

**SOUTH CAROLINA ARMY NATIONAL GUARD  
REGIONAL TRAINING INSTITUTE**

4<sup>th</sup> Battalion (Modular), 218<sup>th</sup> Regiment (Leadership)  
5411 Leesburg Road  
Eastover, South Carolina 29044-9732

NGSC-LDR-DCO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Company Commander / First Sergeant Pre-Command Course (CCFSPCC)

1. The Pre-Command Course will be conducted by the 218<sup>th</sup> Regional Training Institute (RTI). This course is an Adjutant General directed prerequisite for assuming command/responsibility within the South Carolina Army National Guard.
2. Each Commander/1SG receiving this memorandum was selected by his/her chain of command to attend this course. All applicants who are in a "wait" or "reserved" status in ATRRS will be accepted. If you live over 50 miles from McCrady Training Center, accommodations are available for you by making reservations through the MTC Billeting Office. Cabins are limited so make your reservations as soon as possible.
3. Additional information is provided as follows:
  - a. REPORT TIME: 0730 - 0900 Hours on the Report Date
  - b. LOCATION: TBD.
  - c. STATUS: Units are directed to split train their Soldiers in IDT Status for Saturday and Sunday. SCARNG G3 will direct funding for additional days. All dinning will be at McCrady Training Center and billeting is not to exceed the MTC Billeting rate.
  - d. UNIFORM: OCP.
  - e. MEALS: Meals are available in the Dozier Building Crescent Moon Café. Meal costs are: Breakfast-\$5.00, Lunch-\$7.00, and Dinner-\$10.00
  - f. BILLETING: McCrady Training Center will provide billeting for all students. If you live over 50 miles from McCrady Training Center, you will be reimbursed using the Defense Travel System (DTS) with IDT Travel. If you live within 50 miles of McCrady Training Center but wish to stay overnight, you will need to pay \$15-\$30 per night depending on the type of billet you reserve. Contact McCrady Billeting at 803-299-2210 to make reservations
  - g. A \$35.00 fee for each attendee will be collected at registration. This fee will be used as payment for snacks/refreshments and the social meal. **This fee will not be reimbursed.**
  - h. **SPOUSE ATTENDANCE:** Attendees are **strongly encouraged** to invite their spouses to participate in activities planned by the Senior Family Readiness Support (SFRS). **If you spouse/significant other wishes to participate in the training please email MSG Adams @ [timothy.m.adams6.mil@army.mil](mailto:timothy.m.adams6.mil@army.mil).**

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4. All students are encouraged to email the following completion certificates to [timothy.m.adams6.mil@army.mil](mailto:timothy.m.adams6.mil@army.mil) or [eric.f.lawrence.mil@army.mil](mailto:eric.f.lawrence.mil@army.mil) prior to inprocessing day. If you are unable to email the certificates, you must bring them with you to inprocessing.

a. Valid HIPAA Certificate. Below is the link is for HIPAA training:

<https://medchart.ngb.army.mil/rccbt/>

b. Leader's Safety and Occupational Health (LSC) completion Certificate. This class must be registered on an RCAS computer prior to starting using the link below:

<https://www.lms.army.mil/Saba/setStateCode.jsp>

5. Point of contact for this memorandum is MSG Adams at (803) 299-2224 or email at [timothy.m.adams6.mil@mail.mil](mailto:timothy.m.adams6.mil@mail.mil).

///ORIGINAL SIGNED///

DAVID D. FOWLER  
LTC, AR, SCARNG  
Commanding