

UTAH ARMY NATIONAL GUARD  
1<sup>st</sup> Battalion 640<sup>th</sup> Regiment (RTI)  
17800 South Camp Williams Road  
Bluffdale, Utah 84065-4999

UT-RTA-Z

1 December 2015

MEMORANDUM FOR BLC STUDENTS

SUBJECT: BLC Letter of Information

1. Congratulations on your selection for Basic Leader Course at Camp Williams, Utah. This letter contains information that will help you and your unit in preparation for your attendance. Every Soldier is responsible for helping to create an environment of mutual respect, trust and safety. Sexual harassment/assault interferes with mission accomplishment and violates the values and standards of integrity we have committed to uphold. Soldiers and/or students who violate the Sexual Harassment/Assault policy will be held accountable and will face disciplinary action. Reporting of sexual harassment/sexual assault will be handled in a confidential and sensitive manner, respecting the dignity of our Soldiers.

2. When you report, follow this guidance;

a. POV: Report to HQ 640th Regiment (RTI) at the TASS Complex. Camp Williams is located at: 17800 S. Camp Williams Road, Riverton, Utah. You will report on the report date of the course between 1000 and 1800 hrs. We encourage you to complete TRIPS on AKO prior to leaving HOR.

b. AIR: Arrive at the Salt Lake International Airport on the report date of the course. Military transportation will be provided from the airport to Camp Williams. Buses depart approximately every hour between 1100 to 1800 hrs from the west end of the Delta terminal. If you arrive before or after these times, transportation is your responsibility; average cost of transportation from the airport to Camp Williams is \$70. If you arrive at Camp Williams after 2400 hrs on the report date of the course, you will be denied enrollment unless prior approval has been received from NCOA leadership. If you arrive in Salt Lake City, UT after 1630 on the report date it is advised you eat prior to reporting to the 640<sup>th</sup> Regt on Camp Williams, UT. You can contact the Regiment at (801) 878-5785.

c. Because of heightened security measures, be prepared to present 2 forms of picture ID to enter Camp Williams.

d. Privately owned weapons are allowed on Camp Williams, but all students will be required to turn in their weapons to the arms room.

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e. Do not arrive before the report date of the course unless you receive approval from NCOA leadership in advance. If you arrive early we cannot guarantee mess, billeting or transportation from the airport to Camp Williams.

f. You should not schedule a departure flight prior to 1000 hrs on the final day of the course without approval from the Commandant.

3. The following are enrollment requirements;

a. You must be in a Reserved "R" status in ATRRS. Soldiers not in an "R" status may not be enrolled unless a prior written request is made to this organization by your orders Issuing authority. A Wait "W" status may change to a reserve status if there is a cancellation. Check with your unit ATRRS representative for confirmation.

b. Ensure that you meet body composition standards as stated in AR 600-9 and APFT standards as stated in FM 7-22 and TC 3-22.20 appendix A. The APFT and Height/Weight will be measured and the APFT will be conducted on Day 2. APFT and Height and Weight standards are a graduation requirement for BLC. You will be given an initial APFT and Height/Weight at the beginning of the course. If you fail either, you will be tested again prior to graduation. If you fail the re-test on either standard, you will be dismissed from the course and your DA Form 1059 will state "Failed to Achieve Course Standards".

c. If you have a permanent profile, you must e-mail a copy of DA Form 3349 to [kirk.a.holmer.mil@mail.mil](mailto:kirk.a.holmer.mil@mail.mil), Chief of Training (801) 878-5782 or DSN 766-5782 for review **14 days prior to Report Date**. Permanent profiles must allow the Soldier to meet the course physical requirements (para 4). The following rules apply to have a properly completed profile:

(1) P2 Profile: The DA Form 3349 must be signed by at least one profiling medical officer. It must not be so limiting as to preclude participation in all course events.

(2) P3/4 Profiles: The profiling medical officer and the approving authority must sign the DA Form 3349. You must have a copy of the MDRB/MMRB/MEB approval letter attached to the profile if on Active Duty. It must not be so limiting as to preclude participation in all course events.

d. Temporary Profiles: Soldiers may enroll with temporary profiles. The profile must not prevent them from meeting all physical tasks and the physical graduation. **If a Soldier on a temporary profile cannot complete all the events of the APFT or meet all physical requirements,** they will not be allowed to enroll in BLC

(1) Exceptions: Soldiers will train within the limits of their profiles.

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e. You must have a current periodic health assessment (PHA) or medical examination within the past 12 months to attend BLC.

f. Soldiers age 40 or over, have completed a Cardiovascular Screening as part of their PHA or medical exam within the last 5 years.

g. You must have your PRCL completed in ATRRS or you must bring a completed copy of the Pre-execution Checklist (Appendix H) of TRADOC Regulation 350-18 (October 2004 version or newer). The ATRRS automated Pre-execution Checklist will be accepted as long as it is signed. A copy can be downloaded from our home page <http://www.ut.ngb.army.mil/ut640rti/>. You and your Commander must review and initial each applicable requirement.

h. You should bring 10 copies of your travel orders, or DA Form 1610. Make sure your orders **DO NOT state Report to: HOR**. Your orders should contain the following statements: "Variation of travel itinerary authorized" "Report to Camp Williams, Riverton UT"

i. This course is approved for attendance by (AC) Active Duty Soldiers.

j. As of 1 April 2013, SSD 1 will be a pre-requisite to attend BLC. Those Soldiers reporting without a SSD 1 certificate will be given 72 hours to produce a completion certificate. Failure to provide a completion certification will result in dismissal from the course.

k. As of 1 July 2013, Land Navigation is a graduation requirement Soldiers must be able to locate 3 out of 4 assigned points in three hours

4. The following are the physical requirements for BLC;

a. Pass APFT.

b. Conduct, demonstrate, and lead physical fitness training.

c. Negotiate rough terrain under varying climatic conditions.

d. Walk a minimum of 3200 meters with load carrying equipment (LCE) in a minimum of three hours.

e. Lift and carry all required packing list items (OCIE and CTA 50-900) for short distances.

f. Carry a 48 pound combat load that containing mission essential equipment (WEAPON, HELMET, UNIFORMS, LCE INCLUDED IN 48 LBS)

g. Lift and carry fuel, water, ammo, MREs or sandbags occasionally.

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- h. Low crawl, high crawl and rush for 3 to 5 seconds.
- i. Move over, through and around obstacles.
- j. Carry and fire individually assigned weapon. (Lautenberg Agreement is strictly enforced)
- k. March in and lead a formation.

5. Here is some additional information that may answer FAQs;

a. Lodging is provided in open bay barracks.

b. Meals are available.

c. You must bring all uniforms, personal items and field equipment based on the season listed on the clothing and equipment list. You can view the list on our web site. Although the RTI has a few items on hand, it is not a supply source for clothing and equipment. If you do not bring required items, be prepared to receive counseling and/or your unit command may be contacted in regards to deficiencies.

c. Student information is available on the ATRRS SH screens or on our Home Page at <http://www.ut.ngb.army.mil/ut640rti/> .

d. BLC is a computer based course. You will be issued a computer that contains all required courseware.

e. Army Garrison Camp Williams (AGCW) is equipped with commercial wireless internet to access the Army Basic Network cost is \$25 a week, and \$39 dollars a month, Student issued computers cannot access wireless internet but they do have access to limited internet in the classroom. Soldiers attending training at the 640th Regiment (RTI) are encouraged to bring a personal laptop.

f. While attending courses at the Institute, your address will be:

Student Name  
BLC/LC#  
1/640<sup>TH</sup> REGIMENT (RTI)  
17800 South Camp Williams Road  
Bluffdale UT, 84065-4999

6. If you have any questions, please contact the BLC Chief of Training at (801) 878-5782/5447 or DSN 766-5782/5447 FAX at (801) 878-5372 or DSN 766-5372 after normal duty hour's call

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the Staff Duty Officer at (801)716-9061. Our web site address is  
<http://www.ut.ngb.army.mil/ut640rti/>.

WILLIAM H EWERT  
CSM, UTARNG  
Commandant