**DEPARTMENT OF THE ARMY \*MCoE Regulation XXXX**

HEADQUARTERS UNITED STATES ARMY

MANEUVER CENTER OF EXCELLENCE

**FORT BENNING, GEORGIA 31905-4500**

**3 June, 2012**

Training

**OPERATOR SELECTION, TRAINING, TESTING, AND LICENSING PROGRAM**

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**1. Purpose**

This regulation provides guidance to assist MCoE operators in becoming the most proficient and safest drivers in the world. In addition to the guidance provided in AR 600-5 and AR 385-10, this regulation will be observed as regulatory guidance in the administration of this program.

**2. References**

a. AR 55-29 (Military Convoy Operations in CONUS)

b. AR 190-5 (Motor Vehicle Traffic Supervision).

c. DA Pamphlet 385-40 (Accident Accident Investigation and Reporting).

d. AR 385-10 (The Army Safety Program).

e. AR 600-5 (The Army Driver and Operator Standardization Program [(Selection, Training, Testing, and Licensing)]

f. TC 21-305 (Manual for the Wheeled Vehicle Driver).

g. FM55-30 (Army Motor Transport Units and Operations).

h. TB 600-1 “Procedures for Selection, Training, Testing and Qualifying Operators of Equipment/Systems, Excluding Selected Watercraft and Aircraft, Managed/Supported by US Army Troop Support and Aviation materiel Readiness Command”.

i. TB 600-2 [Procedures for Selection, Training, Testing, Qualifying, and Licensing Operators of Construction

Equipment, Materiel Handling Equipment, and Armor Vehicle Launched Bridge (AVLB) Managed/Supported by U.S. Army Tank-Automotive Materiel Readiness Command].

j. DA Pamphlet 750-1 (Commanders' Maintenance Handbook).

k. DA Pamphlet 750-8 (The Army Maintenance Management System (TAMMS) Users Manual).

k. TC 21-305 (Training Program for Wheeled Vehicle Accident Avoidance [(INCL C-1)].

**3. Responsibilities**

a. Brigade and Battalion Commanders.

(1) Responsible for the overall administration of the program. Will coordinate training/testing when necessary and ensure training is recorded in the battalion training highlights.

(2) Will appoint [on DA Form 1687 (Notice of Delegation of Authority Receipt for Supplies) or memorandum] trainers, examiners, master driver/operator, and an issuing official IAW AR 600-55 and this regulation.

(3) Will ensure master driver/operator is identified and proficient in the operation of all assigned vehicles/equipment.

(4) Ensure driver and operator training, testing, and licensing will be conducted at battalion level or higher (AR 600-55, 1-4, g, (4)).

(5) Implement this regulation and any additional requirements made necessary by local traffic conditions, civil restrictions, accident data, and desired standards of operator performance and preventative maintenance (AR 600-55, 1-4, g, (5)).

(6) Ensure instructors, examiners and licensing personnel are qualified IAW AR 600-55.

(7) Ensure Night Vision Device (NVD) training is conducted IAW AR 600-55.

(8) Ensure that all licensed drivers are given annual check rides by qualified Check Riders/Examiners and that records are updated accordingly.

(9) Ensure command emphasis on the importance of safety and operator training within the unit.

(10) Include all drivers training on the unit training schedules.

(11) Ensure a Driver’s Training SOP outlines how newly arrived soldiers will be trained and licensed within the unit (through the establishment of a BN Driver’s Training Program) and how licensed soldiers will continue to improve on their skills both in the area of safety as well as additional vehicle training.

(12) Monitor drivers performance and where appropriate drivers with good performance records should receive incentives designed to stimulate high performance. Safety awards should be annotated on the soldiers Individual Training Record (ITR) and DA Form 348/DA Form 348-1-R or DA Form 348-E.

(13) Select and appoint in writing Unit Senior Instructor Drivers (USID) and Unit Instructor Drivers (UIDs) IAW AR 600-55, 4-2, a, (1) and Appendix F-1.

* + Possessing a license for the vehicle on which he or she will train or test is a prerequisite for any driver instructor or examiner (AR 600-55, Chapter 4 and Appendix F-1).

(14) Ensure that drivers training include Driver Responsibilities and Government Liability, Law and Regulations, Vehicle Inspection and Maintenance, Accident Avoidance, Environmental Considerations, Convoy Operations, Off-Road Operations, and other topics necessary for safe and proficient military driving (AR 600-55, 1-4, h, (2)).

(15) Develop and publish guidance for interviewing and selecting driver candidates. (see AR 600-55, 1-4, h, (1) and suggested interview questions in Appendix B).

(16) Maintains Unit Level Logistic System (SAMS-E) data files and issues the military license (OF 346) in accordance with AR 600-5, the SAMS-E End Users Manual, and this regulation.

b. Company/Troop Commanders.

(1) Will select prospective operators and conduct driver interviews IAW AR 600-55, paragraph 1-5, and only qualified personnel are selected for training, For qualifications, see AR 600-55, 3-21 and 5-1; for the driver improvement course and civilian license requirements, see AR 385-10, appendixes B-4 and B-7.

(2) Should, at a minimum, semiannually review the qualification records to determine operator's current status.

(3) Ensure vehicle and equipment operators are properly licensed and trained IAW AR 600-55 and other local requirements (AR 600-55, 1-4, h, (2)).

c. DOTS.

(1) Serve as proponent for the MCoE Drivers Training, Testing, and Licensing Policy.

(2) Assume internal program responsibility for HHC MCoE.

(3) Coordinate, implement and monitor the MCoE Master Driver Trainer Program to ensure selected Master Driver Trainers possess the knowledge and resources necessary to establish BDE/BN level programs. Program must provide regulatory guidance, unit procedures, duties and responsibilities of a Master Driver. It should also demonstrate the necessary actions of establishing and conducting a driver’s training program (sample SOP, sample driver interview, sample driver packet, sample lessons, etc.). Students should also receive SAMS-E training in Operator Records and Equipment Class Codes.

(4) State-of-the-art Video Tele-Training (VTT) and other technologies that reduce instructor manpower requirements are encouraged and preferred.

d. Staff and Faculty.

(1) Provide classroom to conduct the Master Driver Course.

(2) Receive student requests and generate the class rooster.

(3) Issue Training Certificates and maintain data base of graduating students.

(4) Produce annual class schedule and post to the SFDD Annual Course Schedule Web Site

e. Directorate of Logistics (DOL) Installation Transportation Officer (ITO).

(1) Administers eye evaluation measures.

(2) Administers driver's qualification test for vehicles larger than 1 ton but less than 26001 GVW.

(3) Provides training, road testing, and licensing for bus operator license.

(4) Has oversight for commercial and non-tactical vehicle operator training programs (AR 600-55, 1-4, g, (5)).

f. BDE/BN Master Driver/Operator.

(1) Assist CDR with establishing and conducting a Driver’s Training Program IAW AR 600-55.

(2) Sustains proficiency in all aspects of this regulation and other applicable Army regulations.

(3) Must possess knowledge and resources necessary to establish and maintain a Driver’s Training Program for BDE/BN CDR.

(4) Ensure personnel receive required Sustainment training and annotate on DA Form 348 IAW AR 600-55, para 4-4. [(AR 600-55, 1-4, h, (4)].

(5) Ensure all road test examiners and BN Master Drivers meet the requirements outlined in AR 600-55, AR 385-10, and any other regulations referenced in this Policy.

(6) Ensure that all training is objectively and proficiently performed to the guidelines established in AR 600-55, AR 385-10, and any other regulations referenced in this Policy.

(7) Upon completion of the prescribed testing, training, and retraining make the appropriate entries on the DA Form 348, DA Form 348-E, and computer databases.

(8) RENEWAL: Once every (4) years, within 30 days of the individual’s birth month, the BDE/BN Master Driver is required to coordinate with their respective Company Master Driver to renew his/her military driver’s license along with successfully passing the on line Army Accident Avoidance Course.

(9) ACCIDENT AVOIDANCE CLASS: Each individual is required to complete an accident avoidance class every four (4) years from the day of issuance IAW AR 385-10, Appendix B. The training is available online at <https://www.lms.army.mil>.

**4. Selection process**

a. Personnel are selected for training based on experience and mandatory guidance in accordance with AR 600-55.

b. Date, time, and place where training will take place is announced and programmed on unit training schedules.

c. Prospective operators are screened by the officer-in-charge (OIC)/noncommissioned officer-in-charge (NCOIC) for the operator training program to ensure commanders have administered the driver's interview. (NOTE: Drivers whose state driver's license is suspended or revoked will not be permitted to enroll in the training program or operate military vehicles in accordance with AR 385-10 paragraph B-7.) Therefore, prior to making any efforts to train or test personnel, the driver's interview will be administered.

d. All drivers must have current eye evaluation results recorded on the DA Form 348E. No person, regardless of age or rank, will be trained or licensed without first meeting these requirements. The BDE/BN Master Driver for operator training will ensure compliance and proper recording.

e. The BDE/BN Master Driver for operator training will ensure that all applicants have a valid state driver's license and a learner's license (Army Learner) (when applicable) before the operator training starts. The unit to which the soldier is assigned will issue learner's license to applicants who do not have a valid MCoE military license. SAMS-E learner's license will be stamped or handwritten on DA Form 5984-E (Operator's Permit Record). Learner's license will be voided immediately upon completion of the training. Learner’s permit is only good for 90 days.

f. Any other required examinations; e.g., examination by a medical authority to determine if correction of vision is required or any other physical impairment exists, must be completed, properly recorded, and authenticated by the physician before training may start.

**5. Operator training and testing**

a. The operator training program will be conducted at battalion level or higher. The training will be 40 hour continuous within a one-week period. Master drivers will conduct/supervise training and road testing. Personnel should be trained according to the category into which they fall (see section 6 Training Requirements for specifics).

b. Introductory, administrative, and maintenance related subjects will be tested and covered to ensure proficiency before permitting the student to progress to the driving units. Students who cannot pass the exams or show proficiency will be dropped from the course and counseled appropriately. Examinations have been developed by DOTS. The test will be obtained from the DOTS Master Driver. Task, conditions, and standards are also provided in this regulation for all the units that require testing or hands-on examinations.

c. If the student is being trained on more than one vehicle (different chassis) during the same week, the training units specifically applicable to that additional vehicle must be covered as prescribed in AR 600-55 (appendix B) and this regulation.

d. Night driving will be conducted as prescribed in the training standards. A tunnel or other simulated night driving course area is not permitted. Actual night driving must be performed by the student under blackout and lights out conditions with and without night vision goggles. CAUTION: Passengers, other than a master driver in the passenger seat of the vehicle, will not be permitted when a student driver is operating the vehicle.

e. The amount of training each individual requires will be determined by reviewing the prospective operators records (DA Form 348 or DA Form 348E) for BDE/BN incoming personnel or Road Test (Module 1) for personnel already licensed in the BDE/BN. The BDE/BN Master Driver of the operators training program will make the determination based on the organization's requirements. All prospective operators will fall into one of the following four categories:

(1) Category 1. Those with no previous driving experience (military or civilian).

(2) Category2. Those with previous driving experience (military or civilian) but have never driven or been licensed to operate the type of equipment (chassis type) for which they are going to be trained and licensed.

(3) Category 3. Individuals transferring into the unit who have previous experience, possess a valid military license, and have a properly maintained DA Form 348/348E listing the equipment for which they are going to be locally licensed.

(4) Category 4. Those that require retraining because of a driving infraction, temporary suspension, bad driving habits, inability to perform good operator maintenance, etc.

h. The information listed at table 1 is an excerpt from the program of instruction (POI) in AR 600-55 (appendix B) along with the standards required to successfully complete the training and testing in each unit:

**Table 1. REQUIRED MODULE STANDARDS**

**Module Topic Standard Reference**

A Introduction, organization of course and materials Thorough understanding AR 600-55

B Driver responsibility and government liability. Pass written exam TC 21-305

Accident Reporting

C State, local, and post traffic regulations and laws Pass written exam Georgia Driver's Manual and

TC 21-305

D Use of Army publications Pass written performance- Applicable TM’s

Oriented exam

E Vehicle inspection: operators maintenance (PMCS Pass hands-on exam Applicable -10 TM's

and troubleshooting procedures). Introduction to

vehicles.

F Military convoy operations including night driving Demonstrate proficiency and AR 55-29

(e.g., blackout drive, no lights, and NVG's). pass hands-on exam

G Vehicle driver performance evaluation (hands-on, Pass hands-on exam AR 600-55, TC 21-305, and

operator PMCS, and driving tasks). Unit SOP

H Over-the-road training of the vehicle. Drive until demonstrated AR 600-55

I Road test after completion of training. Hands-on performance AR 600-55

measures established on

Road Test Work Sheet

**6. Training requirements**

a. Categories 1 and 4. Personnel in Categories 1 and 4 will be required to take the entire course. Deviations from the modules should only include additional training needed to support safety IAW 385-10 and various types of different equipment.

b. Category 2. Personnel in Category 2 only require training as outlined below. Unit commanders may prescribe additional training at their discretion. Those who possess a valid MCoE military driver's license, valid DA Form 5984-E/OF-346, and those transferring from one division unit to another are only required to take Modules A, E, and F through I. Those who do not possess a valid MCoE license and DA Form 5983-E will train as if in Category 1.

c. Category 3. Personnel in Category 3 require a briefing on Module C and a test on Modules C, E, and 1. However, if the applicant fails any of the exams, he/she will have the same requirements as a person who fails in Category 2.

d. Once the applicant has successfully completed the training and testing phase, a qualifying official or examiner will complete the Road Test Work Sheet. The examiner will sign/date the Road Test Work Sheet and make any other required entries in accordance with this regulation. A minimum score of 80% must be achieved by the student on the road test to be considered proficient.

e. Recertification is required five years from the date of original certification. The certification process consists of successful completion of the final examination. Should recertification candidate fail to meet the minimum passing score of the final examination, the candidate must attend the Master Driver Training Course in its entirety, meeting all requirements.

**7. Licensing**

a. Upon successful completion of the road test, appropriate entries will be made on the driver's SAMS-1E data files, and the individual may be issued a military license. A DA Form 5984-E/OF-346 will be generated, signed by the commander, and given to soldiers permanently departing the unit.

b. All licensed personnel will be retested annually in accordance with AR 600-55, para 1-5g (2) by their units on equipment they are licensed to operate. The test will consist of a weekly PMCS, road test, and the operation of a special purpose devises (night vision goggles). The test results will be recorded in the SAMS-E data files.

c. Personnel who do not possess a valid state driver's license will have their military license restricted on the back side of the card (in the restrictions block). Restriction Code on OF-346/5984-E “Installation Only” will be recorded.

d. Personnel who do not possess a valid state driver's license, but have a restricted military license as stated above, may be authorized to operate equipment only on the installation (on single dispatch missions) provided they meet the following:

(1) Must be on a valid military mission.

(2) Must be accompanied by a qualified assistant driver who possesses a valid state driver's license.

Transportation support personnel are exempt from this provision when in support of another unit.

**8. Tasks, conditions and standards**

Task/conditions and standards for all units that require some type of examination (hands-on or written) are listed at table 2. The unit can use the following, word for word, as their training program since it is division training program. No lesson plans are required since most all requirements are outlined in this regulation. The only item the unit needs to develop is the schedule for training.

**Table 2. MODULE TASKS, CONDITIONS, AND STANDARDS**

**INTRODUCTION/ORGANIZATION OF COURSE MATERIALS**

**MODULE A**

**TASK:** Understand basic concept of military driver's training as outlined in AR 600-55.

**CONDITIONS:** Given time, location, and priority on unit training schedule.

**STANDARDS:** Prospective operators are familiar with course content and purpose.

**DRIVER RESPONSIBILITY AND GOVERNMENT LIABILITY**

**MODULE B**

**TASK:** Pass a written exam on driver responsibility and government liability as outlined in TC 21-305.

**CONDITIONS:** In a classroom environment; given a class on the subject; an exam consisting of 10 or more questions; pencil and paper.

**STANDARDS:** The students must achieve 80% or better on their examinations.

**PERFORMANCE MEASURES:** Must, at a minimum, show understanding in the following areas:

a. Vehicles are for official use only.

b. Military uniform policy while operating equipment.

c. Security of equipment and cargo.

d. Safe transportation of personnel.

e. Accident prevention and liability of operator and government.

f. PMCS inspection of vehicles and damage caused through neglect of equipment.

g. License requirements.

h. Violation/Citations by state law enforcement agencies and military police.

i. Seat belt law.

**STATE, LOCAL, AND POST TRAFFIC REGULATIONS AND LAWS**

**MODULE C**

**TASK:** Pass a written exam on state, local, and post traffic regulations and laws as outlined in the State of Georgia Driver's Manual and TC 21-305, chapter 24.

**CONDITIONS:** In a classroom environment; given a class on the subject; an exam consisting of 10 or more questions; 10 roadside signs; pencil and paper.

**STANDARDS:** The students must achieve an 80% or better on their examination results.

**PERFORMANCE MEASURES:** Must, at a minimum, show an understanding in the following areas:

a. Traffic laws and regulations.

b. Traffic signs.

c. Accident laws and procedures.

d. Post dispatch procedures and regulations.

**USE OF ARMY PUBLICATIONS**

**MODULE D**

**TASK:** Pass a written and hands-on examination on the use of Army publications.

**CONDITIONS:** In a classroom environment; given a class on the subject; -10 and -20P TM's; DA Pamphlet 750-1; DA Form 5988-E/2404; DA Form 1970/5983E; exam consisting of 10 or more performance measures; pencil and paper.

**STANDARDS:** The students must achieve an 80% or better on their examination results.

**PERFORMANCE MEASURES:** Must, at a minimum, show understanding in the following areas:

a. Use of the PMCS tables.

b. Use of troubleshooting charts.

c. Use of equipment operation under unusual conditions portion of the -10 TM.

d. Must know how to locate and identify the type of Basic Issued Items (611) authorized and how to store, use, and maintain them.

e. Must be able to research the -20P TM for operator level parts.

(1) Will have to write on DA Form 2404/5988-E, page no., TM and figure item no., quantity of issue, unit of issue, and NSN for parts researched.

(2) Must be able to properly fill out DA Forms 2404 and 1970 using DA Pamphlet 750-1 and SAMS-E End Users Manual.

f. Must be able to determine weight of vehicle (loaded and unloaded) and its tire pressure.

**Table 2. MODULE TASKS, CONDITIONS, AND STANDARDS - Continued**

**VEHICLE INTRODUCTION/INSPECTION MODULE E**

**TASK:** Pass a hands-on examination on vehicle inspection (monthly PMCS and troubleshooting malfunctions).

**CONDITIONS:** In a motor pool environment; given a class on the subject; appropriate vehicle; -10 TM; DA Form

5988-E; pencil.

**STANDARDS:** The students must, within 45 minutes, perform a PMCS on a vehicle and identify and correct an operator's malfunction using the -10 TM troubleshooting chart.

**PERFORMANCE MEASURES:** Will be established by the unit using the PMCS table and troubleshooting charts of the appropriate-10 TM's.

a. Malfunction will be created by the unit using the troubleshooting chart.

b. There can be more than one malfunction used. Malfunction must be operator correctable or reportable after making checks.

**MILITARY CONVOY OPERATIONS/OFF ROAD/RECOVERY OPS**

**MODULE F**

**TASK:** Pass a hands-on examination on military convoy operations, including night driving and the use of night vision goggles.

**CONDITIONS:** In a field environment; given instructions on the subject; appropriate vehicle; -10 TM; DA Form

5988-E; dispatch records; appropriate field uniform; pencil.

**STANDARDS:** The students must successfully demonstrate the ability to follow other vehicles in a convoy formation during daylight and at night using blackout drive and lights out with night vision goggles.

**PERFORMANCE MEASURES:** Student must demonstrate proficiency in the following areas:

a. Maintaining convoy speed and distance.

b. Halting.

c. Handling breakdowns.

d. Hand signals.

e. Reaction to an ambush.

f. Night vision goggles training.

**VEHICLE DRIVER PERFORMANCE EVALUATION**

**MODULE G**

**TASK:** Pass a hands-on examination on PMCS and driving performance.

**CONDITIONS:** In garrison; given instructions on the subject; appropriate vehicle; -10 TM; DA Form 5988-E; dispatch records; appropriate uniform; pencil.

**STANDARDS:** The students must successfully demonstrate the ability to perform operator PMCS (before/during/after); drive/negotiate appropriate vehicle through traffic; obey all traffic signs and laws on hard surface roads.

**PERFORMANCE MEASURES:** Student must demonstrate proficiency in the following areas:

a. Road and traffic signs/lights.

b. Driving in traffic,

c. Parking.

d. Using turn signal indicators, turning vehicle, and using other warning devices.

e. Towing equipment; i.e., trailer, Howitzer, etc,

f. Backing equipment with a trailer ("L" turn backing must be included).

**OVER-THE-ROAD TRAINING WITH SKILLED DRIVER REPSONSE TO A MALFUNCTION**

**MODULE H**

**TASK:** Pass a hands-on examination on PMCS and driving performance.

**CONDITIONS:** Off the installation; given instructions on the subject; appropriate vehicle; -10 TM; DA Form 5988-E/2404; dispatch records; appropriate uniform; a fully licensed instructor that has a valid state driver's license.

**STANDARDS:** The students must successfully demonstrate the ability to perform operator PMCS (before/during/after); drive/negotiate appropriate vehicle through off-post traffic; obey all traffic signs and laws of the State of Georgia.

**PERFORMANCE MEASURES:** Student must drive until proficiency is demonstrated.

**WARNING:** Passengers, other than the instructor in the passenger seat of the vehicle, will not be permitted when a student driver is operating the vehicle.

**ROAD TEST MODULE I**

**TASK:** Pass a hands-on examination on operator PMCS performance and demonstrate driving proficiency.

**CONDITIONS:** With master driver/operator; on hard surface roads; appropriate vehicle; -10 TM; DA Form 5988-E; dispatch records; examination form developed by the unit.

**STANDARDS:** The students must successfully demonstrate the ability to perform PMCS (daily) and operate equipment. Must achieve an 80% or higher on the examination.

**PERFORMANCE MEASURES:** Examination must cover, at a minimum, the following areas:

a. Proper PMCS performance and operation of equipment peculiar devices.

b. Forward driving in all ranges.

c. Towing equipment and backing with towed equipment.

d. Complying with all local, post, and state traffic regulations and signs.

e. Proper use of signaling devices.

f. Stopping and starting.

**9. Additional instructions for preparing the equipment operator qualification record (DA Form**

**5984-E)**

a. Driver's License Number will be the first letter of the last name and last four digits of the social security number. In the event two individuals have the same license number, use the first letter of the last name for one individual, the first letter of the first name for the other individual, and the last four digits of the social security number for both operators.

b. License Expiration Date. The expiration date of the military license will be based on one of the following criteria: eye exam expiration date or civilian driver's license expiration date. The expiration date of the military license will not extend beyond the earliest expiration date of any of the documents mentioned above. Expiration date of the military license will not exceed four years from date of issue.

c. Miles Last Action. Leave this space blank when initially installing operators. This block is tied into dispatches and will be computed by the program.

d. Days Last Action. Leave blank when installing. Program will compute when operator dispatches equipment.

e. Equipment Codes. Identification Codes are 3 digits and Equipment Class Codes are two digits. Codes are located in SAMS-1E. Use restriction codes as outlined in SAMS-1E in the qualifications section of the DA Form 5984E/DA Form 348E.

f. When the "W” code is used to show license voided or suspended, the expiration date must be changed to the date the suspension was put into effect to prevent SAMS-E from dispatching. The DA Form 5984-E must be surrendered by the Soldier.

g. Equipment Qualified. If you have properly assigned codes to your organic equipment or if you use the proper codes listed in the SAMS-E End Users Manual, this block will be automatically filled upon entering the Equipment ID Code. Use option M41 to program your specific organic equipment. Codes programmed cannot conflict with those already established in the SAMS-E End Users Manual.

h. Date Qualified. This will be the initial date when the first ever examiner administered the examination to qualify the applicant. This date will not be changed. Retests of any type will be entered in the remarks portion of the form. Note that all personnel being issued a new expiration date must be examined. This examination will be annotated in the remarks portion of DA Form 5984-E/348E as "Retested IAW AR 600-55". This retest must be successfully accomplished prior to licensing.

i. Date Remarks/Action. These dates do not have to be in chronological order. Enter the actual date when action took place.

j. Remarks/Action. Enter appropriate EIC/EEC code IAW AR 600-55. DDC codes are IAW AR 385-10.

k. Verifier Name. The rank and name of the verifier will be entered in this field.

**10. Additional instruction for preparing the military drivers license**

a. Date Issued. This date must be the same or later than the date of qualification on the DA Form 348E and the actual date when the license is going to be printed, enter as follows: DDMMYY

b. Expiration Date. Coincides with expiration of DDC Card or Civilian Driver’s License, whichever comes first.

c. Title of Issuing Official. Examples of authorized titles are: rank, position title; i.e., CPT, Commander, CW3, Maint Officer, 1LT XO, etc.

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