

Foreign Weapons Instructor Course Quantico, VA



1. COURSE PURPOSE. To provide the Marine Corps, Unit Commanders, and supporting agencies with Marines who possess the knowledge, skills and capabilities to conduct and instruct foreign weapons training to personnel as required. In addition, the course will provide Unit Commanders with Marines who possess the knowledge and skills necessary to conduct and instruct training for foreign military personnel and/or units on the most commonly encountered foreign weapons.

2. COURSE SCOPE. This course will provide Unit Commanders with an additional resource of graduates (Marines) who have obtained the required knowledge, skills, and capability to conduct Foreign Weapons Small Arms training during unit deployments.

3. COURSE PREREQUISITES.

a. Corporal or above. Waiverable to Lance Corporal if unit Commanding Officer certifies that Marine is filling a Team/Squad Leader billet and possesses the maturity and solid communication skills. *NOTE: Waiver instructions provided in the command screening checklist (page 8 of this document).

b. Any MOS may attend, but must be serving in a billet assigned to perform this task. Deploying units/Marines have priority.

c. Marine Corps Distance Learning (MarineNet) Basic Instructor Skills Course (BISC); certificate required.

d. Current rifle qualification of Sharpshooter or above.

4. REPORTING IN.

a. Non-local students will report by 2359 on the course report date for arrival orders endorsement and area orientation. Highly recommend inbound flights arrive early afternoon to facilitate check-in and proper rest. Please check-in with the WTBN OOD (WTBN HQ, Bldg #27211) in appropriate civilian attire. Physical address to WTBN is 27211 Garand Road, Quantico, VA, 22134. Student MCC K49, RUC 30903.

b. Local students will report in MARPAT's directly to the classroom on the course convene date. Non-funded original orders are required.

c. All students must be seated in the FWIC classroom (Bldg #27281) by 0730 on the course convene date with original orders, signed command screening checklist, copy of BTR, copy of MarineNet BISC completion, copy of flight itinerary, note taking gear, hydration container, and this welcome aboard package. Uniform throughout the course and graduation is MARPAT's.

5. LODGING & MESSING.

a. Lodging: Government no cost (barracks) lodging is not available or provided. Arrange lodging first at Liversedge Hall (Quantico Military Temp Lodging Facility); a non-availability number is required to justify other lodging and to settle Defense Travel System (DTS) travel claim. If there is no availability, use DTS for on/off base hotel; MCB Quantico on base commercial hotel is Crossroads Inn. Students will require daily unit provided transportation to/from lodging and the schoolhouse; i.e. rental car or POV.

b. Messing: Government messing is available. The WTBN Dining Facility (Bldg #27269, Malachowski Hall) is centrally located within the WTBN area. Students must pay the standard meal rate and may use credit or debit for payment. Only local students may use their unit issued meal card; those on

non-funded TAD orders. Weapons are not allowed in the dining facility. Uniform of the day or proper civilian attire required. No PT gear allowed!

WEEKDAY HOURS / COST		WEEKEND & HOLIDAY HOURS / COST	
Breakfast	0530-0730 / \$3.45	Brunch	1000-1130 / \$6.25
Lunch	1100-1300 / \$5.60	Supper	1600-1700 / \$7.65
Dinner	1600-1730 / \$4.85		

6. WTBN MARINE CORPS EXCHANGE (MCX). Limited exchange services and items are available at the WTBN MCX (Bldg #27271-T). There is an ATM machine located next to the MCX. Basic 7-day store items (food/drink, hygiene, rank insignia, etc.) are available. Weapons are not allowed in MCX facilities. Uniform of the day or proper civilian attire required. No PT gear allowed!

WTBN MCX HOURS

Monday thru Friday 0600-1800
Saturday & Sunday 0900-1400

7. WTBN GYM. The WTBN gym (Bldg #27200) is one end/side of a converted squad bay located across the street from the WTBN MCX. Standard free weights and various weight/cardio machines are available. Students are expected to clean-up and put equipment back after use. No equipment will be removed from the gym! An outdoor basketball court is available behind the WTBN BEQ.

8. LEAVE/SPECIAL LIBERTY. Leave and special liberty will not be granted. Weekend liberty limits are within 300 miles of Quantico; out of bounds will not be authorized. If an emergency situation or personal problem develops, you will inform an instructor immediately. The Schoolhouse SNCOIC will assist students in contacting their parent command in case of an emergency.

9. TRANSPORTATION. Before the last week of training, students will ensure all travel arrangements are made and verified for the return trip to their parent command. This includes transportation from WTBN to the airport; WTBN does not provide transportation to/from airports. Graduation will commence NLT 1100, plan all flights accordingly and allow one hour for travel to the Airport.

10. POV's/RENTAL VEHICLES. Parking for all students is permitted ONLY in the barracks parking lot or in the CENTER of the main WTBN parking lot. Do not park in any other WTBN area!

11. CHAIN OF COMMAND. The Chain of Command provides a means to account for all students and assist with any issue which may arise. Students will utilize the schoolhouse Chain of Command, students are never authorized to initiate liaison with any WTBN Staff section without permission from an instructor.

a. Students will use the following Chain of Command:

- (1) Primary Instructor.
- (2) Chief Instructor.
- (3) Schoolhouse SNCOIC.
- (4) Schoolhouse OIC.
- (5) Commanding Officer, Marksmanship Training Company.

b. Request Mast. Every Marine has the right to request mast. Students may request mast to the following:

- (1) Commanding Officer, Marksmanship Training Company.
- (2) Command Officer, WTBN.

c. WTBn Sergeant Major. Enlisted Marines desiring to speak with the Battalion Sergeant Major will do so by going through a modified chain of command:

- (1) Primary Instructor.
- (2) Chief Instructor.
- (3) Schoolhouse SNCOIC.
- (4) Battalion Sergeant Major.

12. TELEPHONE INFORMATION. Telephone calls of a professional or official nature will be taken by the Instructor Staff and relayed to the student. Emergency calls will be handled as required. Students will not make or receive personal calls via government phones. Pertinent phone numbers are:

- a. Schoolhouse: (703) 784-0048 DSN 278-0048
- b. Schoolhouse OIC/SNCOIC: (703) 784-5534 DSN 278-5534
- c. WTBN OOD/CP: (703) 784-5341 DSN 278-5341
WTBN OOD Cell Phone: (703) 675-2273

13. TRAINING AND ACADEMICS.

a. The training schedule for each class gives the time, location, class or activity, and instructor for all training events. Students are responsible to be at the appointed place, at the appointed time, with the required equipment. A copy of the schedule will be posted in the classroom and all students will be provided with a copy during the course in-brief. Updates and changes will be passed by the Course Chief as needed. Failure to follow the training schedule may result in being dropped from the course; based on the situation punitive action may be taken. Absence from training must be approved by the Schoolhouse SNCOIC prior to being absent. Students can miss no more than four hours of instruction during the course.

b. Marines who need to go to sick call will inform their Primary Instructor. Any illness or injury to a student, regardless of severity, on/off duty, will be reported to the Instructor Staff immediately.

c. Your primary goal while attending the course is to show mastery of the knowledge and skills taught throughout the program of instruction. Counseling is conducted if student academic performance is not up to standard. Students who need additional instruction or help will inform their Primary Instructor; **ASK AND YOU WILL RECEIVE.** One retest is allowed for each testable event. Should a student fail to maintain an 80% average upon being retested, they will be dropped from the course. In addition, failure of three separate graded events will result in being dropped upon failure of the third event.

14. UNIFORMS/EQUIPMENT.

a. Serviceable MARPAT utility uniforms will always be worn. During winter months, beanies are only allowed to be worn while down range. Heavy fleece may be worn if under the utility uniform or Gortex.

b. Students must bring all required gear, as well as a copy of their **ORIGINAL ORDERS, COMMAND SCREENING CHECKLIST, CURRENT BTR, and MARINET BISC COMPLETION.** Failure to report with required gear and documents are grounds for dismissal from the course. Failure to meet the course prerequisites without a prior approved/coordinated waiver will result in Marines being returned to the parent command upon check-in.

c. Minimum required gear:

- (1) 2 - Pair MARPAT utilities w/eight point cover.
- (2) 5 - Skivvie shirts/drawers/boot socks.
- (3) 2 - Pair of boots.
- (4) Gortex top and bottom.
- (5) USMC approved Kevlar helmet
- (6) Warming layers; seasonal as needed.
- (7) Water source; CamelBak, canteen, Nalgene, etc.
- (8) Eye and hearing protection.
- (9) Note taking gear.
- (10) Personal hygiene items/towel/shower shoes; as needed.
- (11) Combination lock; one minimum.
- (12) Appropriate civilian attire.
- (13) Military ID card.
- (14) Dog tags.
- (15) Original orders.
- (16) Signed command screening checklist.
- (17) Current BTR; shows current rifle score.
- (18) MarineNet BISC completion certificate.

15. CONDUCT AND BEHAVIOR. Insubordination, disrespect, belligerence, or demonstrations of contempt **WILL NOT** be tolerated and will result in being dropped from the course.

- a. Grooming standards will be strictly adhered to by all students.
- b. Appropriate civilian attire is required at all times.
- c. Smoking is authorized in designated areas only.
- d. Field day of the classroom area/head will be conducted at the end of each training day.
- e. Always use proper classroom etiquette. Mature behavior is required during classes, ranges, and field exercises. While the exchange of information and questions are encouraged, they must be done in a proper and respectful manner. Students must always remain alert and attentive.
- f. Abuse of alcohol or drugs **WILL NOT** be tolerated. Students under the influence of drugs or alcohol during the course **WILL IMMEDIATELY** be dropped from the course and sent back to their parent command. Appropriate disciplinary action can be expected.
- g. Any of the following incidents will be considered grounds to be dropped from the course and/or disciplinary action:

- (1) Any violation of the UCMJ and/or Civil Law.
- (2) Any safety violation.
- (3) Disrespect to an instructor/WTBN Staff.
- (4) Any unfavorable incidents involving WTBN personnel.
- (5) Any involvement with Military Police/Civil Authorities.
- (6) Alcohol/drug related incidents.
- (7) Unauthorized possession of firearms or ammunition.
- (8) Late for class or training/missing over 4 hours of instruction.
- (9) Failure to follow instructions.

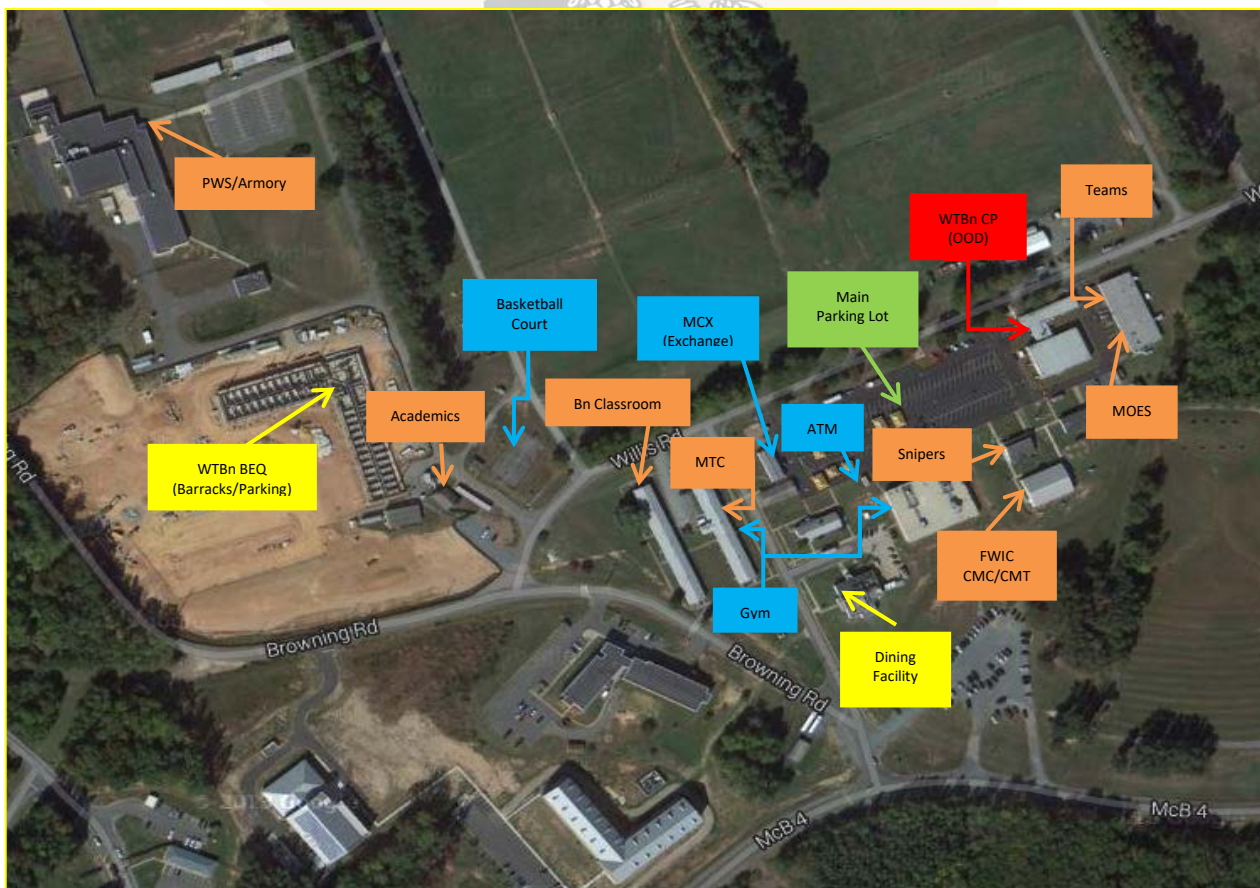
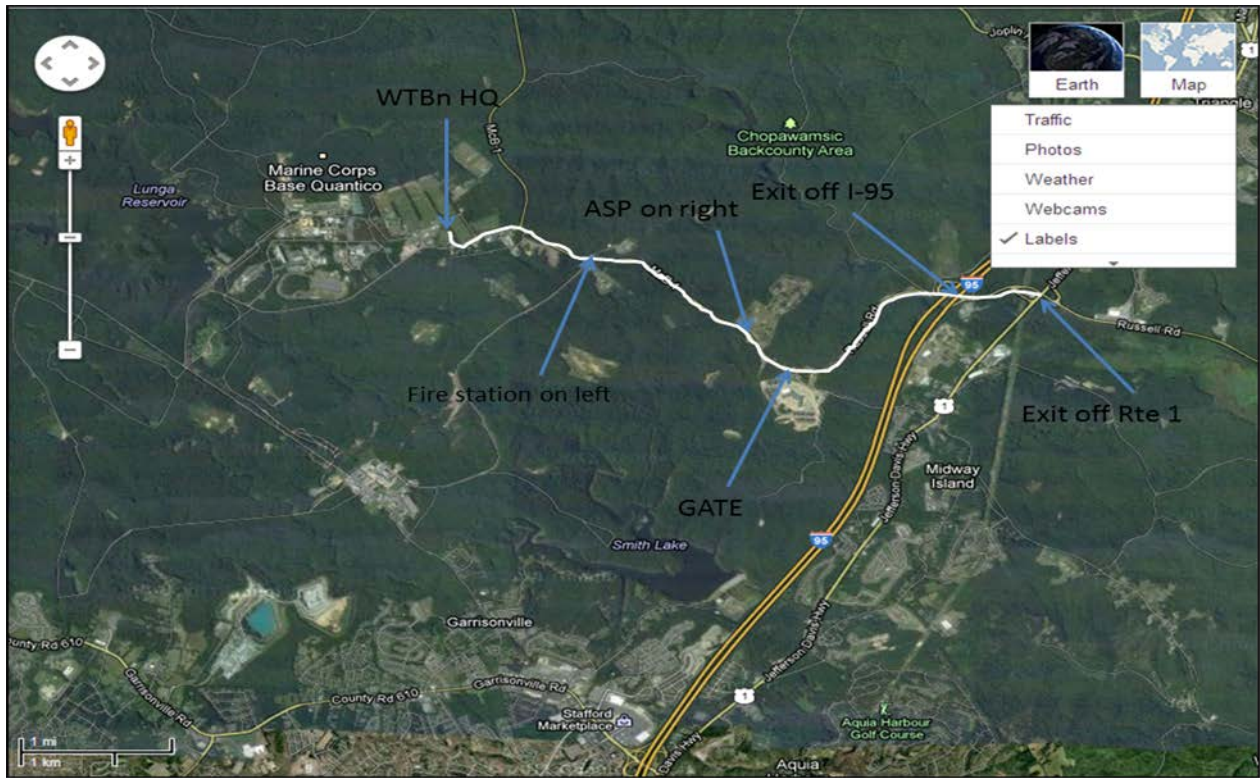
16. WTBN WEBSITE. <https://www.trngcmd.marines.mil/Units/Northeast/Weapons-Training-Battalion/>

17. DRIVING DIRECTIONS (POINTS NORTH OR SOUTH OF MCB QUANTICO).

STEP	DIRECTIONS
1	I-95 South or I-95 North.
2	Take exit 148 toward Marine Corps Base Quantico.
3	I-95S turn right or I-95N turn left onto Russell Rd, go 2 miles to gate.
4	Proceed through gate on Russell Road (becomes MCB-2/MCB-4) to WTBN.
5	Turn right on Walsh Road into WTBN area (red WTBN sign).
6	At stop sign turn right on Garand Road then immediate right into parking lot.
7	WTBN OOD/Command Post (Bldg #27211) is on the end of the parking lot. OOD Phone #: (703) 784-5341. Physical Address: 27211 Garand Rd, Quantico, VA 22134



18. WEAPONS TRAINING BATTALION (WTBN) MAPS.



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PURPOSE. To assist parent commands with the selection and screening process for Marines attending the Foreign Weapons Instructor Course (FWIC).

WAIVERS. Prerequisite waivers will be granted on a case-by-case basis. Requests will include strong justification and must be signed by Company CO. Please scan and send via email to Mr. Bob Bayer, C476 Sponsor, S-3 Operations, WTBn Quantico, (703) 784-6682 or DSN 278-6682, robert.w.bayer@usmc.mil. Note, waivers should be sent at least two weeks prior to course convening.

ACTION. Students will report with one completed copy of this checklist. Students who report not meeting the pre-req's or without a completed command screening checklist will be disenrolled and returned to their parent command.

NAME: _____ RANK: _____
 (Last, First, MI)

EDIPI: _____ UNIT: _____

PREREQUISITE	REMARKS	QUALIFIED
CPL OR ABOVE	Waiverable to LCpl if unit CO certifies Marine is filling a Team/Squad Ldr billet and possesses maturity and communication skills.	Yes / No
ANY MOS, IS SERVING IN BILLET ASSIGNED TO PERFORM FWIC TASKS	Deploying units/Marines have priority.	Yes / No
FULL DUTY - 20/20 CORRECTED VISION	Medically and physically qualified. Minimum of 20/20 corrected vision.	Yes / No
MINIMUM OBLIGATED SERVICE EAS: _____	Minimum of one year remaining on contract upon graduation, if not SNM must sign letter of intent to reenlist and attach a copy .	Yes / No
RIFLE SCORE: _____ DATE: _____	Current Sharpshooter or higher qualification with the service rifle. Copy of BTR must be attached.	Yes / No
COMPLETED MARINET BASIC INSTRUCTOR SKILLS COURSE (BISC)	Copy of MarineNet certificate must be attached.	Yes / No

Company Commander/First Sergeant/Company Gunnery Sergeant:

Print: _____ Sign: _____

Date: _____ Phone #: _____

S-3 Representative: Ops Officer/A-Ops O/Ops Chief/A-Ops Chief/Schools NCO

Print: _____ Sign: _____

Date: _____ Phone #: _____