



DEPARTMENT OF THE ARMY
BRAVO BATTERY, 1ST BATTALION, 78TH FIELD ARTILLERY
4404 BLAIR STREET
FORT SILL, OKLAHOMA 73503-5013

ATSF-BBB

14 April 2025

MEMORANDUM FOR Non-Initial Entry Training (N-IET) Students attending the 13F1O Advanced Individual Training

SUBJECT: 13F1O Advanced Individual Training Welcome Letter

1. On behalf of the Commander and First Sergeant of Bravo Battery, 1st Battalion, 78th Field Artillery, congratulations on choosing to become a member of the Army's most deadly branch. Our mission is to provide you with a foundation of skills and knowledge to become a combat ready Soldier qualified in the Field Artillery core competencies.

2. Upon your arrival to Fort Sill, all TDY students will report to Bravo Batteries Charge of Quarters (CQ) NCO, located at Wright Hall, BLDG 4404 Blair St, Fort Sill, OK, 73503. **When reporting to Wright Hall, you must be in duty uniform.** Students must physically bring all specified documentation required for in-processing (see below). Students arriving after duty hours, or prior to your report date will still report to Bravo Battery CQ NCO located at Wright Hall. After in-processing you will be given further instructions from the CQ NCO and/or Drill Sergeant on duty, as well as issued living quarters. **Break in service** soldiers will report to 95th AG BN, 434 Field Artillery BDE when you arrive. Failure to arrive to Fort Sill on the Report Date will result in a NO SHOW. 1-78 Field Artillery Battalion conducts pickups from 434BDE on Friday at 1500, every week. Students are not authorized and will not be received if they are on a temporary profile.

a. Living Quarters for N-IET Soldiers are located at 2841 Davidson Rd, Fort Sill, OK 73503. **Any use of hotels or private housing is not authorized.** You are not authorized to bring your dependents with you to stay in provided billeting during this course. Your quarters are located one mile from Wright Hall and one and a half miles from Burleson Hall. It is imperative that you plan accordingly. It is up to your unit to authorize the use of a rental car. **1st Battalion, 78th Field Artillery is not the rental car approval authority.** It is highly recommended that your unit authorize students the use of a rental car due to the travel distance from their living quarters to the various training sites. Students are authorized and encouraged to bring their POV. Classes during this course are held at a variety locations across post. Students who bring their POV's must have proof of insurance, valid driver's license, and current registration. Insurance must always remain in the POV while in the State of Oklahoma (State Law).

b. Students not stationed on Fort Sill will be authorized the use of the dining facilities on post seven days a week.

3. 1st Battalion, 78th Field Artillery conducts consolidated graduations on Thursdays (unless otherwise identified to deconflict with federal holidays). This date may not match your Army Training Requirements and Resources System (ATRRS) end date (see attached for actual graduation date memo). It is imperative that you ensure your TDY authorization runs through the correct date for graduation. For graduation, you **will need** your full issued Service Uniform (AGSU or ASU). The graduation ceremony is typically scheduled for 1100 on graduation day. **Students should not schedule return flights before 1600** to allow enough time for out-processing from Wright Hall.

4. Bravo Battery student mailing address is:

Last Name, First Name, 13F
Bravo Battery, 1-78 FA
4404 Blair St.
Fort Sill, OK 73503

5. When reporting, students must have at minimum, one copy of the following documents:

- a. Assignment Orders, DA Form 1610 or DTS orders/DA Form 4187 if local.
- b. Soldiers who are TDY enroute must have an approved IPPS-A leave from their losing unit.
- c. SGLV-8286 (SGLI) and DD Form 93 (Emergency Data)
- d. Military Common Access Card (CAC) and Identification Tags.
- e. Soldier Talent Profile
- (1) Promotion orders (if the current grade does not reflect accurately on the SRB)
- f. Mandatory Contact Information
- (1) TDY Soldiers must have their units 1SG and Battalion CSM's name, phone number, and e-mail address when arriving to Wright Hall.

6. Bravo Battery, 1st Battalion, 78th Field Artillery does **not** authorize students the possession or use of privately owned weapons or the use of motorcycles while attending 13F1O AIT. Students are not authorized to bring weapons or motorcycles to Bravo Battery or its other facilities. This includes but is not limited to personal firearms, ammunition, knives with a blade length over 3 inch (or any lock blade knives/ throwing knives), pyrotechnics or fireworks, bows and arrows, nunchaku or oriental fighting instruments, tasers or taser equipment, and pepper spray.

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7. While attending the course, you will need issued Personal Protective Equipment (PPE) throughout the duration of the course and during the Culminating Training Event (CTE). See attached for the packing list that will be needed for the 13F1O course.

8. The point of contact for this memorandum is the Battery First Sergeant; 1SG Milam, Zachary D. at (580) 442-4862 or at zachary.d.milam2.mil@army.mil.

ZACHARY D. MILAM
1SG, USA
Battery First Sergeant

JABREAL D. ARRINGTON
CPT, FA
Commanding