

**11D PAM 1-201**  
**COMMAND INSPECTION CHECKLIST**

FUNCTIONAL AREA: Training	CHAPTER: 9 SECTION: B	DATE OF REVISION: 1 SEP 02
PROPONENT/PHONE NO: G3 Training 350-6101	PROGRAM/ACTIVITY/TOPIC (PAT) Training Management	UNIT INSPECTED/DATE:

ITEM	GO	NO-GO
<p>References: Are current versions of the following publications on hand or on order?</p> <ul style="list-style-type: none"> <li>a. AR 350-1, Army Training?</li> <li>b. AR 350-41, Training in Units?</li> <li>c. USARERUR Regulation 350-1, Training in USAREUR?</li> <li>d. FM 25-101, Training the Force?</li> <li>e. FM 25-101, Battle Focused Training?</li> </ul> <p>1. Does the unit have a training program?</p> <ul style="list-style-type: none"> <li>a. Does the unit have a mission statement that addresses all the elements of who, what, when, where, and why (FM 101-5)?</li> <li>b. Does it communicate the commander's vision or intent for the future (FM 25-100 chapter 3)? ?</li> <li>c. If split-based, does the unit have mission statements to support the split-based operations?</li> <li>d. Has the commander selected METL tasks for units that support the unit's mission (FM 25-101, Ch 2)?</li> <li>e. Does each METL task have an associated Condition and Standard (FM 25-101, Ch 3)?</li> <li>f. Does the unit have a crosswalk of unit METL to higher headquarters' METL (FM 25-101, Ch 3)?</li> <li>g. Are Battle Tasks to support the unit's METL selected from staff and subordinate unit METLs (FM 25-101, Ch 3)?</li> <li>h. Is there a METL assessment process for the METL tasks, updated as the training status changes, or a minimum of once per quarter (FM 25-101, Ch 3)?</li> <li>i. Does the unit's training calendar reflect training that supports the METL and Battle Tasks (FM 25-101, Ch 3)?</li> <li>j. Does the commander issue yearly and quarterly training guidance on time, and does the training calendar support the commander's guidance (FM 25-101, Ch 3)?</li> <li>k. Does the unit's QTB serve as the contract between Commanders for unit training (FM 25-101, Ch 3)?</li> </ul> <p>2. Training Schedules (FM 25-101, Ch 3; U'R 350-1, Ch 5).</p> <ul style="list-style-type: none"> <li>a. Do companies post training schedules 5 weeks out?</li> <li>b. Do unit-training schedules include key events other than training (e.g., CTT, meetings, special formations)?</li> <li>c. Are unit-training schedules published during T-4 week and forwarded to higher headquarters NLT T-3 week?</li> <li>d. Does the unit's planning calendar reflect training that supports critical collective/individual soldier METL tasks?</li> <li>e. Are the unit's training schedules complete, accurate and locked in 5 weeks out?</li> <li>f. Has the battalion commander approved the schedules and has the company commander</li> </ul>		

signed them?

g. Does the training schedule include maintenance events?

3. Training Meetings (FM 25-101, Ch 3; U'R 350-1, Ch 5).

a. Does the commander conduct the training meeting with the assistance of the CSM or 1SG?

b. Is the CSM/ 1SG ensuring linkage of individual training with collective training?

c. Is an agenda available and adhered to?

d. Does the commander approve ongoing near-term plans (6 weeks) based on resources and risk assessment?

e. Does the unit conduct training meetings on the same day and at the same time each week?

f. Are training meetings posted on the training schedule?

g. Is knowledge about training deficiencies translated into scheduled events?

h. Are pre-execution checks used to resolve disconnects in resources?

i. Does the unit have systems to take advantage of training opportunities?

j. Is there sharing of training tactics, techniques, and procedures (TTP)?

k. Is the focus on training issues only?

l. Is there input to the training schedule by all participants?

m. Is training oriented toward the unit's METL?

n. Is the current METL assessment available and used?

o. Is there current training guidance from commanders of higher echelons?

p. Does the unit complete risk assessments for all training?

q. Does the unit employ a method to identify and overcome problems and training detractors?

r. Are multi-echelon training opportunities identified?

**Rating standard (Functional Area: Company/Troop/Battery Training Management)**

- Commendable – 90% of all items receive a “GO” rating.
- Satisfactory – 75%-89% of all items receive a “GO” rating.
- Needs Improvement – 74% and below of all items receive a “GO”.

---

Inspector's comments mandatory for all “NO GO” items. (Attach additional sheets if necessary.)

VERIFICATION

X \_\_\_\_\_  
Unit POC's Signature, Name Rank, Date

X \_\_\_\_\_  
Inspector's Signature, Name Rank, Date