NGUT-RTD 17 May 2022

MEMORANDUM FOR Students Attending 35F10 All-Source Intelligence Analyst Course, Class 22-004, 27 June to 12 August 2022

SUBJECT: Addendum to 4/640th RTI Letter of Instruction for 35F10 All-Source Intelligence Analyst Course

1. Welcome and congratulations on your assignment to attend the 35F10 All-Source Intelligence Analyst Course at 4th BN, 640th REGT (RTI) at Camp Williams, Utah. The purpose of this course is to provide you the basic skills to be a highly successful All-Source Intelligence Analyst for the United States Army in a hostile Operational Environment. This course is very challenging and very gratifying to complete. Please come prepared to work hard and motivated to learn new skills and share your experience for the betterment of the group. If you have questions, do not hesitate to contact 1SG Cory Morrill (contact info below) as soon as possible to ensure your preparation for this course. Travel safely and we look forward to seeing you in class.

2. Please read the accompanying 4th BN, 640th RTI letter of instruction (LOI) carefully for reporting and administrative information. It is a Base LOI for all of our courses and this addendum gives specific information for the 35F10 Course that may be different. Pre-requisite requirements for course attendance is listed in the 4th BN LOI.

3. Please **REPLY** to the undersigned upon receipt of this information acknowledging receipt of the information. We have included the course inprocessing paperwork and SIPR account application as Annex C of this addendum. You can fill it out and send it back with your acknowledgement. Also, please include a civilian email address and your cell number as well.

4. Inprocessing: All the documents you need to complete for inprocessing are included in Annex C. These include an information sheet and three forms that you need to complete to get access to the Classified SIPR network that you will require while at the 35F10. All documents must be completed digitally. Please DO NOT bring printed copies. Please complete these, digitally sign where indicated, and send them back to me before you report for the course. Here are the documents due by the time you process in to the course:

a. Important Sheet (Annex C)

b. DD 2875 (Annex C)

c. DD 2842 (Annex C)

d. SIPR Acceptable Use Policy (Annex C)

e. DoD Cyber Awareness Challenge Certificate (See paragraph 8 of BN LOI)

f. DD 1610, DTS Order and/or DAMPS Pay Order

g. Certificate for 35F10 Phase I Distance Learning Course (See paragraph 5g below)

h. PMESII-PT Research Paper (See paragraph 5h and Annex E)

i. DA 3349, Permanent Profile, if applicable

j. Grade Waiver for E7 and above

Complete all of these items and your inprocessing will short, extremely easy, and you can focus on class from day 1. You will need to complete any missing items during inprocessing. We only have a few NIPR computers, and they are not very fast. Completing these on inprocessing day can be a long and tedious ordeal. Make it simple for everybody and complete these beforehand. You can email them to me at [cory.c.morrill.mil@army.mil](mailto:cory.c.morrill.mil@army.mil) or send them by DOD SAFE at <https://safe.apps.mil>. If you check the box to encrypt the documents on DOD SAFE, please send me the passphrase or I will not be able to download them.

5. Course Specific Information:

a. Please note the security clearance requirements as well as the read-on requirements. A separate email will be sent to you with deficiencies. Security clearance can be final or interim Top Secret, and there must be an SCI SMO Owner. A proper Read-On for going to the SCIF includes US Access for TS/SCI, SI/TK/G/HCS, as well as NATO Secret Clearance.

b. You must complete a High Physical Demands Test (HPDT) to complete this course. The HPDT will take place on 28 June 2022 at 0700 in Building 3030. You must be able to put on an 80-pound ruck by yourself and buddy-carry 130 pounds across a horizontal distance of 10 meters. If you are unable to complete this, you will fail to meet course standards and you will be disenrolled from the course. If you have a permanent profile, ensure that it allows you to complete the HPDT. Failure or inability to complete the HPDT due to a permanent profile will result in an administrative disenrollment.

c. Physical Training is not built into the training schedule for this course. However, we highly encourage you to conduct PT, as it is beneficial both mentally and physically. You may conduct PT in the APFU or modest civilian fitness clothing.

d. Classroom instruction is conducted in the ACU-OCP. See Annex A for a suggested packing list.

e. **Change from BN LOI:** There is NO requirement for the APFT, ACFT or HT/WT for the 35F10 Course. You do not need to bring your most recent DA 705 or DA 5500/5501. You do need to bring a DA 3349, Permanent Profile, if you have one.

f. No transportation is provided from the airport to Camp Williams. You will be billeted in BEQ in Building 8300 for $22 per night. The Dining Facility (DFAC) location is annotated on Annex D of this addendum. Inprocessing paperwork from paragraph 8 of BN Welcome Letter can be emailed prior to reporting for inprocessing. All E7s must have an approved grade waiver from the Office of the Chief of Military Intelligence (OCMI) prior to reporting for this course.

g. Ensure that you complete 35F10 Phase I, which is a DL class conducted on MI Blackboard at <https://mi.ellc.learn.army.mil/>. Your unit must input you for this course under School Code 301 on ATRRS. This material carries over into the resident phases here at the 640th RTI and is testable on some exams. This online course is only compatible with the Mozilla Firefox web browser. Your progress will not save properly with any other browser. You must submit your Phase I certificate before reporting to the resident course here on 27 June 2022. Do NOT travel if you have not submitted that certificate to us. Any exceptions will be granted on a case-by-case basis, and you must coordinate that with us before traveling.

h. Annex E includes a list of assigned topics that you must write a paper on and submit prior to reporting to the course. The syllabus and the RWB modules in the Phase I DL portion will give you direction on writing this paper. Please reach out with any issues on the writing portion.

6. Any questions or concerns may be addressed to the undersigned at 801-878-5276, DSN 312-766-5276, or email [cory.c.morrill.mil@army.mil](mailto:cory.c.morrill.mil@army.mil).

ENCL CORY C. MORRILL

Annex A, Packing List 1SG, USA

Annex B, UVU\_AGCW Info 35F10 Chief of Training

Annex C, Inprocessing Sheets

Annex D, Detailed AGCW Map

Annex E, Individual Paper Topics