



DEFENSE SECURITY ASSISTANCE AGENCY

WASHINGTON, D.C. 20301

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MEMORANDUM FOR DISTRIBUTION

Subject: Military Assistance and Sales Manual (MASM) Interim Change No. B-3

Attached is the revised IMET Chapter which will be eventually published as Chapter 7 of Part II of the new MASM. This chapter is intended to be a consolidated, stand-alone guide for management, policy and programming of the IMET program.

Included as Appendix E is an interim Invitational Travel Order (ITO) form which is undergoing approval and publication as a DoD form. This ITO interim form may be used until the DD form is published and distributed.

Chapter 7 as attached is effective immediately and will be used in lieu of IMETP guidance now contained in Chapters C, E and F of the current MASM.

A handwritten signature in black ink, appearing to read "Walter B. Ligon", is written over the typed name.

WALTER B. LIGON  
Acting Director

Attachment  
a/s

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PART II

CHAPTER 7

INTERNATIONAL MILITARY EDUCATION AND TRAINING

A. INTRODUCTION

1. International Military Education and Training Program (IMETP) Guidance. This chapter provides guidance and instructions for providing military training and training aids to foreign countries as grant aid authorized under the Foreign Assistance Act (FAA) of 1961, as amended, in a manner that will insure the greatest benefit to the program.

2. General Authority. The International Military Education and Training (IMET) Program, is authorized by Chapter 5 of the Foreign Assistance Act of 1961, as amended, and provides for military education and training on a grant basis to military and related civilian personnel of friendly countries.

3. Scope of Program. Such training and education 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. As used in this chapter, the term "Continental United States," or CONUS, excludes Hawaii, the term "United States," or U.S., includes both Alaska and Hawaii.

4. Purposes. Education and training activities conducted under this chapter shall be designed to encourage effective and mutually beneficial relations and increased understanding between the United States and foreign countries in furtherance of the goals of international peace and security; to improve the ability of participating foreign countries to utilize their resources, including defense articles and defense services obtained by them from the United States, with maximum effectiveness, thereby contributing to greater self-reliance by such countries; and to increase the awareness of nationals of foreign countries participating in such activities of basic issues involving internationally recognized human rights.

B. OBJECTIVES OF IMET. Within the above purposes, the following objectives of providing grant aid training to foreign countries are:

1. Operation and Maintenance Skills. To create skills needed for effective operation and maintenance of equipment acquired from the U.S.

2. Effective Management. To assist the foreign country in developing expertise and systems needed for effective management of its defense establishment.

3. Development of Training Capability. To foster development by the foreign country of its own indigenous training capability.

4. Provide an Alternative to Soviet Military Training. To reduce indigenous country training dependence on the USSR and its allies.

5. Rapport. To promote U.S. military rapport with the armed forces of the foreign country.

6. Understanding. To promote better understanding of the United States, including its people, political system, and other institutions. Initially, all of the objectives stated above should be pursued simultaneously with emphasis shifting progressively from operations and maintenance to management of in-country capabilities, and finally to preserving military rapport and understanding of the United States. The ultimate objective is to limit programs to the latter and should be pursued as rapidly as possible consistent with the achievement of overall objectives.

C. AREAS OF EMPHASIS. To the extent consistent with the purpose of the IMETP, emphasis will be placed as follows:

1. Individuals Likely to Occupy Key Positions. Emphasis will be placed on the training of individuals who are likely in the future to occupy positions of influence or prominence within the foreign country's armed forces.

2. Encouragement of Professionalism. Training that encourages military professionalism and the interchange of military doctrine, particularly by attendance at U.S. service schools at the advanced career, command and staff and war college levels, will be emphasized.

3. Management of Resources. Emphasis will be placed on training related to the management of resources at all levels within the defense establishment.

#### D. CONSTRAINTS

1. DSAA Approval. The following types of training requests require DSAA approval on a case-by-case basis prior to programming:

a. Training not Related to Objectives. Training that is not clearly related to achievement of the objectives set forth above.

b. Training for Purpose of Obtaining Degree. Training at U.S. military or civilian schools leading to a degree or credits toward a degree as opposed to specific military training. (Note: DSAA approval for training at U.S. military schools is contingent on a specific and

demonstrated country requirement which necessitates education up to and including a master's degree to execute assigned functions).

c. Training at U.S. Civilian Schools. All training at U.S. civilian schools.

d. Skills Used in Civil Sector or for Civic Action. Training in basic skills normally used by both the military and civilian sectors; also training that, even though uniquely military in nature, is primarily for the purposes of civic action or nation building.

e. Availability or Establishment of In-Country Facilities. Training available in-country at military/civilian educational and training facilities, or any training for which the foreign country possesses the technical competence and economic capability for establishing in-country training facilities.

f. Sufficient Trained Personnel Available. Training already provided in a quantity that, taking into account reasonable attrition, is sufficient to meet basic military requirements.

g. Orientation Tours. Orientation tours/visits to various U.S. military installations and activities not related to the individuals present or forthcoming assignments. When requesting DSAA approval, certification by the Ambassador of the importance of the tour to the country's effort must be provided with supporting rationale to include proposed itinerary and areas of interest.

h. English Language Training (ELT). Except as specifically authorized elsewhere in this chapter, English language training not in support of the in-country ELT program or in support of specific U.S. training.

i. Training of Civilians. Training of other than uniformed military and civilian personnel without a direct relationship to the foreign country's defense establishment.

j. Non-Career Personnel. Training in the U.S. for military personnel without career status.

k. Non-Utilization of Skills. Any training where, on the basis of experience, it appears unlikely that the skills produced will be utilized properly.

l. Police Training and Related Programs. Any police, internal intelligence or surveillance, and civilian law enforcement training conducted in a foreign country or in the United States, as indicated by restrictions placed on such training by Section 660 of the FFA. "Police" as used 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 of the foreign government nor the ministerial authority under which it operates is sufficient in and by itself to determine whether a particular force is a "police unit." The

determining factor is the nature of the function performed. Certification is required by the country that the student(s) to attend military police training will not be involved with or assigned to a unit performing in any civilian law enforcement functions for at least a period of two (2) years.

m. Repetitive Training. Repeated participation by foreign individuals in orientations and/or the same training courses.

n. Training in Support of FMS Equipment. Training in support of FMS equipment purchases should normally be programmed and accomplished as a part of the overall FMS agreement. However, IMET funds may be used for training in support of FMS when it is determined that the country is unable to finance such support costs provided such an arrangement is a part of the FMS agreement.

2. Request for Waivers. Request for waivers to the above constraints will be submitted to DSAA as soon as the requirement for such training is known. Notification will include complete justification for the training.

3. Programming. Training program lines resulting from waived constraints approved by DSAA will be identified by placement of an "A" in column 58 of "4" and "Q" cards.

4. Deployment of DoD Personnel or Teams. Deployment of DoD mobile training or similar teams under IMET will require approval of DSAA, prior to making any offer or commitment to the foreign government concerned.

#### E. TRAINING GUIDANCE

##### 1. Student Training.

a. Training at U.S. Military Facilities and Civilian Institutions. Under Budget Project and Generic Code N10, individuals are trained at U.S. military facilities and civilian institutions in the U.S. or abroad. Included are formal courses of instruction, observer training, on-the-job training, and orientation tours. For accounting purposes, costs related to the Informational Program are also charged to this account. For programming instructions see Section K of this chapter.

(1) U.S. Military Service Schools. Foreign military trainees (FMTs) desiring to attend U.S. military service schools must meet the same qualifications as U.S. personnel. These requirements are set forth in applicable school catalogs, DoD Instruction 5010.16-C (Defense Management Education and Training), and other media. Questions concerning specific entrance requirements should be addressed to the military department having cognizance over the particular training facility.

(2) U.S. Civilian Schools. Training at non-military institutions is authorized only if equivalent training is not available at U.S. military facilities. DSAA approval is required prior to programming. Resulting approval will be indicated by placement of an "A" in column 58 of "4" and "Q" cards.

b. Minimum Duration of Student Training in CONUS. Students training in CONUS for less than eight weeks will not be programmed unless

justified and approved by DSAA on an exception basis. Mandatory CONUS personnel processing or English language training will not be considered as part of the eight week requirement. This limitation does not apply to countries which pay the cost of transporting their trainees or to orientation training. Approvals by DSAA will be identified by placement of an "A" in column 58 of "4" and "Q" cards.

c. English Language Training.

(1) Minimum English Comprehension Level. Language training to the comprehension level required for attendance at the particular course of instruction, regardless of how and where conducted, is the responsibility of the foreign country. Thus, except as may be elsewhere authorized specifically in this manual, English language training at the Defense Language Institute English Language Center (DLIELC) follows: minimum English comprehension level (ECL) cut off scores for entry into English language courses conducted by the DLIELC, other than English language instructor or refresher, will be 55. Exceptions to this requirement require prior DSAA approval and will be granted only where clearly justified by unusual circumstances.

(2) Foreign Countries Responsibility. With few exceptions, all foreign countries are considered to possess the resources (e.g., public and private schools, commercial institutions) needed to provide the necessary English language training to meet the ECL requirement set forth above without external assistance. Countries will be expected to increase their English language training capability above the minimum ECL requirement outlined above. Assistance may be provided under this program by training of instructors at DLIELC, by providing English language mobile training team (MTTs) or field training services (FTS), and by providing appropriate training aids. Information on these MTTs and FTS is contained in DLIELC Pamphlet 50-1.

(3) Specialized English Language Training. Provided the general ECL requirements have been met, specialized English training may be provided in those cases where the military department concerned determines that exceptional fluency or specialized vocabularies are essential to safety and/or effective participation in the course of instruction.

(4) Security Assistance Organization (SAO) Responsibility. SAO's are responsible for insuring that trainees meet the minimum English language comprehension level (ECL) prescribed by the military department for each course of instruction or for entry into DLIELC as outlined in paragraph E.1.c.(1) above. Tests to determine the ECL of foreign selectees are provided by DLIELC. Instruction for the administration of ECL tests is provided in DLIELC Pamphlet 50-12. ECL minimums by course are listed in the Military Articles and Services List (MASL), published by DSAA, effective FY 84 and beyond.



d. Instructor Training. Training of country personnel designated for instructor assignments should be given priority consideration for U.S. training. As a basic objective, development of country self-sufficiency depends largely upon the quantity and quality of instructors available to operate in country training establishments. If military departments offer specialized instruction for the development of instructor personnel, these courses should be used to the fullest extent possible in developing and maintaining an effective recipient country instructor force.

Assistance in Determining Deficiencies. In addition to specialized training for country personnel, mobile training teams or survey teams can be made available to eligible countries to assist in determining deficiencies, recommending corrective action and providing instruction toward the objective of improving country training capability through instructor development.

e. Fifth Quarter Training. Funds are made available for training under fiscal limitation .001 which identifies funds requiring obligation within the fiscal year for which appropriated. As a means of increasing course scheduling flexibility, training commencing between 1 October and 31 December may be programmed in either the preceding or current fiscal year program, thus providing a "fifth quarter" in which to implement training in a given fiscal year. Training having fifth quarter availability will be programmed with a "5" in column 70, and will be priced at budget year prices.

Obligation of Funds. When fifth quarter training is programmed in the preceding year, funds must be obligated by 30 September of that year. Training in courses commencing between 1 January and 30 September must be included in the program of the fiscal year in which it commences. Fifth quarter programming does not apply to orientation training or IMET funded Mobile Training Teams (MTTs). Particular problems should be referred to DSAA Comptroller for resolution.

f. Defense Resources Management. In developing programs for training in the field of resources management, care must be exercised to avoid "mirror imaging" of U.S. concepts, systems, and procedures that exceed the real needs or capabilities of the foreign country. There is no precise definition of what constitutes resources management or the skills associated with it. The following listing, therefore, is intended only as a guide to subjects generally in this field of activity.

(1) Planning. Defining defense objectives and making decisions among alternative courses of action to achieve these objectives.

(2) Programming. Establishing schedules for achieving objectives, collecting functions and activities sharing the same objective into families (programs) and estimating resource requirements for each.

(3) Budgeting. Formulating detailed yearly projections of resource requirements for the programs, obtaining and allocating associated funds and balancing priorities in the competition for limited resources.

(4) Management of Capital Assets. Acquisition and disposition of goods and services. Management systems relating directly to tactical use of weapon and support systems normally are excluded.

(5) Management of Resources of Operating Activities, Including Employment of Manpower Resources. Administering the acquisition of consumable resources and their consumption in the execution of assigned missions.

(6) Accounting. Measuring results and status, usually in financial terms, for both organizational units and functional areas.

(7) Reporting. Transmitting financial and non-financial information on status and results of operations and investment to appropriate levels of management.

(8) Evaluating. Analyzing defense activity performance and test results to determine the merit or degree of effectiveness of the activity or resources concerned.

(9) Auditing. Reviewing the accuracy of reported results and judging the adequacy of and compliance with established policies and procedures.

(10) Financial. Budget submissions; status reports on obligations and allotments; general ledger accounting; working capital fund reports.

(11) Manpower. Military and civilian authorization procedures; manpower status reports; management engineering methods.

(12) Supply. Item and weapon system supply management; inventory accounting; property disposal.

(13) Maintenance. Field maintenance management procedures; depot maintenance industrial fund; standard cost accounting and workloading.

(14) Facilities. Management reports; contract construction procedures.

(15) Acquisition. Contractual procedures; cost information reports.

(16) Research and Development Test and Evaluation. R&D concept papers; project control documents, test design; analysis; reliability.

g. On the Job Training. On the Job Training (OJT) or qualifications training for CONUS Air Force courses is training conducted on a planned program of supervised instruction devoted to practical application of a previously achieved skill usually related to a formal course of instruction. Programmed OJT will normally supplement formal technical training received at a school. This training will be planned in advance in the country's training program and will include detailed requirements for training in specific areas of interest and on types of materiel used by the country concerned. OJT conducted independently and not in conjunction with formal courses of instruction will be authorized in U.S. only when no course covering the desired training is available. OJT in overseas schools and installations will be provided in accordance with the policies established by the Commander of the Unified Command concerned.

2. Mobile Training Teams(MTT). MTTs are provided under budget project/generic code N20 and are composed of Military Department personnel on temporary duty for the purpose of training foreign personnel.

a. Authorization for MTTs. MTTs are authorized for deployment to foreign countries and also to U.S. installations and facilities as follows:

(1) Training Requirements Beyond Capability of SAO. Overseas deployment is authorized for specific training requirements in-country which are beyond the capability of the SAO and for which it is more expeditious, practical, and economical to bring the training to the country.

(2) Training Associated with Equipment Transfers. Overseas deployment is authorized for training associated with equipment transfers wherein the recipient country may be assuming ownership of MAP furnished equipment at other than a U.S. facility.

(3) Training Surveys. Overseas deployment is authorized for the purpose of conducting in-country training surveys to determine specific country training needs, determine capability and quantity requirements which are beyond the country capability to assess, and are associated with equipment deliveries or assistance leading to self-sufficiency.

(4) Training at U.S. Installations. CONUS deployment is authorized for the purpose of providing training to foreign personnel at U.S. installations and facilities in those instances when the equipment used for training is either owned or allocated for delivery to the foreign recipient.

b. Implementation. MTTs are implemented by the Military Department concerned and may be drawn from service resources in the U.S. or overseas as necessary.

c. Duration. IMET MTTs are authorized on a temporary duty basis for a period not to exceed six months. MTT assistance required for a period in excess of six months or identical follow-up teams are not authorized. Requirements for long term assistance exceeding six months should be met by training country personnel in the skills represented on the MAAG JTD and/or programming of engineering and technical services specialists.

d. Subsistence, Per Diem and Transportation. Subsistence expenses, or per diem allowance in lieu thereof, obligated in a current fiscal year for MTTs cannot be extended into the succeeding fiscal year. Therefore, personnel on MTT duty must terminate their TDY and return to home station prior to 30 September unless action has been taken to reprogram the team in the new fiscal year subject to the six month restriction contained in paragraph c above, and receipt of Continuing Resolution Authority or other budget authority in the new fiscal year. Transportation costs for round trip team travel are chargeable to the fiscal year of the start of the TDY.

e. Coordination and Preparation. Use of MTTs requires special coordination and preparation with country personnel prior to team arrival. Establishment of team mission in precise terms to include availability of training equipment by type, student availability, capability, ECL, training facilities, transportation, communications and team living arrangements should be the subject of country-SAO discussion prior to programming and finalized prior to team's arrival.

f. Programming Instructions. Mobile Training Teams will be programmed under generic codes N2A-N2V. Refer to Appendix C of this chapter for further definition and breakdown of these generic codes.

(1) Duration and Numbers in Team. MTTs will be programmed to indicate duration in weeks and number of team members. The cost of teams will include:

- Transocean Travel (round trip)
- Station and Travel Per Diem Allowance
- CONUS Travel and Team Orientation
- In-Country Travel
- Official Baggage, including excess, if justified
- Salaries of DoD civilians

(2) TDY Per Diem Allowances Outside CONUS. Per diem allowance costs during TDY travel outside CONUS will be computed according to rates shown in current Joint Travel Regulations for military personnel and according to rates shown in current Standard Regulations, Government Civilians, Foreign Areas (published by the Department of State) for U.S. Government civilians.

(3) CONUS Travel Rate. Cost of CONUS travel of team members will be programmed at an estimate rate which includes cost of commercial air transportation, official baggage (not to exceed 150 pounds), and per diem.

(4) Teams Furnished From Overseas. Cost of teams furnished from overseas will be computed using commercial air (tourist rate), per diem, and excess baggage.

(5) Overseas In-Country Travel. In addition to the factors indicated above, \$15.00 per man per week is authorized for program purposes to cover overseas in-country travel.

(6) Official Baggage. When the nature of a team requires official baggage not to exceed 150 pounds or five pieces of checked baggage per man (84 pounds excess), \$150.00 overseas round trip per man is authorized for programming purposes. Cost estimates for team baggage which exceed 150 pounds or five pieces of checked baggage per man will be obtained from the Military Department concerned prior to programming.

(7) Joint MTTs. A joint MTT will be programmed using the appropriate MASL line of the Military Department having the predominant number of members. In the event of a balanced team, use the MASL line of the Military Department counterpart to the requesting foreign country service.

(8) Column Utilization When Programming MTTs. When programming MTT requirements only the cost to cover transportation (including authorized excess baggage) and living allowance (TLA) for team members will be programmed in columns 51 through 56 of country program. Costs for deployment orientation/training and training aids (including PCH&T) that are necessary to accompany MTT to properly carry out their function will be programmed as follows:

(a) Predeployment Orientation/Training. Predeployment orientation/training costs for team members will be reflected as "unit cost" and programmed in columns 36 through 43 of country program.

(b) Training Aids. Training aids (including PCH&T) will be programmed separately in the country program under Generic Code N2, description: MTT-TRNG AIDS (MASL Item-ID 309000-CONUS, 31900-0/S). This program line will show the next appropriate sequential "alpha" in column 65 of the worksheet control number. Only those training aid requirements for use by the MTT that cannot be predetermined and requisitioned under FMS will be included under this procedure.

g. Not Authorized for Technical Assistance. MTTs are not authorized for the purpose of providing "technical assistance". Technical assistance teams and technical assistance field teams are normally included in the country FMS (materiel) programs.

3. Field Training Services. Budget project N30 provides funds for DoD Engineering and Technical Services Specialists and Contract Field Services Personnel, as specified below.

a. DoD Engineering and Technical Services Specialists (ETSS). ETSS are DoD military and civilian personnel technically qualified to provide advice, instruction, and training in the installation, operation, and maintenance of weapons, equipment, and systems.

(1) Administration. ETSS will be attached to the SAO rather than assigned and carried on the Joint Table of Distribution (JTD). They will not be provided as an augmentation to the SAO staff for assistance normally the responsibility of that staff. They will not be used for follow-on retraining or in advisory roles, except in rare instances when the recipient country is not capable of providing qualified personnel from its own resources or of hiring qualified personnel from non-indigenous sources and the SAO recommends it in the interest of the U.S. ETSS provided as English language instructors, supervisors, or advisors on detached duty status from the Defense Language Institute (DLI), will be attached to the SAO as specified above.

(2) Duration. ETSS may be provided for periods up to but not exceeding one year unless specifically approved by DSAA. In those few cases where the technical services are required for periods in excess of one year, these personnel will be attached to the SAO for operational control and administrative and logistical support.

(3) Programming Instructions. ETSS will be programmed under Generic Code N30.

(a) Requirements. DoD military and civilian personnel Engineering Technical Training Services (ETTS) will be programmed on the basis of man-month requirements. The program cost will include:

- CONUS Travel
- Transocean Travel (round trip)
- In-Country Travel
- Station Allowance (military or civilian)
- Overseas Allowance (military or civilian)
- Official Baggage, including excess, if justified
- Salaries of DoD Civilians

(b) In-Country Travel. A factor of \$40.00 per man per month is authorized for programming purposes to cover the cost of in-country travel.

(c) CONUS Travel. A factor of \$320.00 is authorized for programming CONUS travel.

(d) Overseas Living Allowance. For programming purposes, a factor \$210.00 per man per month is authorized to support the station overseas area living allowance payment.

(e) Official Baggage. For programming purposes, \$150.00 round trip per man is authorized for official baggage (five pieces of checked luggage, not to exceed 150 pounds total, 84 pounds excess).

b. Contract Field Services (CFS) Personnel. CFS are furnished under contract with private industry. They provide advice, instruction, and training in the installation, operation, and maintenance of weapons, equipment, and systems. CFS will be utilized only when necessary for accomplishment of a military mission, provided that it can be clearly shown that personnel of the required skill are not available from DoD resources and the Military Department involved determines that satisfactory provision of services by DoD personnel is not practicable.

(1) Programming Instructions. CFS requirements will be programmed on the basis of man month requirements. The program cost will include:

Transocean Travel (round trip)  
Contract Cost (per month)  
Living Allowance  
Official Baggage, including excess, if justified

(a) Contract Cost. Contract cost will be based on a per month rate and will include cost of transportation from home office to the U.S. port of embarkation, less the living allowance payment (in local currency described below).

(b) Local Currency Living Allowance. A daily living allowance (payable in local currency) is authorized for CFS Personnel. For programming purposes, a factor of \$210.00 per man per month is authorized (payable in local currency) to support the living allowance payment. The \$210.00 factor will be programmed as a dollar requirement.

(c) Official Baggage. Unless other and more accurate cost requirements are known, program \$150.00 round trip per man for official baggage (150 pounds total, 84 pounds excess). CFS may be programmed on a one-year basis in fiscal year program for total man-month cost regardless of whether the duration (man-month service) extends into the succeeding fiscal year.

4. Orientation Training. This category includes orientation tours and, for programming and accounting purposes, related informational program requirements.

a. Orientation Tours and Policy Guidance.

(1) Objective. The objective of orientation tours is to provide selected students an opportunity to become acquainted with U.S. military doctrine, techniques, procedures, facilities, equipment, organization, management practices, and operations through short term orientation as opposed to attending longer term formal courses.

In addition to the purely military objectives to be achieved through orientation training, it is intended that orientation tours serve to enhance mutual understanding, cooperation, and friendship between U.S. forces and participating nations.

(2) Country Team Evaluation. Orientation tours for IMET funding should be programmed only after the Ambassador attests to their importance to the country's efforts and adequate supporting rationale is provided by country representative for DSAA approval.

(3) Foreign Participants. The basic premise under which orientation tours are offered is that only students holding important positions, or those with the possibility of holding such positions shall be selected. Visits by foreign military cadets to U.S. service academies are not authorized under IMET.

Participation in orientation tours should be limited to students occupying important positions but below the U.S. equivalent of Chief of Staff or Chief of Naval Operations. Visit of foreign officers equivalent to a Chief of Staff or Chief of Naval Operations are conducted at the invitation and expense of U.S. Military Department concerned. Based on DSAA approval, IMET funds may be considered on a case-by-case basis to finance portions thereof after such visits have been approved by the appropriate service chiefs.

(4) Student Selection. Selection of students for orientation training and the design of itineraries should be made on the basis of maximum accomplishment of orientation training objectives as outlined in para B. Where tour objectives are specific in terms of students exposure to specialized techniques, procedures, and facility operation, the schedule should be designed accordingly as opposed to tours in which the objective is intended to be broad exposure to concepts, higher level decision making, management and staff operation. In no instance should tour itineraries reflect a tourist orientation schedule in which the tour objectives are obscure. Visits to large metropolitan centers which do not directly relate to orientation training objectives should be avoided. DSAA approval of orientation tour itinerary and areas of interest is required prior to implementation.



(5) Approval of Exceptions. Requests for orientation tours which do not meet the objectives contained herein, will be forwarded to DSAA with supporting rationale and justification for approval prior to any proposal to country officials which could be construed as an agreement to provide a tour.

(6) Official Entertainment. Official entertainment in connection with orientation tours (luncheons, dinners, receptions) should be in keeping with the grade and position of the tour participants. Protocol activities of this nature should be arranged on an austere basis. Activities which could be interpreted as being lavish should be avoided.

(7) Size of Tour Groups. Large group orientation tours should be discouraged. Experience indicates that orientation tours for large groups are difficult to manage and usually result in a bland experience for the majority of participants at disproportionate costs.

(8) Assignment of Executive Agency and Escort Officers. An executive agency is assigned to conduct and provide escort officers for orientation tours in the CONUS. The executive agency is the Military Department having primary interest in the tour, or the Military Department selected by DSAA as executive agency to implement a specific tour. Every effort will be made to provide escort officers fluent in the language of the tour participants when lack of English fluency of the participants makes a language qualified escort essential to tour objectives. Normally, an SAO representative should not be used as escort officer. However, in exceptional cases, the executive agency may consider a SAO representative to serve as an escort officer when fully justified, e.g., special qualifications, workload, unusual rapport with key host country personnel, and associated projects/contacts that might be beneficially exploited to the U.S. advantage. The SAO representative selected as an escort officer will be under the complete jurisdiction of the executive agency and will remain with the tour at all times until the tour returns to host country. Travel and per diem costs for the escort officer for the period of TDY for purposes of the tour are chargeable to IMET funds, and will be programmed as a separate program line in the country program under Budget Project N70. U.S. personnel other than bona fide escort officers designated or agreed to by the executive agency for the tour implementation are not authorized to accompany tour groups. A factor of \$600.00 per man week is authorized for programming (N7B) when escort officer services are required in connection with orientation tours. Dollar value of escort officers is programmed in columns 51-56 of cards 4 or Q as applicable.

(9) Leave for Participants. Leave may be taken by tour participants at the conclusion of an orientation tour at no additional expense to IMET, when authorized in student Invitational Travel Order (ITO).

b. Types of Tours. Orientation Tours for Distinguished Visitors (DV), and orientation training tours are authorized for IMET programming. When submitting orientation tour requirements, the positions held by the

visiting officers will be indicated for the appropriate type of tour selected.

(1) Orientation Tours for Distinguished Visitors (DV).

Orientation tours for DVs are authorized for the purpose of providing an orientation tour for senior country officials below the equivalent U.S. position of Chief of Staff or Chief of Naval Operations, holding positions of major importance and higher authority. DV tours are restricted to not more than one per service per year subject to U.S. Military Department capability to implement the tour. DV tours are normally for a period not to exceed 14 calendar days plus overseas travel time and to not more than five visitors per tour. Travel arrangements, mode of transportation or transocean and domestic travel, and accommodations should be comparable to those provided U.S. personnel under similar circumstances. Instructions contained in paragraphs 4a(1), (2), and (3) above, apply.

(2) Orientation Training Tours.

Orientation training tours are authorized for the purpose of providing an orientation tour for selected students who may become future leaders and policy makers, but do not presently qualify as a DV. Tours should be restricted in number to the extent possible and limited primarily to foreign military students. The overall target should be to reduce the cost of the tour in maintaining the number of participants involved. Instructions contained in paragraphs 4(1), (2), and (3) above, apply.

5. Observer Training. Observer training is training during which the student observes methods of operation, techniques, and procedures as a medium of instruction. Observer training is not related to a formal course of instruction, although it sometimes supplements or follows a student's formal training.

(a) Conditions for Authorization. Observer training will be authorized only when no course covering the desired training is available. This includes specialist-type training.

(b) Exclusions. In addition, certain observer training explicitly excludes "hands on" training. For example, foreign personnel enrolled under medical observer training will be prohibited from actual practice with patients.

6. DoD Informational Program. In accordance with DoD Directive 5410.7, each trainee attending a formal course in the U.S. is given the opportunity to participate in the DoD Informational Program (IP). The objective of the program is to assist trainees in acquiring a balanced understanding of U.S. society, institutions, and goals, in addition to their military experience while in the U.S. In addition, the program gives foreign personnel the opportunity to gain maximum benefits from their learning experience by participation in extra curricular activities arranged by the military department in order to facilitate environmental understanding and adjustment. Such activities as visits to private homes,

local industries, industrial and cultural exhibits, farms, schools, historical points of interest, sports events, and civic activities are to be encouraged. In the interest of fostering understanding and goodwill, the program should include frank explanation and free discussion with the trainees of our governmental structure, our judicial system, the two-party system, the role of our free press and other communications media, minority problems, the purpose and scope of labor unions, our economic system, our educational institutions and the way in which all these elements reflect the U.S. commitment to the basic principles of internationally recognized human rights.

(a) Responsibility for Implementation. Military Departments are responsible for implementation of the IP. The cost for IMET trainees to implement the IP will be included in and derived from the course tuition costs.

(b) Funding. Extraordinary expense funds (N60) as limited by Foreign Assistance Appropriations and Foreign Assistance Acts, are also authorized for use in conducting certain IP activities.

(c) Scope of Funded Activities. Informational Program activities include transportation, meals, lodging, admissions, programs and incidental related expenses. The student will be required to assume personal costs for laundry, cleaning, telephone services and all 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 that serve to commemorate the student's experience in participating in a particular IP activity. They should be distinctive in design and nominal in cost so as to eliminate the thoughts of reciprocation.

(1) Use of Local Civic Groups. IP activities should make maximum use of local civic groups, organizations, agencies, facilities and historical attractions. Of particular interest is the development of a student sponsorship program to include both U.S. military and civilian participants. Emphasis should be placed on activities in the civilian sector of the community in which the trainee is training as a means of providing the best possible exposure to the civilian aspects of the program. When local possibilities are unable to satisfactorily meet program objectives, visits to other communities are authorized.

(d) Visits to Washington, DC. A major goal of the IP is to enable officer students and, when justified and approved by DSAA, selected senior enlisted students to visit Washington, DC. A maximum of four days for this aspect of the tour is authorized, not to include travel time. Training schedules, weather and other variables may preclude achievement of this goal. In this regard, priority attention is to be given to fulfillment of the primary training objective for which the student was sent to the CONUS with the IP assuming a subordinate role.

(e) Entertainment and Social Activities. Entertainment and social events should not be a predominant element of the program. Social activities arranged for foreign trainees should include proportional number of U.S. military, civilian guest and trainees whenever possible.

(f) Duty Status of Trainees. Trainees participating in IP tours are considered to be in a duty status. The living allowances authorized the trainees at their training centers (see Appendix B of this chapter) will be continued throughout the duration of the tour.

(g) Participation of Dependents. Dependents who have accompanied FMT's to the U.S. will be encouraged to participate in IP activities but at no additional cost to the program.

7. Country Liaison Personnel. Use of foreign personnel as liaison officers to assist U.S. training activities with foreign students administration is authorized only after the Military Department concerned has acknowledged the need for assistance and has the capability to provide logistic support. Liaison personnel will normally be authorized only in those instances in which a country is scheduled to train a large number of students or where student background warrants liaison personnel assistance. Programming procedures for travel and living allowance are the same as for FMTs. Liaison personnel will be programmed under generic code N10. Liaison officers will not be authorized to pursue a course of instruction concurrently with liaison duties.

#### F. GENERAL GUIDANCE CONCERNING STUDENTS

##### 1. Selection of Utilization of Trainees.

(a) Selection of Trainees To the extent practicable, personnel trained under the auspices of this program, and particularly those attending CONUS schools, will be selected from career personnel likely in the future to occupy key positions in the foreign country's defense establishment. Except as may be authorized specifically by DSAA, the requirement for selection of career personnel is mandatory for attendance at professional level (e.g., command and staff or equivalent and higher, college level) schools.

(b) Utilization of Trainees. Under the direction and supervision of Commanders of Unified Commands, SAO's are responsible for obtaining appropriate assurances that personnel trained under the auspices of this program are properly and effectively utilized. Such utilization is defined as prompt employment of the individual in the skill for which trained for a period of time sufficient to warrant the expense to the U.S.

(1) A system of periodic review of trainee assignments should be incorporated into SAO operating procedures. As a guide, optimum assignment periods are considered to be three years for flight instruction and highly technical training such as missile training, and not less than two years for other training, particularly instructor training.

(2) To the extent consistent with available resources, SAOs are expected to maintain surveillance over utilization of U.S. trained personnel with emphasis on the more critical and higher level skills and personnel attending CONUS schools. Periodic reports rendered by appropriate foreign authorities normally will satisfy this requirement.

2. Student Security Screening. A security screening of trainees will be accomplished by U.S. officials in country prior to issuance of ITO. The screening will include a statement in writing from the foreign government that the government concerned sponsors the trainee, that the trainee has been subjected to a security screening and the level of security clearance granted by his government does not constitute a security risk to the United States, that the information to be obtained during training will not be released to another nation without the specific authority of the United States Government, that classified information will be provided the same degree of security afforded it by the United States Government, and that any proprietary rights involved (patented/ copyrighted or not) will be respected and protected. When obtained, the applicable statement will be checked in Block 7 of the ITO (Appendix E, this chapter).

(a) Access to Classified Material. The security screening described above does not necessarily constitute a U.S. clearance as the basis upon which to release classified material to the trainee. When classified instruction is required, action will be taken with the Military Department concerned to establish the authority and determine the classification of material to be released during training.

3. Transportation and Accommodations for FMTs. It is DoD policy to encourage foreign countries to assume the cost of transportation for its students so that IMET funds are maximized to permit higher numbers of students for the training itself.

(a) Travel Within Student's Country. The program will not pay travel costs of trainees traveling within their own country.

(b) Use of Foreign Flag Carriers. SAOs assigned to countries which have national flag carriers, with routes to or part way to the U.S., whenever possible will obtain agreement from the host countries to transport their respective trainees on such carriers at no cost to the U.S.

(c) Modes Of Transportation When Furnished By U.S. Travel between home country and the training center for those FMT's provided transportation by the U.S. Government will be the most direct route except as specified below.

(1) Travel To/From CONUS by MAC Aircraft. Foreign Military Trainees are authorized to travel by Military Airlift Command (MAC) aircraft. Transportation of FMTs including those whose country elects to pay the cost of the transportation will be at common user rates.

(2) Travel To/From CONUS by U.S. Commercial Air or Surface. Travel to and from the U.S. to the fullest extent feasible will be via U.S. Government transportation (MAC). When the use of U.S. Government transportation for the entire trip does not permit the trainee to meet course or class convening dates, combinations of U.S. commercial air or surface (tourist class) and government transport will be used. Where this combination has been used, U.S. Government transportation for the return travel to the home country will be utilized to the fullest extent possible.

(3) Travel Within CONUS. Transportation to and from training installations within the U.S. generally will be by surface common carrier or commercial aircraft. Travel by privately owned vehicle (pov) may be authorized except in those instances in which it would be prejudicial to the best interests of the U.S. Government. Reimbursement for travel by POV will be as specified in JTR and the Joint Security Assistance Training (JSAT) Regulation.

(d) Funded Travel. Transportation may be funded except for those students from countries with which the U.S. has reached agreement for such countries to pay transportation expenses.

(e) Transportation for Dependents of Trainees. Transportation for dependents of trainees will not be provided. If the trainee elects to bring his dependents to the U.S. (or to an overseas training installation) he may be allowed the cost of the transportation to which he is entitled as prescribed in his invitational travel orders in order that he may travel with this dependents. When this election is made, the student will be encouraged to utilize U.S. flag carrier to the maximum degree possible.

(f) Transportation For Emergency Leave. Round trip transportation costs for a trainee returning to his homeland on emergency leave will be paid by the trainee or his government if he is to return to the U.S. for continuation of training.

(g) Deviations From Planned Travel Routes. When a trainee is permitted by his government to deviate from the most direct route for the purpose of visiting other countries, U.S. sponsorship will terminate at the point and time of such deviation. Further, should a trainee elect to remain at a point enroute to his homeland beyond the time normally required to make travel connections, funding of allowances during that excess time is not authorized.

(h) Enroute Accommodations. Accommodations on U.S. installations provided to foreign students enroute will be commensurate with those provided U.S. personnel of equivalent grade.

(i) Amendments to Travel Orders for Cross-Service Training. The SAO is responsible for amendments to original travel orders and arrangements for course quotas when subsequent cross-service training is required.

4. Living Allowances for FMTs. The IMET living allowance is a standard rate, established for travel status, school, or training area, equally applicable to all countries, and is intended to cover an average cost differential of the trainee living away from his home station; it is not a substitute for normal compensation. Responsibility for timely payment of sufficient overall compensation to allow for decent living standards and effective completion of the training rests with the trainee's country.

a. Entitlements for Trainees in Travel Status. Trainees from countries which do not pay similar allowances are entitled to living allowances in a travel status to include the day of departure from home country through the day of arrival at their first training location. Living allowance in training status will commence the day after arrival at training location. Living allowance in a travel status will resume the day of departure from the last training location and terminate the day of arrival in home country, excluding leave period authorized by trainees government following termination of training. In no case will the program pay travel costs of trainees traveling within their own country. It is DoD policy to encourage foreign countries to assume the cost of living allowances so that IMET funds are maximized to permit higher numbers of students for the training itself.

1. Trans-Ocean Costs Borne by Foreign Country. Trainees whose trans-ocean travel costs are paid by their own government are entitled to 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 will resume the day of departure from the last training location and include the day of arrival at the U.S. departure point.

b. Entitlements for Trainees in Training Status. A living allowance will be programmed for all trainees in a training status, unless otherwise directed as indicated in Para E1. For programming purposes, a standard factor of \$140 per week for officers and \$75 per week for enlisted personnel will be used on the assumption that quarters are available, mess not available for officers; quarters and mess available for enlisted personnel. All of the \$75 per week for enlisted personnel is not paid to the trainee. Enlisted personnel are paid \$49.00 per week for the purchase of personal items of health and comfort; the balance is programmed for reimbursement to the appropriate Military Department for laundry and subsistence. Where it is known in advance that quarters and/or mess are not available, the appropriate factors in Appendix B of this chapter will be used for programming. Where it is determined that dependents are authorized to accompany trainees, i.e. those attending selected courses designated by the Military Departments as indicated in note 4 of Appendix B of this chapter, the factor of \$231 per week will be used.

c. Non-Authorized Living Allowances. Living allowances are not authorized for:

1. Periods of unauthorized absence from duty.
2. Excess travel time when proceeding by other than government transportation not authorized by the administrative authority of the Military Department concerned.
3. Periods of delay not in connection with training, except for hospitalization or outpatient care.
4. Trainees whose country assumes the payment of all living costs.
5. Periods of training conducted in the home country of the trainee.
6. Periods of leave for individuals on orientation tours.
7. Periods of leave authorized by trainee's government following termination of all training courses.

d. Leave With Living Allowances. Leave with living allowances may be granted within CONUS during authorized holidays; during periods between consecutive courses (it is not the intent of this provision that leave be given or used indiscriminately to occupy the trainees during period between courses of instruction when appropriate on-the-job training is feasible); and during periods of delay while awaiting transportation at port for departure to home country.

e. Living Allowance Rates. Living allowance rates for FMTs are set forth in Appendix B of this chapter. Living allowance rates for FMTs accompanied by dependents will not be increased over those authorized in Appendix B.

f. Advance Payment of Living Allowances. Advance payment of living allowances not to exceed \$100 may be made to trainees at the port of entry of first training location for U.S. trainees and at the first training activity for overseas trainees. Military Departments may authorize advance payment of allowances which may accrue during remaining authorized periods following the termination of training.



g. Collection of Overpayments. No attempts will be made to collect overpayments from trainees after they have departed from the U.S. or overseas training activity.

5. Baggage Weight Allowance for FMTs.

a. Authorized Baggage.

(1) Authorized Weight Allowance. The baggage allowances outlined below are total allowances: excess baggage being the difference between the baggage permitted by the transportation carrier and total allowance. These allowances apply for that portion of the travel costs payable from U.S. funds. NOTE: Baggage sizes and dimensions are to conform to carrier stipulations.

(a) A total baggage weight allowance of 100 pounds not to exceed three (3) pieces of checked baggage, is authorized for FMTs when training is less than 40 weeks.

(b) An additional 30 pounds for flying training equipment, not to exceed a total of four (4) pieces of checked baggage, is authorized for students enrolled in flying training of less than 40 weeks.

(c) When duration of training is 40 weeks or longer, a baggage allowance of 150 pounds, not to exceed five (5) pieces of checked baggage, is authorized. Foreign personnel on duty at U.S. training installations as liaison officers are authorized a baggage allowance of 150 pounds, not to exceed five (5) pieces of checked baggage.

(2) Instructional Course Materials. Shipment of instructional materials will be billed to the IMETP separately based on standard rates and weight allowances.

(a) Weight Allowances. The following weight allowances apply to shipment of instructional material:

- (i) 50 pounds when total training period is 26 weeks or less.
- (ii) 100 pounds when total training period exceeds 26 weeks or if the FMT is an instructor-student.
- (iii) 50 pounds for FMTs attending English Language training at DLIELC. This allowance is in addition to that authorized for any follow-on training regardless of total CONUS training time.
- (iv) 50 additional pounds for FMTs attending senior MILDEP courses (ACSC, AWC, CGSC, MCC, MCCSC).

(b) Packing and Labelling. This material is to be packaged and labelled at the training installation and shipped normally via the most expeditious means to the SAO of the IMET country for delivery to the FMT or official address for classified material. A copy of the student's ITO will be placed inside the package.

(c) Personal/Unauthorized Matter. The training installation will ensure that no personal luggage or other unauthorized matter is shipped with the instructional material.

(d) Standard Rates. The following standard rates for mailing instructional materials are based on (1) cost estimates for 50 and 100 pounds of publications (approximately 100 pages per pound) contained in Table 716-3 of DoD 7290.3-M and (2) military postal service transportation rates based on percentages in para 70403 of DoD 7290-3-M.

Maximum Weight Allowance (Pounds)	Transportation Cost	
	Area A	Area B
50	\$60	\$68
100	\$120	\$137

Area A includes countries in North America (Canada and Mexico), Central America, the Caribbean, the northern portion of South America (Colombia, Venezuela, Guyana and Suriname), Europe, and Mediterranean Africa (Morocco, Egypt, Tunisia and Lebanon). Area B includes countries in the Far East, Near East, remainder of South America and Africa.

(e) Programming. The above rates should be programmed by the Military Departments sponsoring the training in a separate (MASL) training line (N7G, 0367000), based on weight constraints, duration and type of training for formal courses only (i.e., no MTTs, OTTs, etc.) for each country as a one-time charge per student for each student's total training allowance.

(f) Less than ten (10) pounds. These rates should not be programmed when the total instructional material issued for a particular student is less than 10 pounds; however, the instructional material should be shipped at no expense to the student.

(g) Cost to Students. Students wishing to send their instructional materials via international mail, and/or send instructional materials over the total maximum allowance, will do so at their own expense.

b. Unauthorized Baggage. Shipment of baggage in excess of the weight allowance contained in 4a(1) above is not authorized. Disposition of unauthorized baggage will be made at the expense of the trainee or his government. Commanding officers of the training or administrative installation should insure that unauthorized baggage is shipped at the trainee's expense prior to his departure from the installation. Trainees

reporting to ports of departure with unauthorized baggage will be requested to forward the unauthorized baggage by commercial means at their expense. If lack of time prohibits this, unauthorized baggage will be taken into custody by the traffic representative, and the trainee will be given a receipt for the baggage. The trainee will remain on the flight or carrier. After departure of the carrier, the traffic representative will deliver the unauthorized baggage to the nearest appropriate foreign consulate.

c. Guest Instructors at Panama Canal Area Military Schools (PACAMS). Shipment of household goods from Panama Canal area to their home country is authorized for Latin American guest instructors who have completed a tour of duty at PACAMS. The net weight allowance for married and single guest instructors is 2,000 and 200 pounds, respectively. A net weight allowance of 4,000 pounds is authorized for married Latin American guest instructors assigned as Deputy Commandant at PACAMS. In addition to net weights listed above, weight allowances are authorized for crating and packing materials on the same basis as for U.S. military personnel and in accordance with the JTR. Shipment of household goods in excess of authorized net weight will be at the expense of the guest instructor or his government. Shipment will be by surface common carrier. Air freight may be used only when surface common carrier is not available.

6. Uniforms and Personal Clothing. Except for charges for uniforms required for students in the Inter-American Air Force Academy, furnishing of uniforms or any items of personal clothing, other than special items of training clothing or equipment, is not authorized.

7. Visits to Canada and Mexico. Foreign trainees attending instruction in the CONUS may be authorized visits of not over 72 hours to Canada and Mexico. They must conform to all immigration and customs regulations. Such visits will not affect the trainee living allowances.

8. Dependents of Trainees. Dependents will be discouraged from accompanying or joining trainees except in those cases where the Military Department concerned determines for specific trainees and courses that housing and other amenities are available and presence of dependents will make an important contribution to the student's learning experience. Where dependents are authorized, i.e. those attending selected courses as indicated in Note 4 of Appendix B, a living allowance may be paid in accordance with rates established in Appendix B of this chapter. In no case, however, will transportation of dependents be at U.S. expense.

9. Disposition of FMTs in Event of an Emergency. In the event of a national emergency, procedures and policy for the disposition of trainees and other foreign military visitors in the U.S. and at U.S. installations abroad will be promulgated by DSAA.

G. EXTRAORDINARY EXPENSES. Extraordinary Expenses (budget project N60) are defined as those expenses incident to representation activities for FMTs. They include costs of commandant's welcome, receptions,

civilian-military sponsor banquets, class/seminar dining-ins, faculty-student luncheons, graduations and other similar activities which bridge cultural differences and enhance the relationship between school officials, local community supporting participants and foreign students while attending courses of instruction in U.S. and overseas facilities. N60 funds are normally limited by legislation contained in the Foreign Assistance Act and related appropriation acts.

1. Use in Connection with Informational Program and Orientation Tours. Extraordinary Expense funds may also be used for activities described in paragraph G above in connection with Informational Program (IP) and Orientation Tours. Conditions contained in Paragraphs E6a(6) and E8e will guide such arrangements. The expenditures of N60 funds for other than students sponsored by this program is not authorized. However, joint activities with FMS funded foreign trainees are often cost effective. In that case IMET N60 funds and IP funds are prorated on the basis of respective number of IMET and FMS students.

2. Determining Amount. In determining the amount of N60 funds intended to be used for representation type activities, the following guidelines pertain:

a. Basic Allowance. An amount of \$1.00 for each officer and .50 cents for each enlisted trainee per course/week is allowed.

b. Senior Officers and Senior Civilian Personnel. (Lt Colonel-Commanders and civilian equivalents and above). When Senior and non-distinguished visitors are on an orientation tour or IP activity, the allowable N60 expenditure will not exceed \$9.00 per individual per installation per activity not to exceed \$18.00 per day per individual.

c. Foreign Individual Member of Orientation Tour/DV. For each foreign individual member of an Orientation Tour/DV, as described in paragraph E6b(1) the expenditure of representation funds is authorized at a rate not to exceed \$18 per individual per installation per activity visited and not to exceed \$36 per day per individual.

d. Use for Contingencies. N60 funds may also be used to finance the cost of certain contingency expenditures when they clearly support overall training objectives and are within the legislative constraints contained in the Foreign Assistance Act. Disbursement of funds under these circumstances is authorized only after approval of DSAA.

3. Programming. Programming of dollar requirements will be accomplished by Military Departments as prescribed in Section J of this chapter. Legislative restrictions on extraordinary expense funds require that ceilings for representation expenses be provided to Military Departments by DSAA once worldwide requirements are measured against the legislative limitation.

a. Computation of Expenses. The Military Department will compute extraordinary expenses on a world-wide basis. The following cost factors are applicable to the computation of extraordinary expenses related to representation activities of IMET trainees undergoing training in the United States and overseas:

Senior Officer and Civilian Personnel - \$60.00 each  
Officers and Equivalent Civilians - \$10.00 each  
Enlisted and Other Civilians - \$5.00 each

These factors are for programming purposes only and are not intended as operating guidelines as in paragraph 2 above.

H. OTHER TRAINING SUPPORT. Budget project N70 provides funds for U.S. military guest officers, supplies and materials used exclusively for IMET (excluding training aids) and student support costs.

1. Costs of Facilities Used for Both IMET and FMS Training. Costs related to constructing, extending, refurbishing or maintaining of U.S. training facilities used for both IMET and FMS training will be shared between the IMET and FMS customer countries on a pro rata basis. Such costs should be financed initially by the appropriate military department and the course costs charged for training at these facilities will be adjusted to provide reimbursement to the military department appropriation.

2. Medical Costs. A factor of \$35.00 per student training line (exclusive of orientation) is authorized for programming purposes under Generic Code N7E (MASL line 365003/365004). Student support for such costs as burial expense, or other student support costs will be programmed under Generic Code N7F on a case-by-case basis only after DSAA approval.

3. Supplies and Training Materials (Generic N7C). Costs of supplies and training materials (excluding training aids) may be financed when authorized by DSAA. When requirements in these areas exist, supporting documentation will be provided through the appropriate Unified Command to DSAA for approval prior to programming. When third country training requirements exist for supplies and training materials (N7C), and services (N7E), SAO will submit a request for offshore procurement certification, in accordance with DoD Directive 2125.1, to DSAA, with information copies to the appropriate Military Department and Unified Command.

4. Guest U.S. Lecturers (CINCSO only) (Generic N7F). Guest U.S. lecturers normally visit two Western Hemisphere countries for one week each during a single tour. The factor for TLA to be programmed by each country visited will be \$620.00 or less and programmed under generic code N7F.

5. Guest Training Lecturers (EUCOM only) (Generic N7F). Guest training lecturers from USEUCOM normally visit EUCOM countries for one week

during a fiscal year. A dollar factor to finance TLA costs will be furnished by EUCOM when guest lecturer services are required for each country visited and programmed under generic code N7F.

6. Shipment of Instructional Material (Generic N7G). Shipment of instructional course materials, in accordance with Section F, paragraph 5.a.(2) of this chapter, will be programmed as indicated under generic code N7G, 0367000.

#### I. TRAINING MATERIALS

1. Used for In-Country English Language Training. Training aides and devices, books, and other publications, to include training films, for use in establishing or supporting in-country English language training programs may be programmed and funded under Budget Project N90 as part of the IMET program of eligible countries. Based on the Federal Supply Classification System (Cataloging Handbook H2-1), requisitioning of training aids and devices will be limited to Group 69 and books and other publications to Group 76.

2. Purchase Through FMS Channels. Other training aids and devices and books, maps, and other publications should be obtained through FMS channels. Requests for exceptions to this policy will be considered on a case-by-case basis upon receipt of complete written justification. The justification must include statements as to why the provision of training materials under the IMET program is necessary, why it is in the U.S. interest and the impact on the country training program (i.e., specific courses and training that will be deleted and how this training will be accomplished). Exceptions will be granted on a one-time basis and will not apply automatically to similar future requirements.

#### J. PROGRAM DEVELOPMENT, SUBMISSION, AND MANAGEMENT

1. Purpose. The purpose of this section is to provide guidance and instructions governing the preparation and submission of detailed program data, including changes thereto, and the conversion of these data into approved and funded programs authorized for implementation by the Military Departments. Further, more specific, programming guidance is contained in Section K of this chapter.

##### 2. Development Guidance.

a. Sources. In addition to guidance and instructions contained in this manual, the following documents provide information for the development of training programs: (1) The Military Articles and Services List (MASL). See Part I, Chapter 7; and (2) AR 12-15 (Army), OPNAVINST 4950.1G (Navy), and AFR 50-29 (Air Force).

b. Refinements of Budget Year Program. The refinement of the budget year program should be accomplished prior to 30 May by conducting between January through April time frame tri-service training workshops

hosted, coordinated, and participated in by the Unified Command, with representation from DSAA and Military Departments for the purpose of determining training capability and to provide policy, procedural and technical advice. The submission to DSAA of refined budget year training requirements resulting from the training workshop review will be completed and processed to DSAA by 30 June.

c. Availability of Detailed Data to Military Departments.

Detailed training data for the first planning year program will be made available by SAOs to Military Departments for processing to DSAA by 15 September, or as may be directed otherwise.

3. General Programming Instructions. In addition to individual courses of instruction available from Military Departments for foreign students, other categories of training assistance which may be required in developing the program are contained in the MASL in line-item detail. Refer to Appendix A of this chapter. A summary of all categories of training N10 through N70 is shown in Appendix C, of this chapter. This summary provides a reference for identifying specific training contained in the MASL.

a. Identification of Requirements. Detail identification and explanation of the requirement(s) involved will be provided for each of the following line items when submitted for programming under IMET. When support is associated with type of aircraft, specific support details included in these items must be identified.

- (1) Observer or qualification training.
- (2) On-the-job training not in conjunction with formal course of instruction.
- (3) MTTs--where description does not adequately identify team as to specific type (e.g. MTT--other).
- (4) Services.
- (5) Other Training Support/Costs
- (6) Supplies/Materials
- (7) Field Training Services

b. Execution Agency Codes. For use in submitting requirements Appendix D of this chapter prescribes the execution agency (EXA) identifier codes to be used to identify the agency responsible for providing the service, the funded command or agency and the school or training activity at which services are expected to be performed.

4. Submission of Program Data. Planning year, budget year, current and all prior year training requirements under IMET will be recorded in the DSAA master file. Training data for these programs will be maintained current by continual updating by the SAOs.

a. Channels of Submission. SAOs will submit initial budget year IMETP requirements data and all subsequent changes thereto direct to the

Military Departments with information copies to DSAA and Unified Command. The Military Departments will review submissions for availability of the training requested and transmit accepted requirements to DSAA.

b. Submission of Final Current Year Program Changes. Submission of final current year program changes (increases and/or additions) to IMET program requirements must arrive in DSAA not later than 15 August in order to be considered during the end-of-year closeout of that program on 30 September. Changes justified only on the basis of urgent military necessity will be considered after the 15 August cutoff date provided there is sufficient time to process the change and obligate the funds by the end of the fiscal year.

c. Method of Submission. SAO's will submit program data to the Military Departments or Unified Commands who in turn will send to DSAA by punch card, tape through autodin in network channels in the ADP card format indicated in paragraph d below.

d. Detailed Instructions. Following are detailed instructions for preparation of each type of transaction.

(1) Program Additions.

Card 4

Card Column	Data Element	Instruction
1	Card Code -----	Must be filled. Punch "4"
2-5	RCN -----	Leave blank or punch Record Control Number.
6	Method of Funding ----	Leave blank.
7	Action Code -----	Leave blank.
8-13	Blank -----	Leave blank.
14-20	Item Ident Number ----	Must be filled. Punch data exactly as they appear in the same columns of the MASL.
21	Generic Code -----	Must be filled. Punch "N", 1st position only, of the generic code.
22	Commitment -----	Must be filled. Punch appropriate code from list of commitment codes in Part I, chapter 8.
23-24	Reason Code -----	Must be filled. Punch appropriate code from list of reason for change codes in Part I, chapter 8.
25	Student Code -----	When applicable, punch appropriate code from list of student codes in Part I, chapter 8.
26-29	Quantity -----	Leave blank for dollar lines; for major items, punch the number of students, or in the case of teams, the number of personnel on the team. Right justify (units position



- in column 29, ten position in column 28, etc.).
- 30 Program Originator ----- Must be filled. Punch appropriate code from list of program originator codes in Part I, chapter 8.
- 31-32 Country/Activity Code - Must be filled. Punch appropriate code from list of country/activity codes in Part I, chapter 8.
- 33-34 Duration ----- Punch duration from the MASL where listed. Where duration in the MASL is VA (variable), punch the number of weeks for students, the number of man weeks for teams, and the number of man months for FTS. Right justify and punch "0" in unused columns.
- 35 Type of Assistance ----- Must be filled. Punch appropriate code from list of type of assistance codes in Part I, chapter 8.
- 36-43 IMETP Unit Price ----- Leave dollar value lines blank or punch unit price per student from the MASL where listed except where not indicated in the MASL; enter the unit price as determined by the military department. Entries must be right justified.
- 44 Cost Code ----- Must be filled. Punch appropriate code from list of cost codes in Part I, chapter 8.
- 45-46 Program Year ----- Must be filled. Punch last two digits of fiscal year in which the item is programmed or to be programmed.
- 47-50 MAP Element ----- Must be filled. Punch the appropriate code from the list of MAP element codes in Part I, chapter 8.
- 51-56 Travel and Living Allowance ----- Punch the appropriate travel and living allowance cost from Appendix B of this chapter for each student or team member. Where cross/sequential training is programmed, punch the travel and living cost on the "A" sequence line.
- 57 Status ----- Leave blank. Status Codes are entered by DSAA.
- 58 DSAA Waiver ----- An "A" will be punched by DSAA for training lines for which constraints were waived.

- 59 Blank ----- Leave Blank  
60 TLA Command ----- (Optional) Punch command receiving funding for travel and living allowance cost based on military department guidance.
- 61-68 Worksheet Control ---- Must be filled. Punch Worksheet Control Number (WSCN) assigned to the item in the training requirements worksheet. Leave the units position (column 65) blank where no cross training is programmed. Enter cross training/follow on courses in alphabetical sequence in the units position, as follows in the order in which the training is to be conducted:
- 1234L  
1234A  
.1234B  
1234C  
1234Y or Z for continuing training programmed and funded in new FY  
1234S - Late cancellation penalty  
1234T - Attrition charge
- 66-68 Execution Agency ----- Must be filled. Punch execution agency Identifier from the MASL except where cross training is involved; punch the identifier of the military department who will conduct the majority of the training. The same execution agency identifier will be used for all training lines in the cross training sequence. See Appendix D of this chapter.
- 69 Change Originator ----- Must be filled. Punch appropriate code from list of change originator codes in Part I, chapter 8.
- 70 Available Reporting --- Must be filled. Punch number 1, 2, 3, 4 Quarter or 5 to indicate the quarter in which student availability reporting date occurs. All medical cost and instructional material lines will be programmed for first quarter.
- 71 Fiscal Code ----- Leave Blank. Data will be entered by DSAA when funded.
- 72 Requirements Priority - Must be filled. Punch "A" "B" "C", or "D". Code

as appropriate for priority of training requested.

73-80 Total Cost ----- Punch total cost to the nearest dollar. Total cost is computed by multiplying the sum of the entries in columns 36-43 (IMET unit price) and 51-56 (travel and living allowance cost) times the entry in columns 26-29 (quantity). Right justify. Punch dollar position in column 80.

(2) Program Deviations. Program changes are accomplished by a "Q" card. Q cards contain the same data element fields as 4 cards and should be completed according to the following instructions:

(a) Control Fields. The following control fields (data elements) must be entered in the Q card as they appear in the current IMET Master file; if data on any of these control fields must be changed, a card R (delete) and a new card 4 (add) must be submitted.

<u>Card Column</u>	<u>Instructions</u>
2-5 -----	Record Control Number. The Record Control Number for a line is never changed by deviation action, although it will be removed from the master program file if the line is deleted.
31-32 -----	Country/Activity Code.
45-46 -----	Program Year

(b) Other Required Fields. In addition to the above control fields the following additional fields are also required on all Q cards:

<u>Column</u>	<u>Instructions</u>
1 -----	Must be filled. Punch "Q"
23-24 -----	Must be filled. Punch appropriate reason for change code. (See list of codes in Part I, chapter 8).
69 -----	Must be filled. Punch appropriate change originator code from list of codes in Part I, chapter 8.
70 -----	Must be filled. Punch appropriate available reporting quarter as it appears in the current IMET Master file.

(c) Revisions to Data Elements. Punch only the revised data elements (complete field) in the remaining columns of the card Q. Leave unchanged any data elements that are not being revised.

1. When a change is required due to a revision in the

MASL item identification or generic code, both the item ident (columns 14-20) and the generic code (column 21) must contain an entry. Leave columns 14-21 blank if there is no change in item ident and/or generic code.

2. For changes in quantity (columns 26-29) and/or total cost (columns 73-80) enter the revised quantity and/or the revised total and not the amount of the change.

3. For changes in IMETP unit price (columns 36-43) and travel and living allowance (columns 51-56) enter the revised unit price or revised TLA and not the amount of the change.

4. To blank out a data element entry, punch an asterisk (\*) in the right most column (units position) of the data element field. For example, punch an asterisk (\*) in column 56 to delete travel and living allowance. Control fields or any other field where data is required to be filled cannot be blanked out with an asterisk.

5. Right justify entries for the following data element fields whenever a change is required.

<u>Card Column</u>	<u>Data Element Field</u>
25-29	Quantity
31-43	IMET Unit Price
51-56	Travel and Living Allowance
73-80	Total Cost

(3) Program Deletions. Program deletions are accomplished by "R" cards. The following format and instructions apply:

<u>Card Column</u>	<u>Data Element</u>	<u>Instruction</u>
1	Card Code -----	Must be filled. Punch "R"
2-5	Record Control Number -----	Must be filled. Punch the RCN exactly as it appears in the DSAA detail listing.
6-22	Blank -----	Leave blank.
23-24	Reason Code -----	Must be filled. Punch appropriate code from list of reason for change codes in Part I, chapter 8.
25-30	Blank -----	Leave blank.
31-32	Country/Activity Code -----	Must be filled. Punch code exactly as it appears in the DSAA detail listing.
33-44	Blank -----	Leave blank.
45-46	Program Year -----	Must be filled. Punch program year exactly as it appears in DSAA detail listing.

47-68 Blank ----- Leave Blank.  
69 Change Originator Code ----- Must be filled. Punch appropriate  
code from list of change originator  
codes in Part I, chapter 8.  
70-80 Blank ----- Leave Blank.

e. Confirmation.

(1) DSAA will confirm the action taken on program changes as follows to agencies receiving AUTODIN feedback:

(a) Posted to DSAA Master Program File.

1. Additions and Deletions. Action code "A" or "M" will be punched in card column 7, in cards 4, or R, as appropriate, and cards will be returned to the program originator. (See Action Codes in Part I, chapter 8.)

2. Changes. Posting of changes will be recorded and confirmed as a two-part operation as follows. First, the program line being changed will be maintained in the DSAA data base and a card R prepared to indicate deletion of this existing program line. Action code "A" will be punched in card Column 7. Second, Card 4 will be prepared to indicate addition of a program line revised to reflect the changes desired. The changed program line will contain the same record control number as assigned prior to the change, and an action code "A" will also be punched in card column 7 of the confirming 4 card.

3. Program Amendment. The procedure outlined above provides for confirmation of additions, deletions, and changes through return of Cards 4, or R, to the program originator concerned. A listing of deletions and additions, called a "program amendment" provides the basis for manual review of changes affected to the program. Upon receipt of confirmation, cards R must be processed by recipients before the card 4; otherwise, duplicate items could appear and create problems in deleting the proper changed data.

(b) Disapprovals. Action code "X" will be punched in card Column 7 and the cards 4, Q, and R returned to the change originators concerned.

(c) Errors. Appropriate code will be punched in card column 7 and the cards 4, Q and R returned to the change originator. See Action Code in Part I, chapter 8.

(2) DSAA will prepare and mail the following ADP reports to each SAO.

(a) Item detail listings of the revised IMET country programs for one prior year, until program roll-up, the current year and the budget year on a monthly basis.

(b) Copies of IMET Orders after each weekly update of the DSAA Master Program File. IMET orders will be issued in accordance with Section L of this chapter, for funded lines and changes to funded lines.

(c) Such other reports as may be requested.

f. Changes to Prior Year Programs.

(1) Within eight months after the close of each fiscal year, all training lines in the fiscal year program which ended on the preceding 30 September will be rolled up by DSAA into budget project lines, i.e., N10, N20,.....N90, so that there will be one program line per implementing agency for each budget project within each country program. During the period prior to roll-up, program changes will be limited to those required as a direct result of program execution. New requirements will not be added unless approved by DSAA. All prior year changes will be submitted to DSAA by the implementing agencies. SAOs may submit changes generated by their management reviews, e.g., unperformed fifth quarter training, to the implementing agencies for review and submission to DSAA.

(2) Once the budget project lines have been created and substituted for the detailed training lines in the DSAA master program file, the detailed program lines will be retained for historical use only and will not be updated or modified. All subsequent changes will be submitted to DSAA by the implementing agencies against the budget project lines and will be limited to changes in total cost.

K. IMET PROGRAMMING INSTRUCTIONS

1. Formal Training, U.S. (Generic Codes NIA-NIJ). Formal training is programmed under generic codes NIA-NIJ, see Appendix C, this Chapter. Two elements of cost are involved in determining the Total Cost entry to be entered in columns 73-80 of cards 4 or Q for students who will train at U.S. schools and facilities. These cost elements are the IMET Unit Price and Travel and Living Allowance (TLA). Each of these two cost elements is computed on a "per person space" basis. The Total Cost entry columns 73-80 of cards 4 or Q is obtained by multiplying the sum of the IMET Unit Price in columns 36-43 and the TLA in columns 51-56 by the quantity (number of personnel spaces) in columns 26-29, i.e., (IMET Unit Price + TLA) x Quantity = Total Cost. Following is cost factor guidance in deriving the two elements of cost involved in the Total Cost:

a. IMET Unit Price (Columns 36-43). The unit price, where listed in the IMET Military Articles and Services List (MASL), will be entered in columns 36-43.

(1) Where the MASL indicates "N/C" (no charge), no charge is made by the Military Department for the training. Leave columns 36-43 blank for these items.

(2) Where the MASL indicates "EST" (Estimate), a unit price estimate is to be made by the program originator, and entered in columns 36-43. A number of variables normally are related to unit price determination such as the number of personnel spaces or the length of the OJT. The basis for estimating the unit price will be provided in supplementary guidance furnished by the Military Departments.

b. Travel and Living Allowance (Columns 51-56). The unit (per personnel space) TLA cost is comprised of three cost elements--travel, living allowance while in a training status and special factors.

(1) First Training Destination Known. Where the first training destination in United States is known at the time of programming or can be provided by the Military Department at or prior to the annual training workshop, travel costs will be calculated in accordance with paras 2 (a) and (b), below; otherwise, a composite travel cost factor provided by the Military Departments in their supplementary guidance may be used.

(2) Cost Included in Travel. Travel includes the cost of transportation to and from United States, within United States, and baggage and living allowances during travel. Transportation by military or commercial aircraft, (when authorized), ship, bus, rail or other conveyance will be paid when the United States provides the transportation as indicated in Section F, 2c of this chapter. The following specific guidance is provided for calculating travel costs to and from United States and within United States.

(a) Travel To and From U.S. Round trip travel between the embarkation point in the recipient country and the gateway terminus (point of debarkation) in the United States will be programmed for all trainees, unless otherwise directed.

(b) Travel Within CONUS. Round trip travel between the gateway terminus and city nearest the training facility at which the initial training is to be conducted will be programmed for all trainees unless otherwise directed. When the first destination is not known, an estimated cost will be added to cover the round trip travel, baggage and living allowance while in a travel status. NOTE: In all cases students are required to travel over the least cost route

(3) Living Allowances While in Training Status. A living allowance will be programmed for all trainees in a training status, unless otherwise directed, as indicated in para F4 of this chapter. Refer to Appendix B of this chapter, for programming factors.

(4) Special Instructions.

(a) Cross Training, Sequence or Prerequisite Training. Cross Training, sequence training, or prerequisite training, is training following an initial course of instruction or preceding a course of instruction (prerequisite), without the trainee returning to home country between courses. When programming of this type is required, column 65 of cards 4 or Q is to be used by program originators to indicate whether the training is a single line item or whether cross training is involved. If cross training is programmed, the letter "A" will be entered in column 65 for the initial course, the letter "B" will be entered in column 65 for the second course, the letter "C" for the third course and so on in alphabetic sequence. When English language is programmed as a prerequisite course, the work sheet number suffix (column 65) will be the letter "L" and the courses following will have work sheet control number suffixes A, B, C, etc. Each course will be costed separately. Course "A" will be charged with the round trip transoceanic travel costs and the round trip CONUS costs. For sequential training conducted at another location, the best estimate of transportation costs will be programmed. When English language training is required as a prerequisite, cost of round trip will be included in the "A" line computed on the basis of the location of the "L" line. The living allowance while in a training status will be costed separately for each course in accordance with paragraph 1b(3) above.

(b) Cross-Service Training. Cross-service training is a training series for a foreign student provided by more than one U.S. military service.

1. Training in Schools of Another Service. When a trainee from one foreign military service is selected for training exclusively within schools of another U.S. military service, such training will be requested in the program of, and administered by, the U.S. military service providing the training.

2. Training in Schools of More Than One Service. When a trainee is selected for training involving courses of more than one military service, the training will be programmed by the service providing the majority of the training (excluding English language training).

3. Orientation Tours to U.S. Installations of More than one Service. Orientation tours to U.S. military installations of more than one military service will be programmed and administered by the SAO section corresponding to the trainee's service branch; or when identifiable with a military service, by the service having predominant interest.

4. Costs of Training Courses Conducted by Unified Commands. Costs of training courses conducted by Unified Commands will be distributed insofar as possible to country programs.

5. Joint Service Courses. Joint courses will be included in the program of the service having administrative agency responsibility for the course.



(5) Cancellation of Training - Penalty Charge. Rescheduling or cancellation requests must be received at least 60 days in advance of the scheduled course start date. In the event cancellation or rescheduling is requested less than 60 days prior to the scheduled report date the country's IMET program will be charged 50% (100% of contract training cost) of the tuition rate for cancellations or a proportionate share of the tuition rate for trainees not completing a course of instruction, for courses which fall within that 60 day period. Penalty charges will be determined by Military Departments and requests for waivers to these should be requested from the responsible Military Department. The cancellation penalty will not be applied when (a) cancellation is due to the fault of the U.S. (deletion of classes, rescheduling, etc.), (b) when the cancellation is due to unavoidable circumstances within country, such as national disaster, or (c) cancellation entails no loss to the U.S. in terms of cost or training capability. These changes are to be programmed for applicable courses and will be earmarked by an "S" or "T" in column 65 to indicate that a penalty fee was charged for that particular training line.

(6) Orientation Tours.

(a) TLA Entries. The TLA entry for columns 51-56 should be computed as the composite cost of living allowances, transportation, based on itinerary, and excess baggage. A total of 100 pounds is authorized.

(b) Escort Officers. An escort officer may be programmed for orientation tours. A factor of \$600.00 per man week will be used and entered under TLA in columns 51-56.

(c) Observer Training. The procedures above do not apply to observer training. Observer training will be costed in the normal manner described in paragraph (a) above.

(7) Temporary Duty Costs. A factor of \$1,000 per personnel space may be added to cover the cost of temporary duty travel for country liaison officer when programmed.

2. Formal Training Overseas (O/S) (Generic Codes N1N - N1W). The same two cost elements (IMET unit price and TLA) described in paragraph L, are involved in determining the total cost entry in columns 73-80 for students who will train at overseas schools and facilities. The course cost shown in the IMET MASL will be entered in columns 36-43 of cards 4 or Q. The TLA factors for overseas training also differ from United States training and are described below, by Command.

a. U.S. European and Pacific Commands.

(1) Travel Costs.

(a) Trainees in Own Country. Each country will pay its own transportation for those trainees training in their home country.

(b) Training Costs for Cross-Training. Travel costs for personnel spaces cross-training from the original course will not be included; however, \$50.00 per trainee will be added for travel (including living allowance during travel) for courses which follow the initial course and are conducted at a different location.

(2) Living Allowance While in Training Status.

(a) Trainees Training in Own Country. Each country will pay its own living allowance rates for trainees training in their home country.

(b) Trainees Training Outside Own Country. If training is conducted at a location other than within home country, the programming factor for living allowance while in training status will be computed at the applicable JTR rates.

(c) Cross-Training. Students who cross-train have, in some cases, a waiting period before entering the second course. The living allowance is authorized for the waiting period (except for Panama Canal Area Military Schools) and will be included in the TLA for the second course.

(3) CONUS Orientation Tours. A factor of \$100.00 per man week will be used to cover travel and living allowance in the overseas area where the tour is being conducted. The \$100.00 factor will be added to the cost of the round trip travel and the total amount per personnel space will be entered in columns 51-56 of cards 4 or Q.

b. U.S. Southern Command.

(1) Living Allowances While in Training Status.

(a) Programming Factor (Canal Zone Schools). The programming factor for student living allowance for students while in training status at U.S. service schools in the Canal Zone, (Army School of the Americas, Navy Small Craft Inspection and Training Team (SCIATT), Air Force Inter-American Air Force Academy) will be computed at the rate of \$98.00 per week for officers and \$60.00 per week for enlisted personnel.

(b) Reimbursement to Military Department for Enlisted Personal Services. All of the \$60.00 per week programmed for enlisted personnel is not paid to the student. The rate of daily living allowance payment is shown in Appendix B of this chapter. The balance is reimbursed to the appropriate Military Department for student laundry and subsistence.

(2) Special Instructions.

(a) Foreign Guest Instructors (Canal Zone Schools).

Costs incidental to the use of foreign guest instructors are to be included in the operating costs of activities utilizing guest instructors and included in course tuition costs.

(b) OJT/Observer Training. A living allowance while in a training status will be paid by IMET. Living allowances will be programmed in accordance with paragraph b1(b) above.

c. Third Country Training. Third country training should be encouraged, with the two participating countries making their own arrangements for the training and associated costs.

(1) Tuition Funding by the U.S. When it is considered necessary that tuition costs be funded by the U.S., the SAO, in coordination with the Chief of Diplomatic Mission, should submit a request for offshore procurement certification, in accordance with DoD Directive 2125.1, to the Director, DSAA, with information copies to the appropriate Military Department, Unified Commander, and Component Commander.

(2) Requests for Offshore Procurement Certification. The request for offshore procurement certification should include a detailed description of tuition costs and training services to be provided. In no case will costs include items previously furnished under the Security Assistance Program.

(3) Commitments for Third Country Training. No commitment to the third country offering the training will be made until the request for offshore procurement certification is approved. SAOs will use the fund citation contained in the student invitational travel order to provide reimbursement of tuition costs to the country furnishing the training.

L. IMPLEMENTATION. Program implementation by the Military Departments, and the movement of trainees to training facilities and activities, is authorized only after IMET orders, Program Directives, or other specific approvals are issued by DSAA. Such orders, directives, or approvals are required prior to the issuance of Invitational Travel Orders or the obligation of funds for programmed training. When necessary in cases of emergency, request for approval to issue Invitational Travel Orders prior to receipt of IMET order will be submitted direct to DSAA, and authorized via message or telephone by DSAA Comptroller.

1. IMET Orders.

a. Purpose.

(1) Definition. The term "IMET Order" is used to describe the document issued by DSAA which authorizes and directs the furnishing of military training to designated IMET recipients. It also identifies the fund source for each program line. For example, FY 1981 funding is indicated by a "1" in column 71 to indicate funding from the 1981 appropriation.

(2) Purpose. IMET Orders show additions, changes, and or deletions to funded lines. Additions will be reflected as a program line in 4 card format including RCN. A deletion of a previously funded line will be shown as a single entry and identified by a "program year" and previous IMET order number at the right of the program data under the heading "MO-AJ." A change to a previously funded line will be identified by a two line entry, the first entry reflects the funding that was authorized in a prior order and will also reflect the order number and year it was issued under the "MO-AJ" heading. The second entry reflects the revised line and may be identified by a blank in the MO-AJ column.

b. Procedure.

(1) Country. A separate IMET order will be issued for each country or activity, and the IMET order number will include the appropriate country/activity code.

(2) Number. The number assigned to IMET Orders and amendments thereto will be composed of the Program Year, Implementing Agency, Country/Activity code, and a two-digit sequential number.

(3) Identification. The initial IMET Order issued for each country or activity for a given program (fiscal) year will be identified by sequential number 00. Subsequent IMET Orders for the program year will be issued as amendments to the initial IMET Order and will be numbered 01 through 99, followed by alpha-numeric characters as necessary.

(4) 6 Card (or card image). A 6 card or card image for each program line will be furnished with IMET Orders issued to Military Departments. Card R will also be furnished for program lines deleted by IMET Orders. The format for 6 card will be the same for card 4 with the following modifications.

Card Column	Modification
1	----- Card Code 6 will be substituted for Card Code 4
2-5	----- Record Control Number (RCN) will be shown.
6	----- Method of Funding Code will be shown in this column.
23-24	----- Unit of Issue.
58-59	----- IMET Order Number will be shown.
71	----- Fiscal Year Code of Appropriation used to fund training, for example, "2" will be entered for FY 82.

2. IMET Order Recipients. The recipients of an IMET Order and associated fund allocation is responsible for implementation of the Order, including accounting and fiscal reporting as prescribed by DoD Instruction 7290.1. The implementing agency will be identified in the IMET Order number. IMET Orders for training program lines will be issued to the Military Department providing the training except in the case of cross-service training. IMET Orders for entire cross-service training sequences will be issued to the Military Department providing the majority of the training.

M. ANNUAL INTEGRATED ASSESSMENT OF SECURITY ASSISTANCE REPORTS. The Annual Integrated Assessment of Security Assistance will be submitted for all Security Assistance recipients to the State Department to facilitate decisions as to allocation of security assistance resources, including IMET program resources. Information copies of these reports are required by DSAA as part of the planning process.

PART II

CHAPTER 7

APPENDIX A

PROGRAM CHANGE/DEVIATION CARDS

PROGRAM CHANGE/DEVIATION CARDS

CARD 4	CARD Q	CARD R	Column
Card Code	Card Code	Card Code	1
Blank	Record Control Number	Record Control Number	2
			5
Method of Funding Action Code	Method of Funding Action Code	Blank	6
		Action Code	7
Blank	Blank		8
			13
			14
Item Ident Number	Item Ident Number		
		Blank	20
Generic Code	Generic Code		21
Commitment	Commitment		22
Reson Code	Reason Code	Reason Code	23
			24
Student Code	Student Code		25
	Quantity Change		26
Quantity		Blank	
			29
Program Originator Country/Activity Code	Program Originator Country/Activity Code	Country/Activity Code	30
			31
			32
Duration	Duration		33
			34
Type of Assistance	Type of Assistance	Blank	35
			36
IMET Unit Price	IMET Unit Price		43
			44
Cost Code	Cost Code		45
			46
Program Year	Program Year	Program Year	47
MAP Element	MAP Element		50
			51
Travel and Living Allowance Cost	Travel and Living Allowance Cost		
			56
Status	Status	Blank	57
DSAA Waiver	DSAA Waiver		58
Blank	Blank		59
TLA Command	TLA Command		60
Worksheet Control Number	Worksheet Control Number		61
			65
Execution Agency Identifier	Execution Agency Identifier		66
			68
Change Originator	Change Originator	Change Originator	69
Avail Report Qtr	Avail Report Qtr		70
Fiscal Code	Fiscal Code		71
Rqmts, Priority Code	Rqmts, Priority Code		72
		Blank	73
Total Cost	Total Cost Change		80
			COLUMN
ADDITION	INCREASE/DECREASE/ OTHER DATA ELEMENT CHANGE	DELETION	

PART II  
CHAPTER 7

APPENDIX B

TABLE OF DAILY LIVING ALLOWANCES  
FOR IMET FOREIGN MILITARY TRAINEES

	OFFICER AND CIVILIAN EQUIVALENTS	ENLISTED (1)
In Travel Status, Including Unscheduled Delays (2)	VARIOUS	VARIOUS
In Training Status:		
Neither Quarters Nor Mess Available	\$33	\$33
Quarters Available, Mess Not (3)	20	17
Mess Available, Quarters Not (3)	23	19
Both Quarters and Mess Available (3)	14	7
Both Quarters and Mess Available, Free of Charge (Aboard Ship)	7	7
Both Quarters and Mess Available Officers Charged for Mess (Aboardship)	10	N/A
Dependent Authorized (4)	33	N/A
On Leave (5)	VARIOUS	VARIOUS
In Military Hospital (6)	7	7
Orientation Tour Participants (7)	23	N/A

NOTES:

- (1) Not applicable to enlisted foreign military trainees (FMTs) attending training at the United States Army School of Americas, (USARSA), Small Craft Inspection and Training Team (SCIATT) Facility, and Inter-American Air Forces Academy (IAAFA). The daily living allowance rate authorized for these enlisted FMTs is \$1.50 per day.
- (2) Travel allowance rate is authorized to include the day of arrival at, and day of departure from, training installation except for FMTs who receive no U.S. government (USG) living allowance. Rates on travel status, including unscheduled delays, are based on rates equal to those in Joint Travel Regulations for US personnel.
- (3) In overseas areas, where U.S. government quarters and mess are not available, the rates authorized are equal to those authorized for U.S. personnel in the Joint Travel Regulations (JTR). "Quarters Available" means that U.S. government quarters were either furnished or made available. "Mess available" means three meals per day were available in a U.S. Government mess, whether or not actually consumed. U.S. Government



mess excludes open mess, and is not considered available to officer FMTs except during maneuvers, field exercises, training in the field or when an officer's field ration mess is specifically available (e.g. officers field ration mess is available at Lackland AFB and Maxwell AFB, both with a heavy student load). Military Departments will be reimbursed from IMETP funds for costs of meals and quarters furnished free of charge to eligible FMTs. All FMTs not authorized a U.S. Government living allowance will pay for their meals. Meals taken in other food service facilities will be paid for by the FMT at the menu rates.

- (4) This rate is authorized only for accompanied FMTs attending certain courses designated by the Military Departments (AC&CS, SOS, AWC, CGSC, NCC, NSC, AFIT, MCC&SC, SWOS, PGS) and includes authorized leave periods. This rate is applicable regardless of availability of quarters and is payable whether or not FMT lives on or off post.
- (5) Living allowance for leave period following termination of training is not authorized. Leave with living allowances may be granted during periods of class breaks, authorized holidays, between consecutive courses, and delays at Port while awaiting transportation, at the rate that is appropriate to the training status.
- (6) In those cases where officer FMT is authorized increased living allowance for accompanying dependents (See Note 4, above) and is subsequently hospitalized, increased living allowance (\$33) shall apply during period of hospitalization rather than the reduced rate specified herein.
- (7) Meal allowance only. Cost of quarters to be paid from programmed funds by class A agent/cashier escort officer.

PART II

CHAPTER 7

APPENDIX C

DEFINITION GUIDE AND TRAINING MASL SUMMARY

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DEFINITION GUIDE AND TRAINING MASL SUMMARY\*

Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N		TRAINING			
1	STUDENT TRAINING	FORMAL TRAINING/UNITED STATES (U.S.)			
A	0110000	Flying Training, U.S.			
	0111000	Pilot, Jet, Fixed Wing			
	0112000	Pilot, Convent, Fixed Wing	x		
	0113000	Pilot, Helicopter	x		
	0114000	Non-Pilot	x		
	0115000	Instructor	x		
	0116000	Special Techniques	x		
	0117000	Crew/Transition	x		
	0118000	Flight Test	x		
	0119000	Other	x		
B	0120000	Operations Training, U.S.			
	0121000	Combat Operations	x		
	0122000	Weapons/Tactics/FAM	x		
	0123000	Minewarfare/ASW	x		
	0124000	Amphibious Operations	x		
	0125000	Recce, Mapping/Photo	x		
	0126000	Counterinsurgency/Psy War	x		
	0127000	C B R	x		
	0128000	Training Devices/Simulators	x		
	0129000	Other	x		
C	0130000	Comm/Elect Training, U.S.			
	0131000	Electronic Fundamentals	x		
	0132000	Ground/Comm/Signal	x		
	0133000	Air Comm/Signal	x		
	0134000	Fire Control Sys/Sur-Air	x		
	0135000	ASW Systems/Sur-Air	x		

\* Also refer to Part I Chapter 7, C Para 2 for MASL instructions.

Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
NIC(cont)	0136000	ECM Systems/Sur-Air	x		
	0137000	Other Radar Sys/Sur-Air	x		
	0138000	(Unassigned)	x		
	0139000	Other	x		
D	0140000	Maintenance Training U.S.			
	0141000	Aviation	x		
	0142000	Armament/Ammunition	x		
	0143000	Auto/Ground Support	x		
	0144000	Combat/Special Vehicle	x		
	0145000	Ships/Boats	x		
	0146000	Weather/Meteorology	x		
	0147000	Training Equip/Devices	x		
	0148000	Support Tech Skills	x		
	0149000	Other	x		
E	0150000	Logistics Training, U.S.			
	0151000	Logistics Management	x		
	0152000	Supply/Warehousing	x		
	0153000	Transport/Distribution	x		
	0154000	Procurement	x		
	0155000	Comptroller/Stat/ADPS	x		
	0156000	Finance	x		
	0157000	(Unassigned)	x		
	0158000	(Unassigned)	x		
	0159000	Other	x		
F	0160000	Administrative Training, U.S.			
	0161000	Personnel	x		
	0162000	Manpower/Management	x		
	0163000	Food Handling/Admin	x		
	0164000	Info/Education	x		
	0165000	Clerical	x		
	0166000	Instructor/Supervisor	x		
	0167000	(Unassigned)	x		
	0168000	Women's Military	x		
	0169000	Other	x		

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Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N1G	0170000	Professional/Special Training U.S.			
	0171000	Command/Staff	x		
	0172000	Intelligence	x		
	0173000	Mil Police/Civil Affairs	x		
	0174000	Engineering/Construction	x		
	0175000	Medical/Health Hygiene	x		
	0176000	Legal	x		
	0177000	English Language	x		
	0178000	Civilian Institution	x		
	0179000	Other	x		
H	0180000	Orientation Training, U.S.			
	0181000	Orientation Tours/DV	x		
	0182000	Orientation Tours/Non Dv	x		
	0183000	Observer	x		
	0184000	Exchange Student	x		
	0185000	Informational Program	x		
	0186000	(Unassigned)	x		
	0187000	(Unassigned)	x		
	0188000	(Unassigned)	x		
	0189000	Other	x		
J	0190000	Missile Training, U.S.	x		
	0191000	IRBM	x		
	0192000	NIKE	x		
	0193000	HAWK	x		
	0194000	Other/Surface to Surface	x		
	0195000	Other/Surface to Air	x		
	0196000	Air to Air	x		
	0197000	Air to Surface	x		
	0198000	Target Drone	x		
	0199000	Other	x		

Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N1(cont)	STUDENT TRAINING	FORMAL TRAINING/OVERSEAS (O/S)			
N	0210000	Flying Training, O/S			
	0211000	Pilot, Jet, Fixed Wing	x		
	0212000	Pilot, Convent, Fixed Wing	x		
	0213000	Pilot, Helicopter	x		
	0214000	Non-Pilot	x		
	0215000	Instructor	x		
	0216000	Special Techniques	x		
	0217000	Crew Transition	x		
	0218000	(Unassigned)	x		
	0219000	Other	x		
P	0220000	Operations Training, O/S			
	0221000	Combat Operations	x		
	0222000	Weapons/Tactics/FAM	x		
	0223000	Minewarfare/ASW	x		
	0224000	Survival/Jungle/Arctic	x		
	0225000	Recce, Mapping/Photo	x		
	0226000	Counterinsurgency/Psy War	x		
	0227000	C B R	x		
	0228000	Training Devices/Simulators	x		
	0229000	Other	x		
Q	0230000	Comm Elect Training, O/S			
	0231000	Electronic Fundamentals	x		
	0232000	Ground/Comm/Signal	x		
	0233000	Air/Command/Signal	x		
	0234000	Fire Control Sys/Sur Air	x		
	0235000	ASW Systems/Sur-Air	x		
	0236000	ECM Systems/Sur-Air	x		
	0237000	Other Radar Sys/Sur-Air	x		
	0238000	(Unassigned)	x		
	0239000	Other	x		

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Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
NIR	0240000	Maintenance Training, O/S			
	0241000	Aviation	x		
	0242000	Armament/Ammunition	x		
	0243000	Auto/Ground support	x		
	0244000	Combat/Special Vehicles	x		
	0245000	Ships/Boats	x		
	0246000	Other Support Equip	x		
	0247000	Training Aids/Devices	x		
	0248000	Support Technical Skills	x		
	0249000	Other	x		
S	0250000	Logistics Training, O/S			
	0251000	Logistics Management	x		
	0252000	Supply/Warehousing	x		
	0253000	Transport/Distribution	x		
	0254000	Procurement	x		
	0255000	Comptroller/Stat/ADPS	x		
	0256000	Finance	x		
	0257000	(Unassigned)	x		
	0258000	(Unassigned)	x		
	0259000	Other	x		
T	0260000	Administrative Training, O/S			
	0261000	Personnel	x		
	0262000	Manpower/Managemnt	x		
	0263000	Food Handling/Admin	x		
	0264000	Info/Education	x		
	0265000	Clerical	x		
	0266000	(Unassigned)	x		
	0267000	(Unassigned)	x		
	0268000	(Unassigned)	x		
	0269000	Other	x		
U	0270000	Professional/Special Training, O/S			

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Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N1U(cont)	0271000	Command/Staff	x		
	0272000	Intelligence/Counter-Intel	x		
	0273000	Mil Police/Civil Affairs	x		
	0274000	Engineering/Construction	x		
	0275000	Medical/Health/Hygiene	x		
	0276000	Cadet	x		
	0277000	English Language	x		
	0278000	(Unassigned)	x		
	0279000	Other	x		
	V	0280000	Orientation Training, O/S		
0281000		Orientation Visits/DV	x		
0282000		Orientation Tours/Non-DV	x		
0283000		Observer	x		
0284000		Exchange Student	x		
0285000		(Unassigned)	x		
0286000		(Unassigned)	x		
0287000		(Unassigned)	x		
0288000		(Unassigned)	x		
0289000		Other	x		
W	0290000	Missile Training, O/S			
	0291000	(Unassigned)	x		
	0292000	(Unassigned)	x		
	0293000	(Unassigned)	x		
	0294000	(Unassigned)	x		
	0295000	(Unassigned)	x		
	0296000	(Unassigned)	x		
	0297000	(Unassigned)	x		
	0298000	(Unassigned)	x		
	0299000	Other	x		
Z		PANAMA CANAL SCHOOL TRNG			
	BUSARSA	Training at USARSA	x		Not included in Unified Command ceiling. Programmed under non-regional command.
	DOIAAFA	Training at IAFFA	x		
	PSCIATT	Training at SCIATT	x		
POIANTN	Training at IANTN	x			
2		MOBILE TRAINING TEAMS/DETACHMENTS			
	0300000	Mobile Training Teams, Detachments CONUS	x		



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Generic Code	Item Ident No	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N2(cont)					
A	0301000	Aviation	x		
B	0302000	Combat Operation/Intel	x		
C	0303000	Communications/Electronic	x		
D	0304000	Supply/Maintenance	x		
E	0305000	Personnel/Maintenance	x		
F	0306000	Counterinsurgency	x		
G	0307000	English Language	x		
H	0308000	Missiles	x		
J	0309000	Other	x		
	0310000	MOBILE TRAINING TEAMS, DETACHMENTS, O/S			
M	0311000	Aviation	x		
N	0312000	Combat Operations/Intel	x		
P	0313000	Communications/Electronics	x		
Q	0314000	Supply/Maintenance	x		
R	0315000	Personnel/Maintenance	x		
S	0316000	Counterinsurgency	x		
T	0317000	English Language	x		
U	0318000	Missiles	x		
V	0319000	Other	x		
3		FIELD TRAINING SERVICES			
A	0321000	Aircraft Engine/Airframe	x		
B	0322000	Communications/Electronics	x		
C	0323000	Radar Systems	x		
D	0324000	Armament	x		
E	0325000	Maintenance	x		
F	0326000	Training/Aids/Devices	x		
G	0327000	English Language	x		
H	0328000	Missiles	x		
J	0329000	Other	x		

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Generic Code	Item Ident No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
5		TRAINING OF U.S. MAP PERSONNEL			
A	0381000	Contract Cost			
B	0382000	Tng of U.S. MAP Personnel		x	Phase I and Phase II. Not included as part of unified command ceiling but programmed worldwide by Military Departments.
C	0383000	Language		x	Not included in unified command ceiling. Worldwide program prepared by DSAA.
E	0385000	Other Training Costs		x	Not included in unified command ceiling. Worldwide program budgeted for by Military Departments for training of U.S. personnel in skill peculiar to MAP assignments. Requirements associated with MASF programs will be carried in country programs.
6		EXTRAORDINARY EXPENSES			Not included in unified command ceiling. Worldwide program budgeted for by Military Departments. Requirements associated with MASF programs will be carried in country programs.
A	0390000	Extraordinary Expenses		x	
7		OTHER TRAINING SUPPORT			
A	0361000	Training Exercises		x	
B	0362000	Escort Officers	x		
C	0363000	Supplies and Materials		x	
D	0364000	Facilities/Rehabilitation		x	
E	0365000	Services	x	x	
F	0366000	Other	x	x	
G	0367000	SHIPMENT OF INSTRUCTIONAL MATERIAL - ARMY/NAVY			

II-7-C-9

Generic Code	Item Indent No.	Description/Category	Program as:		Remarks
			Major Item	Dollar Line	
N7G (cont)	0367000	Shipment of Instructional Material - Army/Navy		x	
	0367001	Shipment of Instructional Material - AF - CONUS		x	
	0367002	Shipment of Instructional Material - AF - OS		x	
Z	0399000	Abbr Tng Plan Reqmt		x	To be used only when training items are unknown at time of programming.
9		TRAINING AIDS			
A	OTNGDEV	Training Aids and Devices		x	
B	BBKPUBO	Army Books/Publications/Other		x	
	DBKPUBO	AF Books/Publications/Other		x	
	PBKPUBO	Navy Books/Publications/Other		x	
X	BOOPCHT	Army PCHT		x	
	DOOPCHT	AF PCHT		x	
	POOPCHT	Navy PCHT		x	

## CHAPTER 7

### APPENDIX D

#### MILITARY DEPARTMENT EXECUTION AGENCY IDENTIFIER CODES

##### ARMY EXECUTION AGENCY (EXA) CODES

The EXA code used by the Army is a three digit alpha numeric wherein the first alpha represents the Army (B), the second alpha the funding agency and the the third alpha or numeric the training agency. The following codes are to be used for Department of the Army IMET programming.

#### B. Department of the Army

- A. US Army Materiel Development and Readiness Command (DARCOM)
  - A. Army Logistics Management Center, Ft Lee, VA
  - B. Army Management Engineer Training Activity, Rock Island, IL
  - C. Army Defense Ammunition School, Savanna, IL
  - D. Joint Military Package Training Center, Aberdeen Proving Ground, MD
  - E. Army Tank-Automotive Command, Warren, MI
  - G. Army Depot Systems Command, Chambersburg, PA
  - H. Letterkenny Army Depot, Chambersburg, PA
  - K. Lone Star Ammunition Plant, Texarkana, TX
  - L. Army Test and Evaluation Command, Aberdeen Proving Ground, MD
  - M. New Cumberland Army Depot, New Cumberland, PA
  - N. Army Troop Support and Aviation Materiel Readiness Command, St. Louis, MO
  - P. Army Mobility Equipment Research and Development Command, Ft. Belvoir, VA
  - Q. Pueblo Army Depot, Pueblo, CO
  - R. Army Natick Research and Development Laboratories, Natick, MA
  - S. Army Electronics Research and Development Command, Adelphi, MD
  - T. Army Communications Electronics Command, Ft. Monmouth, NJ
  - U. Red River Army Depot, Texarkana, TX
  - V. Army Aviation Research and Development Command, St. Louis, MO
  - W. Tobyhanna Army Depot, Tobyhanna, PA
  - X. Tooele Army Depot, Tooele, UT
  - Y. Yuma Proving Ground, Yuma, AZ
  - 2. US Army Security Assistance Center (USASAC), Alexandria, VA
  - 3. Anniston Army Depot, Anniston, AL
  - 4. Dugway Proving Ground, Dugway, UT
  - 6. Corpus Christi Army Depot, Corpus Christi, TX
  - 7. Army Armament Research and Development Command, Dover, NJ
  - 8. Army Armament Materiel Readiness Command, Rock Island, IL
  - 9. Army Missile Command (MICOM), Redstone Arsenal, AL
  - 0. (Unidentified DARCOM Location)
- C. US Army Training and Doctrine Command (TRADOC)
  - A. Army Aviation School, Ft Rucker, AL
  - B. Army Training Support Center (Correspondence Courses), Ft Eustis, VA
  - C. US Army War College, Carlisle, PA
  - D. Defense Language Institute, Monterey, CA
  - E. Army Engineer School, Ft Belvoir, VA
  - F. Army Field Artillery School, Ft Sill, OK
  - G. Army Infantry School, Ft. Benning, GA

- H. Army Ordnance School, Aberdeen Proving Ground, MD
- I. Defense Information School, Ft Benjamin Harrison, IN
- J. Army Quartermaster School, Ft Lee, VA
- K. Army Chemical School, Ft McClellan, AL
- L. Army Soldier Support Center, Ft Benjamin Harrison, IN
- M. Army Chaplain School, Ft Monmouth, NJ
- N. Army Military Police School, Ft McClellan, AL
- P. Army Signal School, Ft Gordon, GA
- Q. Judge Advocate General School, Charlottesville, VA
- R. Army Air Defense School, Ft Bliss, TX
- S. Army Transportation School, Ft. Eustis, VA
- T. Army Command and General Staff College, Ft. Leavenworth, KS
- U. Army Intelligence School, Ft. Huachuca, AZ
- W. Army Institute for Military Assistance, Ft. Bragg, NC
- X. Army Missile and Munitions School, Redstone Arsenal, AL
- Y. Army Armor School, Ft Knox, KY
- Z. US Army Organizational Effectiveness Training Center and School, Ft Ord, CA
  - 1. Ft Dix, NJ
  - 2. Ft Leonard Wood, MO
  - 3. Ft Jackson, SC
  - 7. TRADOC Security Assistance Training Field Activity (SATFA), Ft. Monroe, VA
  - 8. TRADOC Combined Arms Test Activity (TCATA), Ft Hood, TX
  - 9. HQ, TRADOC, Ft Monroe, VA
  - 0. (Unidentified TRADOC Location)
- E. Office, Chief of Engineers
  - 0. (Unidentified Chief of Engineers Location)
- F. US Army Finance and Accounting Center (USAFAC)
  - A. USAID Training All Areas
  - B. Defense Intelligence Agency (DIA), Washington, DC
  - C. US Coast Guard Training
  - D. Defense Logistics Agency (DLA), Washington, DC
  - E. Defense Systems Management College, Ft Belvoir, VA
  - F. National Defense College (Correspondence Course), Ft. McNair, Washington, DC
  - M. US Marine Corps Training
  - N. US Navy Training
  - S. Defense Mapping Agency (DMA), Washington, DC
  - T. Defense Mapping School, Ft Belvoir, VA
  - X. US Air Force Training
  - 0. Training US Map Personnel (N5B)
- G. US Army Health Services Command (USAHSC)
  - A. Armed Forces Institute of Pathology, Washington, DC
  - B. William Beaumont Army Medical Center, El Paso, TX
  - F. Fitzsimmons Army Medical Center, Aurora, CO
  - H. Army Environmental Hygiene Agency, Aberdeen Proving Ground, MD
  - L. Letterman Army Medical Center, San Francisco, CA
  - M. Madigan Army Medical Center, Tacoma, WA
  - S. Academy of Health Sciences, Ft Sam Houston, TX

- T. Tripler Army Medical Center, Honolulu, HI
  - W. Walter Reed Army Medical Center, Washington, DC
  - X. Medical Cost-CONUS (GC N7E)
  - Z. Army Institute of Dental Research, Washington, DC
  - O. (Unidentified USAHSC Location)
- H. Western Command (WESTCOM)
    - H. All Training in WESTCOM Schools or Units
    - I. Third Country Training in WESTCOM Areas
    - O. (Unidentified Pacific Command (PACOM) Location)
- I. US Army Forces Command (FORSCOM)
    - A. 1st Infantry Division (Mechanized), Ft Riley, KS
    - B. 1st Cavalry Division, Ft Hood, TX
    - C. 2d Armored Division, Ft Hood, TX
    - D. 3d Armored Cavalry Regiment, Ft Bliss, TX
    - E. 4th Infantry Division (Mechanized), Ft Carsn, CO
    - F. 5th Infantry Division (Mechanized), Ft Polk, LA
    - G. 7th Infantry Division, Ft Ord, CA
    - H. 9th Infantry Division, Ft Lewis, WA
    - I. 24th Infantry Division, Ft Stewart, GA
    - J. 82nd Airborne Division, Ft Bragg, NC
    - K. 101st Airborne Division, Ft Campbell, KY
    - L. 197th Infantry Brigade, Ft Benning, GA
    - M. 194th Armored Brigade, Ft Knox, KY
    - N. 193rd Infantry Brigade (Panama), Ft Clayton
    - P. 172nd Infantry Brigade (AK), Ft Richardson, AK
    - Q. 3d Corps Artillery, Ft Sill, OK
    - 9. HQ, FORSCOM, Ft McPherson, GA
    - O. (Unidentified FORSCOM Location)
- M. US European Command (EUCOM)
    - M. All Training in US Army Europe (USAREUR) Schools or Units
    - O. (Unidentified EUCOM Location)
- S. US Southern Command (SOUTHCOM)
    - A. School of the Americas
    - B. Inter-American Geodetic Survey School
    - S. Other Training in SOUTHCOM Areas
    - X. Medical Cost-Overseas (GS N7F)
- Z. Unidentified
    - Z. Unidentified Location, Worldwide (Used only for Initial Programming until correct EXA is determined)

## NAVY EXECUTION AGENCY (EXA) CODE

The EXA code used by the Navy is also a three digit alpha numeric wherein the first alpha represents the Navy (P), and the second and third alpha-numeric represent the major claimant or implementing command for the training. The following codes are to be used for Department of the Navy IMET programming.

### P. Department of the Navy

PBM	BUREAU OF MEDICINE AND SURGERY (BUMED)
PGC	US COAST GUARD (COGARD)
PCN	CHIEF OF NAVAL OPERATIONS (CNO)
PCL	COMMANDER IN CHIEF, US ATLANTIC FLEET (CINCLANTFLT)
PCP	COMMANDER IN CHIEF, US PACIFIC FLEET (CINCPACFLT)
PCT	CHIEF OF NAVAL EDUCATION AND TRAINING (CNET)
PMC	COMMANDANT, US MARINE CORPS (CMC)
PNM	CHIEF OF NAVAL MATERIAL (CHNAVMAT)
PNR	CHIEF OF NAVAL RESERVE (CNAVRES)
PBO	DEPARTMENT OF THE ARMY (DA)
PDO	DEPARTMENT OF THE AIR FORCE (DAF)
POO	MISCELLANEOUS
PSO	COMMANDER IN CHIEF, US SOUTHERN COMMAND, (USCINCSO)

## AIR FORCE EXECUTION AGENCY (EXA) CODES

The EXA code used by the Air Force is a three digit alpha numeric wherein the first alpha represents the Air Force (D), the second alpha the implementing command, and the third alpha or numeric the major command conducting the training. The following codes are to be used for Department of the Air Force IMET programming.

### D. Department of the Air Force

#### D. USAFE

O	Variable
E	England
G	Germany

#### F. LOGISTICS

O	AF Logistics Command
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#### J. FMTAG

O	AF CONUS/Variable
B	USAF Academy
C	Aerospace Defense Command
H	Air Force Systems Command
J	Air Training Command
K.	Air University/AF Institute of Technology
Q	Military Air Command
S	Strategic Air Command
T	Tactical Air Command
U	USAF Security Service
Y	AF Communications Service

#### L. USAFSO

O	Variable
A.	IAAFA School

#### R. PACAF

O	Variable
H.	Hawaii
C.	Clark AFB



PART II

CHAPTER 7

APPENDIX E

INVITATIONAL TRAVEL ORDER

<b>INVITATIONAL TRAVEL ORDER (ITO) FOR FOREIGN MILITARY TRAINEES (FMT)</b>		1. ITO NO.	2. COUNTRY	3. DATE (Day, month, year)
The U.S. Government hereby issues this ITO for the FMT 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 will be used and is valid only for FMT entering US training under the Foreign Assistance Act of 1961, as amended, or the Arms Export Control Act.				
4. ISSUING SAO				
a. NAME OF ORGANIZATION			b. ADDRESS	
5. FUNDING (Check one and complete statement)				
a. <input type="checkbox"/> IMET ORDER _____			b. <input type="checkbox"/> FMS CASE IDENTIFIER _____	
6. FMT INFORMATION				
a. NAME (Surname (ALL CAPS), First, Middle)				
b. RANK	c. US EQUIVALENT RANK	d. COUNTRY SERVICE	e. COUNTRY SERVICE NO.	
f. DATE OF BIRTH (Day, Month, Year)	g. PLACE OF BIRTH (City, Province/District, Country)			
7. LANGUAGE PREREQUISITES (Check one and Complete Statement)				
a. <input type="checkbox"/> FMT COMPLETED DLI ENGLISH LANGUAGE PROFICIENCY EXAMINATION _____ ON _____				
(Exam No.) (Date - Day, Month, Year)				
WITH AN ENGLISH COMPREHENSION LEVEL (ECL) OF _____ FMT WILL TAKE THE CONUS COURSE				
(Score)				
ENTRY ECL TEST AT THE FIRST TRAINING INSTALLATION.				
b. <input type="checkbox"/> WAIVER OF IN-COUNTRY SCREENING ECL GRANTED BY AUTHORITY OF _____				
(Documentation)				
FMT WILL TAKE THE CONUS COURSE ENTRY ECL TEST AT THE FIRST TRAINING INSTALLATION.				
c. <input type="checkbox"/> FMT IS EXEMPT FROM ALL ECL TESTING BY AUTHORITY OF _____				
(Documentation)				
8. SECURITY (Check one and complete statement, if applicable)				
a. <input type="checkbox"/> US SECURITY SCREENING HAS BEEN ACCOMPLISHED. ALL TRAINING WILL BE CONDUCTED ON AN UNCLASSIFIED BASIS.				
b. <input type="checkbox"/> US SECURITY REQUIREMENTS HAVE BEEN COMPLIED WITH. THE GOVERNMENT OF _____				
(Home Country)				
HAS GRANTED THE FMT A SECURITY CLEARANCE EQUIVALENT TO US _____ THIS OF ITSELF DOES NOT				
(Classification Level)				
PERMIT THE DISCLOSURE OF CLASSIFIED US INFORMATION. SUCH DISCLOSURE MUST BE SPECIFICALLY AUTHORIZED BY AN OFFICIAL DELEGATED AUTHORITY AND US FOREIGN DISCLOSURE REGULATIONS OR DIRECTIVES.				
9. IMET FUND CITE (Use only when the U.S. Government pays IMET living allowance and/or travel.)				
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 US MILDEP REGULATIONS.				
10. IMPLEMENTING AUTHORITY				
a. US MILDEP DOCUMENT			b. DATE (Day, month, year)	
11. COMMAND LINE				
a. SIGNATURE OF US AUTHORITY AUTHENTICATING ORDERS			b. TITLE	

12. DISTRIBUTION

13. TERMS

a. Prior to departure from home country, the FMT listed herein will be 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 US MILDEP regulations; and other US laws or DOD directives and regulations which may be enacted from time to time.

b. The home country will insure that the FMT has sufficient funds in the 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 FMT.

c. FMT will be responsible for custodial fees and personal debts.

d. The FMT will bring adequate uniforms and work clothing for field duty or technical work. U.S. fatigue uniform and foot wear will be purchased by the FMT 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 FMT, or provisions will be made by the home

country or the FMT to obtain the use of all necessary equipment prior to start of training. The FMT will also possess adequate civilian clothing for off-duty wear.

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

f. The FMT will comply with all applicable US MILDEP regulations.

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

h. The Government of the United States disclaims any liability or financial responsibility for injuries received by the FMT 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 FMT's action.

14. INVITATION

THE SECRETARY OF \_\_\_\_\_ INVITES THE FMT LISTED IN PARA 6, THIS ORDER, TO PROCEED ON OR  
(US MILDEP)

ABOUT \_\_\_\_\_ FROM \_\_\_\_\_  
(Date - Day, Month, Year) (Debarcation Point - Home Country)

TO \_\_\_\_\_ FOR PURPOSE OF COMMENCING TRAINING LISTED IN PARA 15, BELOW.  
(First Training Installation)

15. AUTHORIZED TRAINING (List in sequence of attendance)

	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
a	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
b	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
c	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
d	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
e	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.
f	(6) TRAINING INSTALLATION		(7) LOCATION	(8) REPORT DATE (Day, month, year)	(9) END DATE (Day, month, year)
	(1) RCN	(2) WCN	(3) MASL IIN	(4) MASL DESCRIPTION	(5) SERVICE ID NO.

16. CONDITIONS (Check appropriate block(s) for each condition listed)

a. DEPENDENTS

- (1)  NO DEPENDENTS ARE AUTHORIZED TO ACCOMPANY OR JOIN FMT. DEPENDENTS WILL NOT BE ISSUED ID CARDS OR PROVIDED ATTENDANT PRIVILEGES.
- (2)  DEPENDENTS ARE AUTHORIZED BY THE FMT'S HOME COUNTRY AND THE DOD SECURITY ASSISTANCE ORGANIZATION IN-COUNTRY TO ACCOMPANY FMT OR JOIN FMT WHILE IN TRAINING, BUT WILL NOT BE TRANSPORTED NOR SUBSISTED AT U.S. GOVERNMENT EXPENSE. IMET FMT IS NOT AUTHORIZED AN INCREASE IN LIVING ALLOWANCE DUE TO PRESENCE OF DEPENDENTS.
- (3)  IN ACCORDANCE WITH MASM PART II, CHAP 7, IMET FMT IS AUTHORIZED THE INCREASED "DEPENDENTS AUTHORIZED" LIVING ALLOWANCE. DEPENDENTS WILL NOT BE TRANSPORTED NOR SUBSISTED AT U.S. GOVERNMENT EXPENSE.

b. MEDICAL SERVICES

(1) FMTS

- (a)  NATO FMTs UNDER IMET: CHARGES FOR ONLY INPATIENT CARE IN THE U.S. ARE CHARGEABLE TO THE IMETP.
- (b)  IMET FMTs: CHARGES FOR OUTPATIENT AND INPATIENT CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS ARE CHARGEABLE TO THE IMETP.
- (c)  NATO FMTs UNDER FMS: CHARGES FOR ONLY INPATIENT CARE IN THE US. WILL BE COLLECTED FROM (SELECT ONE)
- 1  FMS CASE                      2  FMT                      3  FOREIGN GOVERNMENT
- (d) FMS FMTs: CHARGES FOR OUTPATIENT AND INPATIENT CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS WILL BE COLLECTED FROM (SELECT ONE)
- 1  FMS CASE                      2  FMT                      3  FOREIGN GOVERNMENT

(2) DEPENDENTS

- (a)  AUTHORIZED ACCOMPANYING DEPENDENTS OF NATO FMTs: CHARGES FOR ONLY INPATIENT CARE IN THE U.S. WILL BE COLLECTED FROM (SELECT ONE)
- 1  FMT                      2  FOREIGN GOVERNMENT
- (b)  AUTHORIZED ACCOMPANYING DEPENDENTS OF IMET AND FMS FMTs: CHARGES FOR OUTPATIENT CARE, IMMUNIZATIONS, AND MEDICAL EXAMINATIONS WILL BE COLLECTED FROM (SELECT ONE)
- 1  FMT                      2  FOREIGN GOVERNMENT
- (3)  SEE BLOCK 17, SPECIAL CONDITIONS

c. LIVING ALLOWANCES

- (1)  LIVING ALLOWANCE IS RESPONSIBILITY OF THE GOVERNMENT OF \_\_\_\_\_  
(Home Country)
- (2)  IMET LIVING ALLOWANCE IS AUTHORIZED DURING PERIOD COVERED BY THIS ORDER, FROM DAY OF DEPARTURE FROM TO DAY OF RETURN ARRIVAL IN HOME COUNTRY, EXCLUDING PERIODS COVERED BY LEAVE, IN ACCORDANCE WITH MASM PART II, CHAP 7, AND IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (3)  IMET LIVING ALLOWANCE IS AUTHORIZED FROM DAY OF DEPARTURE FROM TO DAY OF RETURN ARRIVAL IN \_\_\_\_\_  
(Country - Other Than Home Country), EXCLUDING PERIODS COVERED BY LEAVE, IN ACCORDANCE WITH MASM PART II, CHAP 7, AND IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.

16. CONDITIONS (Continued)

c. LIVING ALLOWANCES (Continued)

- (4)  IMET 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 MASM PART II, CHAP 7, AND IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (5)  IMET LIVING ALLOWANCE IS AUTHORIZED WHILE IN TRAINING STATUS ONLY IN ACCORDANCE WITH MASM PART II, CHAP 7, AND IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (6)  SEE BLOCK 17, SPECIAL CONDITIONS.

d. TRAVEL

- (1)  TRAVEL IS RESPONSIBILITY OF THE GOVERNMENT OF \_\_\_\_\_  
(Home Country)
- (2)  TRAVEL COVERED BY THIS ORDER, OVERSEAS AND CONUS, IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (3)  TRAVEL TO AND RETURN FROM \_\_\_\_\_ IS THE RESPONSIBILITY OF THE  
(Country - Other Than Home Country)  
GOVERNMENT OF \_\_\_\_\_ . TRAVEL FROM \_\_\_\_\_  
(Home Country) (Country - Other Than Home Country)  
TO CONUS AND RETURN IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (4)  TRAVEL TO CONUS AND RETURN IS RESPONSIBILITY OF GOVERNMENT OF \_\_\_\_\_  
(Home Country)  
TRAVEL WITHIN CONUS IS CHARGEABLE TO IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.
- (5)  SEE BLOCK 17, SPECIAL CONDITIONS.

e. BAGGAGE

- (1)  NO BAGGAGE WILL BE TRANSPORTED AT USG 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 d, ABOVE) AND COST OF ANY EXCESS BAGGAGE IS CHARGEABLE TO THE IMET FUND CITE INDICATED IN PARA 9, THIS ORDER.

- (2)  TRAINING LESS THAN 40 WEEKS IN TOTAL DURATION (OTHER THAN FLYING): IMET FMT AUTHORIZED 100 POUNDS, NOT TO EXCEED 3 PIECES OF CHECKED BAGGAGE.
- (3)  FLYING TRAINING LESS THAN 40 WEEKS IN TOTAL DURATION: IMET FMT AUTHORIZED 130 POUNDS (TOTAL FOR PERSONAL BAGGAGE AND ANY FLYING TRAINING EQUIPMENT), NOT TO EXCEED 4 PIECES OF CHECKED BAGGAGE.
- (4)  ALL TRAINING 40 WEEKS OR LONGER IN TOTAL DURATION: IMET FMT AUTHORIZED 150 POUNDS, NOT TO EXCEED 5 PIECES OF CHECKED BAGGAGE.

f. INSTRUCTIONAL MATERIAL

- (1)  IMET FMT'S RETAINABLE INSTRUCTIONAL MATERIAL WILL BE SHIPPED TO FMT'S HOME COUNTRY IN ACCORDANCE WITH MASM PART II, CHAP 7, AND IS CHARGEABLE TO THE IMETP. NO PERSONAL EFFECTS WILL BE SHIPPED WITH INSTRUCTIONAL MATERIAL.

15. CONDITIONS (Continued)

f. INSTRUCTIONAL MATERIAL (Continued)

- (2)  FMS FMT'S RETAINABLE INSTRUCTIONAL MATERIAL WILL BE SHIPPED TO HOME COUNTRY BY THE FMT AND AT HIS OWN EXPENSE.

g. TRAVEL BY POV

- (1)  FMT IS AUTHORIZED BY HIS GOVERNMENT TO TRAVEL BY POV BETWEEN TRAINING INSTALLATIONS.
- (2)  FMT IS NOT AUTHORIZED BY HIS GOVERNMENT TO TRAVEL BY POV BETWEEN TRAINING INSTALLATIONS.

h. LEAVE

- (1)  UPON COMPLETION OF TRAINING, FMT IS NOT AUTHORIZED LEAVE, AND WILL PROCEED IMMEDIATELY AS DIRECTED TO HOME COUNTRY.
- (2)  UPON COMPLETION OF TRAINING, FMT IS AUTHORIZED \_\_\_\_\_ DAYS LEAVE AT NO COST TO THE USG OR  
(Number)  
IMETP. UPON COMPLETION OF LEAVE, FMT WILL PROCEED IMMEDIATELY TO HOME COUNTRY OR AS DIRECTED BY COMPETENT AUTHORITY.

i. PARTICIPATION IN HAZARDOUS DUTY

- (1)  FMT IS PARACHUTE QUALIFIED AND AUTHORIZED TO PARTICIPATE IN JUMPS FROM U.S. AIRCRAFT.
- (2)  QUALIFIED FLYING FMTs ARE AUTHORIZED TO PARTICIPATE IN FLIGHTS AS CREW MEMBERS. THE GOVERNMENT OF \_\_\_\_\_ CERTIFIES THAT FMT IS PHYSICALLY, PROFESSIONALLY,  
(Home Country)  
AND ADMINISTRATIVELY QUALIFIED TO PARTICIPATE IN FLIGHTS IN HIS COUNTRY'S MILITARY AIRCRAFT AS \_\_\_\_\_ FMT MEETS MEDICAL CLEARANCE REQUIREMENTS AS SPECIFIED  
(Flight Crew Position)  
BY THE APPROPRIATE U.S. MILDEP. FLIGHT QUALIFICATION RECORDS ACCOMPANY FMT.
- (3)  FMT IS AUTHORIZED TO PARTICIPATE IN FLIGHTS OF U.S. MILITARY AIRCRAFT AS REQUIRED IN CONNECTION WITH SCHEDULED COURSE(S) OF INSTRUCTION, OR AS SPECIFIED IN U.S. MILDEP REGULATIONS.
- (4)  FMT IS AUTHORIZED TO PARTICIPATE IN HAZARDOUS DUTY TRAINING.
- (5)  NOT APPLICABLE.

17. SPECIAL CONDITIONS (If Applicable)