



DEPARTMENT OF THE ARMY
UNITED STATES ARMY TRANSPORTATION SCHOOL
711 B AVENUE (BUILDING 2300)
FORT LEE, VIRGINIA 23801-1705

ATSP-TDD

5 April 2022

MEMORANDUM FOR UNIT MOVEMENT OFFICER DEPLOYMENT PLANNING
COURSE 8C-F17/553-F5 (MC)

SUBJECT: Welcome Letter for Virtual Unit Movement Officer Deployment Planning
Course Students

1. On behalf of the Transportation School Assistant Commandant, COL Timothy R. Zetterwall, and Chief of the Transportation Management Training Department (TMTD), Mr. Trenton Lykes, we would like to welcome and congratulate all of you on attending the Unit Movement Officer Deployment Planning Course (UMODPC).
2. As the Unit Movement Officer appointed on orders, you will serve as the senior adviser for the commander, involving unit strategic deployment or unit movement by surface modes. The course will provide you with the required working knowledge of unit deployment and the responsibilities of a Unit Movement Officer.
3. **LOCATION:** This will be a **VIRTUAL** course and will be conducted through Army 365 Microsoft Teams. Army Teams 365 is the current platform for the virtual training and is **ONLY** accessible from a **DODIN (NIPRNet) or through Government Furnished Equipment (GFE) with a CISCO AnyConnect Virtual Private Network (VPN)**. A camera and microphone are required for taking this online course. If you are taking the class from home you must have an established IT support network to contact if you have TEAMS or computer issues. Instructors will not troubleshoot TEAMS or software issues. If you are having trouble establishing a TEAMS account please contact your G6 personnel or the Army Enterprise service Desk (AESD) at 1-866-335-2769.
4. **WHEN:** Training will commence at 0800 EST hours during the course.
5. **PRIOR TO ATTENDANCE:** The Equipment for Air Movement (EPAM) Module 1 and Module 2 is a prerequisite that **MUST** be completed prior to the start date of the Unit Movement Officer Deployment Planning Course (UMODPC). You must achieve an 80 percent or higher on both exams in order to meet the first requirements for attending the course.
6. **SAAR AMIS FORM 2875:** Students must also submit a copy of the AMIS form 2875 System Authorization Access Request (SAAR) which is a supplement for the course. Students attending the class **MUST** submit a copy of the completed and signed AMIS form 2875 back to the instructor. Once a student is enrolled in the class with a reserve seat in ATRRS to attend the UMODPC class, they will receive a follow-on welcome letter from the instructor. **STUDENTS MUST HAVE A SECURITY CLEARANCE TO ATTEND THE COURSE.**

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7. The points of contact (POC) for this course are the undersigned; Mrs. Tanya L. Grayson, tanya.l.grayson.civ@army.mil, and Mr. Rudolph Moffatt, rudolph.moffatt2.civ@army.mil.

//ORIGINAL SIGNED//
RUDOLPH MOFFATT
USA
UMODPC Course Manager

//ORIGINAL SIGNED//
TANYA L. GRAYSON
USA
TMTD Course Manager