



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, U. S. ARMY SERGEANTS MAJOR ACADEMY**  
**11291 SGT E. CHURCHILL STREET**  
**FORT BLISS, TEXAS 79918-8002**

REPLY TO  
ATTENTION OF:

ATSS-DCP

MEMORANDUM FOR

HQ TRADOC, (ATOM-P/MS TERRY), 10 Bernard Road, Bldg 10, Fort Monroe, VA  
23651-5000

HQ TRADOC, (ATRM-FT), 5 Bernard Road, Bldg 5, Fort Monroe, VA 23651-5000

SUBJECT: Course Administrative Data (CAD) for The Army Training System-Primary  
Leadership Development Course for the Active Component (400-PLDC)

1. The enclosed CAD will go into effect for the Active Component PLDC Course (400-PLDC) on 1 October 2003. USASMA updated the Prerequisites, Instructor Contact Hours, and Academic Hours based on feedback from the NCOAs that Piloted the PLDC Course and regulatory guidance. Also, USASMA deleted the Mobilization hours.
2. This CAD supersedes the AC 400-PLDC CAD dated 25 Apr 2003, and forwarded to TRADOC via EMAIL to [POIMM@monroe.army.mil](mailto:POIMM@monroe.army.mil) 5 Jun 03.
3. The proponent for this course is the United States Army Sergeants Major Academy.
4. Point of contact is Mr. Berta at DSN 978-8261, commercial (915) 568-8261, email [bertaf@bliss.army.mil](mailto:bertaf@bliss.army.mil).

Encl

JOHN K. KIRBY  
LTC, AD  
Commandant

CF:  
Director QAO, USASMA

**COURSE ADMINISTRATIVE DATA  
FOR THE ARMY TRAINING SYSTEM-  
PRIMARY LEADERSHIP DEVELOPMENT COURSE FOR THE  
ACTIVE COMPONENT (400-PLDC)**



***NO ONE IS MORE PROFESSIONAL THAN I***

Developed for use by The Army Training System-Primary Leadership Development Course for the Active Component (400-PLDC)

Proponent for this CAD is the U. S. Army Sergeants Major Academy. Send comments and recommendations on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to: CHIEF PLDC, USASMA ATTN: ATSS-DCP BLDG 11291 BIGGS FLD FT BLISS TX 79918-8002 or via email: [usasma\\_pldc\\_chief@bliss.army.mil](mailto:usasma_pldc_chief@bliss.army.mil)



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**PREREQUISITES**

- Priority One: Sergeants that are non-PLDC graduates. The soldiers may or may not have a PLDC waiver.
- Priority Two: SPC/CPL promotable. These soldiers are prioritized with this category as follows:
  - SPC/CPL(P) who has met cut off score.
  - SPC/CPL(P) in MOSs which would have had additional promotions if more promotable SPC/CPLs had been available and identified as a “Star MOS” by monthly PERSCOM Promotion Cut-Off Memorandums.
  - SPC/CPL(P) on a recommended list based on the highest number of promotion points.
  - All other SPC/CPL(P) on a recommended list based on the highest number of promotion points.
- Priority Three: SPC/CPL in leadership positions. In order to fill all PLDC training seats, non-promotable SPCs w/demonstrated leadership potential may attend PLDC only when all other higher OML categories are exhausted.
- Meet height and weight standards of AR 600-9.
- Eligible for reenlistment and have a recommendation from their immediate commander.
- Have 6 months time in service remaining upon graduation of PLDC (unless completing an enlistment commitment to the USAR or ARNG).
- Have no conviction of a misdemeanor crime of domestic violence (Lautenburg Amendment).
- Have no Suspension of Favorable Personnel Actions (Flags) pending.
- Arrive fully capable of performing supporting individual tasks and tasks required in the next lower level course, e.g. basic training, SMCT.
- If age 40 or over, must have completed a periodic physical exam within the last 5 years. Operator license block on Pre-execution Checklist must contain date of current physical exam.
- Must have in their possession a completed and properly signed pre-execution checklist. Soldiers reporting for training without the checklist, signed by the soldier and unit commander, have 72 hours from the report date to provide the checklist with appropriate attachments. Return to their unit soldiers who fail to provide the checklist within this time frame. The unit commander’s signature on the pre-execution checklist suffices as certification that the soldier meets routine course prerequisites and physical requirements.

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**PROFILES**

- Temporary Profiles: Soldiers may be enrolled with temporary profiles as long as the profile doesn’t prevent them from fully participating in the course, e.g., shaving.
  - Soldiers possessing permanent profiles must provide a complete and accurate copy of their DA Form 3349, requiring 2 signatures, one from the profiling officer, and one from the approving authority (must be a Dr.). The Commanders are no longer required to sign unless they disagree with the profile findings.
  - Soldiers possessing permanent profile designators of “3” or “4” who have
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**PROFILES,**  
continued

been before an MMRB, awarded medical limitations, allowed to retain their occupational classification will be allowed to attend appropriate courses and train within the limitations of their profile--provided they can otherwise meet course prerequisites and graduation requirements.

- For students with permanent profiles, the profile must include an aerobic event. Soldiers with permanent profiles that permit an alternate event must meet course graduation requirements (See Graduation Requirements below).
- Pregnant Soldiers:
  - May attend PLDC provided they provide a written document from their doctor that states the soldier can perform/participate in all course physical performance requirements, including: APFT, marching, and situational training exercises.
  - Found to be pregnant while attending PLDC may continue training, however, they must provide a written document from their doctor that states the soldier can perform/participate in all course physical performance requirements, including: APFT, marching, and situational training exercises. Soldiers medically dismissed for pregnancy after enrollment are eligible to return to the course upon termination of the pregnancy and the recovery period.

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**PHYSICAL  
REQUIREMENTS**

Soldiers must be capable of:

- Negotiating rough terrain under varying climatic conditions.
- Conducting, demonstrating, and leading drill and ceremonies.
- Conducting, demonstrating, and leading physical fitness training.
- Walking a minimum of 3200 meters with Kevlar helmet and Load Carrying Equipment (LCE) in a minimum of three hours.
- Lifting and carrying all required packing list items (OCIE and CTA 50-900) for short distances.
- Carrying a 50-pound combat load containing mission essential equipment.
- Occasionally lifting and carrying fuel, water, ammo, MREs, or filled sandbags.
- Low crawling, high crawling, and rushing for three to five seconds.
- Moving over, through, and around obstacles.
- Carrying and firing individually assigned weapon IAW applicable regulatory guidance.
- Donning Mission Oriented Protective Posture (MOPP) gear.

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**COURSE  
GRADUATION  
REQUIREMENTS**

To achieve course graduation requirements, the student must pass the APFT and score 70 percent or higher on the following examination/evaluations (with the exception of Land Navigation, which is 75 percent):

- Written Examinations I, II, III.
  - Physical Fitness Training (Train the Trainer Evaluation).
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**COURSE  
GRADUATION  
REQUIREMENTS,**  
continued

- Drill and Ceremonies Evaluation.
- Individual Training Evaluation.
- Land Navigation Evaluation.
- Demonstrated Leadership Evaluations (Garrison and Tactical)
- Students must take the APFT within 72 hours of enrollment. If a student fails the initial APFT, the soldier will be allowed one retest in seven to fourteen days. If the soldier fails the retest, the soldier will be dismissed for failure to meet APFT standards.

**SPECIAL  
INFORMATION**

Commandants:

- May not add local requirements to the prerequisites.
- May substitute similar items of equipment, providing their use does not degrade the quality of training.
- Must submit an exception to policy to USASMA for any deviations that may alter the quality of training.

Equipment listed in the Equipment Summary is the optimum items needed to train the listed lessons.

**SECURITY  
CLEARANCE**

NONE

**COURSE NO**

400-PLDC

PHASE

VER: 1

**DATA**

PEACETIME

MOBILIZATION

**COURSE  
LENGTH**

04 WK 02 DAY

00 WK 00 DAY

**ADJUSTED  
COURSE ICH**

3430.0

0

**CLASS SIZES**

MAXIMUM:

160

0

OPTIMUM:

160

0

MINIMUM:

96

0

**ACADEMIC  
HOURS**

COURSE UNIQUE:

183.5

0

SHARED:

0

**TOTAL:**

183.5

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<b>HOURS DEVELOPED BY OTHERS</b>	DEVELOPED: 0 CONDUCTED: 0
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<b>COURSE TYPE CODE</b>	00 OTHER
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<b>ITRO CODE</b>	Q QUOTA COURSE NON-ITRO
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<b>CONTRACT CODE</b>	N NOT A CONTRACT COURSE
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<b>TRAINING START DATE</b>	2003/10/01
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<b>TD PROPONENT DESIGN AND DEVELOPMENT</b>	USASMA, FT BLISS, TX
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<b>INSTRUCTOR PROVIDED SUPPORT</b>	USASMA, FT BLISS, TX
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<b>ARMY COURSE PROPONENT</b>	USASMA, FT BLISS, TX
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<b>TRAINING EVALUATION PROPONENT</b>	USASMA, FT BLISS, TX
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<b>COURSE</b>	400-PLDC	<b>PHASE:</b>	<b>VER:</b> 1
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<b>COURSE TITLE</b>	THE ARMY TRAINING SYSTEM-PRIMARY LEADERSHIP DEVELOPMENT COURSE
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<b>PEACETIME COURSE LENGTH</b>	004 WKS & 02 DAYS (30 DAYS)
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**MOBILIZATION  
COURSE  
LENGTH**      000 WKS & 00DAYS

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**APPROVAL  
DATE**

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**APPROVAL  
AUTHORITY**      JOHN K. KIRBY  
LTC, AD  
COMMANDANT

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**SUPERSESSION  
INFO**              Supersedes previous 400-PLDC CAD dated 25 Apr 03

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**REMARKS**

School Code	PLDC (AC) TRAINING LOCATIONS:	
620	AIR DEFENSE SCHOOL NCOA-PLDC,	Ft. Bliss, TX
635	ARTILLERY SCHOOL NCOA ATTN: ATZR OP	Ft. Sill, OK
612	ARMOR SCHOOL NCOA, ATTN: ATZK NC	Ft. Knox, KY
652	ENGINEER SCHOOL NCOA, ATTN: ATZT NCO C	Ft. Leonardwood, MS
698	INFANTRY SCHOOL NCOA, ATTN: ATSH NC	Ft. Benning, GA
675	I CORPS NCOA, ATTN: ATZH NCO	Ft. Lewis, WA
690	3 <sup>RD</sup> CORPS NCOA, ATTN: AFZF NCOA	Ft. Hood, TX
662	FT POLK NCOA, ATTN: AFZH PTN	Ft. Polk, LA
696	USARAK NCOA, ATTN: APVR PTM NC	Ft. Richardson, AK
695	7 <sup>TH</sup> US ARMY NCOA, ATTN: AETT UANCOA	Grafenwoehr, GE
693	8 <sup>TH</sup> US ARMY NCOA, ATTN: EAID GO DS	Camp Jackson, ROK
687	10 <sup>TH</sup> MOUNTAIN DIV, ATTN: AFZS NCOA	Ft. Drum, NY
682	3 <sup>RD</sup> INFANTRY DIV, ATTN: AFZP HCN	Ft. Stewart, GA
680	18 <sup>TH</sup> AIRBORNE CORPS NCOA, ATTN: AFZA DPT	Ft. Bragg, NC
692	25 <sup>TH</sup> INFANTRY DIV NCOA, ATTN: APNA	Schofield Brks, HI
685	101 <sup>ST</sup> AIRBORNE DIV NCOA, ATTN: AFZB NCOA	Ft. Campbell, KY

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**REFERENCES:**

AR 40-501	Standards of Medical Fitness
AR 135-18	The Active Guard Reserve (AGR) Program
AR 140-158	Enlisted Personnel Classification, Promotion, and Reduction
AR 350-41	Training in Units.
AR 351-1	Individual Military Education and Training.
AR 600-8-19	Enlisted Promotions and Reductions.
AR 600-9	The Army Weight Control Program.
AR 614-200	Enlisted Assignments and Utilization Management.
AR 635-200	Enlisted Personnel.
DA MSG R 151100Z JAN 98	SUBJECT: HQDA MESSAGE ON INTERIM IMPLEMENTATION OF LAUTENBERG AMENDMENT
DA MSG, R 251850Z JUL 01	SUBJECT: CLARIFICATION AND REINFORCEMENT OF ARMY TRAINING POLICIES
MILPER MSG# 02-138, TAPC- EPC-O ANNEX T	SUBJECT: SERVICE REMAINING OBLIGATION (SRO) FOR PRIMARY LEADERSHIP COURSE (PLDC) ATTENDANCE. TRADOC Mobilization and Operations Planning and Execution System 1-97
NGR 40-501	Standards of Medical Fitness-Army National Guard
NGR 351-1	Individual Military Education and Training.
NGR (AR) 600-200	Enlisted Personnel Management
ARTEP 7-8-MTP	Mission Training Plan for the Infantry Rifle Platoon and Squad
TRADOC Reg 350-18	The Army School System
TRADOC Reg 350-70	Training Development Management, Processes, and Products
TRADOC Reg 351-10	Institutional Leader Training and Education
FM 3-25.26	Topographic Symbols
FM 7-10	The Infantry Rifle Company
FM 21-18	Foot Marches
FM 21-20	Physical Fitness Training
FM 22-5	Drill and Ceremonies
FM 23-9	M16A1 AND M16A2 Rifle Marksmanship