

## **Chapter 13**

### **Security Assistance Teams**

#### **Section I**

##### **General**

#### **13-1. Introduction**

Security assistance teams (SATs) provide both training and technical assistance. This assistance is provided to meet specific objectives in connection with development of a country's capability. It will be requested only after full consideration has been given to in country capability and service school training. SATs are provided under authority of either the FAA or AECA and are subject to such procedures and constraints as may be mandated by the authorizing legislation and or established policy. SATs are not intended to perform the normal functions of the SAO or to augment U.S. forces in country. SATs will not be used as an integral part of the armed forces of the country being served. When SATs are requested, military personnel will normally be used, unless SECDEF determines that providing the assistance will adversely affect the MILDEP's combat readiness. In such instances, use of DOD civilian or contractor personnel will be considered. The development sequence is presented in table 13-1.

#### **13-2. Purpose of SATs**

SATs should be based on consideration of all of the advantages and disadvantages inherent in the use of this type of assistance, at a particular time, in a particular country, and not solely for the apparent cost benefits.

*a.* Generally, this type of assistance should be considered only when one or more of the following factors are clearly present:

(1) The assistance must be accomplished as rapidly as possible or in response to a particular threat or adverse condition affecting the security of the country concerned.

(2) The assistance is of relatively short duration, must reach large numbers of trainees, and entails extensive use of interpreters or language-qualified team members. Interpreters will not be used to provide training where safety may be compromised.

(3) The assistance can only be conducted on equipment or in facilities located in the foreign country.

*b.* In principle, IMET will not be used to finance this type of assistance. DSCA may grant exceptions to this policy.

*c.* In-country technical assistance will not be provided under IMET or FMS training cases for the installation, assembly, calibration, or repair of materiel items. These functions are performed under FMS materiel cases.

#### **13-3. Acts of misconduct by foreign personnel**

All members of training assistance teams must understand their responsibilities concerning acts of misconduct by foreign country personnel. Team members will be briefed prior to deployment on what to do if they encounter or observe such acts.

*a.* Common article 3 to the four Geneva conventions of August 12, 1949, provides a list of prohibited acts by parties to the conventions as follows—

(1) Violence to life and person-in particular, murder, mutilation, cruel treatment, and torture.

(2) Taking of hostages.

(3) Outrages upon personal dignity-in particular, humiliating and degrading treatment.

(4) Passing of sentences and carrying out of executions without previous judgment by a regularly constituted court, affording all the judicial guarantees that are recognized as indispensable by civilized people.

*b.* The provisions of a above represent a level of conduct that the United States expects each foreign country to observe.

*c.* If team members encounter prohibited acts, they will disengage from the activity, leave the area if possible, and report the incidents immediately to the proper in-country U.S. authorities. The country team will identify proper U.S. authorities during the team's initial briefing. Team members will not discuss such matters with non-U.S. Government authorities such as journalists or civilian contractors.

#### **Section II**

##### **Types of Teams**

#### **13-4. Mobile training teams (MTTs)**

The basic function of MTTs is to train foreign personnel. An MTT is funded from a country's training program. Survey teams may be deployed before MTTs (see para 13-8(2)).

### **13-5. Field training services**

Specialists charged with providing field instruction on specific items of equipment and or systems will perform FTS. The two types of services used under FTS are extended training service specialists (ETSS) and contract field services (CFS).

*a. Extended Training Service Specialists (ETSS).* Consists of DOD military and civilian personnel technically qualified to provide advice, instruction, and training in the installation, operation, and maintenance of weapons, equipment, and systems.

*b. Contract Field Services (CFS).* This team provides the same services, but the team members are under contract from private industry.

### **13-6. Technical Assistance**

For the purposes of this regulation, services provided by the following teams are not considered training assistance even though OJT training may occur, incidental to their activities.

*a. Technical assistance teams (TATs).* TATs consist of DOD or contractor personnel (military, civilian, or a combination of both) assigned to provide technical assistance, other than training, on a TDY basis, TATs will install and test equipment provided under MAP or purchased under FMS. A TAT is materiel-oriented and is funded from a country's materiel program. Basic guidance on TATs is in the SAMM, part II, chapter C.

*b. Technical assistance field teams (TAFTs).* DOD personnel in a PCS status, assigned to provide technical or maintenance assistance.

## **Section III**

### **Mobile Training Teams**

#### **13-7. General programming guidance**

*a. MTTs* are composed of DOD personnel on temporary duty for training foreign personnel. In addition to the guidance outlined in paragraph 13-2, MTTs are authorized for—

(1) Training associated with equipment transfers where the foreign country may be assuming ownership of U.S.-furnished equipment.

(2) The team will bring, on a loan basis, only those instructional items and films required to support the training. Training aids and equipment must be provided in the foreign country for the team to use.

(3) Training for foreign personnel at U.S. installations and facilities when the equipment used for training is either owned by or allocated for delivery to the foreign country.

*b. MTTs* are implemented by the MILDEP concerned and provided from USG resources in the United States or overseas.

(1) MTTs will be requested only when no other training is available to accommodate a particular training requirement.

(2) The adverse effect on U.S. unit readiness that may be caused by the use of MTT resources necessitates the close scrutiny and concurrence of each MTT request by the MILDEP concerned and by the major command requested to provide the MTT.

*c. MTTs* are authorized on a temporary duty (TDY) basis for a period not to exceed 179 days. Length of services includes all the time MTT members are on TDY away from home stations. Travel, CONUS assembly (if required), in country mission, and return to home station are examples of such time. Under IMETP, identical follow-up teams and repeat teams must be approved by DSCA. Requirements for long-term assistance exceeding 179 days should be met by CONUS training or by programming ETSS.

*d. The country* will be advised when an MTT requires additional funds for deployment, orientation training, or training aids necessary to accompany an MTT. Programming will be as follows—

(1) Cost to cover transportation (including excess personal baggage) and per diem allowance will be programmed as TLA.

(2) Cost for pre-deployment orientation training will be reflected under unit cost rather than TLA on the STL.

(3) Training aids (including packing, crating, and handling) will be added as a separate sequence to MTT requirements. Only those training aids for use by the MTT that cannot be predetermined and ordered in advance of the MTT will be included in this procedure. Training aids will not remain with the foreign country but will be returned with the MTT unless approved by DSCA or purchased by the foreign country.

*e. MTTs* will not be used to assist in the renovation of a system or in the assembly, maintenance, and operation of a system.

*f. Requirements* for training on non-U.S. end items will be considered on a case-by-case basis.

*g. A request* for team members with foreign linguistic ability can rarely be honored. Necessary interpreter support will be the responsibility of the foreign country. MTT requests may indicate that language capability is desired but will

not state a mandatory requirement. Interpreters will not be used for flight training or where safety is an overriding consideration. In such cases, either the student or instructor must have fluency in the other's language.

*h.* Quality-of-life items may be made available to mobile training teams by the parent MILDEP and not from SA funds provided to SAOs or the unified commands.

*i.* The country is responsible for providing in-country support (for example, clerical assistance, supplies, and transportation to and from quarters, duty location, and dining facilities). If government transportation is not available, expenses for commercial transportation will be assumed by the country consistent with mission requirements and appropriate cost.

*j.* MTTs will be processed following the procedures in DOD 4500.54-G, Foreign Clearance Guide. The Foreign Clearance Guide describes approval and notification requirements for travel to specific countries.

*k.* Quality-of-life items will not be purchased for mobile training assistance teams with IMETP funds.

### **13-8. Request for MTTs**

The format in figure 13-1 will be used to request MTTs.

*a.* The SAO will submit the request for the MTT during the annual unified command SA training PMR or as soon thereafter as feasible. Specific training objectives and requirements will be stated in the MTT request. The data provided must be complete and detailed. This will enable furnishing agencies to select and prepare the team properly for the mission. MTTs approved in the country training program are not automatically called up. Specific action must be taken by the SAO to provide a minimum of 180 days' notification to the MILDEP with copies to the unified command and all interested activities and commands. Teams under IMET can be deployed when IMET orders have been issued. A short lead time should be avoided, as it causes many administrative and personnel difficulties in the way of passports, itineraries, issuance of orders, and medical processing.

*b.* When requesting MTTs, the SAO must ensure that the necessary equipment, instruction facilities, and technical publications are available before or with the arrival of the team. This action should be accomplished through requisition of the necessary equipment and publications in advance of team call-up.

(1) Tools and ancillary equipment needed must be on-hand and available for team use. MTTs are not allowed to bring special tool sets for instruction. The value of the training would be nil if the tool were not available for use after the team departs. The SAO will ensure the tools and ancillary equipment are available.

(2) In-country training surveys to determine specific country training needs and to determine capability and quantity requirements that are beyond the country's capability to assess.

*c.* If required, the host country will provide interpreter support.

*d.* SAOs must ensure that foreign personnel to be trained meet the prerequisites necessary to comprehend the technical level of presentation.

*e.* The in-country arrival date must be realistically programmed and based on the availability of trainees, facilities, and equipment.

*f.* Requests for an unprogrammed MTT must be received by the MILDEP no less than 120 days before the requested deployment date. For Army MTTs refer to paragraph 13-43(b).

*g.* Quality-of-life items will not be purchased for mobile training teams with FMS case funds without the express approval of the host country.

### **13-9. Programming MTTs under IMET**

*a.* MTTs are programmed by the SAO under budget generic code N20 in the FY program during which the team will be used. The teams are programmed on a man-week basis.

*b.* MTTs cannot be funded under the fifth-quarter concept since MTT funds cannot be extended from one FY into the next. Therefore, personnel on MTT duty must terminate their TDY and return to home station before 30 September unless action has been taken to reprogram the team in the new FY. Such reprogramming is subject to the 179-day restriction (see para 13-7c) and receipt of CRA or other budget authority in the new FY. Transportation costs for round-trip team travel are chargeable to the FY at the start of the TDY.

*c.* Initial programming of IMET MTTs will be according to the SAMM, part II, chapter 7. Once the formal MTT request is submitted according to MILDEP instructions and the details of mission, concept, composition, duration, and

source agency finalized, the IMETP will be adjusted to reflect the MTT cost estimate developed by the appropriate MILDEP. The following factors will be included:

(1) CONUS travel and team orientation. Program per member to include CONUS airfare, per diem, and baggage (not to exceed four pieces, 70 pounds each piece).

(2) Transocean travel (round trip). Compute using current airfare rates. Baggage is not to exceed 280 pounds or four pieces.

(3) Travel and per diem allowances. Compute according to the JTR.

(4) In country travel. Program \$15 per member per week.

(5) Team members. For civilians, the cost at base salary rate plus acceleration factor as prescribed by current DOD pricing instructions. No salary costs are included for military members.

(6) Fund-cite. U.S. regulations require that a U.S. person performing temporary duty be supported by an appropriated fund-cite; therefore, all travel and per diem for IMET MTT members must be programmed and funded by IMET.

*d.* Costs in (1) through (5) above are to be reflected as TLA in the country program. Civilian salaries will be shown under unit cost.

*e.* Officers, enlisted personnel, and civilian members of the team will be shown in the country program on separate lines under the WCN alpha designator as appropriate.

*f.* MTTs having members from two or more MILDEPs should be in the country service program of the MILDEP furnishing the most team members. If equal numbers are represented, the MTT will be in the program of the MILDEP corresponding to the foreign service requesting the team.

*g.* MTTs cannot be deployed under IMET until funds are available to the MILDEPs; therefore, lead times must be given careful consideration when requesting and programming MTTs.

*h.* For costing purposes, MTTs are subject to IMET incremental pricing policy.

### **13-10. Programming MTTs under FMS**

*a.* MTTs may be furnished under an FMS LOA, either as a separate case or as part of an existing training case. MTTs under FMS may span FYs since these teams are not required to terminate at the end of the U.S. fiscal year.

*b.* MILDEPs will develop cost data for MTTs. The same elements of cost as stated for IMET MTTs are used plus military pay and allowances with current acceleration factors for all military members.

*c.* Requests for FMS MTTs must be time-phased to allow for the following—

(1) Determination of price and availability.

(2) LOA preparation and processing.

(3) Submission to and acceptance by the country.

(4) Receipt of the initial deposit and issuance of obligation or expenditure authority by DFAS.

*d.* Funds for the MTT must be deposited with DFAS in advance of MTT deployment. Teams cannot be deployed until country funds are available nor can team preparations requiring funds (for example, training aids and orientations) be initiated or accomplished.

*e.* MTT's may also be funded by State Department Bureau of International Narcotics Law Enforcement (INL), either through the Washington, DC office or by the country-team Narcotics Assistance Section (NAS). FMS programming procedures will be followed for INL-funded MTTs. The one exception is that Coast Guard maritime law enforcement MTT's funded by INL Washington training funds will not fall under the FMS procedures. These MTT's will be coordinated directly by Commandant Coast Guard (G-CI).

*f.* MTTs may be funded under the Non-proliferation, Antiterrorism, Demining, and Related Matters (NADR) program. FMS programming procedures will be followed for NADR-funded MTTs.

### **13-11. MTT identification**

*a.* MTTs are identified by means of a numbering system. These designations, both IMET and FMS, will be used in

all correspondence relating to MTTs. A designation, once assigned, will not be reassigned to another team, even though the original team was not deployed. This includes teams extending from one FY to another.

*b.* The numbering system used to identify MTTs is assigned by the SAO and is composed of the following elements:

- (1) Type team description.
- (2) Three letters-MTT.
- (3) Two letters-country code.
- (4) WCN-four digits for IMET; one letter and three digits for FMS.
- (5) For FMS only, three digits-case designator (if known).
- (6) Four digits-FY in which MTT deploys.

*c.* The following are examples of MTT identifications:

- (1) For IMET, UH-1 Maint-MTT-TH-0014-2000
- (2) For FMS, drill team-MTT-ID-S935-TBZ-2000

### **13–12. Selection of personnel**

*a.* Commanders of units selected to provide MTT personnel will ensure that individuals selected for assignment to an MTT have the experience, technical ability, maturity, and personality to accomplish their duties in the best interests of the United States. These commanders will ensure that—

- (1) Maximum effort is made to select individuals who meet the desirable as well as the mandatory qualifications.
- (2) Such individuals will be highly qualified in their respective fields. They should be the best available who meet all other qualifications.
- (3) Such individuals will be capable of working with others and will have demonstrated their abilities to supervise effectively and conscientiously.

*b.* Selection of highly qualified technicians for MTT duty may impose a temporary hardship on the parent organization. Commanders will initiate reclama action only when the loss of personnel seriously jeopardizes operational readiness.

*c.* The importance of the accomplishments of personnel assigned to MTTs cannot be overemphasized. It is also expected that these personnel will be goodwill ambassadors of the United States. The impressions that MTT personnel make will be considered to be “typically American” and, whether good or bad, will be lasting. Obviously, it is in the best interests of the United States to ensure that only the best qualified and most personable individuals are selected for this duty.

*d.* The SAO requesting an MTT will identify the expertise and qualifications that the team members should possess. The SAO should also identify geographic or climatic conditions to be considered in selection of team members.

*e.* Team members will be medically fit to perform duty with the MTT in the designated country. Personnel with known physical disorders that may require medical attention or hospitalization will not be selected.

*f.* Personnel selected for MTTs must have enough time remaining in the Service before separation or retirement to complete the required period of TDY.

*g.* The providing command should nominate personnel according to the MILDEP’s request as soon as practicable after receipt of the request, identifying the personnel selected.

*h.* The senior member of the MTT will be designated as the team chief.

### **13–13. Team assembly**

Orientation of team members before departure for an overseas assignment may be necessary. If so, teams will assemble with the team chief at a location designated by the MILDEP to—

- a.* Confirm that the persons selected are capable of performing the mission.
- b.* Familiarize the team with the SATP and MTT mission.
- c.* Permit team members to become acquainted with each other and to form a cohesive training unit.
- d.* Obtain orientation on the history and culture of the country and the organization and capabilities of the forces to be trained.
- e.* Review training on materiel or equipment to be used and set up methods of instruction within the team objective.
- f.* Prepare the POI and lesson plans, and collect and prepare training aids.
- g.* Review terms of reference.

### **13-14. SAO action**

*a.* SAOs will notify the furnishing agency, the unified commander, and the MILDEP by message of the arrival and departure date of the MTT.

*b.* Upon arrival of the MTT in the foreign country, the SAO will ensure that personnel are thoroughly briefed on the following—

- (1) Training objectives.
- (2) Terms of reference.
- (3) Political situation.
- (4) Social customs.
- (5) Guidelines for official and personal associations with foreign personnel.
- (6) Currency control.
- (7) Logistics support.
- (8) Administrative support.
- (9) Legal status in relation to the foreign country.

*c.* MTTs are under the operational and administrative control of the SAO while in the foreign country. The team chief, however, is solely responsible for the training mission. It is the responsibility of the SAO to offer all assistance possible, so the team can accomplish its mission.

*d.* If MTT personnel are relieved for cause, a full report will be prepared by the SAO and forwarded through channels to the appropriate MILDEP. A copy of the report will be sent to the parent command of the individual concerned.

*e.* MTTs will not be used by the foreign country for purposes other than training assistance. The SAO will emphasize to the country requesting an MTT that the purpose of the team is to provide training assistance and instruction only and not to provide administrative support or technical assistance such as installation or repair of equipment. MTT personnel will not be required to provide office services, chauffeuring services, messenger services, or services of a purely personal nature. If the team chief feels that the team's mission has been altered, he or she will prepare an objective assessment of the situation in a letter to the appropriate MILDEP. Information copies of the objective assessment will be sent to the SAO, appropriate unified command, and component command.

### **13-15. Team chief action**

*a.* Before deployment, the team chief may be authorized direct communication with the SAO when additional information is required to prepare for TDY and successful completion of the mission.

*b.* While in the foreign country, the team chief will work closely with the SAO to resolve problems. Problems that cannot be resolved at the local level will be reported to the MILDEP.

*c.* On completion of the team's mission and before departure from the foreign country, the team chief will orally brief the appropriate SAO authorities on the effectiveness of the MTT. The briefing will make the SAO chief aware of any problems subject to constraints imposed by higher authority.

*d.* On completion of the team mission, the team chief will prepare an effectiveness evaluation. (See fig 13-2.)

### **13-16. Team member action**

*a.* As soon as personnel are selected, applications should be made for passports and visas, as required.

*b.* MILDEPs will authorize initial clothing allowances for each enlisted member of an MTT according to DODI 1338.18 and military service travel regulations when the SAO certifies that civilian clothing is required for mission accomplishment. Costs will be charged to the IMETP or to the FMS case. Civilian clothing allowances for officers on TDY as MTT members are not authorized.

*c.* Dependents are not authorized to accompany or join MTT members. Dependents that do so will not be authorized travel, or other allowances under IMET or FMS, nor will they interfere with the performance of the MTT mission.

### **13-17. Disclosure of classified information**

Authorization may be required in the course of training for the team to disclose classified information to foreign country personnel. If so, disclosure must be authorized by the MILDEP before the MTT departs. In such cases, SAOs must ensure that persons to receive classified information are properly cleared according to paragraph 10-42.

### **13-18. Medical services for MTT members**

*a.* If a team member requires routine or emergency health services and does not have ready access to the U.S.

Embassy health unit or the service required is not available at the health unit, the foreign government will be responsible for the—

(1) Cost of the treatment in country.

(2) Cost of transportation to the nearest appropriate U.S. military treatment facility.

*b.* Referral decisions will be made by the U.S. Embassy's regional medical officer. If there is not enough money in the FMS case or the IMETP to cover expenses, the FMS case or the IMETP will be amended to include these costs.

## **Section IV**

### **Field Training Services**

#### **13–19. General**

FTS are funded under IMET by budget project N30 in the foreign country's program and under FMS by an LOA. FTS consist of extended training service specialist (ETSS) and contract field services (CFS). FTS personnel will be responsible for preparing an effectiveness evaluation upon completion of the mission. (See fig 13-2.)

#### **13–20. Use of FTS as ETSS or CFS**

FTS are provided as needed to foreign countries for advising or instructing foreign personnel in the installation, operation, and maintenance of weapons, equipment, and systems.

*a.* ETSS are DOD personnel and will be attached to the SAO other than assigned and carried on the Joint Table of Distribution (JTD). They will not be provided as an augmentation to the SAO for assistance that is normally the responsibility of the SAO.

*b.* ETSS may be provided for periods up to but not exceeding 1 year unless specifically approved by DSCA. English language training detachments (LTDs) are considered ETSS. ETSS provided as English language instructors, supervisors, or advisors on detached status for DLIELC will be attached to the SAO as specified in a above.

#### **13–21. Request for FTS**

The format in figure 13-1 will be used to request FTS.

#### **13–22. FTS identification**

FTS are identified by use of the same numbering system as for MTTs (para 13-11) except that "MTT" will be replaced by "FTS."

#### **13–23. Programming for FTS**

*a.* FTS are normally programmed for a period of 1 year for DOD personnel, on a PCS basis.

*b.* When a training service is required and has been programmed under IMET or FMS, consideration must be given first to the use of ETSS military personnel. If they are not available, the use of ETSS civilian personnel will be considered. If in-house capability does not exist or the use of military personnel or DOD civilians is not practical, CFS may be used.

*c.* CFSs are U.S. contractor personnel furnished under contract with U.S. private industry. The decision on the type of personnel to be used for meeting a specific requirement rests with the MILDEP.

#### **13–24. SAO action**

*a.* Upon notification of the name of the individual selected, the SAO is authorized liaison with the FTS personnel concerned to advise them of duties, travel conditions, clothing, and other requirements. The SAO will ensure that FTS personnel, upon arrival, receive an orientation on the history, culture, and customs of the country and on the organization and capabilities of the forces to be trained.

*b.* When a replacement for an ETSS employee is required, the SAO should submit a request specifying the reasons. The request should be made directly to the MILDEP to which the ETSS is assigned.

*c.* The SAO is responsible for the supervision and jurisdiction of FTS personnel assigned to the area. FTS personnel are subject to all SAO regulations.

*d.* SAO regulations will provide guidance for FTS personnel in receiving, dispatching, storing, and safeguarding military information, including classified information. It is the responsibility of the SAO to acquaint the FTS personnel with these regulations to make certain that security violations do not occur.

*e.* Where practicable, FTS personnel will be quartered in the immediate vicinity of the foreign training activity. During their service overseas, FTS are attached to SAOs for administrative support.

*f.* Requests for cancellation of FTS must reach the MILDEPs at least 120 days before scheduled deployment of the FTS.

#### **13–25. Interpreter support**

Foreign language capability will not be a determining factor in meeting requests for FTS. Foreign countries will be

required to furnish the necessary interpreter support if an otherwise qualified FTS does not have a specified foreign language capability.

### **13–26. Leave and allowances**

*a. Leave.* Leave and other absences accrued to ETSS personnel may be granted according to existing military or civilian personnel regulations.

*b. Baggage allowance.* FTS are authorized a maximum of 280 pounds accompanied baggage allowance.

*c. Travel allowances.* ETSS allowances are governed by the JTR.

### **13–27. Programming for FTS under IMET**

*a.* FTS are programmed as man-months in the IMETP under generic code series N3A-N3J. CFS use a student code of “C” to differentiate from ETS, which use “D.”

*b.* If CFSs are approved under IMET, the entire duration is chargeable to the current FY, regardless of carryover into the succeeding FY.

*c.* ETSS are costed in IMET programs using the same costing factors as for MTTs except that in-country travel is \$40 per month. Since ETSS are on a PCS basis, programming must also include funds to cover such costs as dependent travel, movement of household goods, POV (if authorized), and dependent schooling. ETSS costs are estimated when first programmed. The MILDEP must ensure that necessary program changes are made before the end of the FY for any adjustment to the estimated cost. Costs will be reflected in the approved program in the same manner as for MTTs.

*d.* CFS costs depend on the value of a negotiated contract with the civilian firm involved and include such costs as salary, in-country maintenance, CONUS travel, and overhead. The contract cost will be reflected as unit cost in the country program; other costs are considered as TLA.

### **13–28. FTS under FMS**

*a.* Both ETSS and CFS personnel may be furnished under FMS. All costs involved in furnishing the FTS must be included in the LOA.

*b.* CFS may be negotiated directly between the foreign country and the contractor concerned; if so, security assistance procedures do not apply.

### **13–29. Use and programming of CFS**

*a.* CFS will be used only when needed to accomplish a military mission. However, it must be clearly shown that personnel with the required skill are not available from DOD resources. Also, the MILDEP involved must determine that satisfactory provision of services by DOD personnel is not practicable.

*b.* Under the provision of a non-personal service’s contract, U.S. officers should have no supervisory control over contractor personnel. The U.S. Government places its requirement for services through his or her employees. The SAO is responsible for advising the contractor of regulations and procedures for receipt, dispatch, storing, and safeguarding of military information, including classified defense information.

*c.* Contractors and their employees will not—

(1) Be placed in policy-making positions or in positions of command, supervision, administration, or control over DOD personnel or personnel of other contractors.

(2) Become part of the foreign government organization.

*d.* Subject to the provisions of applicable international agreements, CFS personnel performing under the provisions of this regulation are entitled to privileges and support equivalent to that furnished as GS-12 grade civilian, where available. When agreements between the United States and the foreign government do not expressly authorize the United States to accord these privileges to such personnel, they will be extended only with the consent of the foreign government.

*e.* Security clearance for employees of contractors performing field services will conform with the requirements of DODD 5220.22. Other administrative requirements such as those involving certificates of performance, logistical support, travel, identification, privileges, and reports will conform with the appropriate provisions of the MILDEP regulation, as incorporated within the contract for the services.

*f.* According to the terms of the contract, the contracting officer may require the contractor to remove from the job site any CFS employee who endangers persons or property or whose continued employment under the contract is inconsistent with the interests of the U.S. Government.

*g.* Travel and allowances for CFS personnel will be according to the appropriate provision of the Defense Acquisition Regulation (DAR) as incorporated within the contract for the services.

*h.* CFS personnel are authorized leave for U.S. legal holidays as specified in MILDEP procurement procedures. All other leave and absence will be authorized at the discretion of the contractor.

## **Section VI**

### **Technical Assistance and Mission Sustainment Items**

#### **13-30. Technical assistance teams (TATs)**

Technical assistance teams (TATs) are programmed and managed according to the same procedures as MTTs. Technical assistance field teams (TAFTs) are programmed and managed according to the same procedures as ETSS.

#### **13-31. Definition**

*a.* A quality-of-life item is any article or service that in the judgment of the SAO chief and unified command will have a positive effect on the living and work environment of a deployed SAT. Factors to be considered include—

- (1) Availability of suitable entertainment.
- (2) Climate/geography.
- (3) Security.
- (4) Language problems.
- (5) Recreational facilities.

*b.* Quality-of-life items are procured for team rather than individual use. Quality-of-life items may include such things as the following (if approved/authorized by unified command and MILDEP)—

- (1) Magazines (news and service-related).
- (2) Athletic gear (recreational).
- (3) TVs/tapes/VCRs/stereos (to be used in dayroom type of situation when justified by unusual circumstances).
- (4) Fishing tackle.
- (5) Hunting equipment.
- (6) Boats (canoes, rowboats, sailfish).
- (7) Camping equipment.
- (8) Scuba gear.
- (9) Equipment repair.

*c.* Quality-of-life items are subject to the policy guidance for Morale, Welfare, and Recreation publications. Items which are not considered appropriate for MWR funding will not qualify for FMS funding as QOL items.

#### **13-32. Mission-sustainment items**

The following is a partial list of mission sustainment-type items (not quality-of-life items):

- a.* Dependent education.
- b.* Housing.
- c.* Medical support (medevac).
- d.* Furniture.
- e.* Air conditioners (where required).
- f.* Housekeeping equipment.
- g.* Drivers.
- h.* Rations.
- i.* Security guards.
- j.* Electrical equipment (generators, transformers, and voltage regulators).
- k.* Physical conditioning equipment.
- l.* Environmental and morale leave (EML).
- m.* Religious support (Chief of Chaplain/Pentagon)

#### **13-33. Funding**

- a.* The SAO chief will use a data sheet (see fig 13-1) to identify the quality-of-life items recommended for funding.
- b.* A decision on funding will include the judgment of training management agencies and unified commands.
- c.* Funding will be identified in the LOA under the team support line with a footnote.

#### **13-34. Funding constraints**

*a.* IMET funds are not available for purchasing quality-of-life items. Such items may be provided to IMET-funded teams from stock already available in-country or by the parent MILDEP from its supplies and resources as authorized by DODI 1015.10.

*b.* Quality-of-life items may be purchased using resources from FMF-funded FMS SAT cases with the express approval of the host country.

### **13-35. Fairness and uniform standards**

*a.* The SAO/unified command will determine what is fair and appropriate for SAT members.

(1) The unified command will assure fair and appropriate treatment of all SATs within countries under the cognizance of the unified command. The level of support provided to an SAT member under an FMS case will not exceed that authorized for DOD personnel of equivalent grade in countries funded by U.S. appropriations.

(2) The SAO will assure fair and appropriate treatment of all SATs within a country.

*b.* The unified command will establish standards.

### **13-36. Inventory control**

*a.* The SAO will ensure inventory control is according to the unified command's procedures and guidance.

*b.* The unified command may require periodic physical inventory.

*c.* LOAs will include a statement, as appropriate, that quality-of-life items will ultimately revert to the control of the host nation.

### **13-37. Roles and responsibilities of the SAO, unified command, and team chief**

*a.* The SAO will—

(1) Recommend in-country requirements for quality-of-life items and mission sustainment items.

(2) Determine if a team's requests are reasonable.

(3) Ensure accountability is maintained.

(4) Ensure fairness and equitability between SA components in-country.

*b.* The unified command will—

(1) Establish a unified command policy on fairness and equitability.

(2) Ensure compliance with the unified command policy and also with the Service policy, to the extent possible.

(3) Establish unified command policies and procedures on accountability.

*c.* The team chief will—

(1) Maintain accountability for property and its authorized use under the procedures established by the SAO and unified command.

(2) Maintain accountability for fund cites and report funds usage under Service procedures with coordination through the SAO.

## **Section VII**

### **Department of the Army**

#### **13-38. Programming SATs Under IMET**

*a.* The USASATMO will develop the IMET SAT refined cost estimate.

*b.* The furnishing agency may decide a different team makeup or length would be proper for achieving the team mission. After the approval of all concerned, program change data must be submitted. The furnishing agency and command, SATFA, USASATMO, and the SAO must approve the new team.

*c.* Training expertise, literature, and general information on training aids should be requested from the Commander, U.S. Army Security Assistance Training Management Organization, ATTN: AOJK-SA, Fort Bragg, NC 28310-5000.

#### **13-39. Funding SATs under IMET**

*a.* SATFA allocates funds to USASATMO. In the case of a split team furnished by more than one command, HQDA (SAFM-FAP-S) will allocate funds to the command furnishing the majority of the team. That command will prepare MTT orders for the entire team or will furnish the fund cite to other commands if required.

*b.* The furnishing command will ensure that any civilian salaries are reimbursed properly to the correct account.

*c.* IMET funded SATs are not deployed until USASATMO has received funding authorization from SATFA.

#### **13-40. Programming SATs under FMS**

USASATMO will coordinate the development of cost data.

#### **13-41. Funding SATs under FMS**

USASATMO manages mission funds for FMS-funded SATs. FMS-funded SATs are not deployed until USASATMO has received FMS case funds from SATFA. USASATMO issues fund cites/MIPRs to furnishing commands/agencies as appropriate. Furnishing commands/agencies must provide copies of final settlement vouchers to USASATMO as soon as possible after mission completion. Furnishing commands/agencies will forward all SAT-related financial documents to: Commander, USASATMO, ATTN: AOJK-SA-SASD, Fort Bragg, NC 28310-5000.

### **13–42. SAT Identification IMET and FMS SATs are identified as explained below.**

- a. Include the following components in the SAT number:
- (1) Type team (radio repair, personnel administration, general supply, etc).
  - (2) Designator (MTT, TAT, ETSS, TAFT, OR SVY).
  - (3) Two letter geopolitical (country) code as listed in the SAMM.
  - (4) For IMET, the four digit WCN in-country program code. For FMS, the alphabetical FMS case designator.
  - (5) Four digits designating the FY in which the SAT is scheduled to deploy. (For IMET, an X following the FY indicates a SAT that has been added to the program).
- b. The following are examples of MTT identification:
- (1) For IMET-UH 1 Maint MTT-TH 0014-2000.
  - (2) For FMS-M113A1 Opns MTT-SR-OBQ-2000.

### **13–43. SAT request/call-up**

a. Requests for programmed SATs will be forwarded to Commander, USASATMO, ATTN: AOJK-SA-SATD, Ft Bragg, NC 28310-5000 and to the Director, SATFA ATTN: ATFA-R, Ft. Monroe, VA 23651-6267 with info copy to HQDA (SAUS-IA-DSB, 102 Army Pentagon, Washington, DC 20310-0102).

b. Requests for SATs submitted within 180 days of desired deployment date, will be handled as unprogrammed SATs. Requests for unprogrammed SATs will be endorsed by the regional unified combatant command and forwarded with justification to HQDA (SAUS-IA-DSA) for review and disposition.

c. See figure 13-1 for the SAT request/call-up format.

d. The SAT mission proposed by the SAO in the request (call-up) will be endorsed by the commander of the unified command. The formal mission statement and any changes must be approved by the SAO, the unified commander, the major Army command furnishing the SAT, USASATMO and SATFA (if CONUS services are used). The mission statement will be made a matter of record before the new mission becomes effective. Only those indicated above have the authority to change an SAT mission.

e. OCONUS training and technical assistance may consist of three separate phases culminating in a single training/technical assistance effort: a requirements survey team (RST), a pre-deployment site survey (PDSS), and the primary SAT (MTT, TAT, TAFT, ETSS).

(1) *Requirements survey team*. The purpose of the RST is to assist the SAO and the host country in defining the mission, duration, composition, and equipment/support requirements of the primary SAT and to assess the country's ability to support the SAT.

(2) *Pre-deployment site survey (PDSS)/visit*. The SAT chief and or other designated team member(s) will normally visit the host country approximately 30 days prior to the SAT deployment to ensure that all preparations for the SAT mission are completed prior to the team's arrival in country.

(3) *Security assistance team (SAT)*. The SAT (MTT, TAT, TAFT, ETSS) consists of one or more subject-matter experts who are deployed as a result of a request for assistance by a purchasing country.

f. As a minimum, either a requirement survey or PDSS will be conducted prior to SAT deployment. Normally, the SAT chief will visit the country as a member of the RST or PDSS to ensure all necessary resources will be available for mission accomplishment when the SAT arrives in country. The team chief will possess subject-matter expertise, gained through experience and training, for which there can be no substitute as a cost-saving measure.

### **13–44. Extensions**

Extension of the duration of an MTT constitutes a change to the IMETP or to the FMS case and must be requested by the SAO according to AR 310-10, paragraph 3-5, with justification through the same channels as for an MTT call-up. TDY for selected team members will not be extended without the specific approval of the furnishing agency.

### **13–45. Correspondence**

All significant communications concerning MTTs will include the SAO, unified command, Army component command, SATFA, USASATMO, furnishing agency, USASAC, and HQDA (SAUS-IA-DSC) as information or action addressees, as proper.

### **13–46. Country or area clearances**

Since the MTT request initiates within the country and is approved by the country team, unified commands, HQDA (SAUS-IA-DSB), and OSD, the MTT is exempted from processing for theater or area clearance requirements specified in AR 55-46. However, the provisions of DOD Directive 4500.54 apply and special actions for clearance specified therein will be coordinated by USASATMO.

### **13-47. Passports and visas**

The requirements outlined in AR 600-290 apply to MTT members. When establishing the desired arrival date for an MTT, the SAO must consider the time required to process applications for passports and visas (about 6 weeks).

### **13-48. TDY orders**

MTT orders will be issued by the furnishing commands according to AR 600-8-105. Coordinating instructions to be included in the TDY orders that are peculiar to the specific MTT will be provided to the furnishing command by USASATMO. The appropriate fund-cite must be included in the orders.

### **13-49. Team assembly**

*a.* CONUS teams will assemble, under the team chief, at a location designated by USASATMO. USASATMO will provide the following information, by message, to the SAO:

- (1) Estimated time of departure from CONUS.
- (2) Estimated time of arrival in the foreign country.
- (3) Travel information.

*b.* Overseas assembly and the orientation point for teams furnished from overseas, will be determined by the overseas commander.

*c.* DA personnel deployed OCONUS under the SA program, as part of a SA team, are required to attend the Security Assistance Training Team Orientation Course (SATTOC) conducted at Fort Bragg, NC.

*d.* The Commander, USASATMO, is authorized to grant constructive credit for SA team member attendance at the SATTOC course when both the host country SAO and CDR, USASATMO are in agreement that attendance at SATTOC course is not required. Should CDR, USASATMO and host country team not be in agreement, CDR, USASATMO will forward constructive credit request to HQDA (SAUA-IA-DSB) for final disposition.

### **13-50. Arrival or departure notice**

The SAO will notify, by message, the furnishing agency, the unified commander, and HQDA (SAUS-IA-DSB) of the arrival and departure date of the MTT or members of the team, using the team identification number. If the team is from CONUS, SATFA and SATMO will be furnished an information copy.

### **13-51. Personnel evaluation reports**

*a.* The requirement for SAOs to render personnel evaluations regarding MTT members is established by grade in AR 623-105 for officers and in AR 623-205 for enlisted personnel.

*b.* The TDY rating chain must be made known to all team members upon arrival in the foreign country.

*c.* The following rating chain applies for ratings of teams that deploy as a unit and that are TDY for more than 90 days:

(1) The team chief will be rated by the SAO; the endorser/intermediate rater will be the unified command headquarters; and the reviewer/senior rater will be the team's parent unit.

(2) Team members will be rated by the team chief; the endorser/intermediate rater will be the SAO; and the reviewer/senior rater will be the team's parent unit.

### **13-52. Reports**

*a.* Upon completion of an assignment and before departure, the chief of each team will prepare a report (see fig 13-2) on the effectiveness of the training presented. The SAO, in the forwarding endorsement, will comment on the team's effectiveness and performance. As appropriate, the SAO is encouraged to make progress reports on team performance to SATFA and USASATMO.

*b.* The final report will be submitted to the SAO before the team returns to CONUS.

(1) The original copy of the report will be given to the SAO.

(2) The SAO will endorse the report and address any problems or make recommendations that are within the SAO's purview. In the endorsement, the SAO will also evaluate the team's overall effectiveness and performance.

(3) The SAO will forward a copy of the team's evaluation and the after-action report through the unified command and the service component headquarters to HQDA (SAUS-IA-DSB) with information copies to USASATMO, SATFA, USASAC, and to the chief of staff of each MACOM contributing to the composition of the team.

(4) HQDA (SAUS-IA-DSB) will take action, as required, when the comments of the SAO and unified commands are received.

### **13-53. Flight physicals for Army MTT members**

*a.* Aviators are required to take annual flying duty medical examinations (FDME). The FDME is normally scheduled within a 90-day period before the end of the aviator's birth month. Thirty-day extensions are occasionally granted

at the discretion of the local flight surgeon. The FDME is a screening tool, and it is not the intent of governing regulations to require its completion in remote areas where medical personnel and or equipment are not adequate.

*b.* The following options are available:

(1) Ideally, aviators who will need an FDME during the MTT deployment period should not be assigned to the MTT.

(2) Aviators being deployed on an MTT should utilize the 90-day period preceding the end of their birth month to schedule the FDME if it would otherwise fall within the time during which the MTT is deployed.

(3) Aviators being deployed on an MTT may request a 30-day extension to the FDME, if appropriate.

(4) Aviators may request waiver of the requirement for an FDME according to AR 40-501, paragraph 6-21. The SAO chief will exercise AR 40-501 authority to waive the FDME until such time as the aviator is assigned or attached to a military installation having a medical facility.

*c.* Army aviators deployed on MTTs will not be authorized TDY to take the FDME.

## **Section VII**

### **Department of the Navy**

#### **13-54. MTT and ETSS requests and funding**

*a.* NETSAFA will act as the central reviewing authority for all U.S. Navy MTT requests. CMC (SO-LIC) will act as the central reviewing authority for all Marine Corps MTT requests. Commandant Coast Guard (G-CI) will act as central reviewing authority for all requests for Coast Guard participation in an MTT. Requests will be reviewed to ensure compliance with the spirit and intent of the regulation.

*b.* For Navy MTTs, NETSAFA will provide the necessary funding data or appropriate documentation to commands issuing TAD orders for MTT personnel. CG MCCDC will provide this data for Marine Corps MTTs. NETSAFA will provide CG MCCDC the necessary funding data or documentation, as required, for MTTs provided under FMS or IMET. Commandant Coast Guard (G-CI) will provide accounting data for use on travel orders for Coast Guard personnel.

*c.* ETSS's are processed similar to MTT's. The main exception is the length of time required to deploy an ETSS because of its PCS nature. Billets must first be in place to support the team and the process to establish the billets and identify personnel requires a minimum of 18 to 24 months. Details concerning ETSS's are also contained in the DON SATP Programming Guide.

#### **13-55. U.S. Navy MTTs**

*a.* Upon receipt of the call-up for an MTT, NETSAFA will issue the details necessary for team organization and deployment. This will include, but is not limited to, cost estimates, funding data, country background, general administrative instructions, logistics information, travel and transportation requirements and other information essential to the accomplishment of the team mission.

*b.* NETSAFA will coordinate with Navy commands to find team personnel, designate a furnishing activity (FA), designate the team chief in writing and provide a Letter of Instruction (LOI) for the team. The furnishing activity will normally be designated as the command responsible for team assembly.

*c.* The furnishing activity will prepare team orders according to existing NMPC or BUPERS instructions using accounting data furnished by NETSAFA. Country, area or personnel clearance(s) required by the JTR will be submitted by the furnishing activity.

*d.* NETSAFA will specify required training prior to deployment and will specify where team or the team chief will travel to provide briefing and or debriefings. This could include NETSAFA, Washington, DC commands or the Unified Command.

*e.* The SAO will notify by message, the furnishing activity, unified command and NETSAFA of the arrival and departure of the team or members of the team. The SAO will also prepare a report on team performance and mission accomplishment. This report can be an endorsement on the team chief's report discussed below, or prepared separately. The report should be mailed to NETSAFA, copy to Navy IPO and the furnishing activity. For teams deployed over 90 days the SAO or a MILGP officer senior to the team chief, shall prepare a concurrent personnel evaluation concerning the team chief and forward it to the command officer of the furnishing activity.

*f.* Upon completion of an assignment, the team chief of each team will prepare a letter report on the effectiveness of the training presented. This report should be prepared within 10 working days of mission completion and forwarded to NETSAFA via the furnishing activity, copies to the SAO and Navy IPO. For a team deployed over 90 days, the team chief shall prepare a concurrent personnel evaluation on all team members and forward it to the commanding officer of the members furnishing activity.

*g.* NETSAFA shall prepare a detailed guide for MTT's and ETSS's. This guide will be forwarded to each team chief as an enclosure to the LOI and to the SAO of the country requesting assistance.

### **13-56. U.S. Marine Corps MTTs**

*a.* The call-up for a Marine Corps MTT will be forwarded to CG MCCDC with an information copy provided to CMC (SO-LIC). Requests for unprogrammed MTTs will be sent to the unified command for endorsement prior to sending to CG MCCDC, with information provided to CMC (SO-LIC). CG MCCDC will review the request for scope, resource requirements, and supportability. Upon completion of this initial staffing, the request will be forwarded to CMC (SO-LIC) for approval. CMC (SO-LIC) will task CG MCCDC to deploy approved teams and will task appropriate Marine Corps commands to provide support and resources. Upon receipt of this tasking, CG MCCDC will initiate all actions required to deploy the team.

*b.* Team deployment is a detailed process that normally consists of several phases: planning, pre-deployment, deployment, and post-deployment. CG MCCDC will direct, coordinate, and manage all phases of team deployment.

(1) The planning phase of team deployment normally includes a pre-deployment survey. Based on CMC tasking CG MCCDC deploys a survey team to refine mission requirements. Survey team actions are guided by an LOI published by CG MCCDC, and appropriate standing operating procedures. Initial planning is revised based on survey team results and appropriate tasking are amended as needed.

(2) During the pre-deployment preparation phase, the team assembles under the direction of the team chief and accomplishes all actions required to prepare for the conduct of the required instruction. Normally, teams will assemble at MCCDC QUANTICO VA. If team assembly is at a location other than MCCDC, CG MCCDC will coordinate with the command or activity concerned. This command or activity will be fully responsible for providing all required support to the MTT assembling at that location. During the pre-deployment phase, administrative processing will be accomplished and verified, team equipment will be assembled, training material will be prepared, prescribed pre-deployment training will be accomplished, and appropriate transportation will be arranged. Team actions during this and subsequent phases are guided by an LOI published by CG MCCDC, and appropriate standing operating procedures. After actions are completed, a letter of certification will be prepared indicating that the team is ready for deployment.

(3) During the deployment phase, the team deploys to the host country to conduct the requested training. Upon arrival, the team coordinates with the appropriate country team members and prepares to conduct training. The training site is established, final arrangements are verified, and final preparations are completed. Training is conducted according to the guidance provided by the country team. When training is completed, the training site is disestablished and the team prepares for return deployment. Prior to the team's return, appropriate country team personnel are debriefed on the training accomplished. When this debriefing is completed, the team returns, normally to the location from which it deployed.

(4) During the post-deployment phase, the team turns in any temporary loaned equipment, completes administrative requirements, prepares the required Training Effectiveness Report, and then returns to home stations. CG MCCDC will specify whether all team members or only certain members will be required for post-deployment briefings.

*c.* CG MCCDC will provide administrative and logistical assistance to deployed MTT's as required. Orders will be written by the MTT members' parent command according to instructions and utilizing accounting data provided by CG MCCDC. CG MCCDC will coordinate all transportation arrangements associated with team deployment.

*d.* All message traffic providing exact details of MTT movement (such as flight numbers and arrival dates and times) will be classified at the confidential level as a minimum.

*e.* The SAO will notify CG MCCDC by message of the arrival and departure date of the MTT or members of the team. Information copies will be provided to CMC (SO-LIC) and the unified command.

*f.* The team chief will make periodic situation reports outlining the team's progress. The format and schedule for these reports will be outlined in the team chief's LOI.

*g.* Upon completion of an assignment, the chief of each team will prepare a letter report on the effectiveness of the training presented. The SAO will prepare a similar report on team performance and mission accomplishment. Team chief reports will be forwarded to CG MCCDC via the command or activity providing the team. SAO reports will be forwarded directly to CG MCCDC.

*h.* According to MCO 1610.7C, the parent organization of each MTT member will prepare a TAD (TD) fitness report when the member detaches from the command to deploy on the MTT. The command should provide administrative data to the SAO to be used in the preparation of a TD fitness report when the member detaches from the SAO upon completion of the MTT.

### **13-57. Ship transfer MTTs**

MTTs associated with the transfer of a U.S. Navy ship to a foreign country by either sale, loan, or lease will be governed by the same general rules as listed in this chapter. Due to the differing nature in certain aspects, however, the following additional guidance is provided:

*a.* A ship transfer MTT is normally drawn from members of the crew of the U.S. Navy ship being transferred to take full advantage of the knowledge and expertise of these personnel with regard to the particular ship. The MTT will be under the administrative control of the type commander transferring the ship. This approach will be used in all cases

where practicable. For ships being taken from the inactive fleet or from new construction, NMPC will be tasked with selecting the required personnel. Every effort will be made to avoid depleting fleet personnel resources.

*b.* When an MTT is required to report to a location in a foreign country for embarkation aboard a foreign ship, extreme care will be exercised in the preparation of orders. Specifically, the MTT should be ordered to report to a U.S. activity such as an SAO for onward routing to the ship. Members of the team may be housed in a foreign shipyard or ashore at a foreign naval activity while waiting to board the ship. The SAO will incorporate this in the call-up message so that orders issued to the MTT may be comprehensive in nature.

*c.* In cases where an MTT reports in a foreign country for duty as a shipyard MTT, it is incumbent upon the SAO to ensure that a workable system for the delivery of mail to the team is instituted.

*d.* MTT members should be designated and assembled at a central location for all shipboard MTTs, whether embarkation is to be in the United States, in a foreign country, or at an overseas location. It is recommended that the MTT report to the appropriate fleet commander approximately 2 weeks prior to CONUS departure or boarding.

*e.* MTT members should, where feasible, be volunteers. Experience has shown that non volunteer MTT members required to board a foreign ship, subsist in a foreign mess, live in non-U.S. Navy quarters, and accommodate themselves to foreign ship routine, frequently create problems for themselves, the team, the foreign navy, and the U.S. Navy.

*f.* Enlisted members of ship transfer MTTs should be of a senior rate (chief petty officer or petty officer first class) if feasible.

*g.* The mission of the MTT is to assist the commanding officer in the training of the crew. An MTT should also be prepared to do the following—

- (1) Supervise the maintenance or repair of equipment essential to the training mission.
- (2) Participate in the Supply Overhaul Assistance Program (SOAP).
- (3) Schedule formal instruction.
- (4) Ensure that work done by shore facilities is correct.
- (5) Train the ship's company in the maintenance and operation of their equipment.
- (6) Supervise and conduct team training.
- (7) Act as a liaison between the ship, shore facilities, and other ships and activities as required for successful completion of the mission.

*h.* If a ship is being transferred from an inactive status, the MTT should comprise personnel from the same class of ship, so they will be familiar with the equipment on which they will be providing instruction. For example, ensure that engineering personnel are familiar with the propulsion plant on the ship being transferred (for example, 600-psi plant personnel should not be assigned to train on a ship with a 1200-psi plant).

*i.* If possible, at least two officers will be assigned to a shipboard MTT. One officer will be experienced in operations and one in engineering. Operations experience is necessary, as the ship will come under the control of different commands requiring an officer familiar with operation orders, movement orders, movement reports, and logistic requests. The major materiel problems encountered will usually be in engineering; therefore, an officer with engineering experience will be an extremely valuable asset.

### **13–58. Funding**

U.S. Coast Guard MTTs Requests for U.S. Coast Guard MTTs or Coast Guard personnel assigned to other service MTTs must be submitted to the Commandant (G-CI) by standard MTT call-up procedures. Requests should include full description of the type of training requested, proposed timeframe for team deployment, funding source, and information regarding training audience. Coast Guard's ability to respond to requests for long duration MTTs is very limited. Requests for Coast Guard maritime law enforcement MTTs funded by INM training funds should be included in post's response to the annual State Department (INM) solicitation messages offering DEA, Customs and Coast Guard Anti-narcotics training.

## **Section VIII**

### **Department of the Air Force**

#### **13–59. Air Force SATs MTT**

*a.* Air Force SATs will be deployed under the guidance of AFMAN 16-101, chapter 8 and this section.

*b.* A survey team should be programmed to deploy at least 90 days before the in-place date requested for an MTT unless otherwise justified by the SAO. The purpose of the survey will be to assist the SAO in defining the mission, duration, composition, and equipment or support requirements for the MTT, and to determine the country's ability to support the MTT. The follow-on team will generally, but not always, consist of survey team members. SAOs should consider survey team requirements during programming. Surveys under FMS cases should be determined during the negotiation phase between the purchasing country and the USAF.

*c.* When planning to introduce a weapon system into a country for the first time, survey teams may be provided to determine the overall country requirements. SAF/IA-sponsored teams are designated as systems planning teams.

Responsibilities for this type of team are contained in AFMAN 16-101. The system planning team will normally include training representatives on all surveys.

*d.* The training representatives will determine the parameters for operational and logistics training needs of the country. The following country capabilities will be surveyed:

- (1) Operations, maintenance, and supply concepts.
- (2) Manpower and technical capabilities.
- (3) Interface of specialty system with U.S. Air Force AFSCs.
- (4) Country training capabilities.
- (5) Student English language capabilities. The prerequisite ECL for training conducted by SATs is the same as established for CONUS training. If IMS do not meet the prerequisite ECL, a plan to attain the ECL in country must be developed. Requests for waiver of the minimum ECL levels will require an increase in the SAT duration to accomplish the mission. The use of interpreters is not recommended as it degrades the quality of the training. Interpreters will not be used in conjunction with flying training or other training where safety is a prime concern.
- (6) Requirements for peculiar equipment.
- (7) Number of personnel to be trained in each specialty.
- (8) Depot level training requirements.
- (9) Familiarization and qualification requirements.
- (10) Training milestone charts.

### **13-60. MTT call-up**

*a.* Team call-up must be requested independently from requesting price and availability, LOA acceptance, obtaining DSCA approval for IMET funding, or programming the requirement under the IMETP. The SAO will initiate a request for call-up of an MTT at least 90 days before the desired in-place date, as follows—

(1) Send message to AFSAT RANDOLPH AFB TX// with an information copy to OSAF WASH DC//IAX//, HQ AFMPC RANDOLPH AFB TX//DPMRPP4//, the air component command and the unified command. If teams are from either DISAM or DLIELC, those activities should be information addressees instead of AFMPC.

(2) Team members must be notified as early as possible to allow for preparation and mandatory pre deployment training. Mandatory pre-deployment training includes area orientation and antiterrorism training. The call-up must include an MTT request if not previously provided. (See fig 13-1 for format.)

*b.* The SAO will provide necessary support; for example, transportation, office supplies, and housekeeping items not available from the local economy. Mobile training assistance will not be furnished if the necessary support is not available. Before deployment of personnel, the SAO will notify the implementing command that the necessary support and equipment are available. If the SAO is unable to make this determination, survey assistance should be requested. Under no circumstances should personnel arrive in a foreign country and be unable to perform the mission due to lack of advance support planning.

### **13-61. Field training detachments (FTDs)**

The administration of the field training program is described in AFI 36-2201.

*a.* Call-up of FTDs to perform TDY as an MTT follows the same requirements and procedures for requesting and programming MTTs.

*b.* Personnel provided as a part of an FTD are subject to the guidance outlined for MTTs.

### **13-62. Ferry crews**

USAF ferry crews are not considered to be MTTs and do not provide transition or refresher training. If transition or refresher training is required after delivery of aircraft, the appropriate mobile training assistance must be requested, programmed, and approved.

### **13-63. Extensions**

Any extension of the length of TDY for MTT members constitutes a deviation and must be submitted by the SAO to AFSAT under current deviation procedures for IMET, or an amendment to an FMS case, when applicable. Parent organizations providing MTT personnel will not extend team personnel TDY without the specific approval of AFSAT.

### **13-64. Restrictions**

IMs on duty with USAF organizations will not be used as members of USAF MTTs (for example CAOs, foreign airmen, or personnel). Team members must be U.S. citizens. SAOs will not change nor will team members deviate from the team mission as outlined in the call-up without prior approval by AFSAT.

### **13-65. Substitutions**

Commanders required to furnish MTT personnel are authorized to substitute U.S. Air Force airmen or officers one grade higher or one grade lower than those requested if necessary to meet the other specified qualifications.

### **13-66. Team effectiveness evaluation**

The senior member designated as the team chief of each MTT, CONUS or overseas, is required to submit the team effectiveness evaluation. The evaluation will be prepared as outlined in figure 13-2. Evaluations are conducted as follows—

*a. Initial evaluation.* Initial evaluations may be submitted via message or letter to AFSAT, with information copies to the SAO, SAF/IAX, DSCA, the unified command, air component command, and furnishing command.

*b. Final evaluation.* The team chief will submit final evaluations to the SAO, with information copies to SAF/IAX, AFSAT, DSCA, unified command, air component command, and furnishing command upon completion of the team mission. The SAO will endorse the evaluation and forward it to AFSAT, with copies to the same information addressees. Final evaluation will normally be prepared before team chief departure from country. If this is not possible, the team chief will orally brief the SAO on the team's effectiveness and will prepare the written evaluation within 10 days of departure from country. When the period of TDY is less than 8 weeks, the initial and final evaluations may be combined and submitted upon completion of the mission.

*c. Progress evaluations.* Progress evaluations are submitted immediately when difficulties arise that will have an impact on the successful completion of the mission or schedule. Progress evaluations may be submitted via message to the agencies in paragraph (1) above.

### **13-67. CFS/AFETS/LTDs**

#### *a. CFS.*

(1) All CFS requirements under IMET sponsorship must be justified to and approved by DSCA before programming.

(2) Determination under the FAA, as amended (section 635(h)), permits obligation of current FY IMET funds for CFS that extend into the succeeding FY.

(3) All requests for CFS will include a checklist for contractor training (See fig 4-3 for checklist.)

(4) The SAO will prepare and submit an effectiveness evaluation for CFS upon completion of the mission according to AFI 16-101.

#### *b. AFETS.*

(1) Staffing and administration for AFETS will be as prescribed for ETSS. (See fig 13-3 for format and fig 13-4 for checklist/worksheet for P&A.)

(2) AFETS will be identified under the training MASL in an FMS case. AFETS not provided in conjunction with a system sale, will be assigned "T" case designator.

(3) The team chief will prepare and submit effectiveness evaluations according to para 13.67.

#### *c. LTDs.*

(1) Requests for LTDs will be forwarded from the SAO in the same manner as requests for MTTs. Each request should include the same information as that provided in requests for FTS. (See fig 13-3 and fig 13-4.)

(2) The SAO must request call-up of LTDs at least 90 days ahead of the projected in-place date.

(3) LTDs will prepare evaluation reports according to AFI 16-103.

### **13-68. Team preparation**

Teams will normally be scheduled to attend area orientation and antiterrorism training course at the USAF Special Operations School (USAFSOS) before deployment. Arrangements for training will be made by AFSAT. Teams from DISAM and follow-on teams that can be briefed adequately by the furnishing unit or command will be exempt from attending USAFSOS if deploying to a low-threat country.

### **13-69. Disclosure review**

*a. Unclassified training.* The training content must be reviewed for releasability before the team deploys. The furnishing MAJCOM will ensure that the review is accomplished.

*b. Classified training.* Paragraph 13-18 applies.

**Table 13–1**  
**Mobile training assistance team development sequence**

Timeframe for FMS (See note 1)	Timeframe for IMET (See note 1)	Action
In conjunction with materiel cases or SAO projects team requirements during annual unified command showing mission, composition, SATP workshop, and desired timeframe.		
D minus 12 months	D minus 9 months	MILDEP coordinates with SAO and potential team source agencies to refine the mission statement and finalize team composition and duration. MILDEP develops predeployment plan.
D minus 10 months	D minus 8 months	MILDEP develops and provides team cost estimates. MILDEP coordinates with the source agency to provide the SAO with a list of tools, parts, and facilities required to support team mission. SAO advises the foreign government of support action to be taken.
D minus 9 months		SAO submits a formal callup to MILDEP requesting MTT. MILDEP prepares LOA as required.
D minus 5 months		Foreign government accepts LOA.
	D minus 5 months	SAO submits programming action.
	D minus 4 months	MILDEP receives IMET order.
SAO monitors status of materiel and supporting actions in conjunction with the foreign government and MILDEP.		
D minus 4 months		MILDEP received obligation or expenditure authority. SAO monitors status of materiel and supporting actions in conjunction with the foreign government and MILDEP.
D minus 90 days	D minus 90 days	SAO certifies that materiel is available on site and that specified supporting actions are complete. MILDEP commences preparation of the team for deployment (medical fitness, immunization, passport or visa).
D minus 30 days	D minus 30 days	MILDEP completes final team preparations.
D minus 15 days	D minus 15 days	Travel itinerary is finalized and all concerned advised.
D	D	Team is deployed.
D Plus	D plus	Team reports to SAO and receives briefing. SAO confirms team's arrival by message to all concerned.
D Plus	D plus	Team performs mission, conducts outbrief, and, with SAO, finalizes return itinerary. SAO informs all of the return travel schedule.
Return plus 15 works	Return plus 15 working	Team chief submits effectiveness days evaluation.

Notes:

<sup>1</sup> Timeframe reflect the sequence of significant actions support the effective use of valuable training skills.

<sup>D</sup> Deployment date.

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For the purpose of these instructions, the term 'training' is used; however, requests must specifically state whether training or technical assistance, or both, will be required. If all information is not available, fill in to the extend possible.

- a. SAT identification. (See para 13-11.)
- b. Team composition. (Indicate the quantity, rank, MOS/specialty, and title of each team member.)
- c. Security clearance. (Indicate the type of security clearance required for the mission.)
- d. Duration. (Indicate the duration of a PCS mission in months, and the duration of a TDY mission in weeks or days, as appropriate.)
- e. Team restrictions. (Reflect any required limitations or exclusions on the type of personnel, uniforms, equipment, or methods of instruction.)
- f. Mission. (Provide, in detail, the scope of instruction/assistance the team is to conduct.)
- g. Training goal. (Include a statement of the results the team effort is expected to achieve.)
- h. Personnel to be trained. (Indicate the technical qualifications of prospective foreign military trainees, to include educational level, and number of foreign military trainees by officers, enlisted personnel, and civilians.)
- i. Summary of host country capabilities.
- j. Equipment on which training is to be conducted and availability. (The equipment list must be detailed enough for the furnishing agency to identify it by make, model, or type.)
- k. Availability of tools and ancillary equipment. (List tools and equipment required for the mission, and their availability in country.)
- l. Availability of training aids. (List training aids required for the mission, and their availability in country.)
- m. Interpreter support.
- n. Training locations. (If there is more than one training location, indicate the distance between locations, time requirements for travel to be performed, and modes of anticipated in-country transportation.)
- o. Desired in-country arrival date.
- p. Types of quarters available.
- q. Uniform and clothing. (Describe requirements for both on and off-duty uniforms and civilian clothing.)
- r. In-country transportation. (Indicate the means of in-country transportation to be provided to and from quarters, training locations, and dining facilities. Specify rental car authorization, if any.)
- s. Facilities. (Indicate the availability of medical, dental, shopping, and laundry facilities.)
- t. Confirmation of country team approval.
- u. Additional information.

(1) Identify any important data requiring more emphasis or information useful in selecting and preparing the SAT.

(2) Include, if applicable, information on sensitive areas, subjects to avoid, taboos, and personalities involved.

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**Figure 13-1. Format for Security Assistance Team (SAT) request/call-up.**

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(3) Reflect additional data such as availability of in-country monetary facilities for converting personal funds, cashing checks, using government credit cards, etc.

(4) Make reference to any previous team effectiveness evaluations, which contain data pertinent to the request.

(5) Indicate which type passport, if any, is required and whether a visa is required.

(6) When requesting PCS SATs, include estimated costs for in-country support for the PCS SAT which required case funding (housing, transportation, security, medical/dental care, maintenance, telephones, family member schools, TDY, emergency leave, quality-of-life and mission sustainment, International Cooperative Administrative Support Services agreement (ICASS), etc.)

(7) If any data requires classification or special handling, it may be attached to the request as an annex.

v. SAO Point of Contact (POC). (Indicate the name, grade, service, DSN and commercial phone/fax numbers, message and mailing addresses, and e-mail address for the SAO POC.)

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**Figure 13-1. Format for Security Assistance Team (SAT) request/call-up-Continued**

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The SAT effectiveness evaluation must include each of the following:

- a. Team information. (Team type, designation number, and composition by name, grade, MOS/specialty, and parent unit/location.)
- b. Relevant dates.
  - (1) Date departed home station.
  - (2) Dates and location of team assembly and orientation.
  - (3) Date of arrival in host country.
  - (4) Dates on which training/technical assistance started and ended.
  - (5) Date of departure from host country.
  - (6) Date of return to parent unit/agency.
- c. Mission.
- d. Locations. (Indicate the locations at which training/technical assistance was conducted.)
- e. Number of trainees. (Indicate the number of indigenous personnel trained by type. For example, maintenance, supply, instructor, etc. Indicate whether trainees were officers, enlisted, or civilians. Use actual number of individuals rather than unit designations such as battalion, company, etc.)
- f. Installations. (Indicate schools, courses, or training installations/other facilities that were used or established.)
- g. Adequacy. (Indicate the adequacy of foreign country training installations/other facilities relating to the mission of the team.)
- h. Materiel. (Indicate the type, quantity, condition, and state of maintenance of materiel on which training/technical assistance was provided.)
- i. Interpreter support. (Indicate the adequacy and effectiveness of interpreter support provided.)
- j. Training conditions. (Provide a summary of training conditions as existed on arrival.)
- k. Effectiveness. (Evaluate the effectiveness of training/technical assistance. Provide a summary of the success of the team effort to improve the effectiveness of the training program in the foreign country and qualification of foreign country personnel to carry on.)
- l. Problems. (Discuss problems encountered that affected the mission.)
- m. Preparation. (Indicate preparation for the mission. Answer the following questions:
  - (1) Did notification of the selection of the team provide adequate guidance on mission, type and level of training/assistance desired, training materiel, and training aids required?
  - (2) Were special or unusual problems anticipated?
  - (3) Was the lead-time adequate for proper preparation for the mission?)

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**Figure 13-2. Format for Security Assistance Team (SAT) Effectiveness Evaluation**

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n. Support. (Indicate the adequacy of the country team's support. Indicate any comments considered appropriate concerning accommodations, meals, medical facilities, transportation, and overall treatment.)

o. Conclusions. (Indicate conclusions and recommendations. Provide the following:

(1) Indicate the necessity for the team as requested to accomplish the mission.

(2) Indicate if the mission was accomplished and how the team could have been more useful.

(3) Indicate follow-up actions the SAO might take.

(4) Provide recommendations for the further improvement of the foreign country's military that can be furnished by security assistance programs.

(5) Include essential information that should be passed on the future SATs to make the teams more effective.

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(Signature)

Team chief or senior member

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**Figure 13-2. Format for Security Assistance Team (SAT) Effectiveness Evaluation-Continued**

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