



DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
LAND COMPONENT, JOINT FORCES HEADQUARTERS KANSAS  
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TOPEKA, KS 66611-1287

NGKS-AAG

19 December 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: ATAG Policy Letter #19, Virtual Inactive Duty Training (VIDT) Program

1. Department of the Army (DA) has established policy and guidance for Electronic-Based Distributed Learning (E-BDL) dated 2 June 2010 which authorizes IDT to be conducted via E-BDL on a limited basis. This policy memorandum outlines the guidance for implementation of a VIDT Program for the KSARNG.
2. Battalion Commander is the lowest level which can authorize VIDT and only with the concurrence of the next higher level commander. It is expected that any intended use of VIDT will be briefed during the Yearly Training Brief. Due to the timing of this guidance, requests for use of VIDT during TY-12 should be forwarded through the chain of command to the KSARNG-G3.
  - a. Courses approved for inclusion in the VIDT program are located in Enclosure 1. Commanders can further restrict which courses are approved within their elements, but cannot add to the list without approval of the KSARNG-G3.
  - b. Commanders will ensure that coursework authorized for VIDT is not completed while in any other duty status (IDT/AT/RMA/AFTP, etc.).
  - c. Payment will be initiated only after the Service Member (SM) has satisfactorily completed the course(s) and has provided documentation of completion certificate(s) which will be maintained at the unit as proof of completion for pay purposes.
  - d. Commanders may authorize up to two (2) VIDT periods of eight (8) hours each during the training year. Phases or coursework that are less than eight (8) hours in duration can be combined in order to meet the eight (8) hour condition.
  - e. Course work used to meet the VIDT eight (8) hour requirement may not be utilized for other E-BDL programs which may allow a SM to be awarded points only credit as outlined in the Army Directive 2010-06, which currently has not been funded or fully implemented by NGB.
  - f. Commanders will maintain proper training documentation of all VIDT periods or face suspension of VIDT privileges.

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3. Questions can be directed to MAJ Matt Twombly at [matthew.twombly@us.army.mil](mailto:matthew.twombly@us.army.mil), (785) 274-1106, or SGM Jim Crosby at [james.crosby1@us.army.mil](mailto:james.crosby1@us.army.mil), (785) 274-1035.



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### **Pre-Deployment Training**

1. Anti-Terrorism: 1 hour and 30 minutes
2. Operational Security: 1 hour
3. Force Protection: 1 hour
4. SERE: (10 modules): 11 hours and 30 minutes
5. Heat Injury Prevention: 1 hour
6. Equal Opportunity/ Prevention of Sexual Harassment: 1 hour
7. Suicide Prevention: 1 hour
8. Trafficking: 1 hour
9. Report Intelligence Information: 1 hour
10. Fraternalization Policy: 30 minutes
11. Iraq Overview: 30 minutes
12. Iraq Tribalism: 1 hour 30 minutes
13. Afghanistan Country Study: 4 hours
14. Tribalism in Afghanistan: 4 hours 30 minutes
15. The Afghanistan Threat: 1 hour
16. Core Warrior Values: 30 minutes

### **Structured Self Development Level One**

1. Module One: 14 hours
2. Module One Test: 1 hour 30 minutes
3. Module Two: 13 hours
4. Module Two Test: 1 hour 30 minutes
5. Module Three: 10 hours 30 minutes
6. Module Three Test: 1 hour 30 minutes
7. Module Four: 9 hours
8. Module Four Test: 1 hour 30 minutes

**Annual Training Requirements**

1. Information Assurance Awareness Training: 1 hour
2. Antiterrorism Level 1 Training: 2 hours
3. Operational Security: 1 hour
4. Equal Opportunity/ Prevention of Sexual Harassment: 1 hour