

The following classes will be held at Wright-Patterson Air Force Base, Dayton, Ohio

FY 03 CALENDAR (OCTOBER 03 - SEPTEMBER 04)

FOREIGN MILITARY SALES	COST	COURSE DATES AND COURSE CODES											
		OCT 03	NOV 03	DEC 03	JAN 04	FEB 04	MAR 04	APR 04	MAY 04	JUN 04	JUL 04	AUG 04	SEP 04
International Programs Security Requirements	None						22-23						20-21
SAM-C CONUS	None	27 Oct - 07 Nov			26 Jan – 06 Feb		08-19	19-30	17-28	07-18			13-24
SAM-CF Case Financial	None		17-21				01-05					23-27	
SAM-CM Program/Case Management	None						22-26			21-25			
SAM-CS Log/Customer Support	None					09-13			24-28			30 Aug – 03 Sep	
SAM-E Executive	None		17-21				01-05						13-17

COURSE TITLE:	INTERNATIONAL PROGRAMS SECURITY REQUIREMENTS	
VENDOR:	DISAM	
LOCATION:	Wright-Patterson Air Force Base Dayton, OH	
	DATES: 22-23 MAR 2004 20-21 SEP 2004	NOMINATION DEADLINE: 16 JAN 2004 16 JUL 2004
LENGTH:	2 Days	
TIME:	8:00 a.m. – 4:00 p.m.	
PREREQUISITE:	None	
DESCRIPTION:	The Deputy Secretary of Defense has directed that every DOD employee involved in International Programs receive this training. DOD employees involved in areas such as; negotiating, managing, executing or otherwise directly participating in international government of commercial programs (FMS), cooperative R&D, commercial sales, license application review, systems acquisition, foreign contracting, foreign disclosure, international visits and personnel exchanges, program protection and industrial security.	
AUDIENCE:	Security Specialists/Managers and FMS Program Managers. Other FMS employees are welcome on a space available basis. <i>NOTE: The two day course was designed for management level personnel and other government and contractor personnel who do not require the depth of instruction of the five day course.</i>	
MATERIALS NEEDED:	Participants can bring a 3 ring binder (optional) to insert handouts.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	None	
POC:	(301) 757-4126	

COURSE TITLE:	SAM-C (CONUS)	
VENDOR:	DISAM	
LOCATION:	Wright Patterson Air Force Base Dayton, OH	
	COURSE DATES: 27 OCT – 7 NOV 2003 26 JAN – 6 FEB 2004 08-19 MAR 2004 19-30 APR 2004 17-28 MAY 2004 07-18 JUN 2004 13-24 SEP 2004	NOMINATION DEADLINE: 01 AUG 2003 07 NOV 2003 09 JAN 2004 30 JAN 2004 12 MAR 2004 02 APR 2004 02 JUL 2004
LENGTH:	10 Days	
TIME:	8:00 a.m.-5:00 p.m.	
PREREQUISITE:	None	
DESCRIPTION:	This course provides a thorough coverage of the interactions and interrelationships of security assistance management. Other topics covered are foreign policy, national security associated with U.S. security assistance program, Congressional review requirements, and DoD and State program review.	
OBJECTIVE:	To furnish students with a comprehensive understanding of the entire security assistance management process, thereby enabling them to understand how their particular duty functions interact with and relate to all other functions of security assistance management.	
AUDIENCE:	Military personnel E-7 to O-5 or DoD civilians GS-5 to GS-14.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757-4126	

COURSE TITLE:	SAM-CF (FINANCIAL MANAGEMENT)	
VENDOR:	DISAM	
LOCATION:	Wright Patterson Air Force Base Dayton, OH	
	COURSE DATES: 17-21 NOV 2003 01-05 MAR 2004 23-27 AUG 2004	NOMINATION DEADLINE: 05 SEP 2003 26 DEC 2003 18 JUN 2004
LENGTH:	5 Days	
TIME:	8:00 a.m.-5:00 p.m.	
PREREQUISITE:	Security Assistance Management Course - CONUS (SAM-C)	
DESCRIPTION:	This course includes a variety of topics, including the Arms Export Control Act and other statutory requirements; DoD implementing directives and manuals; FMS pricing of materiel and services; flow and accounting of funds; the FMS trust fund; obligation and expenditure authority; payment schedules; performance reporting and reimbursement, including reports, the Defense Integrated Financial System (DIFS), case reconciliation, and closure. The course is interspersed with studies of the organizations and functions concerned; including the Military Departments Defense Finance, Accounting Service-Denver Center, their interrelationship and involvement.	
OBJECTIVE:	To provide personnel a comprehensive understanding and application of the policies, methods, systems, and actions necessary for the effective financial management of FMS cases.	
AUDIENCE:	FMS personnel who are directly involved in financial management	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757-4126	

COURSE TITLE:	SAM-CM (PROGRAM/CASE MANAGEMENT)	
VENDOR:	DISAM	
LOCATION:	Wright Patterson Air Force Base Dayton, OH	
	COURSE DATES: 22-24 MAR 2004 21-25 JUN 2004	NOMINATION DEADLINE: 16 JAN 2004 16 APR 2004
LENGTH:	5 Days	
TIME:	8:00 a.m.-3:45 p.m.	
PREREQUISITE:	Security Assistance Management Course CONUS (SAM-C) or Security Assistance Management On-Site (SAM-OS) in combination with one year security assistance experience is required. Must have completed this prerequisite at least 6 months prior to scheduled start of SAM-CM.	
DESCRIPTION:	This course encompasses a variety of topics, including pertinent applications of Arms Export Control Act and other statutory requirements; DoD and service implementing directives and instructions, such as the <i>Security Assistance Management Manual (SAMM)</i> (DoD 5105.38-M), AR 12-1 and 12-8, NAVSUP 541, and AFMAN 16-101; FMS policy, program requirements, and management actions; and available automated information systems.	
OBJECTIVE:	To provide understanding and application of the policies, procedures, methods, systems, and sequential actions necessary for the effective management of FMS programs and cases.	
AUDIENCE:	Personnel directly involved in or concerned with the approval negotiation, coordination and management of the FMS programs and cases involving major end items or follow-on support.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757-4126	

COURSE TITLE:	SAM-CS (LOG/CUST SUPPORT)	
VENDOR:	DISAM	
LOCATION:	Wright Patterson Air Force Base Dayton, OH	
	COURSE DATES: 09-13 FEB 2004 24-28 MAY 2004 30 AUG – 03 SEP 2004	NOMINATION DEADLINE: 28 NOV 2003 19 MAR 2004 25 JUN 2004
LENGTH:	5 Days	
TIME:	8:00 a.m.-3:30 p.m. Monday – Thursday / 8:00 a.m.-12:30 p.m. Friday	
PREREQUISITE:	None	
DESCRIPTION:	The course focuses on specific aspects of logistics such as the integration of the elements of the Total Package Approach, requisition processing, requirements determination, details of MIL standards, with an emphasis on shipping and transportation considerations throughout the FMS case and requisition life cycle. The course focuses on reducing frustrated and misdirected shipments, reducing supply discrepancy reports, and improving case reconciliation.	
OBJECTIVE:	<ul style="list-style-type: none"> ❖ To provide a comprehensive understanding and application of the policies, procedures, systems and actions necessary to move FMS materiel from its initial requisition to its shipment to the customer's final destination. ❖ To understand the functions of key organizations involved in materiel distribution, to include the ILCOs, DLA, contractors and freight forwarders. ❖ Students will understand how to identify the proper procedures for processing requisitions, and the handling and movement of Security Assistance program materiel, with an objective of reducing or preventing deficiencies in the FMS materiel distribution process. 	
AUDIENCE:	FMS logistics personnel	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757-4126	

COURSE TITLE:	SAM-E (EXECUTIVE)	
VENDOR:	DISAM	
LOCATION:	Wright Patterson Air Force Base Dayton, OH	
	COURSE DATES: 17-21 NOV 2003 01-05 MAR 2004 13-17 SEP 2004	NOMINATION DEADLINE: 12 SEP 2003 26 DEC 2003 09 JUL 2004
LENGTH:	5 Days	
TIME:	8:00 a.m.-4:30 p.m.	
PREREQUISITE:	None	
DESCRIPTION:	This course provides an overview of the entire security assistance management process and addresses the many facets of security assistance policy, planning, and programming. Also covered are security assistance topics as they relate to legislation, policy, financial management, transportation, logistics, and training management.	
OBJECTIVE:	<ul style="list-style-type: none"> ❖ Increase understanding of policies and procedures for the transfer of defense articles and services. ❖ To provide an appreciation of the international environment in which they must function. 	
AUDIENCE:	U. S. Government personnel Grades O-6/GS-15 and above, programmed for or assigned to security assistance activities, or in related positions in international logistics, financial management, and training activities.	
NOMINATIONS:	Interested personnel, both government and contractor, should request training by completing the DISAM registration form and faxing it to the FMS Course Coordinator at (301)342-4523.	
COST:	The Air Force will fund tuition, travel and per diem expenses.	
POC:	(301) 757-4126	

Defense Institute of Security Assistance Management (DISAM/DAS)
2475 K Street, Bldg 52
Wright-Patterson AFB, OH 45433-7641
Voice (937)255-4144, DSN 785-4144
FAX (937)255-3441, DSN 785-3441

Student Registration Application

Forward this registration form through the appropriate training office to arrive at DISAM no later than 30 days prior to course start date. Accurate completion of this form will enable determination of student eligibility and act as a survey of overall DISAM attendance.

PLEASE PRINT OR TYPE

1. Name (Last, First, MI): _____

2. Rank/Grade: _____

3. Date of Rank: _____

4. Service: _____

5. Social Security Number: _____

6. If handicapped/disabled, please explain any special requirements:

7. Complete Official Mailing Address: _____

8. Office Phone: DSN _____ COMM _____

9. Position/Title: _____

10. Functions you perform in Security Assistance Management: _____

11. DISAM course you are applying for: _____

12. Course dates: _____

13. Security Clearance (REQUIRED FOR SAM-O ONLY): _____

14. Country of new assignment (REQUIRED FOR SAM-O ONLY): _____

15. Previous DISAM courses attended, including month/year of attendance:

16. State briefly why you feel attendance will enhance your job skills: _____

17. Number of months in present position: _____; Number of months remaining: _____

18. Percent time you currently spend/anticipate spending on Security Assistance: _____

19. Total number months you have spent in Security Assistance: _____

20. SIGNATURE: _____ DATE: _____

21. E-Mail address: _____

22. "Applicant needs course and meets the eligibility criteria set forth by DISAM".

SIGNATURE OF SUPERVISOR: _____ DATE: _____

SUPERVISOR'S TITLE: _____ PHONE: _____

Privacy Act Statement-Authority:44USC 3130;E.O.9397 **Principal Purpose:** Used for locator, emergency notification, statistical reports and analysis. A ready reference for on-going courses and development of new courses. **Routine Uses:** To confirm student eligibility for DISAM courses. **Disclosure is Voluntary:** Failure to provide information requested could hinder or prevent acceptance of students into DISAM courses. SSAN is necessary to make positive identification of individual and his/her records.