



UNITED STATES MARINE CORPS  
11TH MARINES  
1ST MARINE DIVISION, FMF  
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RegtO P1540.2  
16 Sep 20

REGIMENT ORDER P1540.2

From: Commanding Officer  
To: All Hands

Subj: 11TH MARINES ARTILLERY TRAINING SCHOOL STANDING OPERATING PROCEDURES

Ref: (a) Regimental Order 3570.3C  
(b) Regimental Policy Letter 7-18  
(c) MCO 1553.3 Unit Training Management  
(d) NAVMC 3500.7 Artillery Training and Readiness Manual  
(e) JRegtO P3570.1F Marine Corps Artillery Safety Standard Operating Procedures

Encl: (1) ATS Course Catalog  
(2) ATS Course Schedules

1. Situation. All military occupational specialties (MOS) in artillery require a substantial amount of study and practice in order to maintain standards and proficiency. This requirement is due to the complex nature of artillery and the perishability of artillery knowledge if not continuously practiced. To address this matter, 11th Marines has created a place of learning where artillerymen can master their craft, the Artillery Training School (ATS). ATS is a non-table of organization (T/O) school, the primary focus is teaching intermediate and advanced artillery skills and maintaining standards throughout the regiment.

2. Cancellation. RegtO P1540.1, Regimental Policy Letter 3-19

3. Mission. Effective immediately, ATS conducts operator and supervisor continuation and advancement training in Fire Direction, Cannoneer operations, Fire Support and Artillery Safety in order to improve and standardize artillery knowledge, skills, and abilities in the 11th Marine Regiment. As directed, ATS conducts unit assessments and evaluations to provide an objective evaluation of operational readiness.

3. Execution.

a. Commander's Intent

(1) Purpose. The purpose of ATS is to conduct artillery and fire support continuation and advanced skills courses, assist commanders with assessing in evaluating unit capabilities/readiness, and supervise the regiment's artillery safety program.

(a) Provide professional supervisor and operator level instruction in artillery related subjects responsive to the training needs of the battalions and their firing batteries.

(b) Maintain the most current artillery maintenance, tactics, technical, and safety information.

(c) Maintain a regimental center for lessons learned. All after action products from service level training events and battalion level and above field operations will be maintained in the ATS repository for collective use across the regiment.

(2) Method. This will be achieved by sourcing the ATS staff from across the regiment to provide a qualified cadre of instructors, curriculum developers, and subject matter expert's serving as the focal point for standardizing knowledge, skills and abilities across the regiment. ATS will also have the flexibility to support subordinate commanders' requirements; conduct collective level training and evaluations to certify teams; assist as evaluators

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for battery and battalion Marine Corps combat readiness evaluations (MCCRE); and execute the regimental artillery safety program.

(3) End-state. The end-state is a tangible, sustainable, competent ATS cadre, capable of instructing, enhancing, and standardizing the artillery skills and capabilities across the 11th Marine Regiment.

b. Concept of Operations

(1) Organization. ATS operates under the staff cognizance of the Regimental S-3. It consists of an ATS Director, a Board of Advisors, the Fire Direction Section, Cannoneer/HIMARS Section, and the Fire Support Section. It provides a supervisor and operator level instruction in artillery related subjects to support the training and certification needs of the battalions and batteries of the regiment. ATS may support the battalion and battery assessments as required by the 11th Marine Regiment Battalion Commander's or as directed by the Regimental Commander. ATS maintains a knowledge center for the most current information on artillery maintenance, tactics, techniques, procedures, new equipment training team (NETT) and safety information. ATS also aligns in support of 14th Marines as needed for advance or primer course training.

(a) Cannoneer/HIMARS Section. This section is responsible for providing instruction, evaluation, and assessment of all 0811s, 0814s, 0869s, and 0802s in matters pertaining to howitzer and HIMARS battery operations.

(b) Fire Direction Section. This section is responsible for providing instruction, evaluation, and assessment in all subjects of technical and tactical fire direction, fire directions center (FDC) operations, and artillery safety procedures.

(c) Fire Support Section. This section is responsible for providing instruction, evaluation, and assessment of 0861, 8002, and 0802 matters pertaining to targeting, fire support planning and coordination, regiment through company-fire support team (R/B/C-FST) operations, and JTAC/JFO program management.

(2) Personnel requirements for ATS Operations. Personnel support for the ATS comes from T/O billets within the Regiment. Artillery Training School requirements are dependent upon current Programs of Instruction (POI) and class schedules. Billets are as follows:

<u>BILLET</u>	<u>RANK</u>	<u>MOS</u>	<u>QTY</u>
Director, Regiment FAC	MGySgt	0869	1
Chief Instructor, Cannons/HIMARS	MSgt	0869	1
Chief Instructor, FDC	MSgt	0848	1
Chief Instructor, Fire Support	MGySgt	0861	1
Cannon/HIMARS Instructor	SSgt/Sgt	0811	8
FDC Instructor	SSgt/Sgt	0848	2
JFO Primer Instructor	GySgt	0861	1
TACP Primer Instructor	MSgt	8002	1

(3) Billet Descriptions. Personnel will be sourced from across the Regiment to fill non-T/O billets. Personnel will be assigned for no less than one year with the intention of returning to a battalion following instructor duties. The billets and responsibilities at ATS are as follow:

(a) Director. Regimental Field Artillery Chief (MOS 0869).

(b) Board of Advisors. The board consists of the senior subject matter expert's that will advise the Director on their areas of expertise. The board will meet quarterly and prior to any AOAG.

1. Regimental Field Artillery Chief (FAC). Advises the Regimental Commander on all matters pertaining to the manning, maintenance, and employment of the regiment's howitzers and launchers, as well as key 0869 billets across the regiment. Specific to ATS, it is his responsibility to ensure that the ATS classes meet the training and readiness standards required of all 0811s, 0814s, 0869s and 0802s. Additionally, he will ensure ATS maintains the most current artillery technical and maintenance information.

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2. Regimental Operations Chief. The senior enlisted advisor to the Regimental Commander for all matters pertaining to the fire direction. It is his responsibility to ensure that the classes meet the training and readiness standards required of all 0844s, 0848 and 0802s. Additionally, he will ensure ATS maintains the most current artillery technical and tactical fire direction information. Finally, he will assist the Regimental FDO in his or her role as Regimental Artillery Safety Officer (RASO) and alongside ATS, manage requirements and monitor compliance from all battalions/batteries.

3. Division Fire Support Chief. The senior enlisted advisor to the Regimental Commander for all matters pertaining to Fire Support. It is his responsibility to ensure that the fire support classes meet the training and readiness standards required of all 0861 and 0802s. Additionally, he will ensure ATS maintains the most current Fire Support information.

(c) Chief Instructor(s). MOS 0848/0861/8002/0869, Chief Instructor(s) will be assigned to Headquarters Battery, 11th Marines for a period of 12-18 months or as directed by PCA/PCS/EAS orders. They advise the Director on all day to day operations of the school house and particular curriculums. Additionally, the Chief Instructors will coordinate with internal and external agencies for all artillery safety and address training needs of the battalions. Chief Instructors will also maintain resident knowledge of and maintain curriculum development of their respective courses.

(d) Chief Instructor, Fire Direction Section. A Gunnery or Staff Sergeant (0848) nominated by the Board of Advisors and selected by the Regimental Commander. The Chief Instructor will be assigned to Headquarters Battery, 11th Marines for a period of 12-18 months or as directed by PCA/PCS/EAS orders. The Chief Instructor should be both basic instructor course (BIC) and CDC certified. The Chief Instructor must have served a minimum of one year as a Battery Operations Chief.

(e) Chief Instructor, Fire Support Section. Master Gunnery Sergeant (MOS 0861) Division Fires & Effects Chief. It is recommended The Chief Instructor is both Basic Instructor Course (BIC) in CDC certified.

(f) Cannoneer and HIMARS Instructor. Staff Sergeants or Sergeants (0811/0814) assigned to Headquarters Battery, 11th Marines for a period of 12-18 months or as directed by PCA/PCS/EAS orders. It is recommended that the instructors are Basic Instructor Course (BIC) certified. Must possess current Section chief certification.

(g) Fire Direction Instructor. A Staff Sergeant (0848) or Sergeant (0844) assigned to Headquarters Battery, 11th Marines for a period of 12-18 months or as directed by PCA/PCS/EA orders. Instructors must have served a minimum of one year as a Battery Operations Chief or Assistant Operations Chief. It is recommended the instructors are Basic Instructor Course (BIC) certified.

(h) Fire Support Instructor. A Sergeant or Corporal (0861) augment from Division Fires to teach fire support classes as required. Instructors must have served a minimum of one year as a Battery Operations Chief or Assistant Operations Chief. It is recommended the instructors are both Basic Instructor Course (BIC) certified.

(i) Instructor, JFO. Gunnery Sergeant (PMOS 0861/BMOS 8002) nominated by the Board of Advisors and selected by the Regimental Commander augmented from Division Fires to teach courses as required. The Chief Instructor must have a Joint Tactical Air Controller (JTAC) designator, attended Expeditionary Warfare Training Group (EWGPAC), Fire Support Coordination Center Course or MAGTF Fire Support course. It is recommended The Chief Instructor is both Basic Instructor Course (BIC) in CDC certified.

(j) Instructor, TACP. Master Sergeant (PMOS 0861/BMOS 8002) nominated by the Board of Advisors and selected by the Regimental Commander augmented from Division Fires to teach as required. The Chief Instructor must have a Joint Tactical Air Controller (JTAC) designator, attended Expeditionary Warfare Training Group (EWGPAC), Fire Support Coordination Center Course or MAGTF Fire Support course. It is recommended The Chief Instructor is both Basic Instructor Course (BIC) in CDC certified.

(k) Adjunct/Provisional Instructors. Additional instructor support may be requested, tasked, or voluntarily provided for the duration of the course of instruction. These Marines will return to their units upon completion of the course. This ensures that training and trainers cycle through the regiment. Adjunct instructors should be earmarked by the unit to fulfill duties as a temporary instructor for a period of no less than 12 months.

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Coordination and tasking will be made by Fragmentary Order (FRAGO) published 30 days prior to the course start date.

c. Scheme of Maneuver. The flow of ATS support should follow this general timeline:

(1) FDC Section.

(a) 90-120 days prior to a MCCRE, the ATS FDC section will conduct an FDC Operations Course.

(b) On or about 30 days after the FDC Operations Course, a follow-on FDC evaluation will be conducted to ensure the FDC is prepared for the upcoming MCCRE.

(c) Other classroom instruction is provided outside of preparation for a MCCRE, see enclosure for details. These courses are taught on a quarterly basis.

(2) Cannoneer / HIMARS Section.

(a) The ATS Cannon and HIMARS sections provide training for 0811s, 0814s, and 0869s on a quarterly basis.

(b) Instructors from the Cannon and HIMARS section will be expected to assist in the Local Security Chief (LSC) course, Machine Gunners Course (MGC) and the Battery Supervisors Course (BSC).

(3) Fire Support Section. The ATS Fires section provides regularly scheduled Joint Fires Observers (JFO) and Tactical Air Control Party (TACP) primer courses scheduled before each formal course taught at EWTG-PAC/LANT.

(4) Non-standard Training events. New equipment training and non-standard mission training will be scheduled based upon the operational needs of the regiment as requirements emerge.

(5) Assist visits. These will occur as requested for any live-fire event for the Regiment/Battalion/Battery/Fire Support Coordination Center (FSCC) event.

d. Tasks

(1) 1/11; 2/11; 3/11; 5/11 Commanding Officers

(a) Exploit the training opportunities at ATS and provide after action products to the ATS center for lessons learned.

(b) Provide equipment support when required and tasked by fragmentary order. Support requirements vary according to course description and class size.

(c) Assign qualified Marines as instructors and any augment instructors to ATS, as directed via Temporary Additional Duty (TAD) Excess or Permanent Change of Assignment (PCA) to Headquarters Battery (MCC 1NP), 11th Marines for a period of 12-18 months according to the guidelines established in the regimental FAP/CAP program.

(d) Ensure completed Command Screening Checklists, included in the course POIs, are delivered to the ATS Director.

(2) Regimental Field Artillery Chief

(a) You are the ATS Director.

(b) Ensure that courses meet the training and operational needs of the batteries and battalions.

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(c) Ensure ATS maintains current artillery tactical, technical, and maintenance information. Conduct semi-annual reviews of this order and submit updates of changes as required.

(3) Adjutant S-1

(a) Prepare the Certificate of Commendation for the Course Honor Graduate for the Commanding Officer's signature.

(b) Coordinate with outside public affairs agencies as appropriate.

(4) S-3

(a) Promulgate LOI's and fragmentary orders to subordinate battalions concerning ATS courses and tasking.

(b) BPT Provide a NCO or above to conduct Range Facility Management Service System (RFMSS) classes during prescribed ATS courses.

(5) S-4

(a) BPT Provide billeting for up to 16 Marines, to include SMCR Marines, within the 43 area during ATS courses as necessary.

(b) BPT Provide Global Combat Support System Marine Corps (GCSS-MC) qualified NCO or above to conduct maintenance management classes during prescribed ATS courses.

(c) BPT Provide SNCO or above to conduct Responsible Officer Training during prescribed ATS courses.

(d) BPT Provide one Armorer to support during the conduct of ATS courses as necessary.

(6) Regimental Ammunition Chief

(a) Ensure ammunition allocations are transferred from participating battalions to support training per the LOI.

(b) BPT Provide (1) Ammunition Technician (2311) to support training as necessary.

(7) S-6

(a) BPT Provide a NCO or above to conduct communications related classes during prescribed ATS courses.

(b) Provide (1) XTS for communications with Range Control during the conduct of training as necessary.

(8) Regimental Survey. BPT Provide a NCO or above to conduct survey training during prescribed ATS courses.

(9) Regimental Engineers. BPT Provide a SNCO or above to conduct Engineer Capabilities instruction during prescribed ATS courses.

c. Coordinating Instructions.

(1) Programs of Instruction (POI)

(a) Enclosure (1) outlines the current POIs offered at ATS. The regiment's annual training plan includes an annual schedule for the upcoming fiscal year. Updates will be included in the quarterly training plan.

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(b) Enclosure (1) lists the class size and frequency for each course. The regimental operations section will publish a fragmentary order or LOI for each course 30 days prior to the course start date. Quotas may be placed on the battalions based on operational and training priorities.

(c) Training needs and mission requirements will dictate changes to POIs and the development of new courses or special one-time classes. Submit recommendations of course changes or additions to the ATS director.

(d) POI information is available on the 11th Marines SharePoint. Seating allocations and POI management will be conducted through the ATS MCTIMS website.

(2) Academic Standards

(a) Criteria for course graduation:

1. Complete all course assignments with a minimum passing score of 80 percent.
2. Students must achieve a cumulative grade point average of 85 percent in order to successfully graduate a course.

(b) Grounds for Academic dismissal.

1. Integrity violations
2. Unauthorized Absence or missing more than 4 hours of training.
3. Two failures on any exam (to include retest and performance evaluations).
4. Failure to meet graduation requirements.
5. Any incident, event, or action in which the Director of ATS determines is contrary to the standards of the school or regiment.
6. Additional instances specific to a course are listed in its respective POI.

(c) Any Failed test which is subsequently passed on retest will be graded as an 80 percent.

(d) In the event of course failures, the Chief Instructor will notify the respective FAC/ Ops Chief, via email of any Marine dropped for academic failure. The notice will include the reason for failure and comments.

(e) Students who are deemed to be course failures will be extended the opportunity to finish the period of instruction in order to gain knowledge and experience, dependent on the reason for course failure and with the permission of their chain of command. The student will not receive a graduation certificate. Students may be dropped from the course and return to their units if it is the command's desire.

4. Administration and Logistics

a. Any necessary information and/or requirements not contained in enclosures will be addressed by separate correspondence.

b. All augment instructors, support personnel, and students will be TAD to ATS during courses and not available for unit duties (i.e. DNCO, OOD etc.) until after course completion.

c. Formal reviews of this order shall take place on a semi-annual basis. Any feedback and recommendations to the ATS or POIs should be submitted to the Director and Regimental FAC.

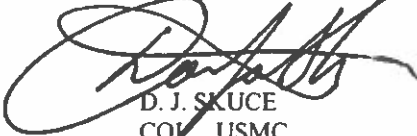
d. Courses are open to members of 14th Marines.

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5. Command and Signal

a. Command. This Order is applicable to 11th Marine Regiment.

b. Signal. This Order is effective the date signed. All updates to this order will be made under the cognizance of the Regimental Commander. Please refer all questions to the ATS director at (760)763-4333.



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