



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

AGKS-LOZ

5 August 2014

MEMORANDUM FOR ALL KANSAS ARMY NATIONAL GUARD UNITS

SUBJECT: Kansas SOP 600-55 Selection, Training, Testing, and Licensing of Equipment Operators

1. References:

a. Kansas SOP 600-55 Selection, Training, Testing, and Licensing of Equipment Operators Paragraph 1-10 dated 18 March 2009

2. Provided below is change 1, which supersedes Paragraph 1-10 referencing maintaining operator training documentation.

a. **1-10. Records.** All required publications and forms are available from normal publication channels and/or the SAMS-1E software, as appropriate. All forms will be completed, reviewed, and updated IAW AR 600-55, DA PAM 750-8, FM 55-30, or the KS SOP 750-1 as appropriate. Disposition of training documentation will be IAW AR 600-55, AR 611-5, and AR 25-400-2. Print and maintain a copy of the current DA 348E at the unit level once training data is entered into the SAMS-1E system. The DA Form 348E will be signed by the current commander or designated representative. It is recommended the DA Form 6125 (Road Test Score Sheet) be maintained as supporting documentation that the training was completed. The Accident Avoidance Certificate, copy of valid civilian driver license and commander's interview, signed by current commander or designated representative, will be maintained in the operator's file. Prior to inputting test results into the SAMS-1E system and issuing an operator permit, the training documentation will be forwarded to the Unit Motor Officer for review and approval.

3. This policy memorandum will expire when the updated KS SOP 600-55 is published.

4. The point of contact for this action is CW4 Blaine Garrett, COMM 316-267-7763 or MSG Jeff Aumen, COMM 785-239-8399.

A handwritten signature in black ink, appearing to read "Michael Erwin", is positioned above the typed name and title.

MICHAEL ERWIN
COL, GS, KSARNG
Director of Logistics