the full cost of training. Reciprocal agreements cover pricing for NATO countries. For billing purposes, training is “performed” on the date that the student enters the course or, in the case of a Security Assistance team, when a team member leaves home station.

C10.5.3. What Types of Training MAY Be Purchased Using An FMS Case? Under an FMS case, purchasers may obtain any training as long as releasability and disclosure have been considered, quotas are available, and the requested training is in the U.S. interest. Purchasers can attend training in support of equipment that is in their inventory or equipment that has been ordered and/or scheduled for delivery.

C10.5.3.1. FMF-Funded Training. If the case is FMF-funded, training must be by U.S. suppliers unless an AECA, section 42(c) (reference (c)) waiver is granted. (See Chapter 9.) One specialized type of FMF funding is for Enhanced International Peacekeeping Capabilities (EIPC), see paragraph C10.7.7.

C10.5.3.2. Potentially Sensitive Training Provided Under FMS. New or first time requests for potentially sensitive or lethal training under FMS programs must be staffed through the SAO, the Combatant Command, and the MILDEP to DSCA (Operations Directorate) for coordination and approval by the Under Secretary of Defense - Policy (USD(P)) and the DoS.

C10.5.3.3. Contractor-Provided Training Under FMS. Training conducted by contractors, either at DoD-contracted or Government facilities, shall be conducted under the same procedures and regulations (e.g. ITO, vetting of students, etc.) outlined for Government-provided training.

C10.5.4. Who Can Be Trained Under An FMS Case?

C10.5.4.1. Military. Military from the host country's defense establishment may receive FMS training.

C10.5.4.2. Civilians. International civilian personnel may receive FMS training if they are MOD employees of eligible purchasers. This includes employees under contract to the MOD in support of an FMS program if approved by DSCA. If appropriate under FAA, section 607(a) (reference (b)) international civilians who are not MOD employees of eligible FMS countries, or who are employees of eligible non-military international organizations (e.g., the United Nations) may receive training (see Chapter 11, section C11.6.). Civilians must meet the course requirements, including security clearances. Civilians are generally afforded the same protocol status as their equivalent military counterparts, as stated in the ITO.

C10.5.5. Where Can FMS Case Students Be Trained? Students may be trained at DoD schools, contractor facilities (CONUS or OCONUS), or civilian institutions on an exception basis. Training at civilian institutions should be on a Direct Commercial Sale (DCS) basis between the civilian institution and the purchasing country vice through the FMS process. Requests for exceptions to this policy should be addressed to DSCA (Programs Directorate). International military personnel receiving training negotiated directly between the purchasing country and a contractor (DCS) may not use U.S. military facilities to support the training.

C10.5.6. Travel and Living Allowance (TLA), Medical Care Requirements, and Other Student Support Costs for FMS Case Students. The purchaser is responsible for all student support costs while they are in training. Student support costs for FMS case students include transportation and travel costs, and living allowances (e.g., meals, lodging, custodial fees for quarters, medical care, etc.). The purchaser shall ensure that students receive sufficient allowances (30 days) for advanced start up housing cost and personal expenses in the CONUS. MILDEP field activity web sites provide information on the amount of TLA required. SAOs should know the status of living allowance provisions for their host country's students. Leased housing and rental vehicle costs may not be included on an FMS case.

C10.5.6.1. TLA on FMS Cases. The LOA does not include TLA unless approved in writing by DSCA (Operations Directorate)in coordination with DSCA (Programs Directorate) prior to LOA development. If TLA costs are included on the LOA and the case is financed with FMF, U.S. carriers must be used. MILDEPS are authorized to charge an appropriate management fee to administer payment of TLA to international students under FMS cases. The LOA as well as the ITO should also indicate that the TLA paid to the student is limited to the authorized living allowance rates on Table C10.T3. The ITO may authorize the student to travel by U.S. military aircraft and reimburse the USG by direct bill at the non-Government rate.

C10.5.6.2. Medical Care for FMS Case Students. An FMS case may include funds to cover medical care at DoD and commercial health care facilities for FMS students training under the case. Medical care for authorized accompanying dependents may also be included in the FMS case if specifically requested by the purchaser. An FMS case should not be used for the sole purpose of obtaining medical care for international students or their dependents unless approved in writing by DSCA (Operations, Programs, and Strategy Directorates) prior to LOA development.

C10.5.6.2.1. Each FMS student attending CONUS training (to include accompanying dependents authorized on the student's ITO) must have health care coverage explicitly stated on the ITO. That coverage will be either the FMS case, country pays, reciprocal healthcare agreement, or medical insurance. When covered by medical insurance, the ITO must be annotated with the name, address, and telephone number of the insurance company and the effective dates.

C10.5.6.2.2. Students and bona fide dependents from NATO countries and/or personnel traveling on ITOs authorized by the Implementing Agency, are eligible for medical and dental care in DoD medical/dental facilities, on the same basis and priority as U.S. military personnel and their dependents. Out-patient care will be provided at no cost. In-patient care must be reimbursed at rates established by the Department of Defense. If the training installation does not have a DoD medical facility, care received from civilian healthcare providers must be paid by the FMS case, country, or medical insurance. Dependents are covered by TRICARE Standard for out-patient care provided by civilian healthcare providers. The FMS student will pay the deductible and co-payment required by TRICARE Standard.

C10.5.6.2.3. Charges for medical care in DoD medical facilities do not apply if the international student and/or authorized dependents are covered by a reciprocal healthcare agreement between the United States and the student's country. When such an agreement exists, the SAO checks item 16b(3) in the ITO and adds the following statement in item 13: "Medical care in DoD facilities is provided under [reference the agreement, date, etc]. Reimbursement for services provided is not required." Note that the agreements vary and may not cover certain categories (e.g., FMS students, civilian students, or dependents) and are applicable only for medical an dental care in DoD medical and dental facilities; therefore, if a training installation does not have a DoD medical facility, the terms of the agreement do not apply and medical care received from civilian healthcare facilities must be paid for by the country, FMS case (if medical care is covered under the FMS case), or medical insurance.

C10.5.6.2.4. FMS students and dependents from countries not covered by NATO/Partnership for Peace (PfP) Status of Forces Agreement (SOFA) or a reciprocal healthcare agreement with the United States are provided medical care and emergency dental care on a space-available, reimbursable basis in DoD medical/dental facilities at rates established by the Department of Defense.

C10.5.6.3. Baggage Limitations. A baggage limitation is not established for students receiving training under an FMS case as student travel is usually funded outside the FMS case. If country has requested and DSCA has approved student travel under the LOA, student baggage allowances are limited to the baggage authorizations for IMET-sponsored students. (See paragraph C10.6.10.)

C10.5.6.4. Support for Direct Contractor-Provided Training. Administrative support for direct contractor training is NOT provided through an FMS case. Room, board, medical care, and related support arrangements for students undergoing commercial contractor training must be arranged between the contractor and the purchaser.

C10.5.7. Privileges for FMS Case Students. International students and authorized dependents on ITOs are extended commissary, exchange, and similar privileges ordinarily available to U.S. military personnel of similar rank when approved by the Implementing Agency. Equivalent rank assigned in the ITO must be based on the U.S. grade structure rather than rank title of the foreign country. Privileges extended to FMS students are not extended to students under DCS-provided training.

C10.6. INTERNATIONAL MILITARY EDUCATION AND TRAINING (IMET) PROGRAM

The United States may provide IMET funds to foreign Governments to train and professionalize their militaries. The DoS has overall responsibility for the IMET program. Congress appropriates IMET funds each year and country allocations are documented in the Congressional Budget Justification (CBJ) Foreign Operations. Based on Congressional guidance and DoS approved country allocations, DSCA (Business Operations and Programs Directorates) manages and issues the IMET funds to the MILDEPs who disperse the funds to individual countries and/or courses.

C10.6.1. IMET-Sponsored Training Process. DSCA (Programs Directorate) authorizes IMET program implementation and the movement of students to training facilities and activities. Authority is required prior to issuing ITOs or obligating funds for programmed training. (LOAs are not used to document IMET program training.)

C10.6.1.1. Defining Requirements- Training Requests. Combatant Commanders include foreign country recommendations for U.S.-conducted training in the TSCP provided to the Chairman of the Joint Chiefs of Staff. U.S. Embassies provide like requirements to the DoS through the MPP. The requirements in the MPP and the TSCP should be consistent. Each Combatant Command programs anticipated IMET requirements for the budget year (next fiscal year) at the TPMR. See paragraph C10.4.2. for information on TPMRs. DSCA, MILDEPs, and the SAOs review proposed recommendations to ensure appropriateness of IMET funding. DSCA approves the resulting country budget year IMET training programs with the concurrence of the DoS (PM). Projected country training requirements cannot exceed the CBJ funding request.

C10.6.1.2. Allocation Process. The DoS reviews the MPP requests with DoD-recommended IMET levels (coordinated through DSCA) as submitted through the FMF/IMET Budget Formulation and Submission Tool (see Chapter 1, paragraph C1.3.4.), and determines a proposed funding level for each eligible country for inclusion in the annual CBJ.

C10.6.1.3. Apportionment. Once Congress appropriates dollars in the Foreign Operations Budget (150 account), DoS (PM) and DSCA (Business Operations Directorate) request an apportionment from Office of Management and Budget (OMB) by country. As soon as OMB provides the funds, DSCA (Business Operations Directorate) initiates IMET account management and passes the funds to the Implementing Agencies. If the amounts change from those in the CBJ, the DoS is required to notify Congress.

C10.6.1.4. Execution. Funds must be obligated by the end of the fiscal year with the exception of a legislatively specified amount, which may be reallocated and reapportioned. MILDEPs coordinate with major commands to confirm student quotas and schedule report and/or start dates. Implementing Agencies fund priority code "A" training lines within the apportioned allocation level. SAOs ensure that priority codes are appropriately adjusted so that the total of all priority "A" training lines equals the allocation level. Adjustment of priorities is required if the apportionment level is different than the budget request level. If subsequent changes cause the funded program to exceed the country allocation level, the SAO should simultaneously submit deletions of funded lines sufficient to offset requested funding and/or forward programming to change the priority codes of selected funded lines to "D." In the latter case, the MILDEP withdraws funding of those lines but retains the requirements in the program in an unfunded status.

C10.6.1.5. Out-of-Cycle IMET Reallocations. Unique circumstances may arise within a given fiscal year requiring an out-of-cycle regional IMET reallocation. Such a requirement is handled as an exception to the above process.

C10.6.1.6. End-of-Year IMET Reallocations. Table C10.T6. shows the steps in the end-of-year IMET reallocation process. All end-of-year IMET funding requirements must have a priority code of "B" in the STL and be for training with a start date between 1 Oct and 30 Dec. All "B" priority training codes are changed to "A" after they are funded.

Table C10.T6. End-of-Year IMET Reallocation Process

Date	Action
March - May	The Combatant Commands provide comments and recommendations concerning the status of individual country IMET allocation levels to DSCA (Business Operations and Programs Directorates) at the annual TPMRs. SAOs use the TPMRs to validate requirements for additional funds with the Implementing Agencies before presentation to the Combatant Commands.
June 15th	Input is submitted by the SAOs to the Combatant Commands prioritizing each country's requirements for end-of-year funds.

Date	Action
June 30th	Combatant Commands submit input to DSCA (Business Operations and Programs Directorates) identifying the following: Programs that do not require a change in allocation levels Programs that cannot use all of their currently allocated IMET funds Programs that have valid training requirements above current allocated IMET levels Recommendations for revised country allocation levels. Recommendations for increases are prioritized within each Combatant Command and include a narrative identifying the type of training and number of students associated with the dollars requested and the specific WCNs.
July 15th	Combatant Commands ensure that SAOs submit appropriate program additions or other changes reflecting priority code "B" and confirmation of quota availability. Any courses that an SAO adds to their STL after submitting requirements to their Combatant Command, must be coordinated with the Combatant Command or it cannot be considered for end-of-year funds. All courses that do not have confirmed dates are deleted by the MILDEPs in preparation for the IMET "scrub" meeting.
August	The IMET "scrub" meeting takes place. A list of all country requirements for end-of-year funds is prepared including the Combatant Command priority for each course. DSCA (Business Operations and Programs Directorates) meets with DoS (PM) to determine which countries and courses receive end-of-year funds. DoS confirms its final decision on allocations.
End of August	The 15 day Notification is sent to Congress.
September 30th	All approved end-of-year requirements are obligated by MILDEPs.

C10.6.2. Pricing for the IMET Program. DoD 7000.14-R (reference (o)), Volume 15, Chapter 7 provides detailed information on pricing training provided under the IMET program.

C10.6.3. What Types of Training MAY Be Provided Under the IMET Program?

C10.6.3.1. IMET. IMET program training emphasizes: the proper role of the military in a civilian-led democratic Government; effective military justice systems and an understanding of internationally recognized human rights; effective defense resources management; and military professionalism. Within these areas, the objectives of IMET-funded training are to: develop rapport, understanding, and communication links; develop host country training self-sufficiency; improve host country ability to manage its defense establishment; and develop skills to operate and maintain U.S.-origin equipment.

C10.6.3.2. Expanded IMET (E-IMET). The E-IMET Program is part of the IMET Program. Under E-IMET, personnel are trained in managing and administering military establishments and budgets, in promoting civilian control of the military, and in creating and maintaining effective military justice systems and military codes of conduct, in accordance with internationally recognized human rights. E-IMET objectives include: contribute to responsible defense resource management; foster respect for and understanding of democracy and civilian rule of law, including the principle of civilian control of the military; contribute to cooperation between military and law enforcement personnel with respect to counternarcotics law enforcement efforts; and improve military justice system and promote an awareness and understanding of internationally recognized human rights.

C10.6.3.3. Mobile Training Teams (MTTs) and Extended Training Services Specialists (ETSS). The IMET program may provide training that requires U.S. personnel to travel to another country. Training services may be provided in country on a temporary duty (TDY) basis by an MTT or on a permanent change of station (PCS) basis by ETSS. To include such training under the IMET program, the Combatant Command and DSCA (Operations and Programs Directorates) must approve a waiver prior to programming or making any offer or commitment to the foreign Government (see paragraph C10.6.4.). MTT requests under IMET should clearly demonstrate that the MTT is the best training option and that IMET is the only funding option. This includes USN refresher training conducted outside the United States and its territorial waters. E-IMET funded Mobile Education Teams, including USCG Maritime Law Enforcement Teams, do not require a policy waiver. DLIELC may conduct in-country English language surveys without a policy waiver if the objective is to develop recommendations on where and how an in-country ELT program can be developed or improved.

C10.6.3.4. Postgraduate Education. IMET may be used for students to obtain a postgraduate (Master's) degree at the U.S. Naval Postgraduate School or the Air Force Institute of Technology. SAOs are authorized to program the cost of the Graduate Record Examination (GRE) when it is required.

C10.6.3.5. Orientation Tours. The IMET program may fund orientation tours if the Combatant Command and DSCA have approved a policy waiver. Orientation tours are limited to new country programs unless extraordinary circumstances exist. When requesting approval for orientation tours or visits to U.S. military installations and activities, approval of the SAO Chief must be cited. Certification of the importance of the tour to the country's training effort with supporting rationale, to include proposed itinerary and areas of interest, must also be provided.

C10.6.3.6. Short Duration Courses. The minimum duration of student training in the United States under the IMET program is 5 weeks if all or part of the overseas travel is paid by IMET. If an IMET recipient country pays 100 percent of the overseas travel to and from CONUS training, there is no minimum duration. Mandatory student in-processing and/or ELT is not considered part of the 5-week requirement. This limitation does not apply to the courses listed in Table C10.T7. Training less than 5 weeks in total duration requires DSCA (Operations and Program Directorates) and the Combatant Command policy waiver before being programmed.

Table C10.T7. Exempt Short Duration Courses

Courses/Schools	Implementing Agency
E-IMET Courses	All Services
Orientation Tours	All Services
Flag Ranked Courses	All Services
Western Hemisphere Institute for Security Cooperation (WHINSEC)	Army
Inter-American Air Forces Academy (IAAFA)	Air Force
Naval Small Craft Instruction and Technical Training School (NAVSCIATTS)	Navy
Air Force physiological and physiological refresher training	Air Force
Defense Institute for Security Assistance Management (DISAM)	DISAM
English Language Instructor courses	Air Force

Courses/Schools	Implementing Agency
Combined Strategic Intelligence Training Program	Air Force
International Intelligence Fellows Program	Air Force

C10.6.3.7. High-Cost Training. With the exception of postgraduate education, IMET funds are not used for high-cost training (defined as any training or any single course of training with a tuition cost of $50,000 or higher). However, DSCA (Programs Directorate) and the Combatant Command may consider a policy waiver for selected high-cost training on a case-by-case basis. Training previously priced at less than the $50,000 high-cost threshold which subsequently exceeds the threshold due to a price increase of not more than ten percent does not require a waiver to the high-cost restriction.

C10.6.3.8. Training Provided by Contractors. IMET funds are primarily intended to provide DoD training. Training by U.S. contractors can be considered when the required training is not available within DoD resources. Such training requires a waiver from DSCA (Programs and Strategy Directorates). Before the waiver is presented to DSCA, the Implementing Agency seeking the waiver should coordinate with the other Implementing Agencies and include as part of the waiver justification that training is not available through any DoD sources.

C10.6.3.9. English Language Training Aids. English language training aids and equipment may be purchased with IMET funds. Combatant Command approval is required to purchase Level III labs using IMET funds. Level IV labs do not require Combatant Command approval for IMET funding. Combatant Commands may approve use of IMET funds to purchase language labs for non-MOD agencies when labs are to be used for training of civilians to attend E-IMET programs or the non-MOD agency has a close relationship with the host-country military in the time of national emergency or natural disaster.

C10.6.3.10. Technical Training. Although technical training can be accomplished under IMET, it should be a small component of the overall program. IMET can be used for technical training necessary to support significant host-country military deficiencies, programs that promote in-country sufficiency of training instructors, and to enable foreign students to acquire skills necessary for nation building or peace support operations. Contact DSCA (Programs Directorate) for questions regarding technical training using IMET funds.

C10.6.3.11. Potentially Sensitive Training. New or first time requests for potentially sensitive or lethal training under IMET must be staffed through the SAO, the Combatant Command, and the MILDEP to DSCA (Operations Directorate) for coordination and approval by USD(P) and the DoS.

C10.6.4. Requests for IMET Policy Waivers. SAOs submit policy waiver requests at the Combatant Command's TPMR. Requests include complete justification and a written statement of SAO Chief concurrence. Requests submitted outside the TPMR are addressed by the SAO to the Combatant Command with an information copy to DSCA (Programs and Operations Directorates) and appropriate Implementing Agency. DSCA and the Combatant Command jointly respond to the SAO request with information copy to appropriate Implementing Agency. The format in Figure C10.F2. is used to submit requests for waivers.

C10.6.5. What Types of Training MAY NOT Be Provided Under the IMET Program? Table C10.T8. illustrates the types of training that cannot be provided under the IMET program.

Table C10.T8. Types of Training NOT Provided Under IMET

	Types of Training Not Provided Under IMET
1	Training not related to accomplishment of the objectives of the IMET program.
2	Initial or technical training in support of FMS-purchased equipment (should be provided under an FMS case).
3	Training of non-career military personnel.
4	Training in skills normally available in-country, exclusive of PME.
5	Training already provided in a quantity which, taking into account reasonable attrition, is sufficient to meet requirements of the requesting country.
6	Training where it appears unlikely that the skills produced will be properly used by the requesting country.
7	Repetitive training in the same courses.
8	Training at U.S. civilian schools not qualifying for inclusion in accordance with FAA, section 541.
9	Sniper training.
10	ELT not in support of the in-country ELT program or in support of specific U.S. training.
11	Foreign language training.
12	Purchase of training aids other than English language equipment or materials.
13	Advanced Distributed Learning (ADL), correspondence courses, or other form of OCONUS distance/distributed learning courses or satellite/remote courses unless approved by DSCA (Programs Directorate) or part of a training pipeline.
14	Doctoral level training.
15	Training to support national intelligence programs. The scope of military intelligence training available to international students is limited to that directly related to combat or operational intelligence. Tactical intelligence training programs are not extended to include training in support of national intelligence programs of foreign countries. Requests for intelligence training are reviewed by the Implementing Agency to ensure compliance with this paragraph. Other potentially sensitive training requests should be addressed to DSCA (Programs and Strategy Directorates).

C10.6.6. Who Can Be Trained Under IMET?

C10.6.6.1. Career Personnel. Personnel trained under the IMET program are selected from career personnel likely to occupy key positions in the foreign country's defense establishment. The policy requirement for selection of career personnel is mandatory for attendance at professional level schools, (e.g., command and staff or equivalent and higher, and college level) except when authorized by DSCA (Programs and Strategy Directorates).

C10.6.6.2. Use of IMET Graduates. SAOs must obtain appropriate assurances that personnel trained under IMET are properly and effectively used (i.e., employed in the skill for which trained for a period of time sufficient to warrant the expense to the United States). As a guide, optimum assignment periods are 3 years for flight instruction and highly technical training such as missile training, and 2 years for other training, particularly instructor training.

Figure C10.F2. International Military Education and Training (IMET) Waiver Request Format

IMET Waiver Request Format

MEMORANDUM FOR DEFENSE SECURITY COOPERATION AGENCY [Insert Regional Directorate]

SUBJECT: Request for IMET Training Waiver

THROUGH: [Insert Combatant Command]

In accordance with Chapter 10, DoD 5105.38-M, request approval for the use of IMET funds for the following training:

Country: _____ MILDEP Program: _____

Type of Waiver: [Insert the specific waiver being requested; such as, Mobile Training Team, High Cost Flight Training, etc.]

Requested Training: [Insert a precise description of the training; such as, a mobile training team to instruct on requisition preparation and receipt, storage, and issue of supplies; 2 weeks duration; one enlisted member, grade E-7 or E-8.]

Title of Course: _____
MASL ID: _____

Quantity: _____	Program Year: _____	Unit Cost: _____
Duration: _____	WCN: _____	TLA: _____
Avail Qtr: _____	Priority Code: _____	Other Costs*:_____
		Total Cost: _____

*Other authorized costs associated with MTTs. [Insert details and justification of the costs.]

Justification: [Insert a detailed justification, to show why IMET funds must be used. Justification should answer the following questions --]

1. Requirements: [Why is training needed? What capability does it develop? What is the urgency in providing this training?]
2. Objective: [What IMET objective(s) does this training achieve (see Combined Education and Training Program Plan)? What alternatives to this training have been examined to include cost and availability?]
3. Capability: [Does this training capability exist in country? If not, what steps are being taken to develop this capability?]
4. Quantity: [Total number of personnel requiring training in this field? How many have been trained? Considering attrition factor, how long does it take to meet host country objectives?]
5. Impact: [What is the impact if training is not approved?]
6. Funding Rationale: [Rationale for IMET funding? Why should FMS funds not be used? Why should any allocated FMF funds not be used?]
7. Political/Military: [What political or military significance, if any, is attached to this training?]
8. Benefits to the United States: [What benefits, tangible or intangible, are accrued to the United States by providing this training?]

SAO Chief's Approval:_____ Date: _____
Combatant Command Approval: _____ Date: _____
DSCA Approval:_____ Date: _____

C10.6.6.3. Monitoring Use of IMET Graduates. SAOs monitor use of U.S.-trained personnel, with emphasis on the more critical and higher level skills. Periodic reports by appropriate host country authorities satisfy this requirement.

C10.6.6.4. Military. IMET-funded training may be provided to military personnel from the host country's defense establishment.

C10.6.6.5. Civilians

C10.6.6.5.1. IMET. Civilian personnel who are not members of the requesting country's defense establishment or armed forces are not eligible for training using traditional IMET funds.

C10.6.6.5.2. E-IMET. Civilians who work in the country's MOD, civilian personnel of ministries other than the MOD, legislators, and individuals who are not members of the Government may be trained under the E-IMET program if the military education and training would contribute to the E-IMET objectives stated in subparagraph C10.6.3.2. Training of defense civilians for the express purpose of teaching, developing, or managing in-country English language training programs is also authorized. Defense civilians in counternarcotics-related areas may also be trained under the E-IMET program. Maritime law enforcement and other maritime skills training for agencies which are non-defense, or agencies which perform a maritime law enforcement mission, and other maritime skills training provided to a country which does not have a standing armed forces is authorized.

C10.6.6.6. Training of Police Forces. FAA, section 660 (reference (b)) does not permit training of police forces although some exceptions may apply. Police, as defined in this prohibition, includes military as well as civilian police if the military police perform civilian law enforcement functions. Neither the name given to a unit by the foreign Government nor the ministerial authority under which it operates is sufficient in and of itself to determine whether a particular force is a "police unit." The determining factor is the nature of the function performed by that unit.

C10.6.6.7. Military Police Training. Military police training of non-police personnel is permitted but requires a certification that the individual shall not be involved in any civilian law enforcement activities for a period of 2 years following return from U.S. training. SAOs may forward programming requests for military police training to the Implementing Agency and must retain a copy of a signed certification prior to sending the student to training. Certifications must: be accompanied by an English translation if in a language other than English; include student name and rank, course title, MASL identification number, host country service, and WCN; be signed by appropriate host country official; and be maintained on file by the SAO for a minimum of three years. The following is a sample certification statement:

> "The Government of [insert country] certifies that [insert student rank and name], who is scheduled to attend [insert course title and/or MASL ID] under WCN [insert number], is a member of [insert host country service] and shall not be involved with or assigned to a unit performing in any civilian law enforcement functions for a period of at least 2 years following completion of training listed above."

C10.6.7. Where Can IMET Students Be Trained? Under FAA, section 541 (reference (b)) IMET-funded training may be provided through: attendance at military educational and training facilities in the United States (other than Service academies) and abroad; attendance in special courses of instruction at schools and institutions of learning or research in the United States and abroad; and observation and orientation visits to military facilities and related activities in the United States and abroad.

C10.6.8. Travel for IMET Students. IMET funds may be used to pay travel for students as specified in this paragraph. It is DoD policy to encourage foreign countries to assume the cost of transportation for their students to the maximum extent possible so that IMET funds are used to permit higher numbers of students to enroll in training.

C10.6.8.1. Travel within Student's Country. The IMET program DOES NOT pay travel costs of students traveling within their own country. Destination for return travel is the same as the debarkation point on the ITO unless deviation is specifically authorized by the SAO and indicated on the ITO.

C10.6.8.2. Travel of IMET Students to Non-Resident SAO. SAOs responsible for managing an IMET program for a country in which he or she is not resident may program IMET student transportation to or from that SAO for briefing or debriefing. This assumes: there is no U.S. representation in the IMET student's country that could provide the service and the Ambassador supports the request. This does not apply for cost sharing countries.

C10.6.8.3. Use of Foreign Flag Carriers. Whenever possible, SAOs assigned to countries which have national flag carriers with routes to or part way to the United States obtain agreement from the host countries to transport their respective students on such carriers at no cost to the United States.

C10.6.8.4. Modes of Transportation. When travel between the student's home country and the training facility is being paid for using IMET funds, transportation uses the most direct route, except as specified below.

C10.6.8.4.1. Travel to and from CONUS by U.S. Military Aircraft. International students are authorized to travel by U.S. military aircraft. Transportation of international students, including those whose country elects to pay the cost of the transportation, are at common user rates.

C10.6.8.4.2. Travel to and from CONUS by U.S. Commercial Sources. Travel to or from the United States shall be via USG transportation to the fullest extent feasible. When the use of USG transportation for the entire trip does not permit the student to meet course or class convening dates, combinations of U.S. commercial air or surface common carrier (tourist class) and Government transport is used. Where this combination is used, USG transportation for the return travel to the home country is used to the fullest extent possible. If a U.S. flag carrier is not available, a certificate of non-availability is required.

C10.6.8.4.3. Travel within CONUS. Transportation to and from training installations within the United Sates is by surface common carrier or commercial aircraft. Travel by privately-owned vehicle may be authorized when it is in the interest of the USG.

C10.6.8.5. Travel with Dependents. Transportation for dependents of international students is NOT at USG expense. If the student chooses to bring dependents to the United States (or to an overseas training installation) for those courses identified in Table C10.T3., Note (7), the student may make arrangements to travel with the dependents at his or her expense. The student may be reimbursed for the cost of transportation if U.S. flag carriers were used to the extent available and the ITO authorizes student travel at IMET expense. Reimbursement is at the U.S. military airlift tariff rate if U.S. military airlift transportation would have been the mode used through USG arrangements or the actual cost of travel whichever is lower, or Category Z rate or the actual cost of travel whichever is lower.

C10.6.8.6. Travel for Emergency Leave. The student or the student's Government must pay the round trip transportation cost to return home on emergency leave if the student is to return to the United States to continue training.

C10.6.8.7. Deviations From Planned Travel Routes. When a student is permitted by his or her Government to deviate from the most direct route, U.S. sponsorship terminates at the point and time of such deviation. If a student chooses to remain at a point enroute home beyond the time required to make travel connections, IMET funds shall not be used to pay for allowances during that excess time. The student or his or her Government is responsible for any additional financial charges incurred due to changes in travel routes. Students who do not adhere to scheduled return flights are not the responsibility of the USG.

C10.6.8.8. Enroute Accommodations. Accommodations on U.S. installations provided to foreign students enroute are commensurate with those provided U.S. personnel of equivalent grade.

C10.6.9. Living Allowances for IMET Students. The IMET living allowance is intended to cover an average cost differential for the student living away from his or her home station. It is not a substitute for the student's normal method of compensation and/or pay. Responsibility for timely payment of sufficient overall compensation and/or pay rests with the student's country.

C10.6.9.1. Living Allowance for IMET Students in Travel Status

C10.6.9.1.1. When IMET Is Paying for Travel. When IMET pays for travel, students are entitled to living allowances during travel status, to include the day of departure from home country, through the day of arrival at their first training location. After training, living allowance in a travel status resumes the day of departure for home country, excluding any leave period authorized by student's Government following termination of training or any unauthorized delay enroute. Students are not authorized IMET-funded travel allowance for any portion of travel paid by their Government. Living allowances are computed incrementally in accordance with the Joint Federal Travel Regulation (JFTR) (references (as) and (at)) on the day of departure from home country and the day of arrival in home country.

C10.6.9.1.2. When Student's Country Is Paying for Transoceanic Travel. International students whose travel to the United States is paid by their own Government are entitled to IMET-funded living allowances in a travel status to include the day of departure from the U.S. entry port enroute to the training location, through the day of arrival at the training location. Living allowance in a travel status resumes the day of departure from the last training location and includes the day of arrival at the U.S. departure point.

C10.6.9.2. Living Allowance for IMET Students in Training Status. Living allowance in training status commences the day after arrival at the training location. A living allowance is programmed for all students in a training status, unless otherwise directed. For enlisted personnel, the full entitlement is not paid directly to the student. Enlisted personnel are paid a reduced stipend per week for the purchase of personal items of health and comfort, with the remainder programmed for reimbursement to the appropriate Implementing Agency for laundry, maid fees, and subsistence. See Table C10.T3. for applicable TLA rates.

C10.6.9.3. When Are Living Allowances Not Authorized For IMET Students? Living allowances are not authorized for reasons shown in Table C10.T9.

Table C10.T9. Situations Where Living Allowances Are Not Authorized

Situations Where Living Allowances Are Not Authorized	
1	Periods of unauthorized absence from duty.
2	Excess travel time not authorized by the administrative authority of the Implementing Agency concerned when proceeding by other than USG transportation.
3	Periods of delay not in connection with training (except hospitalization or outpatient care).
4	Students whose country assumes the payment of all living costs.
5	Periods of training conducted in the home country of the student and for students attending MET seminars in their own country unless approved by DSCA.
6	Periods of leave for individuals on Orientation Tours.
7	Periods of leave authorized by student's Government following termination of training courses.

C10.6.9.4. Living Allowances For IMET Students In Leave Status. IMET students who receive living allowances while in training status may be granted leave with living allowances within CONUS during authorized holidays and periods between consecutive courses. The SAO and the MILDEPs are jointly responsible for reviewing scheduled sequences of training for individual student to determine whether additional training courses could be programmed to fill gaps between courses prior to preparation of the ITO.

C10.6.9.5. Advance Payment of Living Allowances For IMET Students. Advance payment of living allowances not to exceed $250 may be made to students prior to departure from home country, at the point of entry or the first training location for students in the United States, and at the first training activity for overseas students. When the advance is made in-country, the SAO indicates the amount of the allowance paid on the ITO. Implementing Agencies may authorize advance payment of allowances, which may accrue during the remaining authorized periods following the termination of training.

C10.6.9.6. Settlement of Claims For IMET Students. Vouchers for settlement of outstanding entitlements for IMET students are submitted via the SAO to the nearest U.S. paying agent for payment to the students in local currency at the authorized exchange rate no later than 15 calendar days after return to country. If it is determined that an IMET student who has departed the CONUS or overseas training activity was overpaid in CONUS or at the overseas activity by an amount in excess of any amount otherwise owed to the student upon submission of the final travel voucher by the SAO in country, no attempt is made to collect the overpayment from the student. The Implementing Agency concerned determines whether a funding adjustment is necessary.

C10.6.10. Baggage. Table C10.T10. provides information regarding authorized and unauthorized baggage.

Table C10.T10. Authorized and Unauthorized Baggage

Authorized Baggage	Unauthorized Baggage
Allowances outlined below are totals, with excess baggage being the difference between that permitted by the transportation carrier and the total allowance. These allowances apply for the portion of the travel costs payable from U.S. funds. Baggage sizes and dimensions are to conform to carrier stipulations. (1) Two pieces of checked baggage, not to exceed 50 pounds each, are authorized for IMS when education/training is 12 weeks or less. No excess baggage is authorized. (2) Three total pieces of checked baggage, not to exceed 50 pounds each, are authorized for IMS when education/training is 13 through 23 weeks. (one piece of excess baggage is authorized.) (3) Four total pieces of checked baggage, not to exceed 50 pounds each, are authorized for IMS when education/training is 24 through 35 weeks. (two pieces of excess baggage are authorized.) (4) Five total pieces of checked baggage, not to exceed 50 pounds each, are authorized for IMS when education/training is 36 weeks and Longer. (three pieces of excess baggage is authorized.) (5) In addition to the allowance in paragraphs (1) through (4) above, one additional piece of excess baggage (not to exceed 50 pounds) is authorized for the following IMS receiving us funded travel: ▪ Authorized accompanied dependents when IMS is attending education/training programs listed in table c10.t3 of the SAMM. ▪ IMS attending flight training.	Shipment of baggage in excess of the weight allowance is not authorized. Disposition of unauthorized baggage is made at the expense of the student or the student's Government. Commanding officers of the training or administrative installation should ensure that unauthorized baggage is shipped at the student's expense prior to his or her departure from the installation. Students reporting to ports of departure with unauthorized baggage are requested to forward the unauthorized baggage by commercial means at their expense. If lack of time prohibits this, the traffic representative takes unauthorized baggage into custody, and the student is given a receipt for the baggage. The student remains on the scheduled flight or carrier. After departure of the carrier, the traffic representative delivers the unauthorized baggage to the nearest appropriate foreign consulate.

C10.6.11. Privileges for IMET Students. International students and authorized dependents on ITOs, are extended commissary, exchange, and similar privileges ordinarily available to U.S. military personnel of similar rank when approved by the Implementing Agency. Equivalent rank assigned in the ITO must be based on the U.S. grade structure rather than rank title of the foreign country.

C10.6.12. Medical Care for IMET Students. Medical care for IMET students will be paid by the IMET program. A factor of $35 per student training line (exclusive of orientation) is authorized for programming purposes under generic code N7E (MASL IIN 365003/365004) for payment of medical care.

C10.6.12.1. Charges for medical care in DoD medical facilities do not apply if the international student is covered by a reciprocal health care agreement between the United States and the student's country. When such an agreement exists, the SAO checks item 16b(3) in the ITO and adds the following statement in item 13: "Medical care in DoD facilities is provided under [reference the agreement, date, etc]. Reimbursement for services provided is not required." Note that agreements vary and may not cover certain categories (such as IMET students, civilian students, or dependents) and are applicable only for medical and dental care in DoD medical and dental facilities; therefore, if a training installation does not have a DoD medical facility, the terms of the agreement do not apply. The IMET program will pay for student's medical care received from civilian healthcare facilities and the country or medical insurance will be required to pay for medical and dental care of accompanying dependents.

C10.6.12.2. In the event of death of an IMET student, funds for preparation of remains and repatriation are programmed under generic code N7F on a case-by-case basis after DSCA (Programs Directorate) approval.

C10.6.12.3. If the IMET student is authorized accompanying dependents, they must have health care coverage for the length of stay. Medical coverage for dependents will either be paid by the country or the IMET student. Proof of medical insurance for each authorized accompanying dependents must be provided prior to issuance of the ITO. The ITO must be annotated with the name, address, and telephone number of the insurance company and the effective dates.

C10.6.12.4. Students and bona fide dependents from NATO countries and/or personnel traveling on ITOs authorized by the Implementing Agency are eligible for medical and dental care in DoD medical/dental facilities on the same basis and priority as U.S. military personnel and their dependents. Outpatient care will be provided at no cost. In-patient care must be reimbursed as rates established by the Department of Defense. If the training installation does not have DoD medical facilities, care received from civilian healthcare providers must be paid by the IMET program (student only). Dependents are covered by TRICARE Standard for outpatient care provided by civilian healthcare providers. The IMET student will pay the deductible and co-payment required by TRICARE Standard.

C10.6.13. Continuing Resolution Authority (CRA) Procedures. DSCA (Business Operations Directorate) issues guidance when it is necessary to proceed under a CRA.

C10.6.14. IMET General Costs and Infrastructure Funds -Authorized Uses. The following policy guidelines apply to the authorized use of IMET general costs and infrastructure funds, DSCA accounting fund codes 66 and 77. Waivers from this policy require DSCA approval.

C10.6.14.1. General Costs (Fund Code 66). General costs include both program development and course development. These funds are managed by DSCA (Programs Directorate). Requests, to include justification, for these funds should be provided to both DSCA (Programs Directorate) and DSCA (Business Operations Directorate) for coordination. All work on new programs and courses must be approved by DSCA (Programs Directorate) prior to starting work.

C10.6.14.1.1. Program Development. Program development includes work such as the creation of, or major changes to, a program. For example, work done to determine which courses need to be included and developed to start a new Masters program is classified as program development. Any work performed short of developing the detail courses is classified as program development.

C10.6.14.1.2. Course Development. After a program course(s) is identified and justified as needed, funding to develop the course(s) should be requested as course development. Course development should not be country specific. Course development work includes additions to or updating of courses.

C10.6.14.2. Infrastructure Costs (Fund Code 77). The cost of operating the school and the Mobile Education Training (MET) program are classified as infrastructure costs. Infrastructure fund requests from each E-IMET school should be developed based on the cost incurred if all training were IMET funded. These costs are then reduced where other sources of funds (e.g., Counterterrorism Fellowship Program, FMS case funds) pay for costs of program development, course development, and actual course offerings. Infrastructure costs include:

C10.6.14.2.1. Salaries. Include the estimated percent of civilian personnel costs devoted to managing the IMET school and MET program. This should initially include all civilian personnel costs at the beginning of the year, which may be subsequently reimbursed by Counterterrorism Fellowship Program, FMS or other programs. As training is confirmed for other funding sources, the infrastructure salary requirement is reduced and reimbursed by the other funding source. Civilian personnel costs directly related to a course or MET are charged directly to the country receiving the training and are not included in the infrastructure costs.

C10.6.14.2.2. Travel and Per Diem. Include the travel costs to attend meetings directed by DSCA, such as annual Training Program Management Reviews (TPMRs). Infrastructure travel costs do not include the cost of site surveys or other trips related to a course or MET.

C10.6.14.2.3. Equipment, Supplies, Books, and Miscellaneous. Include costs for materials used by personnel providing infrastructure support. It does not include items specific to a particular MET or course, which are included in course costs. The miscellaneous expenses include such things as cell phone bills and faxes.

C10.6.14.2.4. General Admin and Facilities. Include hosts organizations' costs for providing and managing the facility. This is usually calculated as a percentage of staff and or space used. Include costs associated with providing the following support: procurement, comptroller, legal, information technology (IT), library, building upkeep, and utilities. Such costs will be incremental costs incurred to support the IMET school programs.

C10.6.14.3. Funding Request. Requests for General Cost Funds are periodically submitted to DSCA (Programs Directorate) and DSCA (Business Operations Directorate) for approval. Requests for Infrastructure Funds are submitted annually to DSCA (Business Operations Directorate) for approval. Infrastructure fund requests must identify the funding categories listed above.

C10.7. OTHER TRAINING PROGRAMS

C10.7.1. African Contingency Operations Training and Assistance (ACOTA). The ACOTA program provides training of African troops in peacekeeping and humanitarian crisis response. The U.S. European Command is the coordinating agent for the Combatant Commands.

C10.7.2. Aviation Leadership Program (ALP). ALP provides undergraduate pilot training (UPT) to a small number of selected international students from friendly, less-developed countries. ALP is a U.S. Air Force-funded program authorized under 10 U.S.C. 9381-9383 (reference (bx)). ALP consists of English language training, UPT and necessary related training as well as programs to promote better awareness and understanding of the democratic institutions and social framework of the United States. ALP funds may be used to pay TLA to foreign students on the same basis as IMET.

C10.7.3. Bilateral or Regional Cooperation Programs. Under 10 U.S.C. 1051 (reference (bt)), the Secretary of Defense may pay travel, subsistence, and similar personal expenses of defense personnel of developing countries in connection with attendance at bilateral or regional conferences, seminars or similar meetings if the Secretary of Defense deems attendance in the U.S. national security interest. See also 10 U.S.C. 1050 (reference (bt)) for payment of personnel expenses in connection with Latin American cooperation.

C10.7.4. Combatant Commander Initiative Funds. Under 10 U.S.C. 166a (reference (br)), the Chairman of the Joint Chiefs of Staff may provide funds to Combatant Commanders for military education and training of military and related civilian personnel of foreign countries (to include transportation, translation, and administrative expenses). This authority provides funding for activities such as force training, contingencies, selected operations, Command and Control, joint exercises (including activities of foreign countries), Humanitarian and Civil Assistance, military education and training, bilateral or regional cooperation programs, and force protection. An annual dollar limitation is legislated each year.

C10.7.5. Disaster Response (Humanitarian Assistance (HA)). HA, including training in disaster response and/or disaster preparedness, is authorized by 10 U.S.C. 2561 (reference (bw)). Normally, HA and training conducted under 10 U.S.C. 2561 (reference (bw)) is not provided to foreign militaries. However, selected military members of the host nation are occasionally included in the training so that the military understands the role in supporting the civilian Government during emergencies. The ultimate goal of disaster response training is to improve host nation capability to effectively respond to disasters, thereby reducing or eliminating the need for U.S. Military response. The training is conducted in the foreign country at no charge. The foreign country pays foreign student TLA expenses.

C10.7.6. Drawdowns of Training. Under FAA, section 506(a)(1) (reference (b)), the President may direct the drawdown of defense services education and training from the Department of Defense if he or she determines and reports to Congress that an unforeseen emergency exists which requires immediate military assistance to a foreign country or international organization; and that such emergency requirement cannot be met under the AECA or any other law except this section. Under FAA, section 506(a)(2) (reference (b)), the President must determine and report to Congress in accordance with FAA, section 652 (reference (b)) that it is in the national interest of the United States to drawdown articles and services from the inventory of any USG agency and military education and training from the Department of Defense. FAA, section 552 (reference (b)) provides for drawdown of commodities and services from the inventory and resources of any agency of the USG of an aggregate value not to exceed $25M in any fiscal year. Under FAA, sections 506(a)(1) and (2) (reference (b)), tuition for military education and training is provided at no cost to the foreign Government. Student travel may be funded from the MILDEPs' O&M funds if foreign recipient is not able to assume the cost. Students may stay in a Bachelor Officers' Quarters (BOQ) or a Bachelor Enlisted Quarters (BEQ) and use dining facilities if operated by DoD funds, and living allowance is not provided to the student. See Chapter 11 for additional information on Drawdowns.

C10.7.7. Enhanced International Peacekeeping Capabilities (EIPC). EIPC promotes burden sharing and enhances national and regional capability to support PKO using core curriculum for PKO education and training and procurement of non-lethal defense-related training equipment. An FMS case is used to purchase this type of training with the EIPC funding identified.

C10.7.8. Exchanges. Detailed implementing instructions for exchange programs are provided in Implementing Agency instructions.

C10.7.8.1. FAA, Section 544 - Exchange Training. FAA, section 544 (reference (b)) authorizes reciprocal PME exchanges. The President may provide for the attendance of foreign military personnel at PME institutions in the United States (other than Service Academies) without charge, if such attendance is part of an international agreement. These international agreements provide for the exchange of students on a one-for-one reciprocal basis each fiscal year between the two military Services participating in the exchange. Each country is responsible for paying their own students' TLA. Institutions specifically included are the U.S. military service Command and Staff Colleges, Joint Forces Staff College, U.S. MILDEP War Colleges, Navy Postgraduate School, and the Air Force Institute of Technology. MILDEPs are authorized to designate schools as PME institutions for Security Assistance training. Requests for new PME exchanges should be sent to DSCA (Operations Directorate) in coordination with DSCA (Programs Directorate) so that an umbrella (DoD and/or MOD) level exchange agreement is negotiated and completed. Specific Service-level requests are sent to the Implementing Agency after the DoD-level agreement is in place. The JSAT provides the prescribed Memorandum of Agreement (MOA) format for this purpose.

C10.7.8.2. AECA, Section 30A - Exchange of Training and Related Support. AECA, section 30A (reference (c)) authorizes the President to provide training and related support (e.g., transportation, food services, health services, logistics, and the use of facilities and equipment) to military and civilian defense personnel of a friendly foreign country or international organization. Such training and related support are provided through the MILDEPs (as opposed to the Combatant Commands). Unit exchanges conducted under this authority are arranged under international agreements negotiated for such purposes, and are integrated into the TSCP of the relevant Combatant Commander. Recipient countries provide, on a reciprocal basis, comparable training and related support; however, each country is responsible for paying their students' TLA. The related reciprocal training and support must be provided within one year. Should the foreign country or international organization not provide comparable training and support, the United States must be reimbursed for the full costs of training and support provided by the United States. The JSAT Regulation provides detailed implementing instructions, to include the prescribed international MOA used for this purpose. Requests for unit exchanges are forwarded to the appropriate MILDEP for action with an information copy to DSCA (Programs Directorate). Pricing guidelines and conversion to reimbursable training when reciprocal training or related support is not provided or not received, is included in DoD 7000.14-R (reference (o)), Volume 11A, Chapter 10.

C10.7.8.3. Flight Training Exchanges (FTE). FAA, section 544 (reference (b)) authorizes the exchange of comparable flight training. FTEs must be pursuant to an international agreement, which provides for the exchange of students on a one-for-one basis during the same U.S. fiscal year. The JSAT Regulation provides the prescribed MOA used for this purpose. FTE requests are forwarded to the Implementing Agency for action with an information copy to DSCA (Programs Directorate). FTEs with the United Arab Emirates (UAE) Air Warfare Center are separately authorized.

C10.7.9. International Narcotics Control And Law Enforcement (INCLE). INCLE has two strategic goals: minimize the impact of international crime on the United States; and reduce the entry of illegal drugs into the United States. The INCLE training programs strengthen foreign criminal justice sectors and promote international cooperation. Training provided through the FMS system using INCLE funds is governed by the same laws and policies as those outlined for FMF.

C10.7.10. Joint Combined Exchange Training (JCET). The JCET program permits U.S. Special Operations Forces (SOF) to train in a foreign country through interaction with foreign military forces and is authorized by 10 U.S.C. 2011 (reference (bv)). It enhances SOF skills, such as instructor skills, language proficiency, and cultural immersion, critical to required missions generated by either existing plans or unforeseen contingencies. The primary purpose of JCET activities is the training of U.S. SOF personnel, although incidental-training benefits may accrue to the foreign friendly forces at no cost. The foreign Government pays foreign student TLA expenses. The United States may pay the incremental expenses incurred by a foreign country as the direct result of this training. Incremental expenses include the reasonable and proper cost of rations, fuel, training, ammunition, transportation, and other goods and services consumed by the country. Pay, allowances, and other personnel costs are excluded.

C10.7.11. Mine Action. Mine Action programs provide training to foreign nations in mine clearance operations, mine awareness education and information campaigns, assistance in the establishment of mine action centers, emergency medical care, and leadership and management skills needed to successfully conduct a national level mine action program (10 U.S.C. 401 (reference (bs))). The Combatant Commanders execute the Mine Action programs. The training is conducted in the foreign country at no charge. The foreign country pays foreign student TLA expenses.

C10.7.12. Regional Centers for Security Studies. The Regional Centers provide a forum for bilateral and multilateral communication and military and civilian exchanges within a region. Each Center has a different set of legal authorities based on when and how it was established. Some Centers have authorities that allow cost waivers with no limits on course length; other Centers' authorities are more limited. Some Centers can accept foreign gifts to defray operating costs; other Centers cannot accept such gifts. The payment of foreign student travel and supplemental living allowance varies by Center and circumstance. In general, students from developing countries may have these expenses funded whereas developed countries may be expected to pay these expenses. Each Center determines the exceptions. The centers are: Africa Center for Strategic Studies (ACSS); Asia-Pacific Center for Security Studies (APCSS); Center for Hemispheric Defense Studies (CHDS); Marshall Center; and Near East South Asia Center for Strategic Studies (NESA).

C10.7.13. Regional Defense Counter-Terrorism Fellowship Program. This program enables the Department of Defense to assist key countries in the war on terrorism by providing training and education on counter-terrorism activities.

C10.7.14. Section 1004 – Counter-Drug Training Support (CDTS). CDTS includes deployments for training of foreign forces at the request of an appropriate law enforcement agency official as defined in Section 1004 of Public Law 101-510 (reference (bq)) (the National Defense Authorization Act for FY 1991). The purpose of the CDTS is to conduct counternarcotics-related training of foreign military and law enforcement personnel. DoD schools are reimbursed for the additional costs incurred in providing training. CDTS funds may be used to pay travel and supplemental living allowance to foreign students based on the established IMET rate.

C10.7.15. Service Academy Programs. DoD's three Service Academies conduct traditional academic exchange programs of varying length and content. Up to 40 foreign students may attend each Service Academy at any one time as actual members of an Academy class. Countries reimburse all or a portion of the program cost (to include the living allowance) to the Service Academy.

C10.7.15.1. In the Cadet Semester Exchange Abroad Program (C-SEAP), the parent (sending) Service is responsible for the basic pay and living allowance for their cadets and all travel costs associated with transporting their cadets to and from the host (receiving) Air Force Academy. The host Air Force Academy provides the exchange cadets with billeting and subsistence and the cost of travel during training. Up to 60 foreign students may attend each Service Academy at any one time as actual members of an Academy class.

C10.7.15.2. Under the Military Services Academies International Student Program, the international cadets come to the U.S. Service academies but there are no U.S. cadets going abroad. Foreign cadets are provided transportation from and to country. Also, the international cadets receive the same pay and/or allowances as U.S. cadets. Countries are required to reimburse the USG the cost of providing instruction, including pay, allowances, etc., unless a "full" or "partial (50%)" waiver of costs is granted by USD(P), Assistant Secretary of Defense - International Security Affairs (ADS/ISA), and International Negotiations and Regional Affairs (INRA).

C10.7.16. U.S. Coast Guard (USCG) Academy Foreign Cadet Program. 14 U.S.C. 195 (reference (by)) authorizes a limited number of foreign national appointments (maximum of 36) to the USCG Academy. Cadets can earn a Bachelor of Science degree in: marine engineering and naval architecture; electrical engineering; civil engineering; mechanical engineering; marine and environmental sciences; management; or Government. The foreign Government must agree in advance to reimburse the USCG for all costs incurred for a cadet's training at the Coast Guard Academy, except when a waiver is granted by the Commandant, USCG. Countries must agree that upon graduation, the cadet shall serve in the comparable maritime Service of his or her country for an appropriate period of time.

C10.7.17. U.S. Coast Guard (USCG) Caribbean Support Tender (CST). This program provides a 180' ex-buoy tender that operates in the Caribbean, with onboard training capability in maritime law enforcement, search and rescue, marine safety, environmental protection and disaster relief. The concept for the CST was developed in response to Presidential commitments in Bridgetown, Barbados in 1997, was authorized under Public Law 105-277 (reference (bz)), Chapter 4 and subsequently commissioned in September 1999. Quotas are made available to all eligible countries and tuition may be paid from IMET, FMF, or FMS. The respective grant aid programs provide travel and supplemental living allowance or the foreign Government provides all TLA under FMS.

C10.7.18. National Geospatial-Intelligence Agency (NGA) International Program. NGA conducts specialized training in geospatial intelligence at the National Geospatial-Intelligence College (NGC). NGC accepts foreign students through FMS and IMET. Eligible foreign governments may receive tuition-free training through NGA's bilateral agreements. In the bilateral program, sponsor governments must cover per diem and travel expenses for their students. Security Assistance Offices abroad should process bilateral students in the same manner as FMS and IMET students using the Travel Management System, except for annotating on the International Travel Orders that the training is tuition-free in accordance with the bilateral agreement.

C10.8. SPECIALIZED TRAINING

C10.8.1. Field Training Services. See Chapter 11 for information regarding these teams.

C10.8.2. Mobile Training Teams (MTTs). See Chapter 11 for information regarding these teams.

C10.8.3. Observer Training. During Observer Training, the student observes methods of operation, techniques, and procedures. Observer Training is not part of a formal course of instruction although it sometimes supplements or follows a student's formal training. Observer Training is authorized only if a course covering the desired training is NOT available. This includes specialist-type training. Certain Observer Training explicitly excludes "hands on" training. For example, foreign personnel enrolled under Medical Observer Training are prohibited from hands-on patient care.

C10.8.4. On-the-Job Training (OJT) or Familiarization Training. OJT is follow-on technical training devoted to practical application conducted after attendance at a formal course of instruction. This training is planned in advance as part of the country's training program. OJT conducted independently and not in conjunction with formal courses of instruction is authorized in the United States only if a course covering the desired training is NOT available (IMET-funded programs only). OJT in overseas schools and installations is provided in accordance with Combatant Command policies.

C10.8.5. Orientation Tours. Orientation Tours familiarize selected mid and senior-level foreign military personnel with U.S. military training and doctrine. These tours may be designated as Distinguished Visitor Orientation Tours (DVOTs) if there are general officers or equivalent MOD civilian personnel in the delegation. These tours are hand-tailored, short, intensive education programs that meet the specific needs of the country. NDU is responsible for conducting Orientation Tours and DVOTs sponsored by the Security Assistance training program. These tours are limited to countries with lesser-developed defense relationships with the United States, (e.g., new IMET recipient countries) unless extraordinary circumstances exist. In addition to the military objectives, Orientation Tours serve to enhance U.S. and participating nation mutual understanding, cooperation, and friendship.

C10.8.5.1. Orientation Tour Requirements. Some Orientation Tours are eligible for IMET funding. When submitting orientation tour requirements, the positions held by the visiting officers are indicated. DVOTs are authorized for senior country officials holding positions of major importance and high authority below the equivalent U.S. position of Chief of Staff or Chief of Naval Operations. Requests for Orientation Tours at the Chief of Staff and higher levels are not funded under IMET and should be referred to the corresponding U.S. element for funding and other action. DVOTs should not exceed 14 calendar days plus overseas travel time and should be limited to not more than five visitors per tour. Travel arrangements (mode of transportation for overseas and domestic travel) and accommodations should be comparable to those provided U.S. personnel under similar circumstances. Orientation Tours (not DVOTs) are authorized for selected officers who may become future leaders and policy makers. Tours should be restricted in number (not more than seven visitors per tour) and limited primarily to international military participants. Visits by international military cadets to U.S. service academies are not authorized under IMET. FAA, section 636(g) (reference (b)) provides the

authority to reimburse the expenses of U.S. military officers detailed in connection with orientation visits of foreign military and related civilian personnel.

C10.8.5.2. Country Team Evaluation of Orientation Tours. Prior to any proposal to country officials, which could be construed as an agreement to provide a tour, the SAO forwards Orientation Tour requests to the Combatant Command, DSCA, NDU, and the Implementing Agency with supporting rationale and justification for approval. IMET-funded Orientation Tours are programmed only after the SAO Chief attests to their importance to the country's efforts and the SAO forwards the request for approval. Orientation Tours should not comprise a major portion of an established program nor be a routine use of country program funds.

C10.8.5.3. Student Selection for Orientation Tours. Student selection and itinerary design should be based on maximum accomplishment of objectives. Where tour objectives are specific in terms of exposure to specialized techniques, procedures, and facility operation, the schedule should be designed accordingly, as opposed to tours in which the objective is broad exposure to concepts, higher-level decision-making, management, and staff operation. Itineraries should never reflect a tourist orientation in which the objectives are obscure. Visits to large metropolitan centers, which do not directly relate to objectives are not permitted.

C10.8.5.4. Official Entertainment for Orientation Tours. Official entertainment in connection with Orientation Tours (luncheons, dinners, receptions) should be in keeping with the grade and position of tour participants.

C10.8.5.5. Assignment of Escort Officers for Orientation Tours. When lack of English fluency of the participants makes a language qualified escort essential to tour objectives, every effort is made to provide them. SAO representatives should not be used as escort officers for IMET-sponsored Orientation Tours. However, in exceptional cases and with prior approval of DSCA, an SAO representative may serve as an escort officer. This is justified when special qualifications, workload, unusual rapport with key host country personnel, and associated projects or contacts may be useful. The SAO representative selected as an escort officer is under the complete jurisdiction of the executive agency (NDU) and remains with the tour at all times until the tour participants return to host country. Temporary Duty (TDY) travel and per diem costs for the escort officer for the duration of the tour are chargeable to IMET funds, and are programmed as a separate line in the country program under budget project N70. U.S. personnel other than bona fide escort officers designated or agreed to by NDU for tour implementation are not authorized to accompany tour groups. The dollar value of escort officer expenses is programmed in the TLA data field.

C10.8.5.6. Responsibilities for Orientation Tours. While every effort is made to meet SAO recommendations, the tour agenda is the responsibility of NDU and DSCA (Operations and Programs Directorates). NDU must clear all itineraries with DSCA (Operations and Programs Directorates) prior to releasing the proposed agenda to the country team.

C10.8.5.7. Leave for Participants in Orientation Tours. When authorized in the ITO, leave may be taken by tour participants at the conclusion of an Orientation Tours at no additional expense to IMET.

C10.8.6. Technical Assistance Teams (TATs). See Chapter 11 for information regarding these teams.

C10.8.7. Technical Assistance Field Teams (TAFTs). See Chapter 11 for information regarding these teams.

C10.9. SUSPENSIONS AND CANCELLATION OF TRAINING PROGRAMS

C10.9.1. Suspensions and Cancellation of Training Programs. See Chapter 6 for information on suspensions and cancellation of Security Assistance programs, including training.

C10.9.2. Charges For Course Cancellations or Withdrawals. For certain dedicated (all international) and contract courses, a 100 percent penalty is charged for cancellation unless filled by another international student (see annual Service messages listing these courses). For all other courses if the country requests cancellation or rescheduling less than 60 days prior to the course start date, the country's IMET program or FMS case is charged 50 percent unless filled by another international student (see exceptions below).

C10.9.2.1. A country whose student does not complete a course of instruction is also charged a proportionate share of the tuition rate. Implementing Agencies assess late cancellation charges for all DLIELC training lines that are canceled within the 60-day period and determines all other applicable penalty charges. The training line funding status has no bearing on whether the cancellation charge applies.

C10.9.2.2. The cancellation penalty is not applied when: the cancellation is due to decisions by the United States, such as deletion or rescheduling of classes; the cancellation is due to unavoidable circumstances within country, such as national disaster; or the quota is used by the United States or another country. These charges are reflected for each cancelled course assessed a cancellation penalty and the respective WCN is marked with a suffix (typically "S") to indicate that a penalty fee was charged.

C10.9.3. Sanctions. FAA, section 620(q) (reference (b)) sanctions are triggered by arrearages of more than six calendar months on Economic Support Fund (ESF) or other Agency for International Development (AID)-financed loans when the DoS advises DSCA that no waiver of sanctions is being considered. FAA, section 620(q) (reference (b)) does not impact use of FMF appropriations (FMS credit funds). The Brooke Amendment does impact the use of FMS credit funds. Brooke Amendment sanctions are triggered by arrearages of more than one calendar year on FMS credit (direct or guaranteed) funds, AID-financed loans, and Ex-Im bank loans. The impacts on use of IMET funds under both FAA, section 620(q) (reference (b)) and Brooke Amendment sanctions are identical.

C10.9.3.1. For the purposes of the Brooke Amendment, an IMET-funded course begins on the report date specified in the STL. Sequential training (proceeding to the next scheduled course) is reviewed by DSCA (Operations, Programs, and Strategy Directorates) on a case-by-case basis. If the IMET-funded course costs have been obligated before the effective date of the Brooke sanction, the student is permitted to begin training. If course costs have not been obligated before the effective date of the Brooke sanction, the student is not permitted to begin the course. If sanctions are lifted, these students can be considered for late admittance or admittance to the next available course of study or training program.

C10.9.3.2. IMET-funded MTTs and LTDs may not be dispatched or extended beyond their scheduled termination date.

C10.9.3.3. IMET-funded training aids may not be issued from supply nor placed on contract by the supplying agency.

C10.10. STUDENT ADMINISTRATION

C10.10.1. Invitational Travel Order (ITO). The ITO is the controlling document for training provided to international students under Security Cooperation training programs. No student enters a Security Cooperation-sponsored training program without a properly executed ITO. The only authorized documents that are used to enter students into training are the letter format ITO (Figure C10.F3.) generated by the Training Management System (TMS) and the DD Form 2285 ITO (Figure C10.F4.). See Chapter 13 for more information on TMS. The DD Form 2285 ITO can be used only if the Combatant Commander provides a policy waiver. The ITO is used for accounting purposes and provides guidance for determining which support is payable and which is not, status, and privileges. The SAO is responsible for preparation of the ITO in accordance with instructions in the JSAT Regulation. The SAO issues an individual ITO for each student. If the country desires, a language translation may be attached to the ITO. ITOs are issued only after in-country student screening is completed (see paragraph C10.3.4.).

Figure C10.F3. Sample Letter Format Invitational Travel Order

INVITATIONAL TRAVEL ORDER (ITO) FOR INTERNATIONAL MILITARY STUDENT (IMS)

1. ITO Number: BN03B11004 2. Country: Bandaria 3. Date: 2-Nov-02

The U.S. Government hereby issues this ITO for the IMS herein named to attend the course(s) of instruction herein listed, subject to the terms and conditions contained herein, and as may be amended by competent authority. This ITO is the only document that will be used and is valid only for the IMS entering U.S. training under the Foreign Assistance Act of 1961, as amended, or the Arms Export Control Act.

Definitions of acronyms and abbreviations contained in this document, and instructions for completing this form are provided in the Joint Security Assistance Training Regulation, JSATR (SECNAVINST 4950.4A/AR 12-15/AFR 50-29). This computer generated, letter format ITO is authorized in accordance with the Security Assistance Management Manual (SAMM), DoD 5105.38-M.

4. Issuing Security Assistance Organization (SAO):

a. Name of Organization: Office of Defense Cooperation (ODC)
b. Mailing Address: Unit 4095-PSC 80
APO AE 09765-1005

Data are included for illustration purposes only.

5. Funding: IMET 03

6. IMS Information:

a. Name: Harbeth, Jún
b. Sex: Male
c. Country Service Rank: MAJ
d. U.S. Equivalent Rank/Pay: MAJ
e. Country Service: Army
f. Country Service No.: OF100096
g. Date of Birth: 3 Aug 1965
h. Place of Birth: Bandaria
i. Passport No: 123456789

7. Invitation: The Secretary of the Department of the Army invites the IMS listed in item 6, this order, to proceed on or about 17 Nov 02 from Bandaria to FT LEAVENWORTH KS 66027-1352 for the purpose of commencing training listed in item 8, below.

8. Authorized Training: No additional training to that specified in this order will be provided.

A WCN: 1004A RCN: KC33 MASL: B171766 TITLE: INTERNATIONAL OFFICER PRE P
Military Service Course No.: 2G-F67X School: USA COMMAND AND GENERAL STAFF COL
Location: FT LEAVENWORTH KS 66027-1352 Report Date: End Date:

C WCN: 1004B RCN:KC34 MASL:B171782 TITLE: USA C&GSC OFF PREPARATORY
Military Service Course No.: 2G-F68 School: USA COMMAND AND GENERAL STAFF COL
Location: FT LEAVENWORTH KS 66027-1352 Report Date: End Date:

C WCN: 1004C RCN: KC35 MASL: B171768 TITLE: COMMAND & GEN STAFF OFF
Military Service Course No.:1-250-C2 School: USA COMMAND AND GENERAL STAFF COL
Location: FT LEAVENWORTH KS 66027-1352 Report Date: End Date:

Last line of training

9. Fund Cite: 4563-45UY-36300226 564 000 346ER 4567

10. Language Prerequisites: IMS completed the in-country DLI English language proficiency exam as follows:
Exam No.: 36B Date Completed: 21Oct02 Score: 82
Highest ECL: 80SA

11. Security: U.S. security/political screening has been accomplished. All training will be conducted on an unclassified basis.

TMS Generated Invitational Travel Order Page 1 of 3

Figure C10.F3. Sample Letter Format Invitational Travel Order (continued)

1. ITO Number: BN03B11004 2. Country: Bandaria 3. Date: 2-Nov-02

12. Conditions:

a. Dependents: No dependents are authorized to accompany or join the IMS. Dependents will not be issued ID cards or provided attendant privileges.

b. Medical Services:
IMSs/IMET IMSs: Charges for inpatient and outpatient care, immunizations, and medical examinations are chargeable to the IMETP.
Dependents: Not Applicable
Singular Conditions: See item 15, "Special Conditions."

c. Participation in Hazardous Duty: IMS is authorized to participate in hazardous duty training.

d. Physical Fitness Training: Participation in physical fitness training is required.

e. Leave: Upon completion of training, IMS is authorized 15 days leave at no cost to the U.S. Government or IMETP. Upon completion of leave, IMS will proceed immediately to home country or as directed by competent authority.

f. Living Allowance: Living allowance is authorized.

Singular Conditions:

g. Travel: Travel covered by this order, [illegible] vessel and [illegible] US, is chargeable to the fund cite indicated in item 9, this order.

Singular Conditions: Not Applicable

h. Travel by POV: IMS is authorized to travel by POV.

i. Baggage: Baggage allowances outlined below are total allowances; excess being the difference between the baggage permitted by the transportation carrier and that stipulated below. Baggage sizes and dimensions will conform to carrier stipulations. These allowances apply for that portion of travel whose costs are paid from U.S. funds (see para g., above) and cost of authorized excess baggage is chargeable to the fund cite indicated in item 9, this order.

Training at least 22 weeks, but less than 40 weeks in total duration: IMS authorized 3 pieces, not to exceed 70 pounds (32 Kilograms) each.

13. Terms:

a. Prior to departure from home country, the IMS listed herein is required to be medically examined and found to be physically acceptable in accordance with the health provisions of the Immigration and Nationality Act (8 U.S.C. 1182(a)(1)-(7)); Foreign Quarantine Regulations of Public Health Service, Department of Health, Education and Welfare, 42 CFR, Part 71; McCarran Act Sec. 212A, 1-7 Public Law 414, 82nd Cong.; applicable U.S. MILDEP regulations; and other U.S. laws or DoD directives and regulations which may be enacted from time to time.

b. The home country will ensure that the IMS has sufficient funds in United States dollar instruments to meet all expenses while enroute to, and for the first 30 days of training pending receipt of applicable pay and allowances by the IMS.

c. IMS will be responsible for custodial fees and personal debts incurred by self or family members. IMS unable to meet these financial obligations may be withdrawn from training and returned to home country.

Data are included for illustration purposes only.

TMS Generated Invitational Travel Order Page 2 of 3

Figure C10.F3. Sample Letter Format Invitational Travel Order (continued)

1. ITO Number: BN03B11004 2. Country: Bandaria 3. Date: 2-Nov-02

d. The IMS will bring adequate uniforms and work clothing for field duty or technical work. U.S. fatigue uniforms and footwear will be purchased by the IMS in the event that the country work uniforms are inadequate. When flying training is involved, required special flight clothing and individual equipment will accompany the IMS, or provisions will be made by the home country or the IMS to obtain the use of all necessary equipment prior to start of training. The IMS will also possess adequate civilian clothing for off-duty wear.

e. The Government of the United States is responsible for IMS travel which is part of the training program and for which costs are part of the course tuition.

f. The IMS will comply with all applicable U.S. MILDEP regulations.

g. The United States may cancel training and return to country IMSs who violate U.S. law or MILDEP regulations or who are found otherwise unsatisfactory. The IMS's government will be alerted to such action in accordance with U.S. MILDEP regulations

h. The Government of the United States disclaims any liability or financial responsibility for injuries received by the IMS listed herein while in transit to and from the training installation, while undergoing training or while in leave status, and any liability or financial responsibility for personal injury claims or property damage claims resulting from the IMS's action.

i. The IMS will participate in flights of U.S. military aircraft as required in the required courses, or as specified in U.S. MILDEP regulations.

Data are included for illustration purposes only.

14. Implementing Authority:

a. U.S. MILDEP Document: SATFA STL Report b. Date: 6-Nov-02

15. Special Conditions/Remarks:

a. IMS must report 3 days in advance of normal report date due to limited transportation availability.

b. IMS has been provided one-way ticket to first training activity; request provides return transportation.

c. IMS is free from communicable diseases, HIV, and other medical defects that could require treatment or hospitalization while in training.

d. The Defense Attaché, Embassy of Bandaria, Washington DC has administrative control over all personnel of the Armed Forces of Bandaria.

e. Leave in excess of 15 days from graduation date is not authorized and training activity is not authorized to modify this ITO without written authorization of OMC-Bandaria.

f. The acceptance of this order by the host country constitutes agreement that upon return to the country, the IMET student will be used in the skills for which he or she was trained for a period of time sufficient to warrant the expense to the USG, IAW SAMM, Chapter 10.

g. Upon return from training, IMS will report to OMC-Bandaria when notified, for debriefing, processing of travel voucher, and issuance of instructional materials.

16. Distribution:
5-International Student
2-SATFA
1-Health Services Command
1-Bandarian Embassy
1-Training Activity IMSO
USA COMMAND AND GENERAL STAFF COL
FT LEAVENWORTH KS 66027-1352

17. Command Line:

a. Signature of U.S. Authority Authenticating Orders: _____

b. Title: John C. Smith, MAJOR, US Army
Training Officer

TMS Generated Invitational Travel Order Page 3 of 3

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Figure C10.F4. DD Form 2285, Invitational Travel Order (ITO)

INVITATIONAL TRAVEL ORDER (ITO) FOR INTERNATIONAL MILITARY STUDENT (IMS)	CC/WCN:		
	1. ITO NUMBER	2. COUNTRY	3. DATE *(YYMMDD)*

The U.S. Government hereby issues this ITO for the IMS herein named to attend the course(s) of instruction herein listed, subject to the terms and conditions contained herein, and as may be amended by competent authority. This ITO is the only document that will be used and is valid only for IMS entering U.S. training under the Foreign Assistance Act of 1961, as amended, or the Arms Export Control Act.

Definitions of acronyms and abbreviations contained in this form, and instructions for completing this form are provided in the Joint Security Assistance Training Regulation, JSATR (SECNAVINST 4950.4/AR 12-15/AFJI-105).

4. ISSUING SECURITY ASSISTANCE ORGANIZATION (SAO)

a. NAME OF ORGANIZATION	b. MAILING ADDRESS

5. FUNDING *(X one and complete statement)*

☐ a. IMET FISCAL YEAR	☐ b. FMS CASE IDENTIFIER	☐ c. OTHER *(INL, etc.) (Specify)*

6. IMS INFORMATION

a. NAME *(Surname (ALL CAPS), First, Middle)*			b. SEX *(X one)* ☐ MALE ☐ FEMALE
c. COUNTRY SERVICE RANK	d. U.S. EQUIVALENT RANK/PAY GRADE	e. COUNTRY SERVICE	f. COUNTRY SERVICE NO.
g. DATE OF BIRTH *(YYMMDD)*	h. PLACE OF BIRTH *(City, province/district, country)*		

7. INVITATION

THE SECRETARY OF *(List U.S. MILDEP)* _____ INVITES THE IMS LISTED IN ITEM 6, THIS ORDER TO PROCEED ON OR ABOUT *(List date - YYMMDD)* _____ FROM *(List debarkation point - home country)* _____ TO *(List training installation)* _____ FOR PURPOSE OF COMPLETING TRAINING LISTED IN ITEM 8 BELOW.

8. AUTHORIZED TRAINING *(List in sequence of attendance. TO ARRIVAL REPORTING TO A TRAINING SITE NOT SPECIFIED IN THIS ORDER WILL BE PROVIDED.)*

a.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*
b.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*
c.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*
d.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*
e.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*
f.	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) MILITARY SERVICE COURSE ID NUMBER	
	(6) TRAINING INSTALLATION			(7) LOCATION	(8) REPORT DATE *(YYMMDD)*	(9) END DATE *(YYMMDD)*

9. FUND CITE *(Use only when IMET or other specific authority for funding living allowance and/or travel has been received.)*

The finance officer effecting disbursement of funds under this authority will forward one copy of the executed voucher to the accounting station cited in the appropriation and other activities as required by appropriate U.S. MILDEP regulations.

DD FORM 2285, JUL 95 (EG) PREVIOUS EDITIONS ARE OBSOLETE. Page 1 of 4 Pages

Designed using Perform Pro, WHS/DIOR, Jul 95

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Figure C10.F4. DD Form 2285, Invitational Travel Order (ITO) (continued)

CC/WCN	ITO NO.	DATE

10. LANGUAGE PREREQUISITES *(X a., b., or c. and complete as applicable. Complete block d.)*

a. IMS COMPLETED THE IN-COUNTRY DLI ENGLISH LANGUAGE PROFICIENCY EXAMINATION AS FOLLOWS.

(1) EXAM NO.	(2) DATE COMPLETED *(YYMMDD)*	(3) ENGLISH COMPREHENSION LEVEL (ECL) SCORE *(IMS will take the CONUS course entry ECL test at the first training installation.)*

b. WAIVER OF IN-COUNTRY ECL TEST GRANTED BY AUTHORITY OF: *(Documentation) (IMS will take the CONUS course entry ECL test at the first training installation.)*

c. IMS IS EXEMPT FROM ALL ECL TESTING BY AUTHORITY OF: *(Documentation)*

[X] d. HIGHEST REQUIRED ECL *(of training listed in Item 8)*

11. SECURITY *(X one and complete as applicable)*

a. U.S. SECURITY/POLITICAL SCREENING HAS BEEN ACCOMPLISHED. ALL TRAINING WILL BE CONDUCTED ON AN UNCLASSIFIED BASIS.

b. U.S. SECURITY REQUIREMENTS HAVE BEEN COMPLIED WITH. THE HOME GOVERNMENT HAS GRANTED THE IMS A SECURITY CLEARANCE. THIS OF ITSELF DOES NOT PERMIT THE DISCLOSURE OF CLASSIFIED U.S. INFORMATION. SUCH DISCLOSURE MUST BE SPECIFICALLY AUTHORIZED BY AN OFFICIAL DELEGATED AUTHORITY AND U.S. FOREIGN DISCLOSURE REGULATIONS OR DIRECTIVES.

(1) HOME COUNTRY	(2) EQUIVALENT U.S. CLASSIFICATION LEVEL

12. CONDITIONS *(X appropriate block(s) for each condition listed.)*

a. DEPENDENTS *(Identify authorized dependents in Item 15, including names and ages.)*

(1) NO DEPENDENTS ARE AUTHORIZED TO ACCOMPANY OR JOIN IMS. DEPENDENTS WILL NOT BE ISSUED ID CARDS OR PROVIDED ATTENDANT PRIVILEGES.

(2) DEPENDENTS ARE AUTHORIZED BY THE IMS'S HOME COUNTRY AND THE DOD SECURITY ASSISTANCE ORGANIZATION IN-COUNTRY TO ACCOMPANY IMS OR JOIN IMS WHILE IN TRAINING, BUT WILL NOT BE TRANSPORTED NOR SUBSISTED AT U.S. GOVERNMENT EXPENSE. IMET IMS IS NOT AUTHORIZED AN INCREASE IN LIVING ALLOWANCE DUE TO PRESENCE OF DEPENDENTS.

(3) IN ACCORDANCE WITH SECURITY ASSISTANCE MANAGEMENT MANUAL (SAMM), DOD 5105-38M, CHAPTER 1[illegible] IMS [illegible] THE INCREASED "DEPENDENTS AUTHORIZED" LIVING ALLOWANCE. DEPENDENTS WILL NOT BE TRA[illegible] SUBS[illegible] U.S. GOVERNMENT EXPENSE.

For illustration purposes only

b. MEDICAL SERVICES

(1) IMSs

(a) NATO IMSs UN[illegible]R IMET: CHA[illegible] FOR ONLY [illegible] CARE [illegible] U.S. [illegible] CHARGEABLE TO THE IMETP.

(b) IMET IMSs: CH[illegible] FOR OUTPATIENT AND IN[illegible] CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS ARE CHARGEABLE TO THE IMETP.

(c) NATO IMSs UN[illegible] CHARGES FOR ONLY INPATIENT CARE IN THE U.S. WILL BE COLLECTED FROM: *(X one)*

[ ] (i) FMS CASE [ ] (ii) IMS [ ] (iii) FOREIGN GOVERNMENT

(d) FMS IMSs: CHARGES FOR OUTPATIENT AND INPATIENT CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS WILL BE COLLECTED FROM *(X one)*

[ ] (i) FMS CASE [ ] (ii) IMS [ ] (iii) FOREIGN GOVERNMENT

(e) INL IMSs: CHARGES FOR OUTPATIENT AND INPATIENT CARE, IMMUNIZATIONS AND MEDICAL EXAMINATIONS WILL BE FORWARDED TO APPROPRIATE MILDEP FOR PROCESSING WITH DEPARTMENT OF STATE, INL.

(2) DEPENDENTS

(a) AUTHORIZED ACCOMPANYING DEPENDENTS OF NATO IMSs: CHARGES FOR ONLY INPATIENT CARE IN THE U.S. WILL BE COLLECTED FROM *(X one)*

[ ] (i) IMS [ ] (ii) FOREIGN GOVERNMENT

(b) AUTHORIZED ACCOMPANYING DEPENDENTS OF IMET AND FMS IMSs: CHARGES FOR OUTPATIENT AND INPATIENT CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS WILL BE COLLECTED FROM *(X one)*

[ ] (i) IMS [ ] (ii) FOREIGN GOVERNMENT

(3) SINGULAR CONDITIONS

(a) SEE ITEM 15, "SPECIAL CONDITIONS".

c. PARTICIPATION IN HAZARDOUS DUTY

(1) IMS IS AUTHORIZED TO PARTICIPATE IN HAZARDOUS DUTY TRAINING.

(2) IMS IS PARACHUTE QUALIFIED AND AUTHORIZED TO PARTICIPATE IN JUMPS FROM U.S. AIRCRAFT.

(3) QUALIFIED IMSs ARE AUTHORIZED TO PARTICIPATE IN FLIGHTS AS CREW MEMBERS. THE GOVERNMENT OF *(List home country)* _____ CERTIFIES THAT IMS IS PHYSICALLY, PROFESSIONALLY, AND ADMINISTRATIVELY QUALIFIED TO PARTICIPATE IN FLIGHTS IN HIS COUNTRY'S MILITARY AIRCRAFT AS *(List flight crew position)*. _____ IMS MEETS MEDICAL CLEARANCE REQUIREMENT AS SPECIFIED BY THE APPROPRIATE U.S. MILDEP FLIGHT QUALIFICATION RECORDS ACCOMPANYING IMS.

d. PHYSICAL FITNESS TRAINING

(1) PARTICIPATING IN PHYSICAL FITNESS TRAINING IS REQUIRED.

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Figure C10.F4. DD Form 2285, Invitational Travel Order (ITO) (continued)

CC/WCN	ITO NO.	DATE

e. LEAVE

(1) UPON COMPLETION OF TRAINING, IMS IS NOT AUTHORIZED LEAVE, AND WILL PROCEED IMMEDIATELY AS DIRECTED TO HOME COUNTRY.

(2) UPON COMPLETION OF TRAINING, IMS IS AUTHORIZED *(List number)* _____ DAYS LEAVE AT NO COST THE U.S. GOVERNMENT OR IMETP. UPON COMPLETION OF LEAVE, IMS WILL PROCEED IMMEDIATELY TO HOME COUNTRY OR AS DIRECTED BY COMPETENT AUTHORITY.

f. LIVING ALLOWANCES

(1) LIVING ALLOWANCE IS RESPONSIBILITY OF THE FOREIGN GOVERNMENT.

(2) LIVING ALLOWANCE IS AUTHORIZED DURING PERIOD COVERED BY THIS ORDER, FROM DAY OF DEPARTURE FROM, TO DAY OF RETURN ARRIVAL IN, HOME COUNTRY, EXCLUDING PERIOD COVERED BY LEAVE, IN ACCORDANCE WITH SAMM, CHAPTER 10, AND IS CHARGEABLE TO THE FUND CITE IN ITEM 9, THIS ORDER.

(3) LIVING ALLOWANCE IS AUTHORIZED FROM DAY OF DEPARTURE FROM TO DAY OF RETURN ARRIVAL IN *(List country - other than home country)* _____ EXCLUDING PERIODS COVERED BY LEAVE, IN ACCORDANCE WITH SAMM, CHAPTER 10, AND IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(4) LIVING ALLOWANCE IS AUTHORIZED FROM DAY OF DEPARTURE FROM THE CONUS ENTRY PORT TO DAY OF RETURN ARRIVAL AT THE CONUS DEPARTURE POINT, EXCLUDING PERIODS COVERED BY LEAVE, IN ACCORDANCE WITH SAMM, CHAPTER 10, AND IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(5) LIVING ALLOWANCE IS AUTHORIZED WHILE IN TRAINING STATUS ONLY IN ACCORDANCE WITH SAMM, CHAPTER 10, AND IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(6) SEE ITEM 15, "SPECIAL CONDITIONS".

g. TRAVEL

(1) TRAVEL IS RESPONSIBILITY OF THE FOREIGN GOVERNMENT.

(2) TRAVEL COVERED BY THIS ORDER, OVERSEAS AND CONUS, IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(3) TRAVEL TO AND RETURN FROM *(List country - other than home country)* _____ IS THE RESPONSIBILITY OF THE FOREIGN GOVERNMENT. TRAVEL FROM *(List country - other than home country)* _____ TO CONUS AND RETURN IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(4) TRAVEL TO CONUS AND RETURN IS RESPONSIBILITY OF THE FOREIGN GOVERNMENT. TRAVEL FROM CONUS IS CHARGEABLE TO THE FUND CITE INDICATED IN ITEM 9, THIS ORDER.

(5) (a) IMS HAS BEEN ISSUED ONE WAY TICKET TO *(List U.S. location)* _____ COST OF OCONUS TRAVEL CHARGEABLE TO FUND CITE IN ITEM 9, THIS ORDER, IS $ _____ ; GOV TRANS REQ (GTR) # _____ . LAST TRAINING INSTALLATION WILL ARRANGE RETURN TRANSPORTATION TO HOME COUNTRY.

(b) IMS HAS BEEN ISSUED A ROUND TRIP TICKET. IF IMET FUNDED, EXCEPTION TO ONE WAY TICKET RULE GRANTED PER _____ COST OF ROUND TRIP TICKET IS $ _____ . GOV TRANS REQ (GTR) # _____

(6) SEE ITEM 15, "SPECIAL CONDITIONS".

h. TRAVEL BY POV

IMS IS AUTHORIZED ☐ IS NOT AUTHORIZED TO TRAVEL BY POV.

i. BAGGAGE

(1) NO BAGGAGE WILL BE TRANSPORTED AT U.S. GOVERNMENT EXPENSE.

Baggage allowances outlined below are total allowances: excess baggage being the difference between the baggage permitted by the transportation carrier and that stipulated below. Baggage sizes and dimensions will conform to carrier stipulations. These allowances apply for that portion of travel whose costs are paid from U.S. funds (See Para. g., above) and cost of authorized excess baggage is chargeable to the Fund Cite indicated in Item 9, this order.

(2) TRAINING LESS THAN 22 WEEKS IN TOTAL DURATION: IMS AUTHORIZED 2 PIECES, NOT TO EXCEED 70 POUNDS (32 KILOGRAMS) EACH.

(3) TRAINING AT LEAST 22 WEEKS BUT LESS THAN 40 WEEKS IN TOTAL DURATION: IMS AUTHORIZED 3 PIECES NOT TO EXCEED 70 POUNDS (32 KILOGRAMS) EACH.

(4) ALL TRAINING 40 WEEKS OR LONGER IN TOTAL DURATION: IMS AUTHORIZED 4 PIECES, NOT TO EXCEED 70 POUNDS (32 KILOGRAMS) EACH.

(5) IN ADDITION TO ABOVE ALLOWANCES, IMS ATTENDING PME, GRADUATE, OR POSTGRADUATE PROGRAMS LISTED IN SAMM, TABLE 1001-2, NOTE (4), AND JSATR, TABLE 9-1, NOTE 4, WITH AUTHORIZED ACCOMPANYING DEPENDENTS (Item 12.a.(2) or (3)) OR IMS ATTENDING FLIGHT TRAINING ARE AUTHORIZED ONE ADDITIONAL PIECE OF BAGGAGE.

For illustration purposes only.

DD FORM 2285, JUL 95 — Page 3 of 4 Pages

Figure C10.F4. DD Form 2285, Invitational Travel Order (ITO) (continued)

CC/WCN	ITO NO.	DATE

13. TERMS

a. Prior to departure from home country, the IMS listed herein is required to be medically examined and found physically acceptable in accordance with the health provisions of the Immigration and Nationality Act (8 U.S.C. 1182(a)(1)-(7)); Foreign Quarantine Regulations of Public Health Service, Department of Health, Education and Welfare, 42 CFR, Part 71; McCarran Act Sec 212A, 1-7, Public Law 414, 82d Cong.; applicable U.S. MILDEP regulations; and other U.S. laws or DoD directives and regulations which may be enacted from time to time.

b. The home country will ensure that the IMS has sufficient funds in United States dollar instruments to meet all expenses while enroute to, and for the first 30 days of training pending receipt of applicable pay and allowances by the IMS.

c. IMS will be responsible for custodial fees and personal debts incurred by self or family members. IMSs unable to meet these financial obligations may be withdrawn from training and returned to home country.

d. The IMS will bring adequate uniforms and work clothing for field duty or technical work. U.S. fatigue uniforms and foot wear will be purchased by the IMS in the event that the country work uniforms are inadequate. When flying training is involved, required special flight clothing and individual equipment will accompany the IMS, or provisions will be made by the home country or the IMS to obtain the use of all necessary equipment prior to start of training. The IMS will also possess adequate civilian clothing for off-duty wear.

e. The Government of the United States is responsible for IMS travel which is part of the training program and for which costs are part of the course tuition.

f. The IMS will comply with all applicable U.S. MILDEP regulations.

g. The United States may cancel training and return to country IMSs who violate U.S. law or MILDEP regulations or who are found otherwise unsatisfactory. The IMS's government will be alerted to such action in accordance with U.S. MILDEP regulations.

h. The Government of the United States disclaims any liability or financial responsibility for injuries received by the IMS listed herein while in transit to and from the training installation, while undergoing training or while in leave status, and any liability or financial responsibility for personal injury claims or property damage claims resulting from the IMS's action.

i. The IMS will participate in flights of U.S. military aircraft as required for scheduled course(s) or as specified in U.S. MILDEP regulations.

j. The acceptance of this order by the host country constitutes agreement that the IMET student will be utilized, upon return to the host country, in the skills for which he was trained for a period of time sufficient to warrant the expense of the U.S. Government, in accordance with the SAMM.

14. IMPLEMENTING AUTHORITY

a. U.S. MILDEP DOCUMENT	b. DATE *(YYMMDD)*

15. SPECIAL CONDITIONS/REMARKS *(If applicable)*

For illustration purposes only.

16. DISTRIBUTION

17. COMMAND LINE

a. SIGNATURE OF U.S. AUTHORITY AUTHENTICATING ORDERS	b. TITLE

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C10.10.2. International Military Student Officer (IMSO). Commanders of U.S. installations with international students scheduled for training designate an IMSO for administrative support of international students and the DoD Informational Program (IP).

C10.10.3. Uniforms and Personal Clothing. Uniforms or items of personal clothing, other than special items of training clothing or equipment (such as flying training gear when included in course cost) may not be provided on a grant basis. Students and/or countries may purchase such items under an FMS case funded with national funds.

C10.10.4. Visits to Canada and Mexico. International students attending instruction in CONUS may be authorized visits to Canada and Mexico if the visit does not exceed 72 hours. Students must comply with all immigration and customs regulations. Such visits do not affect the living allowances. Students should be aware that they need multiple entry visas to visit Canada or Mexico and to return to the United States - not all visas meet this criterion.

C10.10.5. Dependents of Students. Dependents are discouraged from joining students except where the Implementing Agency determines that housing and other amenities are available and the presence of dependents makes an important contribution to the learning experience. When the Implementing Agency encourages authorized-dependents for officers and NCOs attending selected courses, as indicated in Table C10.T3, Note (7), a living allowance may be paid in accordance with rates established in that table. Dependent transportation and/or medical treatment are never at U.S. expense.

C10.10.6. Student and Dependent Employment. International students and their alien dependents are not permitted to hold employment during their stay in the United States. U.S. Embassy or Security Assistance personnel should explain this to students at pre-departure briefings. U.S. country team personnel should ensure passports with A-2 Visas or related documents concerning students and their alien dependents are not annotated with “Employment Authorized.”

C10.10.7. Disposition of Students in the Event of Emergency. In the event of a national emergency, DSCA provides procedures and policy for the disposition of students and other international military visitors in the United States and at U.S. installations abroad.

C10.10.8. Political Asylum and Temporary Refuge. Student requests for political asylum and temporary refuge are handled promptly and with careful attention to the procedures established by DoD Directive 2000.11 (reference (cc)) and the implementing instructions of the MILDEPs (AR 550-1, SECNAVINST 5710.22, and AFI 51-704). The instructions cover policy and procedures concerning political asylum and temporary refuge requests from foreign nationals while in territories under exclusive U.S. jurisdiction, territories under U.S. administration and on the high seas, and in territories under foreign jurisdiction.

C10.10.9. Retainable Instructional Materials (RIM). The shipment cost of student RIM is included in the tuition rates for all formal courses (based on standard rates set by DoD 7000.14-R (reference (o)), Volume 15, Chapter 7). Students sending their instructional materials via international mail, or sending instructional materials in excess of the total maximum allowance, do so at personal expense.

C10.10.9.1. Weight Allowances. Weight allowance is 200 pounds for select courses, (e.g., PME, postgraduate education, language instructor training, etc.) and 50 pounds for all other courses.

C10.10.9.2. Packaging and Labeling Requirements. Materials are packaged and labeled at the training installation and shipped via fourth-class mail to the country SAO for delivery to the student, or to the official address for classified material. A copy of the student's ITO is placed inside the package. Use of the Army and Air Force Post Office or Fleet Post Office address of the sponsoring SAO is authorized. Packages must be addressed to the SAO (student's name must not be entered on address label) and include (on the side of the package) the WCN and Program Year for IMET students and the WCN and FMS case for FMS students.

C10.10.9.3. Shipment of Personal Property. The training installation ensures that no personal effects or other unauthorized matter is shipped with the instructional material.

C10.10.10. Maintenance of Student Records. DoD schools that train international students under Security Assistance programs must maintain student records for the same length of time as they are required to maintain records for other students. Country teams and/or SAOs retain student records for a minimum of 10 years.

C10.10.11. Country Liaison Personnel. Use of foreign liaison personnel to assist U.S. training activities with student administration is authorized only after the Implementing Agency has acknowledged the need for assistance and can provide the logistics support. Liaison personnel are authorized only when a country is scheduled to train a large number of students or where student background warrants liaison personnel assistance. Programming procedures for liaison personnel TLA are the same as for the student, if funded under IMET. Liaison personnel are programmed under generic code N10. Liaison personnel are NOT authorized to pursue a course of instruction concurrent with liaison duties. An FMS case is required for non-IMET sponsored liaison personnel to cover associated support expenses (e.g. leased office space, phone, etc.).

C10.10.12. Leave or Leave Extensions (IMET-Only). Leave or leave extensions are granted to IMET students only when authorized in the original ITO or if the SAO amends the ITO by written communication with the training installation. The written communication must be completed no later than 15 days prior to completion of scheduled training.

C10.10.13. Use of the Security Assistance Network (SAN). The SAN provides the primary interface for the input of data from all SAO and IMSO offices. All SAOs and IMSOs must use the SAN and its components to perform their assigned security assistance training management functions. See Chapter 13 for more information on the SAN and its components.

C10.10.13.1. SAO Use of the SAN. SAOs and SAO Training Managers must use the SAN and its components to perform the following functions: perform regular uploads of data from TMS to the SAN; enter international military student (IMS) arrival information in TMS and upload the information to the SAN; enter the training manager's contact information in TMS and upload the information to the SAN; use TMS to manage the country training program and generate invitational travel orders; use the SAO Web to access training data on-line, view remarks entered by IMSOs and MILDEPs, view current status of IMS, and access training manager information; and, use the SAO Web to submit the Counter Terrorism Fellowship Program (CTFP) Nomination Form.

C10.10.13.2. IMSO Use of the SAN. IMSOs must use the SAN and its components to perform the following functions: use the IMSO Web to retrieve IMS arrival information; provide IMSO point of contact information and detailed location information in the IMSO Web (for downloading by SAOs and viewing in the TMS system); input arrival, convening, and completion reports via the IMSO Web; input Foreign Identification Number (FIN) and other required data entries in the IMSO Web; and, input IP information in the IMSO Web.

C10.11. DOD INFORMAL PROGRAM (IP)

In accordance with DoD Directive 5410.17 (reference (cd)) each student attending a formal course in the United States under the Security Assistance program is given the opportunity to participate in the DoD IP. The IP objective is to provide a "real life" view of U.S. society, institutions, and goals, outside the classroom. The IP should include discussion with the students about our Government structure, judicial system, the political party system, the role of a free press and other communications media, cultural issues associated with minorities, the purpose and scope of labor unions, our economic system, educational institutions, and the way in which all of these elements reflect the U.S. commitment to the basic principles of internationally recognized human rights. Implementing Agencies are responsible for IP implementation. Cost factors for implementing the IP are included in course tuition costs.

C10.11.1. IP Participation. The IP applies to students and military-sponsored visitors in the United States under the Security Assistance training program. As appropriate to the surrounding environment, the IP also applies to DoD training installations overseas performing Security Assistance military training functions. While students are given the opportunity to participate in the IP, it is not mandatory unless it is part of a course Program of Instruction.

C10.11.2. Scope of Funded IP Activities. Implementing Agencies are responsible for reviewing all proposed IP activities to ensure they are valid and meet the objectives of the IP. Any questionable activities should be referred to DSCA (Programs and Strategy Directorates) for approval prior to implementation. IP activities include transportation, meals, lodging, admissions, programs, and related incidental expenses. The student is required to pay for personal shopping and services such as laundry and telephone and other costs not directly associated with the programmed tour. IP funds may be used to finance the cost of distinctive medallions, plaques, ornaments, or mementos, which serve to commemorate the student's experience in participating in a particular IP activity.

C10.11.2.1. Use of Local Civic Groups. IP activities should involve local civic groups, organizations, agencies, facilities, and historical sites. The majority of IP activities should take place in the civilian community so that students gain an understanding of the United States outside of their classroom experience.

C10.11.2.2. Visits to Washington, DC. Under the IP, officer students, DSCA-approved senior enlisted students, and DSCA-approved students enrolled in other specific courses are encouraged to visit Washington, DC. A maximum of four days plus travel time is authorized for this event. Washington, D.C. trips are limited to one per student. If the student changes training locations, IMSOs should verify the student has not previously attended the Washington, D.C. trip.

C10.11.2.3. Entertainment and Social Activities. Entertainment and social events are not a major element of the program. Social activities arranged for international students should include a proportional number of U.S. military, civilian guests, and students whenever possible.

C10.11.3. Duty Status of Students. Students participating in IP tours are considered to be in a duty status. The living allowances authorized for IMET students at their training centers (see Table C10.T3) are continued throughout the tour.

C10.11.4. Dependent Participation. Dependents who accompany students in the United States are allowed to participate in IP activities, but at no additional cost to the program.

C10.11.5. Extraordinary Expenses. Extraordinary expenses are used to finance costs of commandant's welcome, receptions, banquets for civilian and military sponsors, class or seminar dine-ins, faculty-student luncheons, graduations, and similar activities which bridge cultural differences and enhance the relationship between school officials, local community supporting participants, and the international students. These are budget project N60 expenses incident to representational activities for students under the IMET program and are limited by FAA, section 636(g) (reference (b)) and related appropriation acts. N60 funds may be used only for IMET-funded students. However, joint activities with FMS-funded students are often cost effective. In those cases, IMET N60 (including IMET IP) costs are pro-rated on the basis of the respective numbers of IMET and FMS students. N60 funds may also be used in connection with IP orientation tours.

C10.12. ANNUAL INTERNATIONAL TRAINING REPORTS

C10.12.1. Positions of Prominence Report (PPR). Each Combatant Command provides guidance to SAOs on the collection of PPR data and ensures reports are updated annually. SAOs include updated data in the annual Combined Education and Training Program Plan presented at the Combatant Command TPMR. The Combatant Command should submit consolidated information to DSCA within 30 days after the TPMR. The data are used to assess the effectiveness of the programs.

C10.12.1.1. Description of Military Ranks for Reporting Purposes. For purposes of this report, prominent military positions include all general and flag rank officers and lesser ranks such as chief of a military service, senior cabinet aide, senior position on the joint or general staff, commander of a training installation which would be held by a general or flag officer in the United States, military attaché to a major world capital, or commanders of elite or singular units with special tasks such as guarding the nation's capital.

C10.12.1.2. Description of Civilian Ranks for Reporting Purposes. Civilian graduates under Security Assistance training programs achieving positions of prominence include heads of state (including royalty), cabinet and deputy cabinet ministers, ambassadors, members of parliament, chiefs of leading business enterprises, and other leaders of the civilian community. Because of the rank structures used around the world, SAOs must use best judgment in assigning a "U.S. Equivalent Grade."

C10.12.1.3. Data Format. Data are composed of updates on individuals previously reported if his or her position or status has changed, and former students who have achieved positions of prominence since the last report. Data should be formatted in the following order: country; name (last, first, middle initial); grade; U.S. equivalent grade; prominent positions held (to include all previous positions of prominence); current position; academic degree (if appropriate); specific training completed (course, place of training, rank, year(s) attended, and source of funding); and how the position was obtained (election, appointment, or other).

C10.12.2. Foreign Military Training Report. FAA, section 656 (reference (b)) and the annual Foreign Operations Act require the Secretary of Defense and Secretary of State to jointly prepare and submit to the appropriate Congressional committees a report on all military training provided to foreign military personnel by the Department of Defense and the DoS during the previous fiscal year and all such training proposed for the current fiscal year. For the purpose of this report, "training" is defined as any activity where a significant objective is the transfer of knowledge or skills (related to the performance of tasks of a military or defense nature) to units or individuals of the foreign armed forces or foreign MOD civilians. This definition includes both education and training. The following timeline (Table C10.T11.) ensures this report is compiled and submitted to Congress to meet the legislated deadline.

Table C10.T11. Foreign Military Training Report Preparation Timeline

Date*	Action
August 15th	DSCA (Programs Directorate) prepares and sends tasking message to all training activities, MILDEPs, Combatant Commands, Chairman of the Joint Chiefs of Staff, SAOs, etc.
August 30th	DSCA (Programs Directorate) prepares and sends message outlining detailed reporting procedures and administrative guidance for the report.
September 1st	DSCA (Programs and Information Technology Directorate) provides the Congressional Report on International Military Training (Non-Security Assistance-CRMIT) database to DoD Commands/Centers who provide reportable non-Security Assistance training and engagement activities funded from DoD resources.
September 30th	End of the fiscal year. STL input is frozen.
October 1st	DSCA (Information Technology Directorate) creates Security Assistance training data portion of the report (Security Assistance-CRMIT) and forwards the database to the Combatant Commands. Combatant Commands begin coordinating SAO input and updates.
October	DoD Commands/Centers submit DoD-funded non-Security Assistance, training, and

Date*	Action
15th	education activities (Non-Security Assistance-CRMIT) to respective DoD sponsor for review and approval.
October 28th	DoD sponsors submit approved (Non-Security Assistance-CRMIT) database with non-Security Assistance sponsored program data to DSCA (Information Technology Directorate) for insertion into the Foreign Military Training Report database.
October 31st	Combatant Commands return updated (Security Assistance-CRMIT) database with Security Assistance-sponsored program data to DSCA (Information Technology Directorate).
November 1st	DoS prepares country justification narratives.
November 6th	DSCA (Information Technology Directorate) generates draft consolidated Foreign Military Training Report and DoD engagement activities of interest database (CRMIT) and passes the database to DoS (PM) and DSCA (Programs Directorate) for initial review and corrections.
December 15th	Final revisions and joint signatures of Deputy Secretary of Defense and Deputy Secretary of State (who have been delegated signature authority for this report).
January 21st	Final approved report forwarded for printing by the DoS.
January 31st	Final report delivered to Congress by the DoS.
* Note: Dates may vary depending on the work week each year	