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**MEMORANDUM FOR THE DEPUTY ASSISTANT SECRETARY OF DEFENSE
(RESOURCE MANAGEMENT AND SUPPORT)**

**SUBJECT: Data Sources for Individual Enlisted Training in the Military
Services**

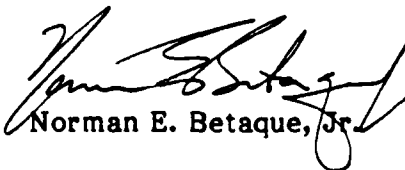
Our task on data base development for the Defense Training and Performance Data Center (TPDC) concludes with the final document in this work, a report on training data capture and management. The report accompanies this memorandum.

The Services manage the individual training of enlisted members in similar but different ways, and their training data support systems and files reflect those differences. We have suggested that TPDC seek access to Military Service training data according to a set of data source priorities established during this work.

Our recommendations for the organization of the training information once it is acquired by TPDC reflect three natural but overlapping categories of data: courses, individuals, and occupations. These "files" are likely to become complex libraries of information gathered during the continuing TPDC work.

This completes our work on Task ML520. We are available for questions or discussion.

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Enclosure

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PREFACE

This report has been produced as an aid in the development of an in-house data base by the Defense Training and Performance Data Center (TPDC). It presents an overview of information systems and separate files – automated or not – used by the Service headquarters, the training commands, and by selected training institutions and organizations to manage the individual training of enlisted personnel. Chapter 1 describes a prototype data base for TPDC consisting of three major “files”: courses, individuals, and occupations. Chapter 2 suggests approaches to data capture and management and includes a general discussion of data sources in the four major Military Services. Chapter 3 is a description of the Services’ management of individual enlisted training, written from the perspective of the data support required to undergird that training management. Finally, Appendices A through D present summary descriptions of the 60 most important data sources resident in the Services, and our assessment of the importance of each data source to TPDC. (S)

LMI

**INDIVIDUAL ENLISTED TRAINING:
DATA CAPTURE AND MANAGEMENT**

Report ML520R1

January 1988

Dayton S. Pickett

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CHAPTER 1

A DATA BASE FOR THE DEFENSE TRAINING AND PERFORMANCE DATA CENTER

GENERAL

The training management now performed within the Military Services can be discussed or "organized" in several contrasting ways. From the view of building a representative data base in which to store training information of interest to analysts and other investigators, however, we suggest the establishment of three separate but related "files":¹

- A courses file
- An individuals files
- An occupational file.

The general content — accompanied by sample data elements — of each of these files is described in each of the following sections. Because of the importance of moving among the files during analysis and research, we have included several key data elements that should provide the needed "crosswalk" capability.

COURSES FILE

This file should contain all information related to courses, courseware, and course-building activities associated with institutional training or training conducted by major commands. This is also the appropriate file for most information about the course sequences normally called training programs, even though training

¹No attempt is made to suggest the *form* of these files. Each file, for example, may take the form of a limited tape library where independent and Service-separated files are intermingled with (or separated from) merged files built by the Defense Training and Performance Data Center (TPDC) as a result of demand by clients. Some segments may be maintained on line and some may not. Our recommendations are based upon the logic of establishing these three files as a reasonable way to catalog for retrieval the major individual enlisted training data now used in the Services.

programs for enlisted personnel often lead to the award of a military specialty or the achievement of a formal, additional skill recognized officially by the parent Service.²

Information making up a courses file is maintained routinely by each military training installation or center, but our experience shows that much of it is not available at military echelons above the training center. Most of the Services' training commands have at one time or another made available information systems assistance to aid in the local development and conduct of training courses and programs. In order to encourage widespread use of these systems by training centers, the data organization associated with local use were left to course and program managers, or at the very least to school commandants. The result is that these local data are so dissimilar and localized in nature that they have not been retrieved for central storage. In almost all cases, however, historical courses data have been retained at individual training centers and schools. Table 1-1 lists a number of representative data elements that should be a part of the courses file, together with suggested data sources located within the several Services.

INDIVIDUALS FILE

The individuals file should resemble a series of personnel files, but with an emphasis on training experiences. The focus of the individuals file is a series of Service members' Social Security Numbers, just as the focus of the courses file is the course identification number (or similar reference for the training program). Indeed, it may be advisable for TPDC to carry in this individuals file a central – and duplicate – body of individual personnel data for ease of data retrieval and for crosswalk purposes to the master personnel files of the active and reserve forces.

Information on enlisted career development that is not related directly to military occupations or specialties may also become part of this file, although TPDC may wish to consider holding these types of data in a separable part of the occupational file (see the following section). Thus, a soldier who is both an infantryman Military Occupation Specialty 11B and a noncommissioned officer (NCO) may expect training that is NCO-related but *not* infantry-related. Those noninfantry training expectations and experiences (such as leadership training)

²Training courses and training programs related directly to military jobs or specialties should also be referred to in our suggested *occupational* file. See following sections.

could become a part of this individuals file, simply because the "fit" of such experiences within the occupational file is not particularly good.

TABLE 1-1
COURSES FILE

Data element	Army	Air Force	Navy	Marine Corps
School identifier	ATRRS	PMS	CANTRAC	TRMMS
School name	ATRRS	PMS	CANTRAC	TRMMS
School location	ATRRS	PMS	CANTRAC	TRMMS
Course identifier	ATRRS	PMS	CANTRAC	TRMMS
Course title	ATRRS	PMS	CANTRAC	TRMMS
Course effective date	ATRRS	PMS	NITRAS	TRMMS
Version effective date	ATRRS	PMS	CANTRAC	TRMMS
Course length	ATRRS	PMS	CANTRAC	TRMMS
Course proponent	ATRRS	PMS	CANTRAC	TRMMS
Course scope	ATRRS	PMS ^a	CANTRAC	TRMMS
Course prerequisites	ATRRS	PMS ^a	CANTRAC	TRMMS
Service occupation code (MOS, AFSC, NEC, rating)	ATRRS	PMS	CANTRAC	TRMMS
OSD category	ATRRS	PMS	NITRAS	N/A ^b
Quota control	ATRRS	PMS	CANTRAC	TRMMS
Class identifier	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
Start date	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
End date	ATRRS	PMS	NITRAS/SPIRIT	TRMMS

Note: ATRRS = Army Training Requirements and Resources System; PMS = Pipeline Management System; CANTRAC = Catalog of Navy Training Courses; TRMMS = Training Requirements and Resource Management System; MOS = Military Occupation Specialty; AFSC = Air Force Specialty Code; NEC = Naval Enlisted Classification; NITRAS = Navy Integrated Training Resources and Administration System; and SPIRIT = Support Programs for Incentive, Retention, and Training Assignments.

^a Limited information (text) only.

^b Not available from the data sources reviewed

Table 1-2 lists a number of representative data elements that should be a part of the individuals files, together with suggested data sources located within the several Services.

TABLE 1-2
INDIVIDUALS FILE

Data element	Army	Air Force	Navy	Marine Corps
Social Security Number	DMDC	DMDC	DMDC	DMDC
Name	DMDC	DMDC	DMDC	DMDC
Military Service	DMDC	DMDC	DMDC	DMDC
Service occupation code (MOS, AFSC, NEC, rating)	DMDC	DMDC	DMDC	DMDC
AFQT percentile scores	DMDC	DMDC	DMDC	DMDC
Grade	DMDC	DMDC	DMDC	DMDC
Date of rank	DMDC	DMDC	DMDC	DMDC
School identifier	ATRRS	PMS	NITRAS/SPIRIT ^b	ATRRS/PMS/ NITRAS ^a
Course identifier	ATRRS	PMS	NITRAS/SPIRIT	ATRRS/PMS/ NITRAS
Date attended	ATRRS	PMS	NITRAS/SPIRIT	ATRRS/PMS/ NITRAS

Note: DMDC = Defense Manpower Data Center; MOS = Military Occupation Specialty; AFSC = Air Force Specialty Code; NEC = Naval Enlisted Classification; AFQT = Armed Forces Qualification Test; ATRRS = Army Training Requirements and Resources System; PMS = Pipeline Management System; NITRAS = Navy Integrated Training Resources and Administration System; and SPIRIT = Support Programs for Incentive, Retention, and Training Assignments.

^a These individual data are available for the Marine Corps in the other Service systems when the training was conducted by that Service.

^b NITRAS and SPIRIT do not contain complete data sets.

OCCUPATIONAL FILE

This file is centered on the military job, specialty, or subspecialty, including skills and abilities (linguist, parachutist, recruiter) which cross most traditional specialty boundaries. References to training courses and programs (from the courses file) related to each specialty are called for, as are references to Service members (from the individuals file) who have earned the specialty. In the cases where an occupational code for a position or billet differs from a code representing the same occupation held by a *person* (as in the Navy), internal crosswalk mechanisms are required.

A major challenge lies in compiling a file on military occupations that is detailed enough to describe each unique job reasonably while being simple and

straightforward enough to be usable by analysts. We do not know the "correct" response to this challenge, but suspect that the ultimate solution must be found by means of successive approximations.

Table 1-3 lists a number of representative data elements that should be a part of the occupational file, together with suggested data sources located within the several Services.

TABLE 1-3
OCCUPATIONAL FILE

Data element	Army	Air Force	Navy	Marine Corps
Service occupation code	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
Military Service	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
Other Service occupation equivalencies	DMDC ^a	DMDC ^a	DMDC ^a	DMDC ^a
Occupation description	ATRRS	PMS	N/A ^b	N/A ^b
Effective date of occupation (this version)	SSC(611-201)	PMS	N/A ^b	N/A ^b
School identifier	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
Course identifier	ATRRS	PMS	NITRAS/SPIRIT	TRMMS
Job tasks	N/A ^b	PMS/ AFOF(CODAP)	N/A ^b	N/A ^b

Notes: ATRRS = Army Training Requirements and Resources System; PMS = Pipeline Management System; NITRAS = Navy Integrated Training Resources and Administration System; SPIRIT = Support Programs for Incentive, Retention, and Training Assignment; TRMMS = Training Requirements and Resource Management System; DMDC = Defense Manpower Data Center; SSC(611-201) = Soldier Support Center AR 611-201 Support System; and AFOF(CODAP) = Air Force Occupational File (Comprehensive Occupational Data Analysis Programs).

The majority of this occupation data resides in unautomated paper files for all the Services. ATRRS currently has under development and is available in prototype a module, ATRRS Resource Analysis Module (ARAM), which captures data on a course at the task level of detail, which can be related back to the Military Occupation which this training supports

^a Occupations grouped by DoD Occupation Code. No one-for-one specialty information exists.

^b Not available from the data sources reviewed.

CHAPTER 2

DATA CAPTURE AND MANAGEMENT

GENERAL

The capture of individual training data from Military Service data sources for the purpose of storage at the Defense Manpower Data Center (DMDC) should be undertaken in a direct, straightforward way. But the best organizational route to each data source can best be determined by people closely acquainted with the system or file of interest. We have cited points of contact for each data source reported (see Appendices A through D). Those people can offer the best advice on formal access to their respective systems.

Once captured, the data must be managed. That is, they must be stored, retrieved, and redistributed in a reasonable, controlled, and efficient way. In the preceding section we suggested that TPDC store its individual training data for the active and reserve forces in three files: courses, individuals, and occupations. The precise nature of that storage shall have been determined earlier by the natural accumulation of similar data during ongoing TPDC work for its clients. Thus if, for example, course catalog information from the several Services has been assembled using various media (microfiche, tape, print) by TPDC for the purpose of merging or blending the data for an all-Services catalog, the storage of that information will already have been accomplished in the way TPDC judged to be most expedient. Because calls for a later version of such a TPDC product can be expected, the original information is already stored so that alterations and updates can be accommodated. We do not recommend changes to the formatting or storage made for all the data already captured. The building of the new files recommended should accommodate all TPDC's prior work.

The following sections contain general discussions of the Services' data sources. Comments on data quality and the accessibility of each data source are included in Appendices A through D.

In Tables 2-1 through 2-4, we list the data sources described in our TPDC briefings and discussed more thoroughly in Appendices A through D. The several

table notes contain satisfactory explanations of all terms except one: the desirability "tier" as a measure of overall utility of each data source to TPDC.

DESIRABILITY "TIERS"

As part of our assessment of training data sources, we have arranged the sources in rank-ordered groups or "tiers" according to their importance and availability to TPDC. The tiers are used in Tables 2-1 through 2-4. They have the following meaning:

- *Tier 1.* A data source of highest utility. We believe that routine access to this source by TPDC is mandatory for important individual training data. If a Tier 1 data source is not the original source for the data contained (as in the case of the records of the DMDC), the source has been rated in this tier because of its ready accessibility to TPDC. Hence, the tiers represent a subjective balance between data accuracy-completeness and data availability.
- *Tier 2.* A data source of considerable utility. Access by TPDC should be undertaken after access to Tier 1 data sources is successfully completed. The applicability of the data in Tier 2 sources is generally not as pervasive as that of Tier 1 sources. Strictures on accessibility have caused this rating in a few cases.
- *Tier 3.* A data source of limited utility. Access to the data contained in some of these sources may be very difficult. Some Tier 3 sources are not automated and some systems are not yet fully operational.
- *Tier 4.* A data source with severely limited utility. Access by TPDC to these sources is not recommended unless specific requirements make that access necessary. Limitations on data applicability or data source access present formidable problems for an OSD agency.
- *"Local" Tier.* This data source has local or regional applicability only. The data source description has been included in the TPDC briefings only as an example.

TABLE 2-1
ARMY DATA SOURCES

Name	Acronym	Tier	Content ^a	Components ^b
Army Training Requirements and Resources System	ATRRS	1	1, 2, 4, 5, 6	All
Records of the Defense Manpower Data Center	DMDC	1	1, 2	All
Enlisted Master File	EMF	2	1, 2	A
Personnel Master File	PMF	2	1, 2	R
Standard Installation/Division Personnel System-USAR	SIDPERS-USAR	2	1, 2	R
Standard Installation/Division Personnel System-ARNG	SIDPERS-ARNG	2	1, 2	G
Automated Instructional Management System	AIMS	2	1, 2	All
Army/American Council on Education Registry Transcript System	AARTS	2	1, 2	All
Reserve Components-Standard Training Requirements Identification Program and Enrollment System	RC-STRIPES	3	4	All
Training Requirements Analysis System (3 sources)	TRAS Process ^c	3	4, 5, 6	All
Soldier Support Center AR 611-201 Support System	SSC (611-201) ^c	3	3	All
Individual Record Brief	IRB	4	1, 2	R
Enlisted Personnel Management System	EPMS	4	1	R
ITCS (title unknown) - Training Master File	ITCS	4	1	R
Army Extension Training Information System	AETIS	4	6	All
TRADOC Education System-Non-Resident Instruction	TREDS-NRI	4	2, 5	All
TRADOC Education System-Academic Records System	TREDS-ARS	4	2, 5	All
Army National Guard-Operating Activity Center	ARNG-OAC ^c	4	2, 5, 6	G
Troop School Report	None ^c	4	5	A
MS3 (title unknown)	MS3	4	6	All
Army Schools (TRADOC and HSC): Six data sources described at three sample TRADOC schools, plus two data sources described at HSC/AHS	Several	Local	All	All

Note: USAR = U.S. Army Reserve; ARNG = Army National Guard; TRADOC = Training and Doctrine Command; HSC = Health Services Command; and AHS = Academy of Health Sciences.

^a 1 = Individual attributes and career history data; 2 = Individual training experience data; 3 = Military Occupation Specialty/Career Management Field (MOS/CMF) description and development data; 4 = Training course or program description data; 5 = MOS/CMF training pattern data; 6 = Training resource requirements data

^b A = Active; G = Guard; and R = Reserve.

^c The source does not contain machine readable data.

TABLE 2-2
AIR FORCE DATA SOURCES

Name	Acronym	Tier	Content ^a	Components ^b
Pipeline Management System ^c	PMS	1	1, 2, 4	All
Records of the Defense Manpower Data Center	DMDC	1	1, 2	All
Occupational Research Data Bank	ORDB	2	3, 5	All
Air Force Occupational File (Comprehensive Occupational Data Analysis Programs)	AFOF(CODAP)	2	3	All
Simulation Model for Allocation of Resources for Training	SMART	2	4, 6	All
<u>Master Personnel File</u>				
Airman Active	MPF - AA/AG/AR	2	1, 2	A, G, R
Airman Guard				
Airman Reserve				
Airman Skill File ^d	ASKIF	3	6	A
Base Level Military Personnel System ^e	BLMPS	4	1, 2	All
Branch Level Training Management System	BLTMS	4	1, 2, 4, 6	All
Procurement Management Information System	PROMIS	4	1, 2	A

^a 1 = Individual attributes and career history data; 2 = Individual training experience data; 3 = Career field and Air Force Specialty Code (AFSC) description and development data; 4 = Training course or program description data; 5 = AFSC training pattern data; 6 = Training resource requirements data.

^b A = Active; G = Guard; R = Reserve.

^c A description of the Computerized Training Management System (CTMS) is included in the PMS synopsis.

^d The Enlisted Force Management System (EFMS), currently under development, will replace ASKIF.

^e A description of the Processing and Classification of Enlistees (PACE) system is included in the BLMPS synopsis.

TABLE 2-3
NAVY DATA SOURCES

Name	Acronym	Tier	Content ^a	Components ^b
Navy Integrated Training Resources and Administration System	NITRAS	1	1, 2, 4, 5	A and R
Records of the Defense Manpower Data Center	DMDC	1	1, 2	A and R
Catalog of Navy Training Courses	CANTRAC	2	4, 6	A and R
Versatile Training System II	VTS II	2	2, 4	A
Navy Recruit Accession Module	NRAM	3	1	A and R
Support Programs for Incentive, Retention, and Training Assignments	SPIRIT	3	1, 4	A and R
Chief of Naval Education and Training Program Automated Tracking System	CPATS	4	6	A and R

Note: Ten important Navy data sources have been excluded from this list of systems. A list of points of contact for data source management for these systems has been provided separately.

^a 1 = Individual attributes and career history data; 2 = Individual training experience data; 3 = Rating and Naval Enlisted Classification (NEC) description and development data; 4 = Training course or program description data; 5 = Rating and NEC training pattern data; 6 = Training resource requirements data

^b A = Active and R = Reserve.

TABLE 2-4
MARINE CORPS DATA SOURCES

Name	Acronym	Tier	Content ^a	Components ^b
Records of the Defense Manpower Data Center	DMDC	1	1, 2	A and R
Joint Uniform Military Pay System/Manpower Management System	JUMPS/MMS	2	1, 2	A
Reserve Manpower Management and Pay System	REMMPS	2	1, 2	R
Automated Recruit Management System	ARMS	3	1, 2	A and R
<u>Training Requirements and Resource Management System</u>				
Training Allocation Module	TAM	3	3	A and R
Training Requirements Module	TRM	3	2, 3	A and R

^a 1 = Individual attributes and career history data; 2 = Individual training experience data; 3 = Occupation Field (OCCFLD) and Military Occupational Specialty (MOS) description and development data; 4 = Training course or program description data; 5 = OCCFLD and MOS training pattern data; 6 = Training resource requirements data.

^b A = Active and R = Reserve.

DATA SOURCES IN THE ARMY

The 30 data sources (eight of which are local or regional) reviewed within the Army do not have extensive linkages or relationships. The Army Training Requirements and Resources System (ATRRS) is the Army's most comprehensive information system for the management of individual training. ATRRS is over 10 years old, and was established as a scheduling and reservation system. While it still performs that function for the Army, it has grown extensively through the addition of modules, files, and through limited linkages with other Army systems. As the Army's confidence in this system grew, it was given more tasks to perform.

In the Army training and personnel community, a system is established – often in nonautomated form – to meet a specific management need. As long as the system meets the perceived need, and as long as no *other* requirement is clearly identified for the system, it experiences limited growth and development, or it experiences none at all. Hence, the process known as the Training Requirements Analysis System (the TRAS process) was established long ago to control the development of the three most important documents attending every institutional training course and program within the Army's Training and Doctrine Command (TRADOC): The Individual Training Plan, the Course Administrative Data, and the Program of Instruction. The TRAS process is critically important to TRADOC's distribution of funds and other resources among its schools and training centers, but the process has never been automated, since it meets management's need in its present form.

Other processes, systems, and files have been developed elsewhere in the Army in much the same way and with similar results. The data sources described in this study are therefore not part of a grand, planned architecture of systems supporting Army training. The sources are important to the functions they support, but their data sometimes overlap, sometimes appear in different form, and seldom are cross-referenced or linked. Good examples of separate, unlinked systems are the four Army personnel files described in this project. The Enlisted Master File (EMF) is the data source of record for personnel information for enlisted individuals of the Active

Army.³ The Standard Installation/Division Personnel System-U.S. Army Reserve (SIDPERS-USAR) is the data source of record for enlisted individuals assigned to USAR units that are a part of the Selected Reserve. On the other hand, the records of USAR soldiers who are members of the Individual Ready Reserve, who are Individual Mobilization Augmentees, or who are assigned to Active Guard/Reserve positions are found in the Master Personnel File, a separate but compatible system. The data source of record for members of the Army National Guard is the SIDPERS-ARNG. At the present time, none of the three systems known as SIDPERS is fully compatible with the others, although the Army is working on a coordinated blending of those systems.

In general, then, the Army systems described in this project and listed in Table 2-1 represent a somewhat loose collection of data sources with limited interconnections other than some common data elements.

DATA SOURCES IN THE AIR FORCE

In Table 2-2, we list 14 automated data sources for the active and reserve components of the Air Force. In general, the training support systems of the Air Force — of which these 14 are the most important — are more highly integrated than those of the Army.⁴ The systems represent a mixture of base-level (installations) and branch-level (training center) data sources with the larger and more complex systems operated by Air Training Command and the Air Force Military Personnel Center. As was the case in the Army, we have included the records of the DMDC as a desirable data source, due primarily to the accessibility of that information.

³While the EMF is the data base of record for *all* enlisted individuals in the active component of the Army, the personnel records of all soldiers assigned to *units* of that component are found in the Standard Installation/Division Personnel System-Active Army (SIDPERS-AA). While EMF and SIDPERS-AA are largely duplicative, each contains a group of data elements of greater interest to the users of the respective systems. SIDPERS-AA contains, for example, data on the results of military justice proceedings and a more set of elaborate medical data for each soldier than does EMF, while EMF contains other data elements more appropriate for its strength accounting role for the Army at large.

⁴Nevertheless, some system isolation does occur. The Air Force's Occupational Research Data Bank, for example, is used almost exclusively by the Air Force Human Resources Laboratory and a few of its clients in other parts of the Air Force.

Two occupational data sources included in the Air Force list merit special comment. The Comprehensive Occupational Data Analysis Programs (CODAP) that contribute significantly to the Air Force Occupational File [AFOF(CODAP)] are used by other Military Services as well. But the level of confidence – and hence usage – in these programs that exists in the Air Force has meant that this CODAP-based system has relatively high data quality and relatively widespread use. In addition, the unique Occupational Research Data Bank allows Air Force analysts to follow any occupational audit trail backward in time to earlier specialty designations and, ultimately, to earlier training programs related to that military specialty.

Where appropriate, we have included comment on emerging replacement data sources in the cases where implementation of the new system seems to be a certainty.

DATA SOURCES IN THE NAVY

The architecture of data sources supporting individual training in the Navy is somewhat similar to that in the Army, in that a number of the systems involved do not have natural data links or other clear relationships. As is the case in the Army, however, system managers are widely aware of the strengths and limitations of other systems used elsewhere.

The Navy's omnibus system, the Navy Integrated Training Resources and Administration System (NITRAS), is somewhat cumbersome because its present level of usage exceeds its design capabilities. User confidence in NITRAS' data accuracy is not high. A replacement system is in the early stages of development.

On the other hand, the Catalog of Navy Training Courses (CANTRAC) maintains an imposing data base on line throughout a network of terminals in the Navy training community. CANTRAC is able to adjust course information so that its quarterly microfiche update is highly accurate.

In Table 2-3 we list seven of the most important Navy data sources. Unfortunately, we were unable to complete our work within the Navy. As a result, we provided only a list of management contacts (reproduced in Appendix C) for the ten additional Navy data sources on which we had expected to gather information. The general usefulness and data quality of those sources are unknown.

DATA SOURCES IN THE MARINE CORPS

The management of individual enlisted training in the Marine Corps is undergoing considerable change. Until recently, most of the major training management documents were produced manually because the Marine Corps is small enough to lend itself to nonautomated management techniques, and because a good portion of Marine Corps training is conducted by one of the other Services.

Although the Marine Corps continues to exercise most of its training management directly from Headquarters Marine Corps in Washington, the development of parts of the Training Requirements and Resource Management System (TRMMS) is resulting in automation of much of that training management. The development of TRMMS has not yet progressed far enough, however, to produce information on data quality or thoroughness in its two completed modules.

The Marine Corps does operate two highly accurate and dependable personnel systems (separated between the active and reserve components) that contain some training data related to individuals. These two systems are the only ones in any of the Services tied directly to the military pay system.

All Marine Corps data sources described during this project are listed in Table 2-4.

CHAPTER 3

HOW THE SERVICES MANAGE INDIVIDUAL ENLISTED TRAINING

ORGANIZATIONS

The Military Services accomplish their mission of training individual enlisted members in similar ways: three of the four major Services are organized with a large training command that has general authority over most institutional training in that Service.⁵ The headquarters staffs of all Military Services establish training policy, and the training commands execute that policy by designing training programs and by conducting institutional or "schoolhouse" training for soldiers, sailors, and airmen. That training has been designed to prepare enlisted individuals to serve satisfactorily in their military specialties in a unit of the force.⁶

Over the years, however, other complex sets of individual training courses and other efforts have grown up under the impetus and direction of the "nontraining" major commands of the Services. Thus, the Fleet Schools of the Navy, the Troop Schools of the Army's Forces Command, the Major Command Schools of the Air Force, and similar efforts have evolved until they presently comprise a truly major training effort by those respective organizations.

⁵The Marine Corps does not operate a major, separate training command on the model of the other Services. The Marine Corps Development and Education Command (MCDEC) at Quantico, Virginia has major responsibilities for the professional development and education of both commissioned and noncommissioned Marine officers, and has responsibilities for the accomplishment of other specific training missions, including broad curriculum review authority. Because of its narrower scope of authority, MCDEC is not fully analogous to the training commands of the other Services. The Marine Corps essentially manages individual enlisted training from Headquarters Marine Corps.

⁶Initial skills training provided by military training institutions is not always complete training. That is, it is common for the training institution to "export" military job tasks to the unit of assignment, where those tasks can be learned more easily. Institutional training occurring later in the Service member's career, however, tends to be more complete, with fewer tasks expected to be learned in the unit.

FOCUS OF TRAINING INFORMATION SYSTEMS

Individual training management efforts – from the information systems perspective – in all the Services are concentrated on the following:

- Identification of training demand
- Preparation of the training establishment to meet that demand
- Allocation of training seats among the claimants generating that demand
- Adjustment of those allocations to assure full enrollment in training courses
- Conduct of the training and recording of training activity
- Monitoring of student/trainee status while training
- Management of the training support given
- Solicitation of training experience feedback
- Recording of training outcomes
- Allocation of training resources and funding support to specific courses and programs (this action may occur earlier and on a recurring or continuous basis).

The natural thrust and focus of these efforts at systems support for training is the identification of requirements and preparation to meet those requirements. It is here that most automated information systems are found. The people who manage the individual training support systems generally do not consider the systematic retention of data for research and analysis purposes to be of prime importance.

TRAINING DEVELOPMENT AND COURSE BUILDING

The world of the Military Service training developer is not highly automated. The difficulty of providing information systems support during the instruction-building process is imposing. Job tasks, the building blocks for enlisted specialty or "occupational" training in training institutions, are difficult to handle in systematic ways due primarily to the importance of syntax, which provides shades of meaning that are important differentiators among tasks (which may appear to be identical but are not). As a result of these – as well as other – difficulties, much of the training management support provided to the Services' training developers is manual and localized by training installation. The identification of "critical tasks"

in training courses, programs, and in military specialties reduces the support burden for those who build and maintain occupational training data bases, but these abbreviated lists of job tasks contain insufficient information for the building of complete plans or programs of instruction.

TRAINING COURSES AND THE CONDUCT OF TRAINING

The Service training institutions manage their training courses tightly. As has been pointed out, management effort is concentrated in this area — largely because empty training seats are costly and reflect adversely on the institution and the Service — and all Services keep accurate records of courses offered⁷ and (usually) of course enrollment. Institutional data bases sometimes provide only course titles for enlisted training courses taught during earlier training or fiscal years. In some cases, researchers are referred to earlier editions of the Services' course catalogs (which sometimes contain information that is already obsolete by the time the course is offered). Air Force and Army data on attrition from training courses are generally complete, as is information from these Services on trainees who are recycled into later courses. Navy and Marine Corps information on attrition and recycling is more uneven.

TRAINING SUPPORT

In all Military Services, training resource managers allocate required support (including expenses or costs) among training programs, courses, and groups of trainees. On installations where a training enterprise operates as a tenant activity, the support resources required for training are allocated in the same way as other resources are allocated to nontraining tenant activities. Throughout all the institutional training of enlisted personnel at military training centers, support resources such as ammunition, transportation, food service, expendable instructional supplies, and other forms of training support are drawn from accounts or stockpiles built up on the basis of training budgets approved within each Service. Those stockpiles and accounts are reduced and expended in general accord with the training plans agreed upon prior to or near the beginning of the training year.

⁷The completeness of records on course *content* is uneven. Complete records are often available only at the training institution, not at the training command or Service headquarters.

Unfortunately for training analysts, the after-the-fact accounting of training resource expenditures is seldom a high-priority task for managers who execute the institutional training plans. Training costs are gathered and aggregated for the purposes of making comprehensive, cost-oriented reports of training activity. The aggregate costs so compiled are subjected to factoring and smoothing procedures at higher headquarters. Throughout our work on this project, we were unable to follow any selected group of training costs back along a logical audit trail all the way to the individual Service member who received the training of interest. This was not due in any way to dishonesty, subterfuge, or misleading activities or practices by comptroller or trainer personnel. It was rather due to the complex and necessary set of pro rata adjustments, "smoothing," and the methods of allocating the efforts (including management efforts) and materials that support training activities. Systematic records of these resources also reflect changes from year to year in accounting and allocation procedures.

TRAINING OUTCOMES

All training institutions have organizational elements devoted to maintaining academic or training records of individuals. These elements normally provide data input to the respective Services' personnel records systems. The accuracy of the training records portion of the individual's file in those personnel systems is not uniformly high. As a last check against error, it is common practice to depend on the Service member to bring evidence of training course completion to the individual personnel file maintained in the member's unit. Training outcomes (the award of a formal new specialty; qualification for an additional, supplementary skill; simple course completion; and qualification for promotion) enter the Services' personnel data base promptly and accurately only to the extent each Service member acts to ensure the completion of that action.

ON-THE-JOB TRAINING

This important part of an enlisted person's training is managed locally within the unit or aboard ship. The records of this training are maintained within the unit and kept in the individual's personal file.

Although not universally considered a part of the Service members' on-the-job training, a number of examinations are used to validate that training and to qualify enlisted personnel for promotion. In all the Services, these tests are administered

under the direction of a central organization, and the test results are both distributed to the field and stored centrally.

ADJUSTMENT OF MILITARY JOBS

A major goal in the training of enlisted military personnel is the providing of knowledge and skills required for satisfactory performance of work in a particular specialty or military job. These jobs are not static; they change and evolve. The management of that change is normally accomplished through two similar but separate vehicles:

- Feedback questionnaires distributed by individual training centers or organizations. The primary objective of these instruments is the improvement of instruction for later training classes. But an important ancillary use of the questionnaire results is the adjustment of the "boundaries" or limits of the specialty itself. That adjustment is based on respondents' testimony that certain job tasks taught are not being performed in the field – or conversely, that certain tasks not contained in the training are a part of the military job as it is performed in the unit.
- Formal occupational surveys administered by a personnel management organization within the Military Service. The objective of these surveys is the updating and evolution of each specific military specialty. These questionnaires are administered infrequently (seldom more often than triennially). They are not routinely used by the training institutions for the improvement of training.

APPENDIX A1

ARMY DATA SOURCES (GENERAL)

DATA SOURCES DESCRIBED

ARMY

<u>NAME</u>	<u>ACRONYM</u>	<u>TIER</u>	<u>CONTENT</u>	<u>**COMPONENTS</u>
Army Training Requirements and Resources System	ATRRS	1	1, 2, 4, 5, 6	All
Records of the Defense Manpower Data Center	DMDC	1	1, 2	All
Enlisted Master File	EMF	2	1, 2	A
Personnel Master File	PMF	2	1, 2	R
Standard Installation/Division Personnel System-USAR	SIDPERS-USAR	2	1, 2	R
Standard Installation/Division Personnel System-ARNG	SIDPERS-ARNG	2	1, 2	G
Automated Instructional Management System	AIMS	2	1, 2	All
Army/American Council on Education Registry Transcript System	AARTS	2	1, 2	All
Reserve Components Standard Training Requirements Identification Program & Enrollment System	RC-STRIPES	3	4	All
Training Requirements Analysis System (3 sources)	TRAS Process*	3	4, 5, 6	All
Soldier Support Center AR611-201 Support System	SSC (611-201)*	3	3	All
Individual Record Brief	IRB	4	1, 2	R
Enlisted Personnel Management System	EPMS	4	1	R
ITCS (Title unknown) - Training Master File	ITCS	4	1	R
Army Extension Training Information System	AETIS	4	6	All
TRADOC Education System--Non-resident Instruction	TREDS-NRI	4	2, 5	All
TRADOC Education System--Academic Records System	TREDS-ARS	4	2, 5	All
Army National Guard-Operating Activity Center	ARNG-OAC*	4	2, 5, 6	G
Troop School Report	None*	4	5	A
MS3 (Title unknown)	MS3	4	6	All

Notes:

*Indicates the source does not contain machine readable data

**1 = Individual attributes and career history data

2 = Individual training experience data

3 = MOS/CMF description and development data

4 = Training course or program description data

5 = MOS/CMF training pattern data

6 = Training resource requirements data

SYSTEM OR FILE SYNOPSIS

11 NOV 85 Revision

REF. DATE: 12 SEP 85

NAME: Army Training Requirements and Resources System

ACRONYM: ATRRS

SUMMARY DESCRIPTION: ATRRS is a family of automated data subsystems which comprise a centralized training management data base. The system has approximately 200 interactive terminals located at agencies, major commands, schools, and training centers which participate in the system. The system's purpose is to support effective management of individual training conducted by or for Army personnel of the Active and Reserve Components.

ORGANIZATIONAL PROPONENT

Headquarters, Department of the Army (HQDA)
Office Deputy Chief of Staff for Personnel (ODCSPER)
Director of Military Personnel Management (DMPM)
Training Requirements Office (DAPE-MP-TR)
Telephone: Autovon 227-0783/C (202) 697-0783

POINTS OF CONTACT

Management

Ms Christine Farrandino, COTR
HQDA, ODCSPER, DAPE-MP-TR
Washington, DC 20310

Telephone: AUTOVON 227-0781/Commercial (202) 697-0781

POINTS OF CONTACT (cont.)

Technical

Ms Jeri Lassiter
Project Manager ATRRS
2300 South 9th Street
Arlington, VA 22204
Telephone: Commercial (703) 685-3784

FILE DESCRIPTION

Hardware/Software: AMDAHL 5860 - MVS Operating System

CICS/VTAM 3270 Telecommunications Network

Purpose: Course management, training seat (position) management of trainees . . . all throughout complete training cycles.

Use: Primary use is providing training installations with timely information on the filling of available training seats, plus providing input agencies with mechanism for monitoring and filling training vacancies.

Content: Data base contains: (1) descriptive information on almost all Army individual courses (dating from FY82), including administrative control and support information (class schedule and size, title, budget code, occupational specialty codes, and more); (2) course enrollment projections and experience (dating from FY82) by Social Security Number; and (3) extensive but incomplete personnel data (dating from FY84 with some information from FY83) on all soldiers experiencing Initial Entry Training.

AVAILABILITY

Army Staff (ODCSPER, ODCSOPS, OCAR)

National Guard Bureau (ARNG)

Army Major Commands (TRADOC, FORSCOM, AMC, HSC)

DoD Agencies (Defense Language Institute, Defense Mapping School, several others)

All other Military Services

Training Installations (all in the Continental United States, generally in offices of the Director of Plans and Training and Military Personnel Officers)

SUMMARY OF DOCUMENTATION

AR 350-10, Management of Army Individual Training Requirements and Resources

Technical File Descriptions

Index of Codes (Verification Tables)

Data Element Descriptions

Users Manuals, Volumes I through IV

LMI ASSESSMENT

General. Probably the most important single Army training data system. Because of linkages to other data systems (in addition to data contained within ATRRS), this system is important for TDAC consideration.

Access to data. All authorized ATRRS terminals provide review capability to the entire ATRRS database. Formal access through the organizational proponent should not be difficult.

Data Quality. Because of high usage rates and use of ATRRS data for funding purposes, the quality of quantitative data is generally good. It was not possible to assess the error rates of other information, such as SSAN, of importance to TDAC.

MAJOR PRODUCTS AND REPORTS

Army Program for Individual Training (ARPRINT). Issued approximately annually.

Mobilization Program for Individual Training (MOB ARPRINT). Issued biennially.

Army portion, Military Manpower Training Report (MMTR). Issued annually.

Army Formal Schools Catalog, TRADOC Pamphlet 351-4. Issued annually with semiannual update.

Report of courses with constrained enrollments (showing factors causing constraints). Provided upon demand.
Class rosters. Issued as required.

Department of the Army Approved Attrition Rates (a report of official course attrition data). Updated quarterly.

Report of instructional effort (in numbers of instructors) required for Army formal courses. Issued annually.

FILES PRODUCES AND MAINTAINED

(All files listed are operational)

ATRSCADM	=	Administrative File
ATRQSCCLS	=	Class File
ATRSCEQP	=	Equipment Resource File
ATRSCLND	=	Individual Resource File
ATRSCLPER	=	Personnel Resource File
ATRSCLRES	=	Reservations File
ATRSCLRQR	=	Requirements File
ATRSCLVER	=	Verification Tables File
CRSCAT	=	Course Catalog File

QUICK SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

ATRRS

ARMY TRAINING REQUIREMENTS AND RESOURCES SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE	MILITARY JOB TRAINING PATTERN	TRAINING COURSE DESCRIPTION	TRAINING RESOURCE REQUIREMENTS
SSN Grade MOS ASVAB Scores Date of Birth Marital Status Sex Race Physical Profile Physical Category Civilian Education Date Initial Military Duty Date Entry Active Duty Place of Residence UIC of Unit	SSN Grade MOS Trained MOS Duty Mode of Instruction OSD Type of Training Date Training Started Date Training Ended Course Length Course Name Training Outcome Training Status Training Location	Mil Job Codes (4) Former Job Codes Alternate Patterns Institutional Courses (both required & elective) Correspondence Courses (both required & elective) OJT Requirements Progression of Training Effective Dates of present patterns & earlier patterns	Course Number Course Name Prerequisites MOS Awarded MOS Required for Entry Installation Training Location Instr. Program Description (course adm. data) Course Length Class Size Resources Required Attendees: Demand # Entrants # Recycles # No Shows # Graduates (# SSN) Performance Data Course Dates (begin and end) Audit Trail of changes ID by OSD Type Former Course Designation Program Element	Resource focus on: Course Program, and Institution Facilities (MMCA) Equipment (constraints) Instructors Support Staff Program Element

SYSTEM OR FILE SYNOPSIS	REF DATE: 11 NOV 85
MILITARY SERVICE: ALL	SUBGROUP: ALL

NAME: Records of the Defense Manpower Data Center

ACRONYM: DMDC

SUMMARY DESCRIPTION: These records constitute the standard personnel data source available at DoD level. They are provided routinely and uniformly by all Military Services to DMDC under the provisions of Department of Defense Instructions 1336.5 (for Active Components) and 7730.54 (for Reserve Components).

ORGANIZATIONAL PROponent

Office of the Assistant Secretary of Defense
(Force Management and Personnel)
Defense Manpower Data Center
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-259330

POINTS OF CONTACT

Management

Mr. Ken Sheflin
Director, DMDC
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-2593
Telephone: Commercial (202) 696-5816

POINTS OF CONTACT (cont.)

Technical

Mr. Robert Brandewie
Deputy Director, DMDC
550 Camino El Estero, Suite 200
Monterey, CA 93940-3231
Telephone: AUTOVON 878-2951 Commercial (408) 375-4131

FILE DESCRIPTION

Hardware/Software: IBM 3033AP, IBM 3033U, and IBM 4381

Purpose: Personnel analysis and research. Support of DoD-authorized programs requiring personnel data base.

Use: Same

Content: The Active Component file has 63 data elements. The Reserve Components file has 47. See the applicable DoDI for lists.

AVAILABILITY

Available routinely to researchers and analysts conducting projects authorized by OASD(FM&P). Historical record availability shown on the attached questionnaire (Section IV, p.7).

SUMMARY OF DOCUMENTATION

1. Department of Defense Instruction (DoDI) 1336.5, 22 May 85.
2. Department of Defense Instruction (DoDI) 7730.54, 26 Oct 81.

LMI ASSESSMENT

General. This is the most important personnel data source for early work at the Defense Training Data and Analysis Center (TDAC). The records of the Reserve Component Common Personnel Data System (RCCPDS) are the official personnel files of the Reserve Components of the Military Services. The Active Duty Military Personnel files are reasonably accurate, though unofficial, and they are available.

Access to Data. TDAC staff members who have transferred from DMDC can best advise TDAC on how to proceed to gain formal access to these data.

LMI ASSESSMENT (cont.)

Data Quality. RCCPDS data quality has long been criticised, but a task force whose objective is accuracy improvement is currently completing its work. One by-product of that effort will be a significant increase in the number of data elements captured by RCCPDS. The data quality of the Active Duty Military Personnel Records is generally considered to be good.

MAJOR PRODUCTS AND REPORTS

This data source contributes to many reports and products prepared by others. A major report, "Official Guard and Reserve Manpower Strengths and Statistics," [RCS: DDD: M(M) 1147/1148] is produced quarterly from RCCPDS.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL

DMDC

DEFENSE MANPOWER DATA CENTER

**INDIVIDUAL ATTRIBUTES
AND CAREER HISTORY**

SSAN
Grade
MOS
DoD Occupation Code
AFQT
Mental Category
DOB
Marital Status
Sex
Race
Civilian Education Completed
Dates:
 Initial Military Duty
 Entry Present Duty
 Adjusted Initial Service
 All Separations
 Dates of Rank
Locations:
 State
 Zip Code
UIC of Unit

SYSTEM OR FILE SYNOPSIS	REF. DATE: 1 OCT 85
MILITARY SERVICE: ARMY	SUBGROUP: ACTIVE

NAME: Enlisted Master File

ACRONYM: EMF

SUMMARY DESCRIPTION: This file is the master personnel database for all enlisted members of the Active Army. A total of 278 data elements are currently maintained which describe each soldier. The file is the primary source of data included in most of the enlisted personnel reports of the Army's Military Personnel Center.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Military Personnel Center (DAPC)
 Personnel Information Systems Directorate (DAPC-PSS)
 Software Branch -- Enlisted (DAPC-PSS-SE)
 Telephone: AUTOVON 221-8881/Commercial (703) 325-8881

POINTS OF CONTACT

Management
 Mr. Bob Miller
 DAPC-PSS-SE
 200 Stovall St.
 Alexandria, VA 22332-0400
 Telephone: AUTOVON 221-8881/Commercial (703) 325-8881

POINTS OF CONTACT (cont.)

Technical

Mr. Russell W. Green, Jr. or Mr. Dennis Janke
DAPC-PSO-S
200 Stovall St.
Alexandria, VA 22332-0400
Telephone: AUTOVON 221-8974/Commercial (703) 325-8974

FILE DESCRIPTION

Hardware/Software: Sperry 1180.

Purpose: Personnel management and strength accounting

Use: Same

Content: Complete personnel data. See attached documentation.

AVAILABILITY

Available routinely to staff of DAPC-PSS-SE. Others have access on a need-to-know basis. Historical data are available on EMF tapes representing month-end status for the past year. Beyond that, historical data are available on a one-tape-each-six-months basis for the past five years.

SUMMARY OF DOCUMENTATION

Record Layout (Data Element Identifications), DA Form 3493-R of EMF

LMI ASSESSMENT

General: This file contains information of importance to TDAC. While the EMF already supplies the Defense Manpower Data Center with some data, many data elements are not transmitted.

Access to data: Official access through MILPERCEN should be possible.

Data Quality: No objective assessment has been made. Considering data use, however, quality must be very high.

MAJOR PRODUCTS OR REPORTS

This file is a source for reports and products prepared by other agencies.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

EMF is a single file (BM280UT01).

QUICK-SEARCH FOCUS SHEET

ML520 WORKSHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM EMF

FILE OR SYSTEM NAME Enlisted Master File

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS, ASI, SQI Complete ASJAB scores Mental category DOB Marital Status Sex Race Physical profile Physical category Civilian Education completed					

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
Dates: Current enlistment Entry on present duty BASD PEBD Last promotion DOR Unit transfer (last) MOS change (last) ASI award (six ASIs max) Residence State City Zip code Unit assignment Title UIC					

SYSTEM OR FILE SYNOPSIS	REF. DATE: 16 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: USAR (Part)

NAME: Personnel Master File (also TIRPERSINS and SIRRS)

ACRONYM: PMF

SUMMARY DESCRIPTION: Database of record for USAR soldiers of the IRR and AGR. Data are directly loaded initially from the Active Army's Enlisted Master File (EMF) and from SIDPERS-USAR loss files. They are loaded manually with ARNG bases.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Reserve Personnel Center (DARP)
Enlisted Personnel Management Directorate (DARP-EPO)

Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT

Management

MAJ Jerry McDonald or SFC Al Shubert
HQ ARPERCEN, DARP-EPO
9700 Page Blvd.
St. Louis, MO 63132-5260

Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT (cont.)

Technical

COL Ronald Cope or Mr. Mike Whitelaw
Deputy Chief of Staff for Information Management
Headquarters, Reserve Components Personnel & Administration Center
DARC-DCS-IM
9700 Page Blvd.
St. Louis, MO 63132
Telephone: AUTOVON 693-7835 or 6/Commercial (314) 263-7835 or 6 (Cope)
AUTOVON 693-7306/Commercial (314) 263-7306 (Whitelaw)

FILE DESCRIPTION

Hardware/Software: IBM 4300 Series.

Purpose: Database of record for USAR members in IRR and AGR.

Use: General

Content: General personnel data. See attached documents.

AVAILABILITY

Data available on-line to the offices and agencies of ARPERCEN, and to others on a need-to-know basis. Monthly historical "snapshots" available on file.

SUMMARY OF DOCUMENTATION

PMF Inquiry Data Item Mnemonics, 20 Sep 84.

IMI ASSESSMENT

General: Best source for personnel data on IRR and AGR soldiers.

Access to data: Official access through ARPERCEN should be possible.

Data Quality: Generally good, based on use and official nature of record.

MAJOR PRODUCTS OR REPORTS

This database does not produce any products or reports directly, but provides extensive information for a large number of reports produced by others.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None. Master file only.

QUICK SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM: PMF (aka TIRPERSINS and SIRRS)
 FILE OR SYSTEM NAME: Personnel Master File

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS: Primary Secondary ASI, SQI, LIC ASVAB Scores: GT AFQT Mental Category DOB Marital Status Sex Race Physical Profile Physical Category Civilian Education (coded) Dates: Initial entry mil. duty (gain code) Last enlistment Entry to IRR Adjusted initial svc All separations Latest DOR Residence: State City Zip code					

SYSTEM OR FILE SYNOPSIS	REF. DATE: 17 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: USAR (Part)

NAME: Standard Installation/Division Personnel System, United States Army Reserve

ACRONYM: SIDPERS-USAR

SUMMARY DESCRIPTION: This system is the database of record for USAR soldiers assigned to the Troop Program Units of the Selected Reserve. All pertinent personnel data are recorded, and this file is downloaded directly to PMF in the event of a loss to the IRR (or uploaded from that file when a personnel gain occurs).

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Reserve Components Personnel & Administration Center (DARC)
 Systems Support Directorate (DARC-SS)
 SIDPERS Project Management Office (DARC-SSB-M)
 Telephone: AUTOVON 693-7330/Commercial (314) 263-7330

POINTS OF CONTACT

Management and Technical

MAJ Raymond C. Streeter or Mr. Robert Patterson
 HQ RCPAC, DARC-SSB-M
 9700 Page Blvd.
 St. Louis, MO 63132-5260
 Telephone: AUTOVON 693-7330/Commercial (314) 263-7330 (Streeter)
 AUTOVON 693-7460/Commercial (314) 263-7460 (Patterson)

FILE DESCRIPTION

Hardware/Software: IBM 4341 at RCPAC. Wang VS 100 at Continental Armies Headquarters

Purpose: To provide authoritative personnel database for Reservists in Troop Program Units.

Use: Same

Content: Complete personnel records.

AVAILABILITY

Available routinely to reporting systems using SIDPERS data, such as CARSTATS, and to other files, such as FORSCOM personnel files, which require this information.

SUMMARY OF DOCUMENTATION (seven volumes of documentation were not available in August 1985).

1. SIDPERS-USAR briefing slides, with attachment.
2. SIDPERS-USAR Functional Description (MAR 83)
3. SIDPERS-USAR Users Manual (1 JAN 85)

LMI ASSESSMENT

General: Access by TDAC to this file is important, since all official personnel data for Reserve soldiers assigned to TPUs are located here.

Access to data: Access to this complete data source may be possible through the CARSTATS reporting system, or direct access may be gained through RCPAC (or through ARPERCEN or OCAR, when reorganizations are complete).

Data Quality: Uniformly high due to high usage by troop units.

MAJOR PRODUCTS OR REPORTS

This system does not produce reports as such, but its data are found in many reports generated by CARSTATS and other reporting systems.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

There are twelve (12) files maintained within SIDPERS-USAR. They are described in detail in SIDPERS-USAR Document DB, Database Specifications, which was not available at the time of this project. The twelve files, together with the limited information available about them, are listed below.

<u>File</u>	<u>Nature of Content</u>
SPRM	Basic personnel records. The master file of individuals
SKLV	Skill levels, specialties
ASIM	Unknown
POSM	Position master file for unit organizational structure
CODM	Unknown
LINM	Line number file (related to POSM)
ENTM	Unknown
UPCM	Unit identification
ENTV	A file linking ENTM data to UPCM data
STRV	Strength-related data, by unit
MO8	Unknown
PSNV	A file linking data from SPRM with POSM/UPCM/LINM

QUICK-SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM: SIDPERS-USAR
FILE OR SYSTEM NAME: Standard Installation/Division Personnel System--United States Army Reserve

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS, ASI, SQI ASVAB Scores (incomplete) DOB Marital Status Sex Race Civilian Education Civilian occupation Dates: Initial active duty Last enlistment Last promotion Last unit transfer Last MOS award Four last ASI/SQI changes Residence: State City Zip code Military Assignment Unit title UIC					

SYSTEM OR FILE SYNOPSIS	REF. DATE: 3 OCT 85
MILITARY SERVICE: ARMY	MILITARY SERVICE SUBGROUP: ARNG

NAME: Standard Installation/Division Personnel System -- Army National Guard

ACRONYM: SIDPERS -- ARNG

SUMMARY DESCRIPTION: This is the master personnel system for enlisted members of the Army National Guard. It is the source of data for DMDC's Reserve Components Common Personnel Data System and many other reports. Its files contain information on all members of the Inactive National Guard (ING) and all ARNG members of the Active Guard/Reserve (AGR) as well as all members of the Troop Program Units of the Selected Reserve.

ORGANIZATIONAL PROPONENT

National Guard Bureau (NGB)
Army Personnel Division (NGB--ARP)
SIDPERS Branch (NGB--ARP-S)

Telephone: AUTOVON 289-1480/Commercial (703) 756-1480

POINTS OF CONTACT

Management

Mr. Joe Irr

NGB-ARP-S

5600 Columbia Pike, 7th Floor
Falls Church, VA 22041

Telephone: AUTOVON 289-1480/Commercial (703) 756-1480

POINTS OF CONTACT (cont.)

Technical

MAJ Gary Oran
Customer Service Branch
Information Management Agency (NGB-IMA)
5600 Columbia Pike, 9th Floor
Falls Church, VA 22041
Telephone: AUTOVON 289-1295/Commercial (703) 756-1295

FILE DESCRIPTION

Hardware/Software: CDC Omega at the National Guard Bureau, with Burroughs B1955 used for autodin updates from the states (who also are equipped with Burroughs B1955 machines). Within NGB-ARP-S, a Wang DS100 is also used for downloading portions of the database in response to quick inquiries.

Purpose: Providing the master personnel file for the Army National Guard

Use: Multiple uses. Personnel management

Content: All personnel data relevant to each soldier. See attached documents.

AVAILABILITY

Current data are widely available to Defense and other government agencies and offices which have established a need-to-know. Historical data to 1975 are available on tape, representing month-end status. One year (the most recent) is available in SIDPERS-ARNG format. The previous nine years are recorded in an earlier (Personnel Reporting System) format.

SUMMARY OF DOCUMENTATION

1. SIDPERS-ARNG Briefing Slides
2. File Specification: Personnel File/Personnel Loss File
3. File Specification: Authorized Strength File (for information only)
4. File Specification: Organization File/Organization Loss File (for information only)
5. Data Element Dictionary

IMI ASSESSMENT

General: This data source is very important to TDAC's work. It is the primary source for most ARNG reports requiring personnel data.

Access to data: Official access through NGB should be possible. The Defense Manpower Data Center now has such access.

LMI ASSESSMENT (cont.)

Data Quality: Considering usage (assignments, pay, retirement, and similar uses), the data must be considered the highest quality.

MAJOR PRODUCTS OR REPORTS

SIDPERS-ARNG is primarily a data source, providing systems and databases outside the National Guard Bureau with information by means of interface arrangements. In addition, this system routinely provides over 200 standard-format reports, as well as data access by on-line inquiry. The SIDPERS Branch has information describing each report produced.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

1. Personnel File/Personnel Loss File (HSDSPFF/HSDSPLF)
2. Authorized Strength File (ARDC SASFFD)
3. Organization File/Organization Loss File (ARDC SOFFFD)

QUICK SEARCH FOCUS SHEET

ML520 WORKSHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM SIDPERS - ARNG

FILE OR SYSTEM NAME Standard Installation /Division Personnel System

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS (Primary and Secondary) ASI ASVAB Scores (complete and by percentile) DOB Marital Status Sex Race Physical Profile Physical Category Civilian Education Completed					

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White) Civilian Occupation Dates: of initial enlistment of entry on present duty PEBD DOR Residence: State City Zip Code Unit of Assignment: Title UIC	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
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SYSTEM OR FILE SYNOPSIS	REF. DATE: 16 SEP 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: Automated Instructional Management System

ACRONYM: AIMS

SUMMARY DESCRIPTION: This system is designed to provide TRADOC-wide automation of much of the training support effort required at each Army school. At the same time, participation in AIMS by an installation provides the TRADOC Deputy Chief of Staff for Training (DCST) with automated reports of training schedules, training activity, and training resource requirements.

ORGANIZATIONAL PROPONENT

Army Training Information Center (ATIC)
 Information Management Directorate (ATIC-IMD)
 AIMS Project Manager (ATIC-IMD-PM)
 Telephone: AUTOVON 927-5424/Commercial (804) 878-5424

POINTS OF CONTACT

Management
 MAJ Larry Phelps or Mr. Steve Veazey
 ATIC-IMD-PM
 Fort Eustis, VA 23604-5166
 Telephone: AUTOVON 927-5088/Commercial (804) 878-5088

POINTS OF CONTACT (cont.)

Technical

Ms. Debbie Kurata (software) or Mr. Ken Simmons (hardware)
SYSCON Corporation
300 McLaws Circle, Suite 100
Williamsburg, VA 23185
Telephone: Commercial (804) 253-1750

FILE DESCRIPTION

Hardware/Software: Vax 11/750

Purpose: Automation of training support activities and training management for all TRADOC schools (NOTE: Health Services Command is installing an AIMS terminal for participation by the Academy of Health Sciences also, even though HSC is not obliged to do so.)

Use: Schools are using this system to assist in course and program management. TRADOC is using the system to monitor training activity at the schools.

AVAILABILITY

The system is still being installed at Army schools. Operations at the Infantry School (Ft. Benning, GA) and the Field Artillery School (Ft. Sill, OK) are more complete and representative of the system's capability than at other sites. Access to AIMS must be sought through the organizational proponent. No historical data are yet available on this system.

SUMMARY OF DOCUMENTATION

Separate Data Entry Requirements (consisting of file listings, data element listings, and data collection requirements) for each of the following subsystems:

1. Test and Evaluation
2. Site Support Utilities
3. Student Gradebook Management
4. Quota Control
5. Historical Functions
6. Personnel
7. Training Development
8. Mail
9. Computer-Managed Instruction
10. Resource Scheduling

IMI ASSESSMENT

General: This system should provide many sets of useful data if and when it becomes widely used by the Army's schools. There is some uncertainty at the installation level as to AIMS' ultimate usefulness, but that apprehension seems related to the system's newness. At least one Army school (the Signal School at Ft. Gordon, GA), the installation now intends to comply with AIMS' reporting requirements while maintaining its own separate information management system, at least for the time being.

Access to data: Official and formal access through Headquarters, U.S. Army Training and Doctrine Command (TRADOC) should be possible.

Data Quality: It is too early in the system's life to assess data quality.

MAJOR PRODUCTS OR REPORTS

Each subsystem contemplates a group of separate reports. See AIMS documentation.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

Ten subsystems are "visible" in AIMS. They are listed under "Summary of Documentation," above. Two other subsystems operate and control the network of visible subsystems. Information on these latter subsystems are available at the office of the organizational proponent.

QUICK-SEARCH FOCUS SHEET

ML520 WORKSHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM AIMS

FILE OR SYSTEM NAME Automated Instructional Management System

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White) (Personnel)	INDIVIDUAL TRAINING EXPERIENCE (Green) (Quota Control)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue) (Test/ Evaluation)	TRAINING RESOURCE REQUIREMENTS (White) (Resource Scheduling)
SSN Grade MOS (Primary and Secondary) ASI (Primary & Duty) ASVAB Scores Mental Category DOB Marital Status Sex Race Physical Profile Physical Category Civilian Educ. Compl. Date of entry on A/D Date of expiration of term of service agreement	SSN Grade MOS trained for MOS currently held Institutional training only Training start/end dates Course length Course name Certificates awarded upon training completion Grades/Class standing Training status Training location			Course title, plus TRENDS No. + ATRRS No. Prerequisites (text) MOS required for entry MOS awarded on completion Instructional program described Course length Class size limits Attendees: Entered (#) Recycled (#) No shows (#) Graduated (# & SSN	Course designation Tng. Dept. designation Requirements: Facilities Equipment Instruction Support Staff Transportation

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
Date last promotion (DOR) Date entry on present duty Residence: City, state, zip Present military unit (title) Security clearance Language identifier Religious preference Citizenship status EPMS designator (primary, secondary and duty)					

SYSTEM OR FILE SYNOPSIS	REF. DATE: 12 NOV 85
MILITARY SERVICE: ARMY	SUBGROUP: ACTIVE

NAME: Army/American Council on Education Registry Transcript System

ACRONYM: AARTS

SUMMARY DESCRIPTION: This Army-wide system, presently preparing for FY86-87 expansion to include installations of all Major Army Commands, provides separating soldiers with a transcript showing military training and educational achievements while on active duty.

ORGANIZATIONAL PROPONENT

Headquarters, Department of the Army (DA)
Office Deputy Chief of Staff for Personnel (DAPE)
Education Division, Directorate of Military Personnel Management (DAPE-MPE)
Telephone: AUTOVON 221-9800/Commercial (202) 325-9800

POINTS OF CONTACT

Management
MAJ Marilyn Kendall
DAPE-MPE
Washington, D.C. 20310
Telephone: AUTOVON 221-9810/Commercial (202) 325-9810

POINTS OF CONTACT (cont.)

Technical

Ms. Mimi Stout or Mr. Dan Hensley
TRADOC Data Processing Field Office
USAISC-DFPO (TRADOC)
Ft. Leavenworth, KS

Telephone: AUTOVON 552-3222/Commercial (913) 684-3222 (Stout)
AUTOVON 552-2507 or 5483/Commercial (913) 684-2507 or 5483 (Hensley)

FILE DESCRIPTION

Hardware/Software: CDC CYBER 170/825. Software is custom-designed by American Management Services, Arlington, VA

Purpose: To provide a formal record of Army training and education for consideration toward award of academic credit by educational institutions.

Use: Individual award of transcript to each soldier upon separation from active duty.

Content: Selected personnel and training/education information. See attached documents.

AVAILABILITY

Transcripts are available from AARTS office upon request. Because this is still a prototype system facing imminent expansion, information is limited to the eight validation installations: Forts Lee, Leonard Wood, Riley, Polk, Bragg, Lewis, Gordon, and Knox.

SUMMARY OF DOCUMENTATION

1. Information Paper, 25 Oct 85
2. American Council on Education solicitation (with attachment), Sep 85
3. Consolidated AARTS Validation, 18 Oct 85
4. Soldiers File Record Definitions
5. Master Table Entry Definitions

LMI ASSESSMENT

General: This system has significant potential, but needs experience and use.

Access to data: Official access through proponent office should be possible.

Data Quality: Validation results (documentation item #3) show mixed quality.

MAJOR PRODUCTS OR REPORTS

The principal product of the system is the individual transcript (see attachment to documentation item #2).

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

Soldier File: Contains biographical, testing, and training data keyed to SSN of soldier.

AARTS Master Tables:

Fourteen (14) separate "look-up" tables used to expand coded data in Soldier File into meaningful entries on transcript. This file is also used to edit input transactions by verifying course numbers, school codes, and other entries.

QUICK-SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM: AARTS

FILE OR SYSTEM NAME: Army/American Council on Education Registry Transcript System

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS, ASI, SQI Sex Civilian Education Initial mil. duty entry date MOS change date Additional skill change date Residence: State City Zip code	SSN Grade MOS, ASI, SQI Held by soldiers Awarded by training Mode of Training: Institutional OJT in unit Correspondence Any other Training dates Commenced Ended Course length Course name Training outcome Training location				

SYSTEM OR FILE SYNOPSIS	REF DATE: 10 SEP 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: Reserve Component-Standard Training Requirements Identification Program and Enrollment System

ACRONYM: RC-STRIPES

SUMMARY DESCRIPTION: This locally automated system provides student enrollment and training activity data for the 88 United States Army Reserve (USAR) Schools assigned to the U.S. Army Forces Command (FORSCOM). Use of the system permits FORSCOM to adjust USAR School staffing levels to activity levels.

ORGANIZATIONAL PROponent

Headquarters, U.S. Army Forces Command (AF)
Office of the Deputy Chief of Staff for Plans and Operations (AFOP)
Directorate of Training, RC Training Division (AFOP-TR)
Training Management Branch (AFOP-TRM)
Telephone: AUTOVON 588-2246/2493 Commercial (404) 752-2246/2493

POINTS OF CONTACT

Management
LTC Jack Sprague/Mr. Bill Williams
AFOP-TRM
Ft. McPherson, GA 30330-6000
Telephone: AUTOVON 588-2246 Commercial (404) 752-2246

POINTS OF CONTACT (cont.)

Technical

Ms. Lila Graham
AFIM-ISC

Ft. McPherson, GA 30330-6000

Telephone: AUTOVON 588-2736/2738 Commercial (404) 752-2736/2738

FILE DESCRIPTION

Hardware/Software: IBM-3083 and IBM-4341 OS/MVS

Purpose: Training activity reporting and personnel space management for USAR Schools.

Use: Same

Content: This data source contains quota allocations, actual inputs and actual graduates grouped into six personnel categories (see questionnaire), listed by course name and number, and by class number.

AVAILABILITY

Available at 25 RC-STRIPES terminals at HQ FORSCOM. Information is not routinely sought by others, except the USAR Schools Officer, Office of the Deputy Chief of Staff for Training (ODCST) at HQ TRADOC.

SUMMARY OF DOCUMENTATION

1. FORSCOM/TRADOC Regulation 135-3, United States Army Reserve Schools, 1 Oct 83, through Change 2 (1 Feb 85).
2. Sample Enrollment/Completion Report (1 May 84) from RC-STRIPES.

LMI ASSESSMENT

General. This source is of limited use, due to: (1) lack of data availability through data links, and (2) limited quantity of useful data. The SSAN-based information captured and stored at Continental U.S. Army (CONUSA) level is not available because the CONUSAs report only activity levels and statistics, which then are entered into this locally automated data base at FORSCOM.

Access to Data. Official access through FORSCOM should be possible.

Data Quality. No assessment has been made.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL

RC-STRIPES

RESERVE COMPONENT STANDARD
TRAINING REQUIREMENTS
IDENTIFICATION AND ENROLLMENT
SYSTEM

TRAINING COURSE/PROGRAM DESCRIPTION
Course Name and Number Class Number Instruction Site (USAR School) POI Referenced Instructors Required Demand (Quantity) Enrollment (Quantity) Graduates (Quantity)

SYSTEM OR FILE SYNOPSIS	REF DATE: 22 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: Training Requirements Analysis System

ACRONYM: TRAS Process

SUMMARY DESCRIPTION: This process controls and coordinates all three of the major documents required to support the design and conduct of courses and programs of individual, institutional training within the Army's Training and Doctrine Command (TRADOC). These are paper files, and contain no machine-readable data. These documents (and their lead-time submission requirements) follow:

- The Individual Training Plan (ITP: 30-36 months prior to the fiscal year in which training begins). This plan describes training strategy, contains milestone schedules, and projects resource estimates. The ITP covers an 8-year period. It often includes a number of courses.
- Course Administrative Data (CAD: 18-24 months prior to the fiscal year in which training begins). The CAD is course-specific, and provides detailed, critical planning information, including resource requirements. It also establishes the initial course file in the Army Training Requirements and Resources Systems (ATRRS).
- Program of Instruction (POI: 6 months prior to the beginning of training). The POI contains the formal description of course content, resources required, hours and types of instruction, and other important details.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Training and Doctrine Command (HQ TRADOC)
 Office Deputy Chief of Staff for Training (ODCST)
 Training Requirements Analysis Directorate (ATTG-T)
 Ft. Monroe, VA 23651-5000

Telephone: AUTOVON 680-2751/2780 Commercial (804) 727-2751/2780

POINTS OF CONTACT

Management

Mr. Don Weatherly, Mr. Dwain Taylor, MSG James F. Rea
HQ TRADOC, ATTG-T
Ft. Monroe, VA 23651-5000
Telephone: AUTOVON 680-3604/2751/2780 Commercial (804) 727-3604/2751/2780

Technical

None

FILE DESCRIPTION

Hardware/Software: None

Purpose: To provide documentation supporting resource allocation to training centers and schools which conduct individual training.

Use: Same

Content: These files contain detailed descriptive information for the planning and conduct of all courses by TRADOC schools and centers. Resource requirements, course content, and plans and schedules are all part of the three major documents (ITP, CAD, and POI) supporting each course.

AVAILABILITY

These files are available to the staff of HQ TRADOC and to others on an as-required basis.

SUMMARY OF DOCUMENTATION

TRADOC Regulation 351-1, 16 Jan 84
Sample ITP (for MOS 76Y), 24 Apr 85

LMI ASSESSMENT

General. This system produces detailed information – particularly training resource information – which could probably support extensive comparative analysis, but no data from the process are available on any machine-readable medium. The existence of these documents in one central location should be helpful to agencies like Defense Training Data and Analysis Center.

LMI ASSESSMENT (cont.)

Access to Data. The TRADOC staff uses this information extensively in support of its planning process. Access by people outside TRADOC will require a formal request. That should not be difficult once a need-to-know is established.

Data Quality. Good for planning purposes, but probably somewhat uneven when compared to actual, day-to-day training operations.

MAJOR PRODUCTS AND REPORTS

The TRAS process receives and stores information, which is then used for internal analysis, and for citations and support of resource requests by submitting schools and centers. The primary product of TRAS is access to ITP, CAD, and POI documents.

FILES PRODUCED AND MAINTAINED

Individual Training Plans (ITP)
Course Administrative Data (CAD)
Programs of Instruction (POI)

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL

TRAS PROCESS
TRAINING REQUIREMENTS ANALYSIS SYSTEM

MILITARY JOB TRAINING PATTERN	TRAINING COURSE/PROGRAM DESCRIPTION	TRAINING RESOURCE REQUIREMENTS
MOS and ASI Former MOS/ASI Alternate Training Pattern Residence Courses Required Elective Correspondence Courses Required Elective Dates Present Pattern Former Patterns	Course Name and Number Prerequisites MOS Required for Entry MOS Awarded Upon Completion Training Installation and Location Instruction Described Course Length Class Size Limitations Resources Required Dates Course Commenced Former Course Designation	Resources: By Course By Program By Institution By Trainee Facilities Required Equipment Required Support Staff Required Ammunition Required

SYSTEM OR FILE SYNOPSIS

REF DATE: 1 OCT 85

MILITARY SERVICE: ARMY

SUBGROUP: ALL

NAME: Soldier Support Center (AR 611-201 Support System)

ACRONYM: SSC (611-201)

SUMMARY DESCRIPTION: This data source is important, but it is not automated. It is wholly contained in Room 3N33 of the Hoffmann II Building in Alexandria, Virginia. The data source consists of paper files supporting the development and maintenance of the Army's guide to its military jobs: AR 611-201, Enlisted Career Management Fields and Military Occupation Specialties. The files are separated generally by specialty (MOS), and their quality depends on the thoroughness of each individual custodian over the years. Separate custodians are assigned to groups of Career Management Fields. Copies of the MOS regulation itself is on file back to 1941. Each separate MOS file contains approximately 10 to 15 years of historical data.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Soldier Support Center-National Capital Region (ATZI)
MOS Structure Division (ATZI-NOT)

Telephone: AUTOVON 221-9560/9719 Commercial (202) 325-9560/9719

POINTS OF CONTACT

Management

Mr. Rod Miller, Mr. May, MAJ Ralph James

ATZI-NOT

Room 3N33 Hoffmann II
200 Stovall Street
Alexandria, VA 22332

Telephone: AUTOVON 221-9400/0384/0085 Commercial (202) 325-9400/0384/0085

POINTS OF CONTACT (cont.)

Technical
None

FILE DESCRIPTION

Hardware/Software: None

Purpose: To manage Army Military Occupation Specialties (MOSs) and Career Management Fields (CMFs). To develop and publish job specifications and grade standards.

Use: Same

Content: All job specifications, correspondence, prerequisites, and historical records relating to each Army specialty. Qualifications and job descriptions are usually expressed in text.

AVAILABILITY

Available routinely to Soldier Support Center and Military Personnel Center staff on a need-to-know basis. Historical data for most specialties are available continuously back until 1975. Some files date from 1970.

SUMMARY OF DOCUMENTATION

None.

LMI ASSESSMENT

General. This is a very important, but largely inaccessible, data source. The organization of the files would make automation difficult.

Access to Data. We believe the Defense Training Data and Analysis Center may achieve authority to review the information in these files for analytical purposes. Routine, on-line access is of course out of the question.

Data Quality. Uneven.

MAJOR PRODUCTS AND REPORTS

The single product of these files is Army Regulation 611-201.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

Files are separated normally by MOS, within each CMF.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL

SSC (611-201)

SOLDIER SUPPORT CENTER
AR 611-201 SUPPORT SYSTEM

THE MILITARY JOB:
DESCRIPTION/DEVELOPMENT

Military Job

Effective Date

MOS, ASI, SQI

Job Description

Qualifications

History

Preceding MOS

Skill Levels

(Code and Descriptions)

Grade Relationships to Skill Levels

DoD Occupation Code

DOT Reference

SYSTEM OR FILE SYNOPSIS	REF. DATE: 16 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: USAR (Part)

NAME: Individual Record Brief

ACRONYM: IRB

SUMMARY DESCRIPTION: This file, maintained only for AGR and IRR members of the U.S. Army Reserve, is used to determine eligibility for assignment tours and to inform potential units of assignment as to individual soldiers' backgrounds. The file is used by Headquarters, U.S. Army Reserve Personnel Center, and contains information on the most recent 15 personnel assignments of each soldier.

ORGANIZATIONAL PROponent

Headquarters, U.S. Army Reserve Personnel Center (DARP)
 Enlisted Personnel Management Directorate -- Operations (DARP-EPO)
 Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT

Management
 MAJ Jerry McDonald or SFC Al Shubert
 HQ ARPERCEN, DARP-EPO
 9700 Page Blvd.
 St. Louis, MO 63132-5260
 Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT (cont.)

Technical

COL Ronald Cope
Deputy Chief of Staff for Information Management
Headquarters, Reserve Component Personnel Administration Center
DARC-DCS-IM
9700 Page Blvd.
St. Louis, MO 63132
Telephone: AUTOVON 693-7835 or 6/Commercial (314) 263-7835 or 6

FILE DESCRIPTION

Hardware/Software: IBM 4300 Series. Data stored on tape.
Purpose: Eligibility for unit assignment.
Use: Personnel management.
Content: Limited personnel data. Training history must be deduced based on nature of assignments.

AVAILABILITY

ARPERCEN enlisted personnel managers. Open to others on a need-to-know basis.

SUMMARY OF DOCUMENTATION

1. IRB sample display (DARP Form 3026, 1 Jan 84). 2 pages
2. IRB file description (DARP Form 4738) (old format). 3 pages
3. IRB proposed new format (printout). 2 pages

LMI ASSESSMENT

General: Of little use to TDAC. There are other sources, more readily available, for the information contained in this file.

Access to data: Official access through ARPERCEN should be possible.

Data Quality: No assessment possible.

MAJOR PRODUCTS OR REPORTS

Primary output is a series of "briefs" or summaries for individual soldiers being screened for assignment to Troop Program Unit or being screened for nomination for a lengthy tour of active duty.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None

QUICK-SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM IRB

FILE OR SYSTEM NAME Individual Record Brief

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION/ DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN Grade MOS ASVAB Scores DOB Marital Status Gender Race Auditory Perception Civilian Education Language Proficiency	SSN Grade MOS Assignment History (14 most recent assignments)				

SYSTEM OR FILE SYNOPSIS	REF. DATE: 22 AUG 85
MILITARY SERVICE: ARMY	MILITARY SERVICE SUBGROUP: USAR (Part)

NAME: Enlisted Personnel Management System

ACRONYM: EPMS

SUMMARY DESCRIPTION: This active, on-line system consists of data excerpts from ARPERCEN's Personnel Master File (PMF) and other sources. EPMS' displays are used by ARPERCEN career managers to "manage" IRR and AGR soldiers by providing information for assignments and other personnel transactions.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Reserve Personnel Center (DARP)
 Enlisted Personnel Management Directorate -- Operations (DARP-EPO)
 Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT

Management
 MAJ Jerry McDonald or SFC Al Shubert
 HQ ARPERCEN, DARP-EPO
 9700 Page Blvd.
 St. Louis, MO 63132-5260
 Telephone: AUTOVON 693-7838 or 7542/Commercial (314) 263-7838 or 7542

POINTS OF CONTACT (cont.)

Technical

COL Ronald Cope
Deputy Chief of Staff for Information Management
Headquarters, Reserve Components Personnel & Administration Center
DARC-DCS-IM
9700 Page Blvd.
St. Louis, MO 63132
Telephone: AUTOVON 693-7835 or 6/Commercial (314) 263-7835 or 6

FILE DESCRIPTION

Hardware/Software: IBM 4300 Series. Data stored on tape.

Purpose: Personnel Management of IRR and AGR soldiers.

Use: Same.

Content: Selected personnel data elements. See attached lists.

AVAILABILITY

Now available to Army Reserve personnel managers. Not available to others without ARPERCEN authority.

SUMMARY OF DOCUMENTATION

OEPMS list of common data elements.

LMI ASSESSMENT

General: Not a good data source due to the availability of the same data from the same sources EPMS uses.

Access to data: Now limited to ARPERCEN users only. TDAC can gain access through that headquarters.

Data Quality: Probably good, but the primary sources used by EPMS contain data of equivalent or higher quality.

MAJOR PRODUCTS OR REPORTS

No reports are published by this system.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

No files are produced by this data source.

QUICK SEARCH FOCUS SHEET

ML520 WORKSHEET

TRAINING DATA FILE CONTENTS

FILE OR SYSTEM ACRONYM EPMS
 FILE OR SYSTEM NAME Enlisted Personnel Management System

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY (White)	INDIVIDUAL TRAINING EXPERIENCE (Green)	THE MILITARY JOB: DESCRIPTION /DEVELOPMENT (Pink)	MILITARY JOB TRAINING PATTERN (Yellow)	TRAINING COURSE/ PROGRAM DESCRIPTION (Blue)	TRAINING RESOURCE REQUIREMENTS (White)
SSN MOS -- Primary MOS -- Secondary ASI LIC DOB Marital Status Gender Race Civilian Education Civilian Occupation DOR Current Address					

SYSTEM OR FILE SYNOPSIS	REF. DATE: 30 Aug 85
MILITARY SERVICE: ARMY	SUBGROUP: USAR

NAME: ITCS (title unknown) – Training Master File

ACRONYM: ITCS

SUMMARY DESCRIPTION: This system is a repository for information on Army Individual Ready Reserve (IRR) members (along with a small number of Selected Reservists – members of Troop Program Units) who attend Army Reserve Personnel Center (ARPERCEN)-sponsored refresher or institutional training. The primary purpose of the file is to prepare travel orders, but descriptive data on trainees and training have been accumulated since FY80.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Reserve Personnel Center (DARP)
Enlisted Personnel Management Directorate (DARP-EPO)

Telephone: AUTOVON 693-7838 or 7542 /Commercial (314) 263-7838 or 7542

POINTS OF CONTACT

Management

MAJ Jerry McDonald or SFC Al Shubert
HQ ARPERCEN, DARP-EPO
9700 Page Boulevard
St. Louis, MO 63132

Telephone: AUTOVON 693-7838 or 7542 /Commercial (314) 263-7838 or 7542

POINTS OF CONTACT (cont.)

Technical

COL. Ronald Cope or Mr. Mike Whitelaw
HQ ARPERCEN, DARP-IM
9700 Page Boulevard
St. Louis, MO 63132

Telephone: AUTOVON 693-7835 or 7836 /Commercial (314) 263-7835 or 7836 (Cope)
AUTOVON 693-7306 /Commercial (314) 263-7306 (Whitelaw)

FILE DESCRIPTION

Hardware/Software: IBM 4300 Series

Purpose: Preparation of travel orders

Use: Same, plus some general reference to training activity

Content: Selected personnel and limited training data. See attached document.

AVAILABILITY

Data available on-line to the offices and agencies of ARPERCEN, and to others on a need-to-know basis.

SUMMARY OF DOCUMENTATION

ITCS Training Master File Record Layout

LM1 ASSESSMENT

General: Very limited data are contained, but the file gives a good record of training activity for IRR soldiers since FY80.

Access to data: Official access through ARPERCEN should be possible.

Data Quality: Because this file produces military orders, upon which pay is based, the quality should generally be excellent.

MAJOR PRODUCTS OR REPORTS

None. This is a working, on-line, everyday use file.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None. This master file contains only 34 fields with 175 data elements for each soldier entered.

QUICK SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: USAR

ITCS Training Master File

INDIVIDUAL TRAINING EXPERIENCE

INDIVIDUAL TRAINING EXPERIENCE
SSN Grade ASI Training Type Training Start and End Date Course Length Type Training Code Training Location

SYSTEM OR FILE SYNOPSIS	REF. DATE: 4 Sep 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: Army Extension Training Information System

ACRONYM: AETIS

SUMMARY DESCRIPTION: This is a developing U.S. Army Training and Doctrine Command (TRADOC) system whose objective is the integration of all information of interest to installations and relating to Army Extension Training. Types of information to be included are training products, requirements, and services, including costs and other resource data.

ORGANIZATIONAL PROponent

Headquarters, U.S. Army Training Support Center (ATIC)
 Extension Training Operations (ATIC-ETO)
 Ft. Eustis, VA 23628
 Telephone: AUTOVON 927-3720 /Commercial (804) 878-3720

POINTS OF CONTACT

Management
 Mr. Larry Matthews
 HQ ATSC
 ATIC-ETO
 Ft. Eustis, VA 23628
 Telephone: AUTOVON 927-3720 /Commercial (804) 878-3720

POINTS OF CONTACT (cont.)

Technical

Mr. Larry Matthews
HQ ATSC
ATIC-ETO
Ft. Eustis, VA 23628
Telephone: AUTOVON 927-3720 /Commercial (804) 878-3720

FILE DESCRIPTION

Hardware/Software: Burroughs B60-810

Purpose: To provide central information data bank for all Army extension training.

Use: Not yet in use.

Content: Data base under development. No data element dictionary available.

AVAILABILITY

Data are not yet available, but will be at AETIS terminals at TRADOC centers and schools.

SUMMARY OF DOCUMENTATION

AETIS User Documentation Manual

LMI ASSESSMENT

General: Descriptive literature and briefings describe this system as extensive and helpful. So far as we could determine, it is still in the very early stages of development. Six of the 12 chapters in the system's user's manual have not yet been written. Those which have contain very general language or text and figures apparently copied from commercial publications.

Access to data: We could not determine what data are now available on the system.

Data Quality: Unknown

MAJOR PRODUCTS OR REPORTS

We believe this system will not produce reports. It will operate interactively among its user stations.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None as yet.

QUICK SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL

AETIS

ARMY EXTENSION TRAINING INFORMATION SYSTEM

TRAINING RESOURCE REQUIREMENTS

Course
Instructor requirements
Support staff requirements

SYSTEM OR FILE SYNOPSIS	REF. DATE: 5 Sep 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: TRADOC Educational System – Non-Resident Instruction

ACRONYM: TREDS-NRI

SUMMARY DESCRIPTION: This data system is used for the short-term management of training materials and supplies required by and shipped to correspondence students enrolled in Army extension courses. Limited information is also available on test or subcourse scores achieved by students. The information is perishable, and only limited historical data are preserved.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Training Support Center (ATIC)
 Institute for Professional Development (ATIC-IP)
 Telephone: AUTOVON 927-5532 /Commercial (804) 878-5532

POINTS OF CONTACT

Management
 Mr. Al Kahn or Mr. Ned Motter
 ATIC-IP
 Ft. Eustis, VA 23628
 Telephone: AUTOVON 927-5532 /Commercial (804) 878-5532 (Kahn)
 Telephone: AUTOVON 927-4774 or 4775/Commercial (804) 878-4774 or 4775 (Motter)

POINTS OF CONTACT (cont.)

Technical

Ms. Annette Firth
ATIC-IM

Ft. Eustis, VA 23628

Telephone: AUTOVON 927-4795 /Commercial (804) 878-4795

FILE DESCRIPTION

Hardware/Software: IBM 360

Purpose: To help manage student input, student status, and course materials distribution for Army extension courses.

Use: Same

Content: Limited student information and limited instructional course information. See attached documents.

AVAILABILITY

Data are available on-line to ATIC-IP staff members and to others on an as-required basis. Isolated historical data are available.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General: Not useful for general TDAC purposes.

Access to data: Access may be gained through Headquarters, TRADOC, or Headquarters, Army Training Support Center.

Data Quality: Unknown.

MAJOR PRODUCTS OR REPORTS

None.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None.

SYSTEM OR FILE SYNOPSIS	REF. DATE: 23 Aug 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: TRADOC Educational System – Academic Records System

ACRONYM: TREDs-ARS

SUMMARY DESCRIPTION: This old system represents TRADOC's support of its major schools in providing a management information system to assist in the management of training at the installation level. Individual schools have been encouraged (but not required) to use TREDs-ARS for their academic records management. Seventeen use the system, but the level and nature of use vary widely among installations. Data elements are non-standard and reflect each school's own data needs. TREDs-ARS is to be replaced by AIMS (see separate report) on 1 October 1986.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Training and Doctrine Command (AT)
 Deputy Chief of Staff for Information Management (ATIM)
 Systems Integration Division (ATIM-IS)
 Telephone: AUTOVON 680-3320/Commercial (804) 727-3320

POINTS OF CONTACT

Management

Mr. Charles Schillaci or CPT James Whitehead
 HQ TRADOC, ATIM-IS
 Ft. Monroe, VA 23651-5000
 Telephone: AUTOVON 680-3320/Commercial (804) 727-3320 (Schillaci)
 Telephone: AUTOVON 680-3651/Commercial (804) 727-3651 (Whitehead)

POINTS OF CONTACT (cont.)

Technical

Mr. Dave Messersmith
ASN-B-DPM-AT
Ft. Monroe, VA 23651-5000
Telephone: AUTOVON 680-3908 or 3774 /Commercial (804) 727-3908 or 3774

FILE DESCRIPTION

Hardware/Software: AMDAHL (USAMSSA)

Purpose: Support of academic records management at installation level within TRADOC.

Use: As determined by each installation.

Content: Data fields exist for student descriptive data, course and subcourse descriptive data, academic performance, student status, academic unit designations, and test result information. Use of these fields by installations is uneven.

AVAILABILITY

The data are available to staff members of the Data Processing Field Office at TRADOC and to others on a need-to-know basis.

SUMMARY OF DOCUMENTATION

Excerpt (Chapter 6) from TRADOC Pamphlet 18-2, TREDS-ARS File Record Layouts

LMI / ASSESSMENT

General: Not useful for general TDAC work. The data uniformity of AIMS makes it better.

Access to data: Access through TRADOC should be possible.

Data Quality: Uneven.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL

TREDS-ARS
TRADOC EDUCATIONAL SYSTEM – ACADEMIC RECORDS SYSTEM

INDIVIDUAL TRAINING EXPERIENCE	TRAINING COURSE PROGRAM DESCRIPTION
SSN Training Mode – Institutional Dates: Commenced Ended Course Names Course Designation Training Outcomes Grades	Course Name Course Designation Course Length Students: Demand (#) Entered (#) Performance Dates: Commenced Ended

SYSTEM OR FILE SYNOPSIS	REF. DATE: 13 Aug 85
MILITARY SERVICE: ARMY	SUBGROUP: ARNG

NAME: Army National Guard — Operating Activity Centers Reporting System

ACRONYM: ARNG-OAC

SUMMARY DESCRIPTION: This data source contains detailed student descriptive data, student performance data, and course descriptive data for all ARNG noncommissioned officer (NCO) training since 1975. All records are kept in paper files in cabinets. No facet of the files is automated.

ORGANIZATIONAL PROPONENT

National Guard Bureau (NGB)
 Army Organization (NGB-ARO)
 Military Education (NGB-ARO-ME)
 Telephone: AUTOVON 584-4789 /Commercial (301) 671-4789

POINTS OF CONTACT

Management
 SGM Albert J. Mize
 ARNG Operating Activity Center
 Military Education Branch
 Building E6814 Edgewood Area
 Aberdeen Proving Ground, MD 21010-5420
 Telephone: AUTOVON 584-4789 /Commercial (301) 671-4789

POINTS OF CONTACT (cont.)

Technical

SGM Albert J. Mize
ARNG Operating Activity Centers
Military Education Branch
Building E6814 Edgewood Area
Aberdeen Proving Ground, MD 21010-5420
Telephone: AUTOVON 584-4789 /Commercial (301) 671-4789

FILE DESCRIPTION

Hardware/Software: None
Purpose: To record training activity and student performance of ARNG NCOs.
Use: Same
Content: Extensive course and student data. See attached documents.

AVAILABILITY

Data are now available to the ARNG-OAC staff routinely, and to others on a need-to-know basis.

SUMMARY OF DOCUMENTATION

National Guard Regulation (NGR) 350-1, Training, 30 November 1983
NGR 351-3, Noncommissioned Officer Education System, 28 November 1980

LMI ASSESSMENT

General: The best source of Army National Guard NCO training activity and student performance since 1975 that is available. Unfortunately, the data are not automated.

Access to data: Official access through the NGB should be possible.

Data Quality: Unknown. These files constitute official reports by the states' Adjutants General to NGB.

MAJOR PRODUCTS OR REPORTS

None

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None

QUICK-SEARCHG FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ARNG

ARNG-OAC

ARNG-OAC REPORTING SYSTEM

TRAINING COURSE/PROGRAM DESCRIPTION	TRAINING RESOURCE REQUIREMENTS
Course Designation Prerequisites MOS and ASI Required for Entry MOS and ASI Awarded Upon Completion POI Reference Course Length Class Size Resources Required Attendees: Demand (#) Entering (#) Recycled (#) Graduates (# plus SSN) Trainee Performance (Academic Evaluation) Attrition, Including Reasons Dates: Commenced Ended Changes, With Reasons OSD Course Type Former Course Designations Program Element	Resource Focus: Course Program School Individual Student Facility Requirements Equipment Requirements Ammunition Requirements Instructor Requirements Support Staff Requirements Transportation Requirements Funding Requirements

SYSTEM OR FILE SYNOPSIS	REF. DATE: 22 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: ACTIVE

NAME: Troop School Report

ACRONYM: None

SUMMARY DESCRIPTION: This file contains records of individual training activity and costs conducted by separate U.S. Army Forces Command (FORSCOM) installations, since FY82. FORSCOM installation "schools" are collectively called Troop Schools. Instructional content is normally a mixture of Army school doctrine and local or command policies and practices. No awards of Military Occupation Specialties occurs as a result of this training. Reports on file include data on numbers of students enrolled and completed, subjects taught, and costs for each course. A separate section of each report describes training conducted by contractors. All reports are filed chronologically by installation or unit in paper copies, which are submitted quarterly. At the present time 19 installations are reporting Troop School activity.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Forces Command (AF)
Office of the Deputy Chief of Staff for Plans and Operations (AFOP)
Education and Training Support Division, Training Directorate (AFOP-TE)
Telephone: AUTOVON 588-2760 or 3548 /Commercial (404) 752-2760 or 3548

POINTS OF CONTACT

Management:
Mr. Mike Biebrich
HQ FORSCOM, AFOP-TE
Ft. McPherson, GA 30330-6000
Telephone: AUTOVON 588-2760 or 3548 /Commercial (404) 752-2760 or 3548

POINTS OF CONTACT (cont.)

Technical

Mr. Mike Biebrich
HQ FORSCOM, AFOP-TE
Ft. McPherson, GA 30330-6000
Telephone: AUTOVON 588-2760 or 3548 /Commercial (404) 752-2760 or 3548

FILE DESCRIPTION

Hardware/Software: None

Purpose: To monitor individual training activity and associated costs at FORSCOM installations.

Use: Same

Content: Numbers of students enrolled and completed, by course. Costs by course. Separate reports on contract training. See attached documents.

AVAILABILITY

Routinely available to FORSCOM staff members whose work requires access to the data. Historical information is available through the beginning of FY82.

SUMMARY OF DOCUMENTATION

Chapter 12, "Troop School Training," of Army Regulation (AR) 351-1, 15 Jan 84
AR 621-5, The Army Continuing Education System
FORSCOM Letter of Instruction, "Troop Schools and Contracted Training," 29 Aug 83
Addendum pertaining to Troop School reporting, 28 Aug 84
Sample Troop School Training Report (172d Infantry Brigade, Alaska) for 3^d Qtr, FY85

LMI ASSESSMENT

General: A good indicator of the individual training commanders consider necessary over and above that offered within the Army's training base. These data are difficult to retrieve because they are not automated in any way.

Access to data: Official access through Headquarters FORSCOM should be possible.

Data Quality: Unknown.

MAJOR PRODUCTS OR REPORTS

None

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None

QUICK-SEARCH FOCUS SHEET	QUICK-SEARCH FOCUS SHEET
QUICK-SEARCH FOCUS SHEET	QUICK-SEARCH FOCUS SHEET

Troop School Report

TRAINING COURSE/PROGRAM DESCRIPTION

TRAINING COURSE/PROGRAM DESCRIPTION
Course Name (informal) Installation Training Location Resources (cost), by course Students Entered (#) Students Completed (#)

SYSTEM OR FILE SYNOPSIS	REF. DATE: 19 AUG 85
MILITARY SERVICE: ARMY	SUBGROUP: ALL

NAME: Unknown

ACRONYM: MS3

SUMMARY DESCRIPTION: This automated system is used by Headquarters, U.S. Army Training and Doctrine Command (TRADOC) to complete projected instructor requirements for future training courses. Data include selected information on each course, projected student demand, instructor contact hours, and similar supporting information. All these data are also contained in ATRRS (see separate report). Historical information is not retained routinely.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Training and Doctrine Command (AT)
Office of the Deputy Chief of Staff for Resource Management (ATRM)
Force Management Division (ATRM-FI)
Telephone: AUTOVON 680-3031 /Commercial (804) 727-3031

POINTS OF CONTACT

Management

Ms. Kathryn S. Erschen
HQ TRADOC, ATRM-FI
Ft. Monroe, VA 23651

Telephone: AUTOVON 680-3031 /Commercial (804) 727-3031

POINTS OF CONTACT (cont.)

Technical

Ms. Katheryn S. Erschen
HQ TRADOC, ATRM-FI
Ft. Monroe, VA 23651

Telephone: AUTOVON 680-3031 /Commercial (804) 727-3031

FILE DESCRIPTION

Hardware/Software: Wang VS 100

Purpose: To compute instructor requirements for budget purposes.

Use: Same.

Content: Selected course administrative data. See attached sample page.

AVAILABILITY

Data available on-line to proponent office and to others who require access.

SUMMARY OF DOCUMENTATION

Sample page from School 071, The Infantry School, Ft. Benning, GA (14 Aug 85)

LMI ASSESSMENT

General: These data are duplicates of ATRRS data and should be considered only as a secondary source of information.

Access to data: Official access through TRADOC should be possible.

Data Quality: Unknown.

MAJOR PRODUCTS OR REPORTS

None.

FILES PRODUCED AND MAINTAINED WITHIN THIS DATA SOURCE

None.

QUICK SEARCH FOCUS SHEET

MILITARY SERVICE: ARMY

TRAINING FILE CONTENTS

SUBGROUP: USAR

MS3

TRAINING COURSE/PROGRAM DESCRIPTION	TRAINING RESOURCE REQUIREMENTS
School Code Course Number Course Title MOS Produced Course Length Class Size Instructor Requirements Projected Input Instructor Contact Hours	School Code Course Number Instructor Contact Hours Instructor Requirements Course Length Optimum Class Size

APPENDIX A2

ARMY DATA SOURCES (LOCAL)

DATA SOURCES DESCRIBED

ARMY (LOCAL)

<u>INSTALLATION AND DATA SOURCE NAME</u>	<u>ACRONYM</u>	<u>TIER</u>	<u>CONTENT**</u>	<u>COMPONENTS</u>
The Academy of Health Sciences, Ft. Sam Houston, TX				All
Enlisted Development Branch Files*	None	Local	4, 5	All
Point of Contact Files*	None	Local	4	All
The Armor Center, Ft. Knox, KY				
Audit Trail Files*	None	Local	3	All
The Ordnance Center and School, Aberdeen Proving Ground, MD				
Course File*	None	Local	4, 5	All
CMF/MOS File*	None	Local	3	All
Analysis Files*	None	Local	3	All
The Signal Center, Ft. Gordon, GA				
Enlisted MOS File*	None	Local	3, 5	All
Automated Training Resource Management System	ATRMS	Local	1, 2, 4	All

Notes:

* The source does not contain machine readable data.

** 1 = Individual attributes and career history data
 2 = Individual training experience data
 3 = MOS/CMF description and development data

4 = Training course or program description data
 5 = MOS/CMF training pattern data
 6 = Training resource requirements data

SYSTEM OR FILE SYNOPSIS		REF DATE: 31 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: DOTD Enlisted Development Branch Files [Systems Approach to Training (SAT)]

ACRONYM: None

SUMMARY DESCRIPTION: These non-automated files [one for each Military Occupational Specialty (MOS) in Career Management Field (CMF) 91 – Medical] contain job tasks which, when aggregated, provide the tasks used in the local SAT process for all resident and nonresident courses offered by the Academy of Health Sciences (AHS).

ORGANIZATIONAL PROPONENT

Headquarters, Academy of Health Sciences, U.S. Army
 Directorate of Training and Doctrine (DOTD)
 Individual Training Division
 Fort Sam Houston, TX 78234

Telephone: AUTOVON 471-2226/Commercial (512) 221-2226

POINTS OF CONTACT

Management and Technical

Mr. Fred Van Wirt
 Individual Training Division, DOTD
 Fort Sam Houston, TX 78234
 Telephone: AUTOVON 471-2485 or 2981/Commercial (512) 221-2485 or 2981

FILE DESCRIPTION

Hardware/Software: None

Purpose: Building task lists for training through SAT process.

Use: Building task lists for training through SAT process.

Content: Individual job tasks for each MOS.

AVAILABILITY

Files are generally available to AHS staff members working in training development.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General. Local non-automated data source of no use to OSD-level agency. AHS is in early development stages of PC-based automated system called Automated Individual Training Development System (AITDS) which is to replace these paper files. *LMI believes this new, local approach offers promise as a prototype local system.* It bears review and analysis for possible wider application.

Access to Data. Access to existing files and developing system can be achieved through organizational proponent.

Data Quality. Unknown.

MAJOR PRODUCTS AND REPORTS

Major products (together with inputs from other sources) are Programs of Instruction (POIs).

FILES PRODUCED AND MAINTAINED

None

QUICK SEARCH FOCUS SHEET	TRAINING DATA FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL (LOCAL)

DOTD ENLISTED DEVELOPMENT BRANCH FILES (SYSTEMS
APPROACH TO TRAINING - (SAT))

MILITARY JOB TRAINING PATTERN	TRAINING COURSE/PROGRAM DESCRIPTION
MOS Former MOS Alternate Patterns Elective Courses OJT Present Pattern Earlier Patterns	Course Name Installation Training Location

SYSTEM OR FILE SYNOPSIS	REF DATE: 31 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE
	SUBGROUP: ALL (LOCAL)

NAME: Point-Of-Contact (POC) Files

ACRONYM: None

SUMMARY DESCRIPTION: A series of non-automated files containing general descriptive and historical (from 1979) information about Military Occupational Specialties (MOSs) in Career Management Field (CMF) 91 – Medical and all MOS-related training offered by the Academy of Health Sciences (AHS).

ORGANIZATIONAL PROPONENT

Headquarters, Academy of Health Sciences, U.S. Army
 Directorate of Training and Doctrine (DOTD)
 Individual Training Division
 Fort Sam Houston, TX 78234
 Telephone: AUTOVON 471-2226/Commercial (512) 221-2226

POINTS OF CONTACT

Management and Technical

Mr. Fred Van Wirt
 Individual Training Division, DOTD
 Fort Sam Houston, TX 78234

Telephone: AUTOVON 471-2485 or 2981/Commercial (512) 221-2485 or 2981

FILE DESCRIPTION

Hardware/Software: None

Purpose: Supporting of MOS training development and MOS-related courses at AHS.

Use: Supporting of MOS training development and MOS-related courses at AHS.

Content: General MOS and course descriptive data necessary for each MOS POC to respond to queries, etc.

AVAILABILITY

Generally available to DCTD staff members. Used normally by POCs responsible for each MOS.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General. Normal, local descriptive files which are not automated.

Access to Data. Access may be gained through organizational proponent, above.

Data Quality. Unknown.

MAJOR PRODUCTS AND REPORTS

No standard or "normal" reports or products.

FILES PRODUCED AND MAINTAINED

None

QUICK-SEARCH FOCUS SHEET	TRAINING DATA FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL (LOCAL)

POINT-OF-CONTACT (POC) FILES

TRAINING COURSE/PROGRAM DESCRIPTION
Program Designation
Prerequisites
Feeder MOS
Merger MOS
Training Locations
Instructional Program
Course Length
Course Size Limits

SYSTEM OR FILE SYNOPSIS		REF DATE: 24 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: Audit Trail Files

ACRONYM: None

SUMMARY DESCRIPTION: This is a non-automated, updated file of critical job tasks associated with the Military Occupational Specialties (MOSs) of Career Management Field (CMF) 19 -- Armor. The file supports task analysis for training at the U.S. Army Armor Center (USAAC).

ORGANIZATIONAL PROPONENT

U.S. Army Armor Center
 Training Division, Directorate of Training and Doctrine
 Individual Analysis Branch
 Ft. Knox, KY 40121
 Telephone: AUTOVON 464-6528/Commercial (502) 624-6528

POINTS OF CONTACT

Management and Technical
Mr. Patrick Weir
 U.S. Army Armor Center
 Training Division, Directorate of Training and Doctrine
 Individual Analysis Branch
 Ft. Knox, KY 40121
 Telephone: AUTOVON 464-6528/Commercial (502) 624-6528

FILE DESCRIPTION

Hardware/Software: None

Purpose: To support job task analysis; to serve as reference file.

Use: To support job task analysis; to serve as reference file.

Content: Individual, critical job tasks related to specialty and skill level.

AVAILABILITY

Available routinely to USAAC staff members who require this information for their work.

SUMMARY OF DOCUMENTATION

1. Sample page from task statement for a M551 Armored Assault Vehicle training course
2. Sample listing of tasks selected for the institutional training of an Armored Crewman, MOS 19E (skill levels 10 – 40).

LMI ASSESSMENT

General. This file is a good example of job task listings which are used as building blocks for training courses at the institutional level. The 10-digit code used at USAAC is helpful. The file would be of greater use locally, of course, if it were automated.

Access to Data. Access may be obtained through the organizational proponent (see above).

Data Quality. Not assessed.

MAJOR PRODUCTS AND REPORTS

Document #2 is an example of the type of "report" generated from this file.

FILES PRODUCED AND MAINTAINED

None

QUICK SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL (LOCAL)

AUDIT TRAIL FILES

THE MILITARY JOB:
DESCRIPTION/DEVELOPMENT

Effective Date

Task Code

Job Description

Prerequisites

Prior MOS

Critical Tasks

Grade

Description

SYSTEM OR FILE SYNOPSIS		REF DATE: 23 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: Course File

ACRONYM: None

SUMMARY DESCRIPTION: This is a non-automated file that contains a large quantity of course-related data, sufficiently detailed to support the generation of the three basic documents supporting TRADOC's Training Requirements Analysis System (TRAS). Those three documents are the Individual Training Plan (ITP), the Course Administrative Data (CAD), and the Program of Instruction (POI). It does not contain job task information.

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Ordnance Center and School
 Course Development Division (ATSL-TD-CDR)
 Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5770 or 5779/Commercial (301) 278-5770 or 5779

POINTS OF CONTACT

Management and Technical

Mr. James M. Welch or CPT Vernon Taylor

ATSL-TD-CDR

Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5770 or 5779/Commercial (301) 278-5770 or 5779

FILE DESCRIPTION

Hardware/Software: None

Purpose: Formulation of ITP, CAD, and POI, General course reference.

FILE DESCRIPTION (continued)

Use: Formulation of ITP, CAD, and POI, General course reference.

Content: General and specific course information.

AVAILABILITY

This file is generally available to staff members of the Ordnance Center and School on a need-to-know basis.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General. This file is active and is used extensively, but its usefulness at DoD-level is doubtful. It is not automated, it has historical information dating from only 1983, and it is highly localized in its composition and maintenance (unlike similar files at the other major Army schools).

Access to Data. Access to the file may be obtained through the organizational proponent, see above.

Data Quality. Probably good to excellent, considering frequency of use.

MAJOR PRODUCTS AND REPORTS

Unknown

FILES PRODUCED AND MAINTAINED

None

QUICK-SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL (LOCAL)

COURSE FILE

MILITARY JOB TRAINING PATTERN	TRAINING CAUSE/PROGRAM DESCRIPTION
Military Job Codes MOS (3 position) Skill Level Special Skill Identification Additional Skill Identification Institutional Courses - Required Effective Dates of Present and Earlier Patterns	Course Name Prerequisites MOS Required for Entry MOS Awarded Installation Training Location Description: - Instructional - Program Course Length Class Size Limit Resources Required Date Course Begins Date Course Ends Audit Trail of Changes Former Course Designation

SYSTEM OR FILE SYNOPSIS		REF DATE: 23 OCT 86
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: CMF/MCS File

ACRONYM: None

SUMMARY DESCRIPTION: This is a non-automated file containing basic descriptive information and training data about Military Occupational Specialties (MOSs) and Career Management Fields (CMFs) for which the U.S. Army Ordnance Center and School has proponentcy. The file is used to respond to queries and to initiate or continue correspondence related specifically to these MOSs and CMFs.

ORGANIZATIONAL PROONENT

Office of the Chief of Ordnance
U.S. Army Ordnance Center and School
Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5700 or 5400/Commercial (301) 278-5700 or 5400

POINTS OF CONTACT

Management and Technical

SGM Manuel V. Miranda/Ms. Dorothy Howell
Office of the Chief of Ordnance
U.S. Army Ordnance Center and School
Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5700 or 5400/Commercial (301) 278-5700 or 5400

FILE DESCRIPTION

Hardware/Software: None

Purpose: To support queries and other correspondence on Ordnance specialties.

Use: To support queries and other correspondence on Ordnance specialties.

Content: MOS descriptive data. Former MOSs. MOS-related training data, including prerequisites.

AVAILABILITY

Readily available to Ordnance School staff people.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General. This file might be of historical interest, but is irrelevant to TPD's data base.

Access to Data. Access may be obtained through the organizational proponent (see above).

Data Quality. Unknown. Probably good.

MAJOR PRODUCTS AND REPORTS

None – Principally correspondence.

FILES PRODUCED AND MAINTAINED

None

QUICK-SEARCH FOCUS SHEET	TRAINING DATA FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL (LOCAL)

CMF/MOS FILE

THE MILITARY JOB: DESCRIPTION/DEVELOPMENT
MOS Effective Date
Career Management Field
MOS (4 position)
Military Job Description
CMF/MOS Historical Data
Preceding Military Jobs
Succeeding Military Jobs

SYSTEM OR FILE SYNOPSIS	REF DATE: 23 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE
	SUBGROUP: ALL (LOCAL)

NAME: Analysis Files

ACRONYM: None

SUMMARY DESCRIPTION: These are non-automated files of task lists for Military Occupational Specialties (MOSs) for which the U.S. Army Ordnance Center and School has proponentcy. The files and the tasks support the task analysis portion of this school's Systems Approach to Training, a program common to TRADOC residence courses. Individual MOS task lists also contribute to each course's Program of Instruction (POI).

ORGANIZATIONAL PROPONENT

Headquarters, U.S. Army Ordnance Center and School
Individual and Unit Training Division (ATSL-TD)
Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5778 or 2017/Commercial (301) 278-5778 or 2017

POINTS OF CONTACT

Management

Dr. Blair Bryant

ATSL-TD

Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-5778 or 2017/Commercial (301) 278-5778 or 2017

Technical

Mr. Charles Brown/Ms. Charlene Cantu

ATSL-TD-PMM

Aberdeen Proving Ground, MD 21005

Telephone: AUTOVON 298-2017 or 5540/Commercial (301) 278-2017 or 5540

FILE DESCRIPTION

Hardware/Software: None

Purpose: To support task analysis and prepare training programs.

Use: To support task analysis and prepare training programs.

Content: Job tasks for each MOS.

AVAILABILITY

Files available routinely to U.S. Army Ordnance Center and School staff.

SUMMARY OF DOCUMENTATION

1. Sample Critical Task List Inventory
2. Sample Page from Critical Task List
3. Component Functional Group Code Numbering System
4. Sample Approved Critical Task List for MOS 63D.
5. Sample Approved Task Inventory and Training Profile for MOS 63D1

LMI ASSESSMENT

General. Normal local repository of job tasks filed by MOS. Not suitable for lifting to DoD-level occupational files because these data are not machine-readable.

Access to Data. Access may be obtained through the organizational proponent, above.

Data Quality. Unknown

MAJOR PRODUCTS AND REPORTS

Unknown

FILES PRODUCED AND MAINTAINED

None

QUICK SEARCH FOCUS SHEET	TRAINING DATA FILE CONTENTS
MILITARY SERVICE: ARMY	SUBGROUP: ALL (LOCAL)

ANALYSIS FILES

THE MILITARY JOB: DESCRIPTION/DEVELOPMENT
MOS
Effective Date
DA Duty Area Code
Duty Area Description/Title
Task Number
Task Title
Prerequisites (Skill Level)
Previous MOS
Skill Level

SYSTEM OR FILE SYNOPSIS		REF DATE: 21 OCT 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: Enlisted Military Occupational Specialty (MOS) File

ACRONYM: None

SUMMARY DESCRIPTION: This is a non-automated file of descriptive and training data related to those MOSs and Career Management Fields (CMFs) for which the United States Army Signal Center and Fort Gordon (USASC&FG) has proponency. The file is maintained for use in analysis of MOS-related issues and problems. Examples are career progression planning and MOS-related funding and costs.

ORGANIZATIONAL PROponent

Headquarters, United States Army Signal Center and Fort Gordon (USASC&FG)
 Directorate of Training and Doctrine (DOTD)
 Proponency Office (ATZH-POE)
 Telephone: AUTOVON 780-2877 or 2780/Commercial (404) 791-2877 or 2780

POINTS OF CONTACT

Management and Technical
 Mr. Gerald W. Holshouser
 USASC&FG (ATZH-POE)
 Ft. Gordon, GA 30905
 Telephone: AUTOVON 780-2877 or 2780/Commercial (404) 791-2877 or 2780

FILE DESCRIPTION

Hardware/Software: None

Purpose: To serve as reference file MOSs and CMFs for which USASC&FG has proponentcy.

FILE DESCRIPTION (continued)

Use: Analysis of MOS-related issues and problems.

Content: MOS descriptive data. Former MOSs. MOS-related institutional training. Training prerequisites.

AVAILABILITY

Available routinely to USASC&FG staff elements which require this information in their work.

SUMMARY OF DOCUMENTATION

None

LMI ASSESSMENT

General. This is a secondary source for most of these data; the primary sources residing at the Soldier Support Center -- National Capital Region (SSC-NCR).

Access to Data. Access may be obtained via the organizational proponent (see above).

Data Quality. Reasonably high, particularly that information dealing with required training.

MAJOR PRODUCTS AND REPORTS

This data source does not produce reports. It is a reference file.

FILES PRODUCED AND MAINTAINED

None

QUICK-SEARCH FOCUS SHEET

TRAINING DATA FILE CONTENTS

MILITARY SERVICE: ARMY

SUBGROUP: ALL (LOCAL)

ENLISTED MOS FILE

THE MILITARY JOB: DESCRIPTION/DEVELOPMENT	MILITARY JOB TRAINING PATTERN
Effective Dates MOS (3 position) MOS (4 position) Prerequisites MOS History Prior MOS Succeeding MOS Skill Level Code Grade Relationships	Military Job Codes CMF MOS Former Job Codes Institutional Courses (Required)

SYSTEM OR FILE SYNOPSIS		REF DATE: 6 NOV 85
MILITARY SERVICE: ARMY	LOCAL DATA SOURCE	SUBGROUP: ALL (LOCAL)

NAME: Automated Training Resource Management System

ACRONYM: ATRMS

SUMMARY DESCRIPTION: This is a computer-managed instructional support system operated to help administer certain self-paced instruction in Army signal skills. The system operates by near-real-time batch mode. Instruction currently supported include all institutional courses for the 05 MOS Series (EW/SIGINT) and the 31E MOS (Field Radio Repair).

ORGANIZATIONAL PROponent

Headquarters, United States Army Signal Center and Fort Gordon (ATZH)
 Directorate of Training and Doctrine (DOTD)
 Resident/Non-resident Training Division (DTR)
 Telephone: AUTOVON 780-6684/Commercial (404) 791-6684

POINTS OF CONTACT

Management

Mr. Earl Carr
 HQ USASC&FG (ATZH-DTR)
 Ft. Gordon, GA 30905
 Telephone: AUTOVON 780-6684 or 6674/Commercial (404) 791-6684 or 6674

Technical

Mr. Bernie Holt
 HQ USASC&FG, ATZII-AMD
 Ft. Gordon, GA 30905
 Telephone: AUTOVON 780-7615 or 3262/Commercial (404) 791-7615 or 3262

FILE DESCRIPTION

Hardware/Software: Digital Equipment Corporation PDP 11/35 Minicomputer in conjunction with 3M Corporation 5500F Mark Sense Readers. Remote terminals use standard telephone line connected to a Bell 103J Data Set for communication.

Purpose: Management and administration of instruction.

Use: Management and administration of instruction.

Content: Daily -- student status, examination and instructional unit record; weekly -- class enrollment roster, course roster, attrition report, individual training record; monthly -- graduation data, individual student record, student history, summary of attrition, course module data.

AVAILABILITY

Availability restricted to enforce Privacy Act restrictions. Instructional and support staff with need-to-know have access.

SUMMARY OF DOCUMENTATION

1. ATRMS Users Guide
2. Academic Records Student Data Sheet (FG Form 6690)
3. Course File Layout
4. Letter, 19 Jul 85, Subject: Automated Instructional Management System (AIMS), Enclosures: (1) Student Record File Layout and Individual Student Record, and (2) Listing of Output Reports

LMI ASSESSMENT

General. An excellent local system to support instruction. USASC&FG is resisting TRADOC initiative to incorporate TRADOC's AIMS at this installation (see documentation item #4).

Access to Data. Access may be obtained through organizational proponent.

Data Quality. Excellent. Data are used constantly with data errors forcing corrections.

MAJOR PRODUCTS AND REPORTS

See documentation.

FILES PRODUCED AND MAINTAINED

None

APPENDIX B

AIR FORCE DATA SOURCES

DATA SOURCES DESCRIBED

AIR FORCE

<u>NAME</u>	<u>ACRONYM</u>	<u>TIER</u>	<u>CONTENT*</u>	<u>COMPONENTS</u>
Pipeline Management System ¹	PMS	1	1, 2, 4	All
Records of the Defense Manpower Data Center	DMDC	1	1, 2	All
Occupational Research Data Bank	ORDB	2	3, 5	All
Air Force Occupational File (CODAP)	AFOF (CODAP)	2	3	All
Simulation Model for Allocation of Resources for Training	SMART	2	4, 6	All
<u>Master Personnel File</u>				
Airman Active				
Airman Guard				
Airman Reserve				
Airman Skill File ²	MPF - AA/AG/AR	2	1, 2	A, G, R
Base Level Military Personnel System ³	ASKIF	3	6	A
Branch Level Training Management System	BLMPS	4	1, 2	All
Procurement Management Information System	BLTMS	4	1, 2, 4, 6	All
	PROMIS	4	1, 2	A

Notes:

¹A description of the Computerized Training Management System (CTMS) is included in the PMS synopsis.

²The Enlisted Force Management System (EFMS), currently under development, will replace ASKIF.

³A description of the Processing and Classification of Enlistees (PACE) system is included in the BLMPS synopsis.

* 1 = Individual attributes and career history data

4 = Training course or program description data

2 = Individual training experience data

5 = AFSC training pattern data

3 = AFSC description and development data

6 = Training resource requirements data

SYSTEM OR FILE SYNOPSIS

REF DATE: 11 DEC 85

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

NAME: Pipeline Management System

ACRONYM: PMS

SUMMARY DESCRIPTION: The Pipeline Management System is an on-line training data base in residence on the Honeywell computer at Air Force Military Personnel Center (AFMPC). The system supports over 300 on-line users, including all major Air Commands, Separate Operating Agencies, Air Force Institute of Technology, Air University, Air Force Reserve, Air National Guard, and Air Training Command (ATC) Technical Training Centers. The base level counterpart to PMS is the Computerized Training Management System (CTMS), which communicates with PMS by passing data through the Automatic Digital Network via trans-actions. The system's purpose is to support effective management of individual training conducted by the Air Force.

ORGANIZATIONAL PROPONENT

Headquarters, Air Force Military Personnel Center (AFMPC)
Directorate of Assignments (HQ AFMPC/DPMR)
Training Pipeline Branch (HQ AFMPC/DPMRTP)
Randolph AFB, TX 78150

Telephone: AUTOVON 487-2522/4372 Commercial (512) 652-2522/4372

POINTS OF CONTACT

Management

Major Bill Braselman
MSgt John Dinardo
HQ AFMPC/DPMRTP
Randolph AFB, TX 78150

Telephone: AUTOVON 487-2522/4372 Commercial (512) 652-2522/4372

POINTS OF CONTACT (cont.)

Technical

Capt Alvin E. Lee
Chief, PMS Section
HQ AFMPC/DPMDCA
Randolph AFB, TX 78150
Telephone: AUTOVON 487-3324 Commercial (512) 652-3324

FILE DESCRIPTION

Hardware/Software: Honeywell DPS/8 (Data Stored on Disk)

Purpose: To support effective management of individual training conducted by the Air Force.

Use: Primary uses are to state training requirements, develop class schedules, allocate class seats, and follow student progress from entry through graduation with appropriate information passed to other data systems. Also used by Headquarters, U.S. Air Force (USAF), in determining and distributing requirements data for initial skills training for nonprior-service airmen and for airmen to be retrained.

Content: Data base contains: (1) descriptive information on all Air Force enlisted courses, including administrative control and support information (class schedule and size, title, budget code, Department of Defense (DoD) course code, occupational codes, and more); (2) course enrollment projections and allocations; (3) some personnel data on all individuals attending training; and (4) other miscellaneous data relevant to management of training.

Selected data (description of these data is included with documentation) are "dumped" or purged from PMS files each year in November or December and transferred to the Air Force Human Resources Laboratory (AFHRL) for retention. (These files are available from February 67 - Present.)

AVAILABILITY

DoD Agencies (Defense Nuclear Agency, Defense Communications Agency, Defense Intelligence Agency, and others)
Air Force Staff (AF/MP)
Headquarters, Air Force Military Personnel Center (HQ AFMPC/DPMR)
Air National Guard (ANG)
Air Force Reserve (AFRES)
Air Force Major Commands (ATC, SAC, TAC, etc.)
Air Force Institute of Technology (AFIT)
Air University (AU)

AVAILABILITY (cont.)

ATC Technical Training Centers

Several others (see Training Requestor Quota Identification Table -- page 135, PMS Users Documentation for complete listing)
All Air Force Active, Guard, and Reserve Consolidated Base Personnel Offices (through use of CTMS)

SUMMARY OF DOCUMENTATION

PMS User's Documentation
PMS Data Element Descriptions
PMS Products Catalog
PMS Flow Charts and Interfaces
PMS Schema
PMS Sub-schema (different subsets)
PMS Sub-schema (data elements within subsets)
Air Force Regulation 50-5, USAF Formal Schools
Air Training Command Regulation 35-301, Student Flow Management
Student Management User's Handbook (This publication was produced by the 3400th Technical Training Wing at Lowry AFB, and so is a local version of similar documents published elsewhere.)
Summary of PMS On-line Functions
AFHRL PMS Tech Training File Description
Computerized Training Management System User's Guide

LMI ASSESSMENT

General. This is the single most important Air Force training data system. This system is very important for Defense Training Data and Analysis Center (TDAC) consideration because it contains data on virtually all technical training conducted by the Air Force.

Access to Data. Access to PMS is restricted by use of a User ID and PMS Security Record. Each agency needing access to PMS is provided with a unique security record. Formal access through the PMS proponent (HQ AFMPC/DPMRTP) should not be difficult.

Data Quality. Because all technical training flow is managed (to include periodic revisions and refinements) through PMS, the quality of quantitative data is generally good. It was not possible to assess the internal error rate of other information, such as SSAN, of importance to TDAC.

MAJOR PRODUCTS AND REPORTS

The PMS Products Catalog, included with documentation, gives a complete listing of all major products and reports.

FILES PRODUCED AND MAINTAINED

(All records are operational)

S	=	Security Record
T	=	Topic Record
TX	=	Text Record
CRS	=	Course Record
CR	=	Course Remarks Record
CLS	=	Class Record
ST	=	Student Record
Q	=	Quota Record
QR	=	Quota Remarks Record
E	=	Event Record
TLN	=	Training Line Number Record
TC	=	Training Line Number Count Record
USR	=	User Quota Record
U	=	User Record
RR	=	Roster Request Record
AR	=	Arrival Record
RI	=	Reporting Instructions Record
UCAT	=	User Catalog Record
TN	=	Table Name Record
TBL	=	Table Data Record
URQ	=	User Requirement Record
SRQ	=	Special User Requirement Record
URC	=	User Requirement Count
URI	=	User Requirement Info Record
SRI	=	Special Requirements Info Record
REQ	=	Requirement Record

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

PMS

PIPELINE MANAGEMENT SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE	TRAINING COURSE DESCRIPTION
SSAN Grade AFSC ASVAB Scores Mental Category Date of Birth Sex Race Physical Profile Civilian Education Date Initial Military Duty Adjusted Initial Military Service Date Projected Promotions Military Job Change Mailing Address Unit Designation Inactive Duty Drill Site	SSAN Grade AFSC Trained (IST only) AFSC Control Mode of Instruction DoD Course Code Date Training Started Date Training Ended Course Length Course Name Training Outcome Training Status Training Location	Course Number Course Name AFSC Awarded AFSC Required for Entry Installation Training Location Course Length Class Size Attendees Demand # Entrants # Recycles # No Shows # Graduates (# SSAN) Performance Data (S or U) Course Dates (begin and end) ID by OSD Type

SYSTEM OR FILE SYNOPSIS	REF DATE: 11 NOV 85
MILITARY SERVICE: ALL	SUBGROUP: ALL

NAME: Records of the Defense Manpower Data Center

ACRONYM: DMDC

SUMMARY DESCRIPTION: These records constitute the standard personnel data source available at DoD level. They are provided routinely and uniformly by all Military Services to DMDC under the provisions of Department of Defense Instructions 1336.5 (for Active Components) and 7730.54 (for Reserve Components).

ORGANIZATIONAL PROPONENT

Office of the Assistant Secretary of Defense
 (Force Management and Personnel)
 Defense Manpower Data Center
 1600 Wilson Blvd, Suite 400
 Arlington, VA 22209-259330

POINTS OF CONTACT

Management

Mr. Ken Sheflin
 Director, DMDC
 1600 Wilson Blvd, Suite 400
 Arlington, VA 22209-2593
 Telephone: Commercial (202) 696-5816

POINTS OF CONTACT (cont.)

Technical

Mr. Robert Brandewie
Deputy Director, DMDC
550 Camino El Estero, Suite 200
Monterey, CA 93940-3231
Telephone: AUTOVON 878-2951 Commercial (408) 375-4131

FILE DESCRIPTION

Hardware/Software: IBM 3033AP, IBM 3033U, and IBM 4381

Purpose: Personnel analysis and research. Support of DoD-authorized programs requiring personnel data base.

Use: Same

Content: The Active Component file has 63 data elements. The Reserve Components file has 47. See the applicable DoDI for lists.

AVAILABILITY

Available routinely to researchers and analysts conducting projects authorized by OASD(FM&P). Historical record availability shown on the attached questionnaire (Section IV, p.7).

SUMMARY OF DOCUMENTATION

1. Department of Defense Instruction (DoDI) 1336.5, 22 May 85.
2. Department of Defense Instruction (DoDI) 7730.54, 26 Oct 81.

LMI ASSESSMENT

General. This is the most important personnel data source for early work at the Defense Training Data and Analysis Center (TDAC). The records of the Reserve Component Common Personnel Data System (RCCPDS) are the official personnel files of the Reserve Components of the Military Services. The Active Duty Military Personnel files are reasonably accurate, though unofficial, and they are available.

Access to Data. TDAC staff members who have transferred from DMDC can best advise TDAC on how to proceed to gain formal access to these data.

LMI ASSESSMENT (cont.)

Data Quality. RCCPDS data quality has long been criticised, but a task force whose objective is accuracy improvement is currently completing its work. One by-product of that effort will be a significant increase in the number of data elements captured by RCCPDS. The data quality of the Active Duty Military Personnel Records is generally considered to be good.

MAJOR PRODUCTS AND REPORTS

This data source contributes to many reports and products prepared by others. A major report, "Official Guard and Reserve Manpower Strengths and Statistics," [RCS: DDD: M(M) 1147/1148] is produced quarterly from RCCPDS.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

DMDC

DEFENSE MANPOWER DATA CENTER

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY
SSAN
Grade
AFSC
DoD Occupation Code
AFQT
Mental Category
DOB
Marital Status
Sex
Race
Civilian Education Completed
Dates:
Initial Military Duty
Entry Present Duty
Adjusted Initial Service
All Separations
Dates of Rank
Locations:
State
Zip Code
PAS of Unit

SYSTEM OR FILE SYNOPSIS

REF. DATE: 28 JAN 86

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

NAME: Occupational Research Data Bank

ACRONYM: ORDB

SUMMARY DESCRIPTION: ORDB is a computer-based occupational information system maintained by the Air Force Human Resources Laboratory (AFHRL), Brooks Air Force Base (AFB), Texas. It provides users immediate access to a wide variety of occupational information about Air Force specialties and the people who perform duty in them. The U.S. Air Force Occupational Measurement Center (USAFOMC) uses ORDB to provide quick, in-depth orientation to Air Force Specialty Codes (AFSCs), to respond to inquiries, and to support its occupational survey work. AFHRL uses the ORDB to support its ongoing major projects dealing with Air Force specialties.

ORGANIZATIONAL PROPONENT

Air Force Human Resources Laboratory (AFHRL)
Manpower and Personnel Division (AFHRL/MO)
Manpower and Force Management Systems Branch (AFHRL/MOMM)
Brooks AFB, TX 78235
Telephone: AUTOVON 240-2242 Commercial (512) 536-2242

POINTS OF CONTACT

Management

2LT Marty Ellingsworth
Air Force Human Resources Laboratory
AFHRL/MOMM
Brooks AFB, TX 78235
Telephone: AUTOVON 240-2242 Commercial (512) 536-2242

POINTS OF CONTACT (cont.)

Technical

Mr. Dick Rogers
Air Force Human Resources Laboratory
AFHRL/TSOJ
Brooks AFB, TX 78235
Telephone: AUTOVON 240-3928 Commercial (512) 536-3928

FILE DESCRIPTION

Hardware/Software: Sperry 1100/81

Purpose: To provide managers, occupational analyst, and researchers access to current and historical occupational data for Air Force specialties and the people working in them.

Use: Used to support AFHRL projects. Also used by the USAFOMC to provide support for the development of occupational surveys.

Content: The data base contains data consisting of (1) statistical descriptors aggregated from large populations of individual airmen and technical training course data (name and SSAN data are not maintained in ORDB), (2) Air Force Regulation 39-1 career field information, (3) technical reports and studies, and (4) Comprehensive Occupational Data Analysis (CODAP) studies performed by USAFOMC. Note: This data source is the only automated source for Air Force Regulation 39-1 information.

AVAILABILITY

Available on-line to AFHRL and USAFOMC. Other Air Force agencies may request data from AFHRL or USAFOMC.

SUMMARY OF DOCUMENTATION

Occupational Research Data Bank User's Manual
Air Force Regulation 35-1, Military Personnel Classification Policy
Air Force Regulation 35-2, Occupational Analysis
Air Force Regulation 39-1, Airman Classification
Statistical Variables Subsystem Menu
Computer Assisted Reference Locator (CARL) Keyterms
File Item Data Organizer (FIDO) – AFSC History
Summary of ORDB Major Subsystems

SUMMARY OF DOCUMENTATION (cont.)

ORDB Briefing Slides and Narrative (hard copies)

LMI ASSESSMENT

General. Excellent data base for research use. This data system contains both current and historical occupational data for Air Force specialties and statistical information on the airmen assigned to those jobs.

Access to Data. Formal access through AFHRL should not be difficult.

Data Quality. Because there is such a large volume of data available, it is not possible to assess the accuracy rate.

MAJOR PRODUCTS AND REPORTS

Users may generate the desired screen displays or printed hard copy output of reports desired. See ORDB User's Manual for listing of reports.

FILES PRODUCED AND MAINTAINED

CARL	=	Computer Assisted Reference Locator
ARC	=	Aptitude Requirements Component Subsystem
SVS	=	Statistical Variable Subsystem
CODAP-RS	=	Comprehensive Occupational Data Analysis Programs-Reports Subsystem
CODAP-SVIS	=	Comprehensive Occupational Data Analysis Programs-Statistical Variable Interface Subsystem
ORDB-SPSS	=	Occupational Research Data Bank-Statistical Package for the Social Sciences Interface Subsystem

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

ORDB

OCCUPATIONAL RESEARCH DATA BANK

MILITARY JOB DESCRIPTION DEVELOPMENT	MILITARY JOB TRAINING PATTERN
Mil Job Codes (3) Effective Date Description Prerequisites History By Code By Title Preceding Code and Title Succeeding Code and Title Skill Level Contained in Code Relationship with Code Described in Detail Other Info (See variable menu included with documentation)	Mil Job Codes (3) Former Job Codes Alternate Patterns Institutional Courses (both required and elective) Correspondence Courses (both required and elective) OJT Requirements Progression of Training Effective Dates of present patterns and earlier patterns Other Info (See variable menu included with documentation)

SYSTEM OR FILE SYNOPSIS

REF. DATE: 28 JAN 86

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

NAME: Air Force Occupational File (Comprehensive Occupational Data Analysis Programs)

ACRONYM: AFOF (CODAP)

SUMMARY DESCRIPTION: AFOF (CODAP) is a computer-based system that stores and processes survey data gathered from surveyed airmen and supervisors to identify and analyze current jobs and tasks within an occupational area. Information obtained from this system may be used to change classification structures or arrangements, assess job-related skills, verify the relevance of training courses, and support other management actions/decisions when an accurate knowledge of job content at the task level is essential. AFOF (CODAP) has been recently redesigned. It is now undergoing final test and acceptance by Air Force Human Resources Laboratory (AFHRL), and should be released to U.S. Air Force Occupational Measurement Center (USAFOMC) in the Spring 1986. The new version will be called Air Force ASCII CODAP (see Advance CODAP: New Analysis Capabilities and Implementation of Air Force ASCII CODAP: New Versus Old System, included with documentation).

ORGANIZATIONAL PROPONENT

Air Force Human Resources Laboratory (AFHRL)
Manpower and Personnel Division (AFHRL/MO)
Force Acquisitions Branch (AFHRL/MOD)
Brooks AFB, TX 78235

Telephone: AUTOVON 240-3551 Commercial (512) 536-3551

POINTS OF CONTACT

Management

Mr. William J. Phalen

Air Force Human Resources Laboratory
AFHRL/MOD

Brooks AFB, TX 78235

Telephone: AUTOVON 240-3551 Commercial (512) 536-3551

POINTS OF CONTACT (cont.)

Technical

Mr. Dick Rogers
Air Force Human Resources Laboratory
AFHRL/TSO
Brooks AFB, TX 78235
Telephone: AUTOVON 240-3928 Commercial (512) 536-3928

FILE DESCRIPTION

Hardware/Software: Sperry 1100/81

Purpose: To analyze large numbers of Air Force jobs in detail.

Use: Used to help manage the Air Force Occupational Analysis program (used to input, process, organize, and report occupational data from job inventories). Occupational Survey Reports and Training Extracts are produced through use of AFOF (CODAP) and published and distributed by USAFQMC (copies of each are included with the documentation).

Content: The AFOF (CODAP) package contains over 50 computer programs which help the occupational analyst make decisions about an occupational career field. A list of programs are contained in AFHRL Automated Documentation Library (copy included with documentation).

AVAILABILITY

Available to AFHRL and USAFQMC. Occupational Survey Reports (OSRs) and Training Extracts produced by USAFQMC through use of the AFOF (CODAP) are distributed to Headquarters U.S. Air Force (USAF), AFMPC, major Air Commands, Air Training Command Technical Training Centers, AFHRL, the Army Occupational Survey Program (Soldier Support Center-National Capitol Region), Community College of the Air Force, and other interested agencies. AFOF (CODAP) technology has been adopted by the other Military Services and by a number of national and international agencies.

SUMMARY OF DOCUMENTATION

Air Force Regulation 35-2, Occupational Analysis
AFHRL Annual Report (FY85)
AFHRL-TR-73-75, USAF Occupational Research Project
AFOF (CODAP) Briefing (hard copies)
CODAP: A Current Review

SUMMARY OF DOCUMENTATION (cont.)

Recommended Reading for CODAP Training
Instructions for Obtaining Software Packages
CODAP Systems Descriptions (User's Guide)
Advanced CODAP: New Analysis Capabilities
Implementation of Air Force ASCII CODAP: New Versus Old System
Summary of AFHRL Data Bases
AFHRL Automated Documentation Library (CODAP Programs and Program Descriptions)
Listing of CODAP Studies
CODAP Study 7014, AFSC 811X0, June 1980
CODAP Study NR 7761 (AFSC 472XX), January 1986
Occupational Survey Report (Ground Radio Communication Specialty-AFSC 304X4)
Training Extract (Ground Radio Communication Specialty-AFSC 304X4)

LMI ASSESSMENT

General. This is the only major Air Force occupational data analysis program. Because it is widely accepted, and is used (with some variation) by all Military Services, this system is important for Defense Training Data and Analysis Center consideration.

Access to Data. Formal access through the organizational proponent should not be difficult.

Data Quality. Since AFHRL performs somewhat continuous, CODAP-based analyses in the areas of manpower, personnel, and training, we believe the data is generally good.

MAJOR PRODUCTS AND REPORTS

Almost all Air Force specialties have been measured using the programs of AFOF (CODAP). A listing of all major reports using CODAP are included with the documentation. The USAF Occupational Measurement Center also uses AFOF (CODAP) to produce Occupational Survey Reports and Training Extracts.

FILES PRODUCED AND MAINTAINED

A list of the 50-plus computer programs and program descriptions comprising AFOF (CODAP) are contained in AFHRL Automated Documentation Library, which is included with the documentation.

QUICK SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

AFOF (CODAP)
AIR FORCE OCCUPATIONAL FILE
(COMPREHENSIVE OCCUPATIONAL DATA
ANALYSIS PROGRAMS)

MILITARY JOB DESCRIPTION DEVELOPMENT

Mil Job Codes (3)
Effective Date
Description
Prerequisites
History
By Code
By Title
Preceding Code and Title
Succeeding Code and Title
Skill Level
Contained in Code
Relationship with Code
Described in Detail
Other Info
(See AFHRL Summary of Data Bases, CODAP Study
7014, and CODAP Study 7761, included with docu-
mentation.)

SYSTEM OR FILE SYNOPSIS	REF. DATE: 28 JAN 86
MILITARY SERVICE: AIR FORCE	SUBGROUP: ALL

NAME: Simulation Model for Allocation of Resources for Training

ACRONYM: SMART

SUMMARY DESCRIPTION: SMART is a planning and scheduling data system used by the Air Training Command (ATC) and its Technical Training Centers. SMART assists in the detailed forecasting of class seats and associated dates, based upon the Trained Personnel Requirements (TPR) – for initial skill courses – or the Major Air Command requirements – for advanced and supplemental courses. Aggregate planning information is passed via SMART through the Pipeline Management System (PMS) to the training requestors (commands) for suballocation to their units. SMART also provides tentative schedules and other planning data for use in the semi-annual Training Flow Management Conferences, which provide final plans to meet the Air Force's TPR.

ORGANIZATIONAL PROponent

Headquarters Air Training Command (ATC)
 Deputy Chief of Staff for Technical Training (ATC/TT)
 Directorate of Programs (ATC/TTP)
 Programs Division (ATC/TTPP)
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-2193 Commercial (512) 652-2193

POINTS OF CONTACT

Management

Mr. Keith Cook
 Chief, Programs Division
 HQ ATC/TTPP
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-2193 Commercial (512) 652-2193

POINTS OF CONTACT (cont.)

Technical

Mr. J. Hanson
SMART Analyst
HQ ATC/TTXDI
Randolph AFB, TX 78150
Telephone: AUTOVON 487-6274 Commercial (512) 652-6274

FILE DESCRIPTION

Hardware/Software: Honeywell DPS/8 (Data Stored on Disk)

Purpose: To aid in the planning and scheduling of technical training throughout ATC.

Use: Used exclusively by Air Training Command to validate training requirements, schedule training, and distribute/allocate training quotas.

Content: Data base contains information pertaining to all Air Force enlisted technical training courses conducted by ATC. Data include (1) course number, (2) class schedule and size, (3) elimination rate, (4) owner, training manager, and user identification, (5) resource requirements (facilities, equipment constraints, instructors, support staff, funds, program element code, etc.), and (6) other miscellaneous data (see SMART Data Base Structure).

AVAILABILITY

Availability is now limited to Headquarters, Air Training Command, and to its Technical Training Centers.

SUMMARY OF DOCUMENTATION

Air Training Command Regulation 35-301, Student Flow Management (copies included with PMS documentation)
SMART Informal User's Guide
SMART Data Base Structure Description
Listing of SMART Products
SMART Briefing Slides
Flow of Training Requirements and Quotas

LMI ASSESSMENT

General. This system is important for TDAC consideration because it is the only major, automated data source for resources for all enlisted technical training courses conducted by ATC.

Access to Data. Formal access through the organizational proponent should not be difficult.

Data Quality. It was not possible to assess the accuracy of the data.

MAJOR PRODUCTS AND REPORTS

Requirement Report
Class Allocation Report
Distribution Summary
Schedule Report
Non-Prior-Service Distribution by Month
Program Control Document Parameter Select
Common Fundamentals Phase Report
Student MANDAYS Report
Other (see listing of SMART products included with documentation)

FILES PRODUCED AND MAINTAINED

HEAD-RECORD	=	Head Record
TM	=	Training Manager Record
OS	=	Organizational Structure Record
AFSC	=	Air Force Specialty Code Record
RQMT	=	Requirements Record
CRS	=	Course Record
V	=	Version Record
FISC-YR	=	Fiscal Year Record
CORS	=	Course-Data Record
RS	=	Recruiting-Info Record
CNT	=	AC Record (Contractor Data)
CORS-AFSC	=	Course AFSC Record
BA	=	BA-Record
BAQ	=	BAQ-Quarter Record
DESC	=	RQMT-Descrep Record
B	=	Block Data Record

FILES PRODUCED AND MAINTAINED (cont.)

CLS	=	Class Data Record
USER	=	User Record
VECTORS	=	Vectors-GP Record
USER-ALLOC	=	User Allocation Record
UR	=	User Requirement Record

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

SMART

SIMULATION MODEL FOR ALLOCATION OF RESOURCES OF TRAINING

TRAINING COURSE DESCRIPTION	TRAINING RESOURCE REQUIREMENTS
Course Number Course Name Prerequisites AFSC Awarded AFSC Required for Entry Installation Training Location Course Length Class Size Attendees Demand # Course Dates (begin and end) ID by OSD Type Program Element Code Other (see SMART Data Base Structure)	Resources focus on: Course Program Institution Facilities Equipment (constraints) Instructors Support Staff Funds Program Element Code Other (see SMART Data Base Structure)

SYSTEM OR FILE SYNOPSIS	REF. DATE: 11 DEC 85
MILITARY SERVICE: AIR FORCE	SUBGROUP: A, G, R

NAME: Master Personnel File – Airman Active/Airman Guard/Airman Reserve

ACRONYM: MPF – AA/AG/AR

SUMMARY DESCRIPTION: The Master Personnel File (MPF) is an automated system that contains master personnel records for Active, Guard, and Reserve Airmen. The Airman Active (AA) file contains 1,287 data elements, the Airman Guard (AG) file contains 574 data elements, and the Airman Reserve (AR) file contains 671 data elements.

ORGANIZATIONAL PROponent

Headquarters, Air Force Military Personnel Center (AFMPC)
 Director of Personnel Data Systems (HQ AFMPC/DPMD)
 Master Personnel File Branch (HQ AFMPC/DPMDS)
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-5722 Commercial (512) 652-5772

POINTS OF CONTACT

Management

Mr. W. L. Clancy
 Chief, Airman Systems Section
 HQ AFMPC/DPMDSMI
 Randolph AFB, 78150

Telephone: AUTOVON 487-5722 Commercial (512) 652-5722

POINTS OF CONTACT (cont.)

Technical

TSgt Michael Stone
Airman Systems Analyst
HQ AFMPC/DPMDSMI
Randolph AFB, TX 78150
Telephone: AUTOVON 487-5771 Commercial (512) 652-5771

FILE DESCRIPTION

Hardware/Software: Honeywell DPS/8 (Data Stored on Disk)

Purpose: Personnel management.

Use: Personnel managers use the data contained in the MPF to manage enlisted personnel throughout their career.

Content: General personnel data. See Data Descriptor Tables included with documentation.

AVAILABILITY

Available on-line to all personnel managers, and to others (commanders, functional managers, training managers, etc.) on a need-to-know basis. Historical data files are maintained by the Air Force Human Resources Laboratory (AFHRL) – description of files are included with documentation.

SUMMARY OF DOCUMENTATION

Air Force Manual 30-3, Vol I, The Personnel Data System
Air Force Regulation 50-23, On-The-Job Training (OJT)
Air Force Regulation 700-20, Vol I, Air Force Data Dictionary (currently on order from AF/DAP)
Data Descriptor Table Header Format
Airman Active Data Descriptor Table (seq by Data Name)
Airman Active Data Descriptor Table (seq by Line Number)
Airman Guard Data Descriptor Table (seq by Data Name)
Airman Guard Data Descriptor Table (seq by Line Number)
Airman Reserve Data Descriptor Table (seq by Data Name)
Airman Reserve Data Descriptor Table (seq by Line Number)
AFHRL Uniform Airman Records (UAR) – Active Airman File Descriptor

SUMMARY OF DOCUMENTATION (cont.)

AFHRL UAR – Airman Guard File Descriptor
AFHRL UAR – Airman Reserve File Descriptor
Air Force Training Status Codes and Definitions
Training Report [HAF-REP(M) 7122] – Report Specification
OJT Statistical Reports – Report Specification

LMI ASSESSMENT

General. Best source for personnel data on Active, Guard, and Reserve enlisted personnel. The Master Personnel File is the only automated Air Force-wide system containing information relating to OJT. See Training Status Codes and Definitions included with documentation for types of information available.

Access to Data. Official access through AFMPC should be possible.

Data Quality. Generally good, based on use and official nature of record.

MAJOR PRODUCTS AND REPORTS

There are approximately 600 reports produced using this data base. The Training Report [HAF-REP(M) 7122] and OJT Statistical Reports are the only two that pertain to training. (Report specification for each are included with the documentation.)

FILES PRODUCED AND MAINTAINED

AA = Airman Active Master Personnel File
AG = Airman Guard Master Personnel File
AR = Airman Reserve Master Personnel File

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: A, G, R

MPF – AA/AG/AR

**AIR FORCE MASTER PERSONNEL FILES – AIRMAN ACTIVE/
AIRMAN GUARD/ AIRMAN RESERVE**

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
SSAN Grade AFSC: Primary Control Duty 2d, 3d, and 4th AFSC SEIs ASVAB Scores Mental Category Date of Birth Marital Status Sex Race Civilian Education Civilian Occupation for Guard and Reserve Dates Initial Entry Military Duty Entry Present Duty Adjusted Initial Service Current Separation Date Current DOR Unit Transfers AFSC Changes Address: State City Zip Code Numerous Other Data AA – 1,287 Data Elements AG – 574 Data Elements AR – 671 Data Elements	SSAN Grade AFSC Trained AFSC Duty Mode of Instruction Date Training Started (If projected or currently attending training) Date Training Ended Course Name (coded) Training Outcome Training Status Training Location

SYSTEM OR FILE SYNOPSIS	REF DATE: 11 FEB 86
MILITARY SERVICE: AIR FORCE	SUBGROUP: ACTIVE

NAME: Airman Skill File

ACRONYM: ASKIF

SUMMARY DESCRIPTION: ASKIF is an aging computer model that contains manpower data (current strength, projected gains and losses, projected manpower authorizations, projected manning levels, etc.) for all Air Force Specialty Codes (AFSCs). ASKIF forecasts the airman force, by AFSC, over a 3-year period. It is used by Headquarters, U.S. Air Force (USAF), in determining and distributing requirements data for initial skills training for non-prior-service airmen, prior-service airmen, and airmen to be retrained. A major product of ASKIF (after review and adjustment) is the Trained Personnel Requirements (TPR), produced by HQ USAF transmitted to Headquarters, Air Training Command as the principal demand for initial skill training seats. The Enlisted Force Management System (EFMS), currently under development, will replace ASKIF.

ORGANIZATIONAL PROPONENT

Headquarters, United States Air Force (HQ USAF)
 Deputy Chief of Staff for Personnel (AF/DP)
 Director of Personnel Programs (AF/DPPP)
 Force Programs Division (AF/DPPPP)
 Skills Management Branch (AF/DPPPP1)
 Washington, DC 20330

Telephone: AUTOVON 225-3434/4066 Commercial (202) 695-3434/4066

POINTS OF CONTACT

Management

Mr. Patrick Thomson
 Chief, Trained Personnel Requirements
 AF/DPPPP1

Washington, DC 20330

Telephone: AUTOVON 225-3434/4066 Commercial (202) 695-3434/4066

POINTS OF CONTACT (cont.)

Technical

Col Robert G. Walker
Chief, Washington Area DP Support Division
HQ AFMPC/DPMDW
Washington, DC 20330
Telephone: AUTOVON 297-4606 Commercial (202) 697-4606

FILE DESCRIPTION

Hardware/Software: Honeywell DPS/8 (Data Stored on Disk)

Purpose: To provide computerized data support for personnel functions that manage the enlisted force by AFSC.

Use: Used by HQ USAF personnel/training managers to determine initial skills training requirements by AFSC.

Content: Data base contains information by AFSC for a 3-year period (current, budget, and 1 planning year) pertaining to (1) beginning and end strength, (2) losses to the Air Force, (3) gains and losses to the AFSC caused by lateral flow, promotions, and retraining, (4) reenlistments, (5) manpower requirements, (6) training production, and (7) projected manning levels.

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AVAILABILITY

HQ United States Air Force (AF/MP)
HQ Air Force Military Personnel Center (HQ AFMPC/DPMR)
HQ Air Training Command (ATC/TT)

SUMMARY OF DOCUMENTATION

ASKIF General System Specification

LMI ASSESSMENT

General. This system is important to TDAC because it establishes recruiting objectives by AFSC. It also identifies the Air Force requirements for initial skills training.

Access to Data. Formal access through the organizational proponent should not be difficult.

LMI ASSESSTMENT (cont.)

Data Quality. Because the system uses large volumes of data to forecast the airman force by AFSC over a 3-year period it is not possible to assess the quality of the data.

MAJOR PRODUCTS AND REPORTS

Trained Personnel Requirements (TPR)
TPR AFSC Summary
TPR Tape Print
TPR Comparison and Analysis
NPS Required/Allocated

FILES PRODUCED AND MAINTAINED

Airman Management Control File

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: AIR FORCE	SUBGROUP: ACTIVE

ASKIF

AIRMAN SKILL FILE

TRAINING RESOURCE REQUIREMENTS
Resource focus on: AFSC , Personnel Resources (initial skills training) Non-Prior Service Prior Service Retrainees

SYSTEM OR FILE SYNOPSIS

REF. DATE: 11 DEC 85

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

NAME: Base Level Military Personnel System

ACRONYM: BLMPS

SUMMARY DESCRIPTION: BLMPS is an on-line system designed to provide immediate access to a central file of local personnel records as an aid in personnel management. BLMPS is the base-level extension or version of the Air Force's Personnel Data System (PDS). BLMPS uses standard programs to process data, generate reports and other products, and manage personnel actions. BLMPS-acquired data are routinely moved automatically to the Air Force Military Personnel Center (AFMPC) for use as part of the Master Personnel File.

The Processing and Classification of Enlistees System (PACE), a uniquely modified version of BLMPS, is used by the Military Training Center at Lackland Air Force Base, Texas, to process and classify (or make the person-job match) for most basic airmen during basic military training. Initial records have been built earlier by the Recruiting Service's Procurement Management Information System (PROMIS), which provides a projected accession record to PACE 10 days prior to the projected date of enlistment. PACE is used to confirm the accession to HQ AFMPC. This action allows for the final reservations to be made for individual airmen for technical training seats.

ORGANIZATIONAL PROponent

Headquarters, Air Force Military Personnel Center (AFMPC)
Director of Personnel Data Systems (HQ AFMPC/DPMD)
Base Level Personnel Systems Branch (HQ AFMPC/DPMFB)
Randolph AFB, TX 78150
Telephone: AUTOVON 487-2264 Commercial (512) 652-2264

POINTS OF CONTACT

Management

Lt Col S. Giles

Chief, Base Level Personnel Systems Branch

HQ AFMPC/DPMDFB

Randolph AFB, 78150

Telephone: AUTOVON 487-2264 Commercial (512) 652-2264

Technical

SMsSgt Wayne Nelson

NCOIC, Base Level Military Personnel System

HQ AFMPC/DPMDFB2

Randolph AFB, TX 78150

Telephone: AUTOVON 487-4165/5022 Commercial (512) 652-4165/5022

FILE DESCRIPTION

Hardware/Software: Sperry/1100; Burroughs/B3500 (conversion in final stages to change all bases to Sperry/1100)

Purpose: Personnel management.

Use: Personnel managers use the data to manage local personnel resources.

Content: General personnel data. See BLMPS Data Descriptor Tables included with documentation.

AVAILABILITY

Available on-line to base-level personnel managers and to others (commanders, functional managers, training managers, etc.) on a need-to-know basis. Data transmitted to HQ AFMPC for storage on the Master Personnel File (MPF) are later transferred to the Air Force Human Resources Laboratory where they are maintained for historical purposes (description of files are included with the MPF Synopses).

SUMMARY OF DOCUMENTATION

Air Force Manual 30-130, Vol I, Base Level Military Personnel System

Air Force Regulation 50-23, On-The-Job Training (included with MPF Synopses)

Air Force Regulation 700-20, Vol I, Air Force Data Dictionary (included with MPF synopses)

BLMPS Data Descriptor Table

SUMMARY OF DOCUMENTATION (cont.)

Air Force Training Status Codes and Definitions
PACE User's Guide

LMI ASSESSMENT

General. A good source of data, but limited to base level, BLMPS is the only automated base-level system containing information relating to on-the-job training (see Training Status Codes and Definitions included with documentation for types of information available). The Master Personnel file, an Air Force-wide system which contains the most important data elements from BLMPS, is a much better source.

Access to Data. Official access through AFMPC should be possible.

Data Quality. Generally good, based on use and official nature of record.

MAJOR PRODUCTS AND REPORTS

See Air Force Manual 30-130, Vol I, Chapter 7, included with documentation for a listing of products.

FILES PRODUCED AND MAINTAINED

ZVKOOD = Data File
ZVKOOT = Tables File
ZVKOOH = Hold File
ZVKOOJ = TR/AUTODIN Output File

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ALL

BLMPS

BASE LEVEL MILITARY PERSONNEL SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
SSAN Grade AFSC: Primary Control Duty 2d, 3d, and 4th AFSC SEIs ASVAB Scores Mental Category Date of Birth Marital Status Sex Race Civilian Education Civilian Occupation for Guard and Reserve Dates Initial Entry Military Duty Entry Present Duty Adjusted Initial Service Current Separation Date Current DOR Unit Transfers AFSC Changes Address: State City Zip Code Numerous Other Data (see Control Tables Update included with documentation)	SSAN Grade AFSC Trained AFSC Duty Mode of Instruction Date Training Started (If projected or currently attending training) Date Training Ended Course Name (coded) Training Outcome Training Status Training Location

SYSTEM OR FILE SYNOPSIS	REF DATE: 10 DEC 85
MILITARY SERVICE: AIR FORCE	SUBGROUP: ALL

NAME: Branch-Level Training Management System

ACRONYM: BLTMS

SUMMARY DESCRIPTION: BLTMS is an on-line, installation-based system that will automate branch-level tasks associated with training management within Air Force training centers. These tasks include student management, instructor management, test grading and analysis, graduate evaluation, courseware management, and meeting the unique needs of special courses. The purpose of this system is to relieve the faculty of some administrative tasks and improve the quality and timeliness of the flow of information pertaining to training management. This system is under development.

ORGANIZATIONAL PROPONENT

Headquarters, Air Training Command (ATC)
 Deputy Chief of Staff for Technical Training (ATC/TT)
 Directorate of Plans (ATC/PTX)
 Data Systems Support Division (ATC/TTXD)
 Management Systems Development Branch (ATC/TTXDI)
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-6274 Commercial (512) 652-6274

POINTS OF CONTACT

Management

Capt Kerry J. Ledford
 BLTMS Project Officer
 HQ ATC/TTXDI
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-6274 Commercial (512) 652-6274

POINTS OF CONTACT (cont.)

Technical

Capt Kerry J. Ledford
BLTMS Project Officer
HQ ATC/TTXDI
Randolph AFB, TX 78150
Telephone: AUTOVON 487-6274 Commercial (512) 652-6274

FILE DESCRIPTION

Hardware/Software: Burroughs B25/XE500 (Multiplan, R Base 6000, and WRITEone) and Optimal Mark Readers

Purpose: Automation of branch level training management tasks and duties.

Use: Primary use will be to assist in the management of branch-level training support functions, including test grading and analysis, instructor management, graduate evaluation, and student management.

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Content: The data base will contain (1) information on instructors, such as personnel information, teaching status qualifications, teaching schedule, etc., (2) test keys for grading tests, (3) information pertaining to graduates to be used when using the automated graduate evaluation response and analysis, (4) information on students, including personal data, student status, test scores, etc., and (5) other information as determined by local training managers.

To the extent that BLTMS eventually becomes fully utilized by the academic or teaching units of the training centers of the Air Training Command (ATC), data stored within this system will be available to analysts through the Pipeline Management System (PMS). Caution should be exercised, however, as the data are sought, because the great flexibility of BLTMS can produce information which is clustered and stored according to differing local procedures.

AVAILABILITY

Available to local training managers at division and branch level within ATC's training centers. Future capabilities include an installation-wide network with HQ ATC/AFMPC interface.

SUMMARY OF DOCUMENTATION

BLTMS Briefing Slides
BLTMS (B25/XE500) Equipment User's Guide
Burroughs Reference Manual-B20 Systems Executive WRITEone Word Processing
Burroughs Reference Manual-B20 Systems Multiplan

SUMMARY OF DOCUMENTATION (cont.)

R Base 6000 User's Guide (Not enclosed. Available for purchase commercially.)

IMI ASSESSMENT

General. When operational, BLTMS should be a good source of data. The PMS, which will contain data elements used by BLTMS, should be more accessible. See caution under "Content," above.

Access to Data. Official access through HQ ATC should be possible.

Data Quality. It was not possible to assess the data accuracy because the system is under development.

MAJOR PRODUCTS AND REPORTS

BLTMS permits local users to build reports and design products based on their individual needs. No products now exist.

FILES PRODUCED AND MAINTAINED

Files produced and maintained by BLTMS will depend upon the needs of the user. BLTMS consists of six functions: (1) student management, (2) instructor management, (3) testing, (4) courseware, (5) unique needs, and (6) graduate evaluation.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: AIR FORCE	SUBGROUP: ALL

BLTMS

BRANCH-LEVEL TRAINING MANAGEMENT SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY ^{1, 2}	INDIVIDUAL TRAINING EXPERIENCE ^{1, 2}	TRAINING COURSE DESCRIPTION ^{1, 2}	TRAINING RESOURCE REQUIREMENTS
SSAN Grade AFSC ASVAB Scores Mental Category Date of Birth Sex Race Physical Profile Civilian Education Date Initial Military Duty Adjusted Initial Military Service Date Projected Promotions Military Job Change Mailing Address Unit Designation Inactive Duty Drill Site	SSAN Grade AFSC Trained (IST only) AFSC Control Mode of Instruction ID by OSD Type Date Training Started Date Training Ended Course Length Course Name Training Outcome Training Status Training Location	Course Number Course Name AFSC Awarded AFSC Required for Entry Installation Training Location Course Length Class Size Attendees Demand # Entrants # Recycles # No Shows # Graduates (# SSAN) Performance Data (S or U) Course Dates (begin and end) ID by OSD Type	Resource focus on: Courseware Instructor Management Administrative Support Unique Needs Other (as determined by local training managers)

NOTES

¹When BLTMS becomes fully operational, these data will be available through interface with the Pipeline Management System.

²In addition, other data as determined by local training managers may be stored in BLTMS.

SYSTEM OR FILE SYNOPSIS	REF DATE: 28 JAN 86
MILITARY SERVICE: AIR FORCE	SUBGROUP: ACTIVE

NAME: Procurement Management Information System

ACRONYM: PROMIS

SUMMARY DESCRIPTION: PROMIS is an on-line, computerized system used by Recruiting Service to manage the recruitment of personnel of the Active Air Force. Based on the Trained Personnel Requirements and the number of planned technical training school seats, requests for recruits (a "Job Bank") for the forthcoming 12-month period are passed to the recruiters via PROMIS. PROMIS is used to establish an initial personnel record for enlistees and to make reservations for them for Basic Military Training (BMT). In addition, PROMIS completes reservations for technical training (beyond BMT) for the limited number of enlistees qualifying for the Guaranteed Training Enlistment Program and for the even smaller number of prior-service enlistees who require retraining into a new Air Force Specialty Code.

ORGANIZATIONAL PROPONENT

Headquarters, Air Training Command (ATC)
 Headquarters, Air Force Recruiting Service (USAFRS)
 Accessions Control Branch (HQ ATC/RSOPC)
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-4565 Commercial (512) 652-4565

POINTS OF CONTACT

Management
 SMSgt Ned Bennett
 Chief, Accessions Control Branch
 HQ ATC/RSOPC
 Randolph AFB, TX 78150
 Telephone: AUTOVON 487-4565 Commercial (512) 652-4565

POINTS OF CONTACT (cont.)

Technical

Mr. Dewey Pittman
PROMIS Analyst
HQ AFMPC/DPMDCA
Randolph AFB, TX 78150

Telephone: AUTOVON 487-6653 Commercial (512) 652-6653

FILE DESCRIPTION

Hardware/Software: Honeywell DPS/8 (Data Stored on Disk)

Purpose: To manage the recruitment and early administrative processing of personnel.

Use: Used by recruiters to manage job quotas and reservations, report production, initiate personnel records, perform enlistment processing, and accomplish other administrative tasks required for new enlistees.

Content: General personnel data and the "Job Bank." See attached documents.

AVAILABILITY

HQ U.S. Air Force (AF/MP)
HQ Air Force Military Personnel Center (AFMPC)
HQ Air Training Command (ATC/TT)
HQ U.S. Air Force Recruiting Service (USAFRS)
Military Entrance Processing Stations (MEPS)

SUMMARY OF DOCUMENTATION

Brief Description of PROMIS
PROMIS User's Guide
PROMIS Sub-schema
Air Training Command Regulation 35-301, Student Flow Management (copies included with Pipeline Management System documentation)

LMI ASSESSMENT

General. Not a good source due to availability of same data from either the Pipeline Management System or the Master Personnel File.

Access to Data. Currently limited to those organizations listed under availability. Defense Training Data and Analysis Center can gain official access through HQ USAF/MPXOA.

Data Quality. No assessment possible.

MAJOR PRODUCTS AND REPORTS

Air Training Command Regulation 35-301, Chapters 3 and 4, contains a listing of major products and reports.

FILES PRODUCED AND MAINTAINED

See PROMIS Sub-schema included with documentation for listing of files.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: AIR FORCE

SUBGROUP: ACTIVE

PROMIS

PROCUREMENT MANAGEMENT INFORMATION SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
SSAN Grade AFSC: Primary 2d AFSC (prior service only) ASVAB Scores Mental Category Date of Birth Marital Status Sex Race Civilian Education Dates Initial Entry Military Duty Entry Present Duty Adjusted Initial Service Current Separation Date Current DOR Address: Zip Code only (nine positions) Numerous Other Data (see PROMIS User's Guide and PROMIS Sub- schema)	SSAN Grade AFSC Trained AFSC Duty Mode of Instruction ¹ Date Training Started Date Training Ended Course Name (coded) ¹ Training Status ¹ Training Location ¹

NOTE 1. For prior service retrainees and non-prior-service enlistees selected for technical training.

APPENDIX C

NAVY DATA SOURCES

DATA SOURCES DESCRIBED

NAVY

<u>NAME</u>	<u>ACRONYM</u>	<u>TIER</u>	<u>CONTENT</u>	<u>COMPONENTS</u>
Navy Integrated Training Resources and Administration System	NITRAS	1	1, 2, 4, 5	A and R
Records of the Defense Manpower Data Center	DMDC	1	1, 2	A and R
Catalog of Navy Training Courses	CANTRAC	2	6	A and R
Versatile Training System II	VTS II	2	2, 4	A
Navy Recruit Accession Module	NRAM	3	1	A and R
Support Programs for Incentive, Retention, and Training Assignments	SPIRIT	3	1, 4	A and R
Chief of Naval Education and Training Program Automated Tracking System	CPATS	4	6	A and R

Notes:

- * 1 = Individual attributes and career history data
- 2 = Individual training experience data
- 3 = AFSC description and development data
- 4 = Training course or program description data
- 5 = AFSC training pattern data
- 6 = Training resource requirements data

POINTS OF CONTACT FOR NAVY SYSTEMS NOT COVERED
BY LMI REPORT TO TPDC

ATSS Aviation Training Support System (Proponent: NAVAIR)	Mr. Bill Heckmer (APC-205) Washington, DC Commercial: (202) 692-1966 Autovon: 222-1966
IMAPMIS Inactive Master Personnel Management Information System (Proponent: NMPC-16)	CAPT Charles Sofgee (CNRP) New Orleans, LA Commercial: (504) 948-5464 Autovon: 363-5464
MILPERSIS Military Personnel Information System (Proponent: CNTECHTRA)	Mr. Ron Scroggins (NETPMSA) Memphis, TN Commercial: (901) 872-5375 Autovon: 966-5375
MTIP Maintenance Training Improvement Program (Proponent: NAVAIR)	Mr. Bill Heckmer (APC-205) Washington, DC Commercial: (202) 692-1966 Autovon: 222-1966
NES/EMF Navy Enlisted System/Enlisted Master File (Proponent: NMPC-16)	Mr. Hank Blankenship (NMPC-1652) Washington, DC Commercial: 694-1882 Autovon: 224-1882
PRIDE Personalized Recruiting for Immediate and Delayed Enlistment System (Proponent: CNRC-70)	YN1 Jack Chmielewski (NRC) Washington, DC Commercial: 696-4971 Autovon: 226-4971
PTEP Personnel Training Evaluation Program (Proponent: SSPO)	CAPT John Byron (SP-15) Washington, DC Commercial: (202) 695-2455 Autovon: 225-2455
RTSS Reserve Training Support System (Proponent: CNRF)	LCDR Robert Kociemba (OP-09R) Washington, DC Commercial: 697-5201 Autovon: 227-5201
SKAT Skill Accession Training Module (Proponent: OP-13)	LT Claire Bloom (OP135E) Washington, DC Commercial: 694-5444 Autovon: 224-5444
STIP Surface Training Improvement Program (Proponent: Director, Naval Reserve)	CAPT Brian Sheffield (09R94) Washington, DC Commercial: (202) 695-2940 Autovon: 225-2940

SYSTEM OR FILE SYNOPSIS	REF DATE: 24 Feb 87
MILITARY SERVICE: NAVY	SUBGROUP: ACTIVE AND RESERVE

NAME: Navy Integrated Training Resources and Administration System

ACRONYM: NITRAS

SUMMARY DESCRIPTION: NITRAS is comprised of five files which are designed to provide current and historical training information across a broad spectrum of users and requirements. The five files are: the Master Course Reference File (MCRF), the Student Master File (SMF), the Training Summary File (TSF), the NITRAS Quota Control File (NQCF), and the Pipeline Management File (PMF).

ORGANIZATIONAL PROPONENT

Office of the Chief of Naval Education and Training
 NITRAS Management Office
 Naval Education and Training Program Support Activity
 NAS Pensacola
 Pensacola, FL 32508

Telephone: COMMERCIAL (904) 452-1972/AUTOVON 922-1972

POINTS OF CONTACT

Management

COL Mason
 Naval Education and Training (Code N-361)
 NAS Pensacola
 Pensacola, FL 32508
 Telephone: COMMERCIAL (904) 452-4044/AUTOVON 922-4044

POINTS OF CONTACT (continued)

Technical

Mr. Don Neidert
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508
Telephone: COMMERCIAL (904) 452-4798/AUTOVON 922-4798

FILE DESCRIPTION

Hardware/Software: UNIVAC 1180/VAX 11780 for data validation.

Purpose: To manage the Navy's training effort and to provide statistical information for management level review of training effectiveness and requirements.

Use: Used throughout the Navy's training structure.

Content: General training information on individuals and courses.

AVAILABILITY

Naval Education and Training Command (NAVEDTRACOM)
Naval Military and Personnel Command (NMPC)
Navy Recruiting Command (NRC)
Naval Reserve Forces (NAVRESFOR)

SUMMARY OF DOCUMENTATION

NITRAS Reports Manuals Volume I and IV
NITRAS Training Summary File Users Manual
Navy Integrated Training Resources and Administration System (CNET Instr 1510.1C dtd Mar 18, 1983)
NITRAS Student Master File Users Manual
NITRAS Pipeline Users Manual
NITRAS Master Course Reference File Users Manual
NITRAS Master Course Reference File Record Size
NITRAS Training Summary File Master File

LMI ASSESSMENT

General. NITRAS is the Navy's primary training information system. The system is old and cumbersome. OP-16 is currently reviewing the Navy's training information requirements with an anticipated end result of developing a more modern, responsive ADP system.

Access to Data. Although NITRAS is widely available within the Navy, TPDG requests should be channeled through CNET.

Data Quality. Student information is normally of low quality because the system is sporadically updated. Class information for out years is considered to be of good quality, but execution year information on classes is considered to be poor.

MAJOR PRODUCTS AND REPORTS

See provided NITRAS Reports Manuals.

FILES PRODUCED AND MAINTAINED

See documentation provided on the five files that comprise NITRAS (CNET Instruction 1510.1C dtd 18 Mar 83).

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NITRAS (NAVY INTEGRATED TRAINING RESOURCES
AND ADMINISTRATION SYSTEM)

MCRF

MASTER COURSE REFERENCE FILE

TRAINING COURSE OR PROGRAM DESCRIPTION
File Contents
Course Name or Designation
Prerequisites Designated
Military Job/Additional Skill
Required for Entry
Awarded Upon Completion
Installation
Training Locations
Attendees
Original Demand #
Dates Recorded for Course
Commenced
Ended
Identification by OSD Course Type

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: NAVY	SUBGROUP: ACTIVE AND RESERVE

NITRAS (NAVY INTEGRATED TRAINING RESOURCES
AND ADMINISTRATION SYSTEM)
PMF
PIPELINE MANAGEMENT FILE

MILITARY JOB TRAINING PATTERN
File Contents Military Job Code Alternate Patterns Institutional Courses Required Progression of Training Consecutive/Serial

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NITRAS (NAVY INTEGRATED TRAINING RESOURCES
AND ADMINISTRATION SYSTEM)

SMF

STUDENT MASTER FILE

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
General Items Social Security Number Grade or Rate Military Job Code ASVAB Scores, Complete ASVAB Scores, Incomplete Date of Birth Marital Status Sex Race Civilian Education Completed Dates Initial Military Duty Interim Enlistments Entry Present Duty Adjusted Initial Service Date Promotions Dates of Rank Unit Transfers Military Job Change Locations State City/Town Zip Code Unit Designation UIC of Unit	File Contents Social Security Number Grade or Rate Military Job for Which Trained Military Job Code Currently Held Mode of Training Institutional Identification by OSD Course Type Training Dates Dates Commenced Dates Ended Course Length Course Names or Designations Training Outcomes Trainee Status While Training Training Locations

SYSTEM OR FILE SYNOPSIS

REF DATE: 30 Mar 87

MILITARY SERVICE: ALL

SUBGROUP: ALL

NAME: Records of the Defense Manpower Data Center

ACRONYM: DMDC

SUMMARY DESCRIPTION: These records constitute the standard personnel data source available at DoD level. They are provided routinely and uniformly by all Military Services to DMDC under the provisions of Department of Defense Instructions 1336.5 (for Active Components) and 7730.54 (for Reserve Components).

ORGANIZATIONAL PROPONENT

Office of the Assistant Secretary of Defense
(Force Management and Personnel)
Defense Manpower Data Center
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-259330

POINTS OF CONTACT

Management

Mr. Ken Sheflin
Director, DMDC
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-2593
Telephone: Commercial (202) 696-5816

POINTS OF CONTACT (continued)

Technical

Mr. Robert Brandewie
Deputy Director, DMDC
550 Camino El Estero Suite 200
Monterey, CA 93940-3231
Telephone: AUTOVON 878-2951 Commercial (408) 375-4131

FILE DESCRIPTION

Hardware/Software: IBM 3033AP, IBM 3033U, and IBM 4381

Purpose: Personnel analysis and research. Support of DoD-authorized programs requiring personnel data base.

Use: Same

Content: The Active Component file has 63 data elements. The Reserve Components file has 47. See the applicable DoDI for lists.

AVAILABILITY

Available routinely to researchers and analysts conducting projects authorized by OASD(FM&P). Historical record availability shown on the attached questionnaire (Section IV, p.7).

SUMMARY OF DOCUMENTATION

Department of Defense Instruction (DoDI) 1336.5, 22 May 85.

Department of Defense Instruction (DoDI) 7730.54, 23 Oct 86.

LMI ASSESSMENT

General. This is the most important personnel data source for early work at the Defense Training Data and Analysis Center (TDAC). The records of the Reserve Component Common Personnel Data System (RCCPDS) are the official personnel files of the Reserve Components of the Military Services. The Active Duty Military Personnel files are reasonably accurate, though unofficial, and they are available.

Access to Data. TDAC staff members who have transferred from DMDC can best advise TDAC on how to proceed to gain formal access to these data.

LMI ASSESSTMENT (continued)

Data Quality. RCCPDS data quality has long been criticised, but a task force whose objective is accuracy improvement is currently completing its work. One by-product of that effort will be a significant increase in the number of data elements captured by RCCPDS. The data quality of the Active Duty Military Personnel Records is generally considered to be good.

MAJOR PRODUCTS AND REPORTS

This data source contributes to many reports and products prepared by others. A major report, "Official Guard and Reserve Manpower Strengths and Statistics," [RCS: DDD: M(M) 1147/1148] is produced quarterly from RCCPDS.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ALL

DMDC

DEFENSE MANPOWER DATA CENTER

**INDIVIDUAL ATTRIBUTES
AND CAREER HISTORY**

General Items

Social Security Number
Grade or Rate
MOS Military Job Code
DoD Occupation Code
AFQT
Mental Category
Date of Birth
Marital Status
Sex
Race
Civilian Education Completed

Dates

Initial Military Duty
Entry Present Duty
Adjusted Initial Service Date
All Separations, Prior Duty
Dates of Rank

Locations

State
Zip code
UIC of Unit

SYSTEM OR FILE SYNOPSIS

REF DATE: 24 Feb 87

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NAME: Catalog of Navy Training Courses

ACRONYM: CANTRAC

SUMMARY DESCRIPTION: CANTRAC contains information on schools and courses that are under the purview of the Chief of Naval Education and Training (CNET) and other Navy Training Commands.

ORGANIZATIONAL PROPONENT

Chief of Naval Education and Training
Commanding Officer Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1310/AUTOVON 922-1310

POINTS OF CONTACT

Management

Mr. Don Cook
Head Systems Management Division
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1314/AUTOVON 922-1314

POINTS OF CONTACT (continued)

Technical

Mrs. Joanne Rice
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1314/AUTOVON 922-1314

FILE DESCRIPTION

Hardware/Software: VAX 11780 at Wright-Patterson AFB

Purpose: To disseminate course information throughout the Navy.

Use: Used by all naval commands as a training reference and source of available schoolhouse training.

Content: Course descriptions and convening schedules -- general information on facilities available at training sites -- listings of performance/knowledge skills that are taught in each course.

AVAILABILITY

All naval commands and installations.

SUMMARY OF DOCUMENTATION

CANTRAC General Information and Quota Control Notes
CANTRAC Users Manual
CANTRAC Briefing
CNET Instruction 1500.1B dtd April 22, 1985 entitled CANTRAC
Skills Profiles (CNET Instruction 1540.8A dtd December 18, 1984

LMI ASSESSMENT

General. Good information source on formal training courses provided by CNET. CANTRAC is produced in microfiche form and reissued quarterly.

Access to Data. Data is readily available at all naval commands. TPDC should request information from or direct access to CANTRAC from CNET.

Data Quality. Data quality is excellent.

MAJOR PRODUCTS AND REPORTS

The only product is the CANTRAC which is produced in microfiche and updated quarterly.

FILES PRODUCED AND MAINTAINED

See documentation provided.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: NAVY	SUBGROUP: ACTIVE AND RESERVE

CANTRAC

CATALOG OF NAVY TRAINING COURSES

TRAINING RESOURCE REQUIREMENTS
Resource Focus
Course
Institution/School

SYSTEM OR FILE SYNOPSIS	REF DATE: 24 Feb 87
MILITARY SERVICE: NAVY	SUBGROUP: ACTIVE

NAME: Versatile Training System II

ACRONYM: VTS II

SUMMARY DESCRIPTION: The VTS II is used only by the Navy's Trident submarine training community. The system has seven major subsystems which provide for the management of a broad spectrum of Trident submarine training from both a student and instructor perspective. The subsystems are: Personnel, Master Course Scheduling, Training, Test and Evaluation, Resource Management, Utility, and Query.

ORGANIZATIONAL PROPONENT

Office of the Chief of Naval Operations
 Director Submarine Manpower and Training Requirements Division (NOP-29)
 The Pentagon, Room 4E453
 Washington, DC 20301
 Telephone: COMMERCIAL (202) 695-1515/AUTOVON 225-1515

POINTS OF CONTACT

Management
 Mr. J. R. Bowman
 Naval Education and Training Program Support Activity (Code 08)
 NAS Pensacola
 Pensacola, FL 32508
 Telephone: COMMERCIAL (904) 452-1924/AUTOVON 922-1924

POINTS OF CONTACT (continued)

Technical

Mr. J. R. Bowman

Naval Education and Training Program Support Activity (Code 08)

NAS Pensacola

Pensacola, FL 32508

Telephone: COMMERCIAL (904) 452-1924/AUTOVON 922-1924

FILE DESCRIPTION

Hardware/Software: Dual Wang VS 100s

Purpose: To manage the training of Trident submarine personnel.

Use: Used primarily by instructors, course managers, quota control, and testing and scheduling personnel at Trident training sites.

Content: Personnel data, training resources, class schedules, test banks, and instructor support capabilities.

AVAILABILITY

Trident Training Facility at Bangor, Washington
Trident Training Facility at Kings Bay, Georgia
Naval Guided Missile School at Dam Neck, Virginia
Naval Submarine School at New London, Connecticut
Fleet Ballistic Missile Submarine Training Center at Charleston, South Carolina
Submarine Training Facility at San Diego, California

SUMMARY OF DOCUMENTATION

VT'S II Functional Description
VT'S II Personnel Subsystem (Requirements Definition)
VT'S II Master Course Scheduling Subsystem (Requirements Definition)
VT'S II Training Subsystem (Requirements Definition)
VT'S II Query Subsystem (Requirements Definition)

LMI ASSESSMENT

General. Good, but narrowly focused source. The data is updated regularly and is very accurate and exact.

Access to Data. VTS II is tightly controlled due to the amount of classified information it contains. A formal request would be required to the Director, Submarine Manpower and Training Requirements Division (NOP-29).

Data Quality. High quality.

MAJOR PRODUCTS AND REPORTS

Each subsystem requirements definition document contains a listing of major products and reports available from that subsystem.

FILES PRODUCED AND MAINTAINED

See VTS II subsystem documents.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE

VTS II

VERSATILE TRAINING SYSTEM II

INDIVIDUAL TRAINING EXPERIENCE	TRAINING COURSE OR PROGRAM DESCRIPTION
Social Security Number Grade or Rate Military Job for Which Trained Military Job Code Currently Held Mode of Training Institutional Training Dates Dates Commenced Dates Ended Course Length Course Names or Designations Training Outcomes Grades/Class Standing Training Status While Training Training Locations	Course Name or Designation Prerequisites Designated Military Job/Additional Skill Required for Entry Awarded Upon Completion Installation Training Locations Instructional Program Described Course Length Specified Class Size Limitations Resources Required Attendees Original Demand # Entered Course # Recycled # No Shows # Graduated # Graduated (SSAN) Trainee Performance Data Dates Recorded for Course Commenced Ended

SYSTEM OR FILE SYNOPSIS

REF DATE: 24 Feb 87

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NAME: Navy Recruit Accession Module

ACRONYM: NRAM

SUMMARY DESCRIPTION: NRAM provides accession data on each active duty recruit to the Navy Enlisted System and on each reserve recruit to the Chief of Naval Reserve. The system also provides management and administration information and reports required to manage the Navy's three Recruit Training Centers (RTCs).

ORGANIZATIONAL PROPONENT

Chief of Naval Education and Training
Commanding Officer Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1310/AUTOVON 922-1310

POINTS OF CONTACT

Management

Mr. Don Cook
Head Systems Management Division
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1314/AUTOVON 922-1314

POINTS OF CONTACT (continued)

Technical

Mr. Bob Figueroa
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1951/AUTOVON 922-1951

FILE DESCRIPTION

Hardware/Software: Honeywell 6600
Honeywell level 6 minicomputers at local level

Purpose: To record accession data on Navy recruits and manage Recruit Training Centers.

Use: Used primarily by the Naval Recruiting Command and Recruit Training Centers to manage.

Content: Personal history and information on recruits and data pertaining to recruiter and recruits enlistment information.

AVAILABILITY

Naval Education and Training Command
Naval Education and Training Program Support Activity
Naval Recruit Command
Naval Reserve Forces Command
Naval Technical Training Command
Naval Military Personnel Command
Recruit Training Centers (San Diego, California; Great Lakes, Michigan; and Orlando, Florida)

SUMMARY OF DOCUMENTATION

Navy Recruit Accession Module Users Manual

LMI ASSESSMENT

General. NRAM does not contain significant training information, therefore, it is of limited use for TPDC.

Access to Data. Requests for access into the NRAM system must be made to CNET.

Data Quality. No assessment available.

MAJOR PRODUCTS AND REPORTS

See documentation provided.

FILES PRODUCED AND MAINTAINED

See documentation provided.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NRAM

NAVY RECRUIT ACCESSION MODULE

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY

General Items

Social Security Number
Grade or Rate
ASVAB Scores, Complete
Mental Category
Date of Birth
Marital Status
Sex
Race
Physical Profile
Civilian Education Completed

Dates

Initial Military Duty
Interim Enlistments
Entry Present Duty
Adjusted Initial Service Date
All Separations, Prior Duty

Locations

State
County
City/Town
Zip Code
Unit Designation
UIC of Unit

SYSTEM OR FILE SYNOPSIS

REF DATE: 12 Mar 87

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NAME: Support Programs for Incentive, Retention, and Training Assignments

ACRONYM: SPIRIT

SUMMARY DESCRIPTION: SPIRIT is used by NMPC to manage training quotas for "A" and "C" schools and track en route training assignments. SPIRIT also tracks incentive/retention programs and provides eligibility screening and program availability for detailors.

ORGANIZATIONAL PROPONENT

RADM Chadwick
Office of the Commander Naval Military Personnel Command
Director Distribution Department (NMPC-4)
Naval Annex, Room 3072
Washington, DC 20301
Telephone: COMMERCIAL (202) 694-3455/AUTOVON 224-3455

POINTS OF CONTACT

Management

L.T.J.G. Lynn Wyrich
Project Manager - Spirit (NMPC-470C3)
Naval Annex, Room 3052
Washington, DC 20301
Telephone: COMMERCIAL (202) 694-2703/2704/AUTOVON 224-2703/2704

POINTS OF CONTACT (continued)

Technical

Mr. Bob Lovell
SYSCOM Corporation
1000 Thomas Jefferson
Washington, DC 20007
Telephone: COMMERCIAL (202) 342-4228

FILE DESCRIPTION

Hardware/Software: VAX 11780 for "A" schools
IBM 4381 for "C" schools

Purpose: To spread students across "A" and "C" school seats.

Use: Used primarily in NMPC by detailors and retention/incentive program managers, used in NAVOP 135 to manage "A" and "C" school quotas, and at CNTECHTRA to manage quotas from other services for Navy schools.

Content: Course information (length, size, prerequisites) and limited personal information on students.

AVAILABILITY

Limited to the primary users of: NMPC, OP135, and CNTECHTRA

SUMMARY OF DOCUMENTATION

SPIRIT Functional Description
SPIRIT Users Manual
SPIRIT Data Dictionary Volumes I and II

IMI ASSESSMENT

General. A good source of information because it ties together formal school training seats and students SSNs.

Access to Data. Access to SPIRIT is restricted. A formal request by TPDC to NMPC 4 would be required.

Data Quality. Data is accurate and updated as changes occur.

MAJOR PRODUCTS AND REPORTS

See section 4.4.2 of SPIRIT Functional Description document

FILES PRODUCED AND MAINTAINED

See SPIRIT Users Manual

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

SPIRIT

SUPPORT PROGRAMS FOR INCENTIVE, RETENTION,
AND TRAINING ASSIGNMENTS

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	TRAINING COURSE OR PROGRAM DESCRIPTION
General Items Social Security Number Grade or Rate Military Job Code ASVAB Scores, Complete ASVAB Scores, Incomplete Mental Category Sex Race Civilian Education Completed Dates Initial Military Duty Entry Present Duty All Separations, Prior Duty	File Contents Course Name or Designation Prerequisites Designated Military Job/Additional Skill Required for Entry Awarded Upon Completion Installation Training Locations Instructional Program Course Length Specified Class Size Limitations Attendees Original Demand # Dates Recorded for Course Commenced Identification by OSD Course Type

SYSTEM OR FILE SYNOPSIS

REF DATE: 25 Feb 87

MILITARY SERVICE: NAVY

SUBGROUP: ACTIVE AND RESERVE

NAME: Chief of Naval Education and Training Program Automated Tracking System

ACRONYM: CPATS

SUMMARY DESCRIPTION: CPATS is a user-friendly data processing system designed to record, monitor, and track requirements and resources, within the Naval Education and Training Command, from POM initiation to budget execution.

ORGANIZATIONAL PROPONENT

Mr. Jim Woods
Chief of Naval Education and Training
CNET Comptroller
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-4041/AUTOVON 922-4041

POINTS OF CONTACT

Management

Mr. Jerry Clark
CPATS Director
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1715/AUTOVON 922-1715

POINTS OF CONTACT (continued)

Technical

Mr. Jerry Clark
CPATS Director
Naval Education and Training Program Support Activity
NAS Pensacola
Pensacola, FL 32508-5000
Telephone: COMMERCIAL (904) 452-1715/AUTOVON 922-1715

FILE DESCRIPTION

Hardware/Software: Wang VS 100

Purpose: To track, in aggregate and by sponsor, the funding and purchasing of training resources throughout the CNET training establishment.

Use: Used solely by the CNET staff.

Content: Direct costs associated with training programs.

AVAILABILITY

CPATS is available only to the CNET staff.

SUMMARY OF DOCUMENTATION

CPATS General Information and Guidance (Vol I)
CPATS RMS Cost Account Dictionary (Vol II)
CPATS Cumulative Master File (Vol III)
CPATS O&MN Dollar File (Vol IV)
CPATS CNET Automated Manpower Reporting System (Vol V)

LMI ASSESSMENT

General. CPATS is currently being revised to provide more sponsor-specific information. Currently, the system can provide the costs for a training program, but cannot break that information down to specific courses within that program. CPATS is of limited interest to TPDC.

Access to Data. TPDC would have to formally request access through CNET.

Data Quality. Data quality is good, but not specific enough to be very useful to TPDC.

MAJOR PRODUCTS AND REPORTS

See documentation provided.

FILES PRODUCED AND MAINTAINED

See documentation provided.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: NAVY	SUBGROUP: ACTIVE AND RESERVE

CPATS

CHIEF OF NAVAL EDUCATION AND TRAINING
PROGRAM AUTOMATED TRACKING SYSTEM

TRAINING RESOURCE REQUIREMENTS
Resource Focus Program Facility Requirements Equipment Requirements Instructor Requirements Transportation Requirements Ammunition/Munition Requirements Funding Requirements

APPENDIX D

MARINE CORPS DATA SOURCES

DATA SOURCES DESCRIBED

MARINE CORPS

<u>NAME</u>	<u>ACRONYM</u>	<u>TIER</u>	<u>CONTENT</u>	<u>COMPONENTS</u>
Records of the Defense Manpower Data Center	DMDC	1	1, 2	A and R
Joint Uniform Military Pay System/Manpower Management System	JUMPS/MMS	2	1, 2	A
Reserve Manpower Management and Pay System	REMMPS	2	1, 2	R
Automated Recruit Management System	ARMS	3	1, 2	A and R
Training Allocation Module	TAM	3	3	A and R
Training Requirements Module	TRM	3	2, 3	A and R

Notes:

*1 = Individual attributes and career history data

2 = Individual training experience data

3 = AFSC description and development data

4 = Training course or program description data

5 = AFSC training pattern data

6 = Training resource requirements data

SYSTEM OR FILE SYNOPSIS	REF DATE: 11 NOV 85
MILITARY SERVICE: ALL	SUBGROUP: ALL

NAME: Records of the Defense Manpower Data Center

ACRONYM: DMDC

SUMMARY DESCRIPTION: These records constitute the standard personnel data source available at DoD level. They are provided routinely and uniformly by all Military Services to DMDC under the provisions of Department of Defense Instructions 1336.5 (for Active Components) and 7730.54 (for Reserve Components).

ORGANIZATIONAL PROPONENT

Office of the Assistant Secretary of Defense
(Force Management and Personnel)
Defense Manpower Data Center
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-259330

POINTS OF CONTACT

Management

Mr. Ken Sheflin
Director, DMDC
1600 Wilson Blvd, Suite 400
Arlington, VA 22209-2593
Telephone: Commercial (202) 696-5816

POINTS OF CONTACT (cont.)

Technical

Mr. Robert Brandewie
Deputy Director, DMDC
550 Camino El Estero, Suite 200
Monterey, CA 93940-3231
Telephone: AUTOVON 878-2951 Commercial (408) 375-4131

FILE DESCRIPTION

Hardware/Software: IBM 3033AP, IBM 3033U, and IBM 4381

Purpose: Personnel analysis and research. Support of DoD-authorized programs requiring personnel data base.

Use: Same

Content: The Active Component file has 63 data elements. The Reserve Components file has 47. See the applicable DoDI for lists.

AVAILABILITY

Available routinely to researchers and analysts conducting projects authorized by OASD(FM&P). Historical record availability shown on the attached questionnaire (Section IV, p.7).

SUMMARY OF DOCUMENTATION

1. Department of Defense Instruction (DoDI) 1336.5, 22 May 85.
2. Department of Defense Instruction (DoDI) 7730.54, 26 Oct 81.

LMI ASSESSMENT

General. This is the most important personnel data source for early work at the Defense Training Data and Analysis Center (TDAC). The records of the Reserve Component Common Personnel Data System (RCCPDS) are the official personnel files of the Reserve Components of the Military Services. The Active Duty Military Personnel files are reasonably accurate, though unofficial, and they are available.

Access to Data. TDAC staff members who have transferred from DMDC can best advise TDAC on how to proceed to gain formal access to these data.

LMI ASSESSMENT (cont.)

Data Quality. RCCPDS data quality has long been criticised, but a task force whose objective is accuracy improvement is currently completing its work. One by-product of that effort will be a significant increase in the number of data elements captured by RCCPDS. The data quality of the Active Duty Military Personnel Records is generally considered to be good.

MAJOR PRODUCTS AND REPORTS

This data source contributes to many reports and products prepared by others. A major report, "Official Guard and Reserve Manpower Strengths and Statistics," [RCS: DDD: M(M) 1147/1148] is produced quarterly from RCCPDS.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: MARINE CORPS

SUBGROUP: ALL

DMDC

DEFENSE MANPOWER DATA CENTER

**INDIVIDUAL ATTRIBUTES
AND CAREER HISTORY**

General Items

Social Security Number
Grade or Rate
MOS Military Job Code
DoD Occupation Code
AFQT
Mental Category
Date of Birth
Marital Status
Sex
Race
Civilian Education Completed

Dates

Initial Military Duty
Entry Present Duty
Adjusted Initial Service Date
All Separations, Prior Duty
Dates of Rank

Locations

State
Zip code
UIC of Unit

SYSTEM OR FILE SYNOPSIS	REF DATE: 10 FEB 87
MILITARY SERVICE: MARINE CORPS	SUBGROUP: ACTIVE

NAME: Joint Uniform Military Pay System/Manpower Management System

ACRONYM: JUMPS/MMS

SUMMARY DESCRIPTION: The MMS portion of JUMPS/MMS provides for the personnel administration and manpower management of the Marine Corps' active component and retirees.

ORGANIZATIONAL PROPONENT

Office of the Deputy Chief of Staff for Manpower
 Manpower Management Information Systems Branch
 Headquarters Marine Corps
 Naval Annex, Room 4320
 Washington, DC 20301-1500
 Telephone: COMMERCIAL (202) 694-2074/AUTOVON 224-2074

POINTS OF CONTACT

Management

Ms. Doris Piriak
 Headquarters Marine Corps (Code MPI)
 Naval Annex, Room 4320
 Washington, DC 20301-1500

Telephone: COMMERCIAL (202) 694-4115/4116/4117/AUTOVON 224-4115/4116/4117

POINTS OF CONTACT (continued)

Technical

Mr. Al Yelenics
Marine Corps Central Design and Processing Activity
1500 East Bannister Road
Kansas City, MO 64197
Telephone: COMMERCIAL (816) 926-5814/AUTOVON 465-5814

FILE DESCRIPTION

Hardware/Software: 2 IBM 3084s and 2 AMDAHL V-8s

Purpose: To record, process, and maintain military personnel records

Use: Used primarily by the Manpower Management Information Systems Branch at HQMC.

Content: MMS contains manpower and personnel files. See attached documents.

AVAILABILITY

HQ Marine Corps (MPI)

SUMMARY OF DOCUMENTATION

Personnel Reporting Instructions Manual (PRIM)
JUMPS/MMS Codes Manual
Field Master Record Format
Transaction Retrieval Systems (TRS) Master Record
Record layout of the Commander's Unit Diary Data Base

LMI ASSESSMENT

General: MMS is an excellent source of information for TPDC.

LMI ASSESSMENT (continued)

Access to Data. Access is restricted to the organizations listed under availability. TPDC can request access from HQMC (MPI).

Data Quality. MMS is fully integrated with the Marine Corps' pay system (JUMPS); therefore, the quality of the data is very high.

MAJOR PRODUCTS AND REPORTS

See the documentation provided.

FILES PRODUCED AND MAINTAINED

See documentation for files maintained.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: MARINE CORPS

SUBGROUP: ACTIVE

JUMPS/MMS

Joint Uniform Military Pay System/Manpower Management System

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
General Items Social Security Number Grade or Rate Military Job Code, Original Plus 2 ASVAB Scores, Complete ASVAB Scores, Incomplete Mental Category Date of Birth Marital Status Sex Race Physical Profile Physical Category Civilian Education Completed Dates Initial Military Duty Interim Enlistments Entry Present Duty Adjusted Initial Service Date All Separations, Prior Duty Promotions Dates of Rank Unit Transfers Military Job Change Locations State County City/Town Zip code Unit Designation UIC of Unit, Reporting Unit Code (RUC)	File Contents Social Security Number Grade or Rate Military Job for Which Trained Military Job Code Currently Held Mode of Training Correspondence Courses Training Locations, Only Home Base

SYSTEM OR FILE SYNOPSIS	REF DATE: 10 FEB 87
MILITARY SERVICE: MARINE CORPS	SUBGROUP: RESERVE

NAME: Reserve Manpower Management and Pay System

ACRONYM: REMMPS

SUMMARY DESCRIPTION: REMMPS is a fully integrated system that supports the personnel administration, manpower management, and pay system for the reserve component of the Marine Corps.

ORGANIZATIONAL PROponent

Office of the Deputy Chief of Staff for Reserve Affairs
 Headquarters Marine Corps
 Naval Annex, Room 1114
 Washington, DC 20301-1500

Telephone: COMMERCIAL (202) 694-1161/AUTOVON 224-1161

POINTS OF CONTACT

Management

LTC Tillett

Headquarters Marine Corps (Code MPI)

Naval Annex, Room 4320

Washington, DC 20301-1500

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POINTS OF CONTACT (continued)

Technical

CAPT Mark Johnson
Marine Corps Central Design and Processing Activity
1500 East Bannister Road
Kansas City, MO 64197
Telephone: COMMERCIAL (816) 926-5375/AUTOVON 465-5375

FILE DESCRIPTION

Hardware/Software: 2 IBM 3084s and 2 AMDAHL V-8s
SOFTWARE: ADBMS (Data Base Management File System)

Purpose: Manages the Marine Corps Reserve's personnel and pay system

Use: Used throughout the Marine Corps Reserve

Content: Specific personnel data and pay information. See attached documents.

AVAILABILITY

HQ Marine Corps (MPI)
HQ Marine Corps (RESO)
Systems located at all major drilling sites of Marine Corps Reserve Units

SUMMARY OF DOCUMENTATION

REMMPS Listing of Data Set Section 1
REMMPS Listing of Data Set Section 2

LMI ASSESSMENT

General. REMMPS is the primary personnel information system for the Marine Corps Reserve. It contains valuable skill and training information.

LMI ASSESSMENT (continued)

Access to Data. Access is restricted due to personal and pay information contained in the system. Formal requests for access should be addressed to HQ MC (MPI).

Data Quality. Initial personnel information is very accurate -- the accuracy of follow-on entries is dependent on unit inputs.

MAJOR PRODUCTS AND REPORTS

The attached documentation lists the reports available from REMMPS.

FILES PRODUCED AND MAINTAINED

See documentation for files maintained.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: MARINE CORPS

SUBGROUP: RESERVE

REMMPS

RESERVE MANPOWER MANAGEMENT AND PAY SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
General Items Social Security Number Grade or Rate Military Job Code ASVAB Scores, Incomplete Mental Category Date of Birth Marital Status Sex Race Physical Profile Physical Category Civilian Education Completed Civilian Occupation Dates Initial Military Duty Interim Enlistments Entry Present Duty Adjusted Initial Service Date All Separations, Prior Duty Promotions Dates of Rank Unit Transfers (only latest) Military Job Change (Lists all MOSs) Additional Skill Change (B-billets) Locations State County City/Town Zip Code Unit Designation UIC of Unit Inactive Duty Drill Site	File Contents Social Security Number Grade or Rate Military Job for Which Trained Military Job Code Currently Held Mode of Training Institutional Correspondence Training Dates Dates Commenced Dates Ended Course Length Trainee Status While Training Training Locations

SYSTEM OR FILE SYNOPSIS	REF DATE: 10 FEB 87
MILITARY SERVICE: MARINE CORPS	SUBGROUP: ACTIVE AND RESERVE

NAME: Automated Recruit Management System

ACRONYM: ARMS

SUMMARY DESCRIPTION: ARMS is a real-time, independent system that is designed to support the activities and functions of the Marine Corps Recruiting network. The system provides the manpower requirements for recruiters to recruit against and also provides the framework for developing initial personnel files on possible candidates. Additionally, ARMS will track recruits through boot camp and upon completion will transfer files to either JUMPS/MMS or REMMPS.

ORGANIZATIONAL PROPONENT

Office of the Deputy Chief of Staff for Manpower
 Manpower Management Information Systems Branch
 Headquarters Marine Corps
 Naval Annex, Room 4320
 Washington, DC 20301-1500
 Telephone: COMMERCIAL (202) 694-2074/AUTOVON 224-2074

POINTS OF CONTACT

Management
 CAPT Hausler
 Headquarters Marine Corps (Code MPI)
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POINTS OF CONTACT (continued)

Technical

Mr. Al Yelenics
Marine Corps Central Design and Processing Activity
1500 Fort Bannister Road
Kansas City, MO 64197
Telephone: COMMERCIAL (816) 926-5814/AUTOVON 465-5814

FILE DESCRIPTION

Hardware/Software: 2 IBM 3084s/2 AMDAHL V-8s
SOFTWARE: ADABAS

Purpose: To support the Marine Corps recruiting effort and manage recruits through boot camp.

Use: Used by the Manpower Management Branch at HQMC and recruiters throughout the country.

Content: The system contains manpower requirements information and personal files on recruits and prospects. The system also produces management reports on recruiter effectiveness and tracks recruits through boot camp.

AVAILABILITY

HQ Marine Corps (MPI)
Officer Candidate School
Recruit depots
Each recruiting district
Each recruiting station

SUMMARY OF DOCUMENTATION

Users Manual for the Automated Recruit Management System (Recruiting Services Subsystem)
Users Manual for the Automated Recruit Management System (depot)

LMI ASSESSMENT

General. System is only used for recruits, therefore, a minimum amount of enlisted training information is available.

LMI ASSESSMENT (continued)

Access to Data. Limited to those organizations listed under availability. TPDC can make formal request through HQMC (MPI).

Data Quality. Quality of data is high because it is subject to several editings during the recruitment process.

MAJOR PRODUCTS AND REPORTS

The system produces over 40 different reports. See attached documentation for complete listing.

FILES PRODUCED AND MAINTAINED

See documentation for files maintained.

QUICK-SEARCH FOCUS SHEET

TRAINING FILE CONTENTS

MILITARY SERVICE: MARINE CORPS

SUBGROUP: ACTIVE AND RESERVE

ARMS

AUTOMATED RECRUIT MANAGEMENT SYSTEM

INDIVIDUAL ATTRIBUTES AND CAREER HISTORY	INDIVIDUAL TRAINING EXPERIENCE
General Items Social Security Number Grade or Rate Military Job Code ASVAB Scores, Complete ASVAB Scores, Incomplete Mental Category Date of Birth Marital Status Sex Race Physical Profile Physical Category Civilian Education Completed Civilian Occupation Dates Initial Military Duty Interim Enlistments Entry Present Duty Adjusted Initial Service Date All Separations, Prior Duty Promotions (Boot Camp Honor Graduates) Dates of Rank Unit Transfers Locations State County City/Town Zip Code UIC of Unit	File Contents Social Security Number Grade or Rate Military Job for Which Trained Training Dates Dates Commenced (Boot Camp) Dates Ended (Boot Camp) Course Length (Boot Camp) Training Outcomes Grades/Class Standing Training Locations

SYSTEM OR FILE SYNOPSIS	REF DATE: 8 Dec 86
MILITARY SERVICE: MARINE CORPS	SUBGROUP: ACTIVE AND RESERVE

NAME: Training Allocation Module

ACRONYM: TAM

SUMMARY DESCRIPTION: The Training Allocation Module (TAM), a subsystem of the Training Requirements and Resource Management System (TRRMS), is used to allocate training seats across the fiscal year class schedules for all Marine Corps courses. The TAM will also issue, update, and track Training Quota Memorandums (TQMs) as well as provide the capability to interface and exchange training information with other Services automated training and quota management systems.

ORGANIZATIONAL PROPONENT

Office of the Deputy Chief of Staff for Training
Plans and Information Branch
Headquarters Marine Corps
Naval Annex, Room 3333
Washington, DC 20301-1500

Telephone: COMMERCIAL (202) 694-2540/AUTOVON 224-2540

POINTS OF CONTACT

Management

Captain George Watson
Headquarters Marine Corps (Code TPI)
Naval Annex, Room 3333
Washington, DC 20301-1500

Telephone: COMMERCIAL (202) 694-8134/AUTOVON 224-8134

POINTS OF CONTACT (Continued)

Technical

Mrs. Judy Sizemore
Naval Education and Training Program Management Support Activity (NETPMSA)
NAS Pensacola
Pensacola, FL 32508
Telephone: COMMERCIAL (904) 452-1934/AUTOVON 922-1934

FILE DESCRIPTION

Hardware/Software: VAX 11750/780 with INGRES data base management system.

Purpose: To allocate training seat quotas across the courses taught to all Marine Corps personnel.

Use: Used primarily by the Training Plans and Information Branch (TPI), with system outputs used internally throughout HQMC and by other external agencies.

Content: Training quotas and class schedules. See attached documents.

AVAILABILITY

HQ Marine Corps (TPI)
HQ Marine Corps (MMEA)
HQ Marine Corps (MPP)
HQ Marine Corps (Reserve Affairs)

SUMMARY OF DOCUMENTATION

Data Requirements Document
Functional Description
ADP Support Plan
Subsystem Specifications

LMI ASSESSMENT

General. The TAM will be operational in June 1987 and should be a good future source of information for TPDC.

LMI ASSESSMENT (Continued)

Access to Data. Access is limited to those departments listed under availability. Formal requests by TPDC should be made to HQMC (TPI).

Data Quality. No assessment available at this time.

MAJOR PRODUCTS AND REPORTS

Training Quota Memorandums

Exception Reports

Quarterly Planned Input by Course Identifier (CID) to Management Information Module (MIM)

On-line File for Inquiry

Outyear Training Requirements to Army, Navy, and Air Force

FILES PRODUCED AND MAINTAINED

See TAM Functional Description document for list of files maintained.

QUICK-SEARCH FOCUS SHEET

MILITARY SERVICE: MARINE CORPS

TRAINING FILE CONTENTS

SUBGROUP: ACTIVE AND RESERVE

TAM

TRAINING ALLOCATION MODULE

TRAINING COURSE OR PROGRAM DESCRIPTION
File Contents
Course Name or Designation (I.D. Number)
Prerequisites Designated
Military Job/Additional Skill
Required for Entry
Awarded Upon Completion
Installation
Training Locations
Instructional Program
Course Length Specified
Attendees
Original Demand #
Entered Course #
Recycled #
Dates Recorded for Course
Commenced
Ended

SYSTEM OR FILE SYNOPSIS	REF DATE: 8 Dec 86
MILITARY SERVICE: MARINE CORPS	SUBGROUP: ACTIVE AND RESERVE

NAME: Training Requirements Module

ACRONYM: TRM

SUMMARY DESCRIPTION: The Training Requirements Module (TRM) is a subsystem of the Marine Corps' Training Requirements and Resource Management System (TRRMS). The principal use of TRM is to produce the Marine Corps' annual Training Input Plan (TIP). The TIP contains the Marine Corps' training requirements by course for the current fiscal year and 2 future years.

ORGANIZATIONAL PROPONENT

Office of the Deputy Chief of Staff for Training
Plans and Information Branch, Training Department
Headquarters Marine Corps
Naval Annex, Room 3333
Washington, DC 20301-1500

Telephone: COMMERCIAL (202) 694-2540/AUTOVON 224-2540

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POINTS OF CONTACT (Continued)

Technical

Mrs. Judy Sizemore
Naval Education and Training Program Management Support Activity (NETPMSA)
NAS Pensacola
Pensacola, FL 32508
Telephone: COMMERCIAL (904) 452-1934/AUTOVON 922-1934

FILE DESCRIPTION

Hardware/Software: VAX 11750/780 with INGRES data base management system.

Purpose: To produce the Marine Corps' Training Input Plan (TIP).

Use: Used by Headquarters, Marine Corps' Training Department planners to collect, analyze, and publish training plan information.

Content: The TIP lists courses by school and location providing information, such as seat requirements, planned input, and resultant shortfalls. It also applies historical attrition rates to planned input to compute the number of anticipated graduates for each course.

AVAILABILITY

HQ Marine Corps (TPI)
HQ Marine Corps (MMEA)
HQ Marine Corps (MPP)
HQ Marine Corps (Reserve Affairs)

SUMMARY OF DOCUMENTATION

Functional Description
Data Requirements Document
Users Manual
ADP Support Plans
Subsystem Specifications

LMI ASSESSMENT

General. This is a good source of course and scheduling information for TPDG, but TRM has just produced its first automated version of the TIP and time is required to work out the bugs.

Access to Data. Currently limited to those organizations listed under availability. TPDG can make formal request through HQ USMC (TPI).

Data Quality. Assessment at this time is not possible.

MAJOR PRODUCTS AND REPORTS

Training Input Plan (TIP)
Requirements shortfall reports
Quarterly course reports to schools
Field budget guidance bulletins

FILES PRODUCED AND MAINTAINED

See TRM Functional Description document for list of files maintained.

QUICK-SEARCH FOCUS SHEET	TRAINING FILE CONTENTS
MILITARY SERVICE: MARINE CORPS	SUBGROUP: ACTIVE AND RESERVE

TRM

TRAINING REQUIREMENTS MODULE

TRAINING COURSE OR PROGRAM DESCRIPTION	INDIVIDUAL TRAINING EXPERIENCE
File Contents Course Name or Designation Military Job/Additional Skill MOS Awarded Upon Completion Installation Training Locations Instructional Program Described Course Length Specified Class Size Limitations Dates Recorded for Course Commenced	File Contents Social Security Number Grade or Rate Military Job for Which Trained Military Job Code Currently Held Mode of Training Correspondence Courses (MCI) Training Outcomes Trainee Status While Training Training Locations

REPORT DOCUMENTATION PAGE

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19 ABSTRACT (Continue on reverse if necessary and identify by block number)					
The Military Services use a large number of information systems – both automated and manual – to support management of the individual training of their enlisted members. Some of the systems are integrated with others, while some systems are quite independent. Major dissimilarities exist among systems and among Services. This work reviewed, described, and evaluated 60 of the most important military training support systems as potential training data sources for the Defense Training and Performance Data Center (TPDC). Included are synopses of all 60 systems, as well as rank-order evaluations based on each system's utility to TPDC. Finally, the author provides broad recommendations on data capture and management, including short data element lists of three rudimentary TPDC "files:" courses, individuals, and occupations.					
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