



DEPARTMENT OF THE ARMY  
442D SIGNAL BATTALION  
15TH REGIMENTAL SIGNAL BRIGADE  
FORT GORDON, GEORGIA 30905

MEMORANDUM OF AGREEMENT (MOA)  
BETWEEN  
CSB, Leader College of Network Operations (DODIN), 442<sup>nd</sup>  
AND

SUBJECT: Utilization of Cyber Security (CS) Mobile Training Team (MTT)

1. **Purpose:** This document establishes an agreement between the Information & Communication Technologies Defense Division (ICTD-D), Fort Gordon, GA. and the requesting organization for requirements to conduct an IA course on site from
  
2. **Requirements:**
  - a. ICTD-D will:
    - a. Provide the required number of qualified Instructors to conduct requested training.
    - b. Provide approved curriculum for required course.
    - c. Coordinate print request when required.
    - d. Fund all cost associated with travel and per-diem for the requested Instructors.
    - e. Enter all properly registered students into ATRRS.
  
  - b. Requesting Organization will:
    - (1). Requirements for Training
      - a. Provide a 20 seat lab with laptops or PCs connected to the network.
      - b. Provide necessary items for instructor (see item M.)
      - c. Provide a minimum of 15 students.
      - d. Register all students within ATCTS and identify their proper IA position.
      - e. Submit a report generated thru ATC verifying that all students have completed the minimum requirements as outlined in the IA Training and certification BBP NLT 2 weeks prior to the class start date. (excludes CEH/CISM courses, requirements should be completed 4 weeks prior to class start date)
      - f. Ensure that all students are released to attend the training without interruption. If any student misses more than 10% of the class they will not receive credit for attending.
      - g. Verify that all contractors are allowed to receive Government funded training.

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- h. Pick up required print materials if necessary the week prior to the start of the first class.
- i. Ensure that all students obtain required text books prior to class. The requesting organization is responsible for the cost of textbooks.
- j. Ensure that all students provide instructors required demographic data the first day of class, including full SSNs, to register them in ATRRS via form 6690.
- k. Assist instructors in transmitting FG6690 to DODIN securely, when necessary.
- l. Sign and forward a copy of the MOA to your ACOM/ASCC/DRU IAPM for record.
- m. Provide an area in the classroom for the Instructor with the following:**
  - 1. Whiteboard and projector
  - 2. PC with internet connectivity
  - 3. Speakers
  - 4. Note cards for name plates

(2). Requirements for Testing (**CISSP/CISM ONLY**)

- a. Testing will be coordinated independently from the MTT course.  
\*\*note: see procedures for instructions
- b. All voucher requirements will be accomplished prior to class date.

3. Terms of Agreement: This agreement is effective upon signature of both parties will remain in effect until completion of training. If the terms agreed upon are not completed as prescribed the training will not be conducted.

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Local IAM or CDR

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Joey A. Gaspard  
GS-12  
Chief, Cyber Security Branch

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