



GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

PREFACE

1. The Ground Ordnance Officer's Course is designed to provide instruction for the tasks listed in Section I of this POI. The Terminal Learning Objectives for each lesson in Section IV have been developed from the task list.

2. All agencies and commands receiving graduates of this course, and specifically those sighted in Section VI, are requested to review the contents of this POI and evaluate performance of the graduates against field requirements. Comments and recommendations may be submitted to:

COMMANDING OFFICER  
Marine Detachment  
U.S. Army Ordnance Center and School  
Aberdeen Proving Ground, Maryland 21005-5281  
ATTN: Curriculum Development Officer

3. The following information for this course has been submitted for inclusion in the current edition of NAVMC 2771 (Formal School Catalog):

GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

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GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

SECTION I - COURSE DESCRIPTIVE DATA

1. COURSE TITLE. ORDNANCE OFFICER (USMC)
2. LOCATION. United States Marine Corps, Marine Detachment, U.S. Army Ordnance Center and School, Aberdeen Proving Ground, MD 21005-5281
3. COURSE ID. A01RGZ1
4. OTHER SERVICE COURSE NUMBER. 4E-F15
5. MILITARY ARTICLES AND SERVICE LIST NUMBER. N/A
6. PURPOSE. To train Ordnance Officers in the aspects of maintenance management, to include the policies and procedures regarding the repair and maintaining of Ordnance equipment. Training will enable students to fill MOS 2110/2120/2125 billets throughout the Marine Corps.
7. SCOPE. This course includes the knowledge and skills required for the effective maintenance management, of ordnance equipment at the organizational and intermediate levels. Emphasis is placed on the Ground Ordnance Maintenance Officer. Principal subjects of study are: Maintenance Logistics, Directives, Publications, Supply Support, Maintenance Production, Maintenance Related Programs, Recoverable Items Program, Maintenance Training Programs, and Maintenance Inspections.
8. LENGTH (PEACETIME). 25 Training Days
9. CURRICULUM BREAKDOWN (PEACETIME).
  - 169.00 Academic Hours
    - 3.50 Guided Discussion
    - 24.50 Guest Lecture
    - 69.00 Lecture
    - 45.00 Practical Application
    - 3.00 Quiz
    - 7.00 Performance Exam
    - 17.00 Written Exam
  - 7.50 Administrative Hours
    - 1.00 Guest Lecture
    - 4.00 Lecture
    - 1.00 Practical Application
    - 1.50 Written Exam
10. LENGTH (MOBILIZATION). 25 Training Days
11. CURRICULUM BREAKDOWN (MOBILIZATION). Same as Peacetime.
12. MAXIMUM CLASS CAPACITY. 20
13. OPTIMUM CLASS CAPACITY. 10
14. MINIMUM CLASS CAPACITY. 1
15. CLASS FREQUENCY. 1
16. STUDENT PREREQUISITES. Warrant Officers who have been selected for 2100 MOS's and who are graduates of the Warrant Officer Basic Course located at MCCDC, Quantico, Virginia.
17. MOS RECEIVED. None.

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SECTION I - COURSE DESCRIPTIVE DATA

18. QUOTA CONTROL. Training Command (C475)
19. FUNDING. TECOM (C464)
20. REPORTING INSTRUCTIONS. Report to the Commanding Officer, Marine Detachment, U.S. Army Ordnance Center & School, Aberdeen Proving Ground, Maryland 21005. During working and non-working hours report to Bldg 4403, Detachment Headquarters, Commercial phone 1-800-392-2015 ext: 5703 or DSN: 298-5703. Marines will report in Service "C". Privately Owned Vehicles (POV) are authorized, family members are not authorized. Government messing and billeting is not available.
21. INSTRUCTOR STAFFING REQUIREMENTS. See Appendix A for Instructor Computation Worksheet.
22. SCHOOL OVERHEAD REQUIREMENTS.

LN#	GRADE	MOS	BILLET DESCRIPTION	REQUIRED
193A	O4	2102	COMMANDING OFFICER / MC REP	1
193B	O3E	2102	INSTRUCTOR / XO	1
193C	E8	9999	FIRST SERGEANT	1
194A	E6	0193	ADMIN CHIEF	1
194B	E5	0151	ADMIN CLERK	1
194C	E4	0121	UNIT DIARY CLERK	1
194D	E3	0121	UNIT DIARY CLERK	1
194E	E4	0121	PERS CLERK	1
194F	E3	0151	ADMIN CLERK	1
195A	O3E	2102	CRS DEV SUPERVISOR	1
195C	E7	2111	ACADEMIC COORDINATOR	1
195D	E6	2146	CURRICULUM DEV/ INST	1
195E	E6	2111	CURRICULUM DEV/ INST	1
196A	E7	3043	SUPPLY CHIEF	1
196B	E4	3043	SUPPLY NCO	1
196C	E3	3043	SUPPLY CLERK	1
197A	W-3	2120	PLT CMDR/ COURSE DIR/ INST	1
198A	W-3	2110	PLT CMDR/ COURSE DIR/ INST	1
199A	W-3	2125	PLT CMDR/ COURSE DIR/ INST	1
1990	E9	2181	MOS SPECIALIST	1
199P	E6	2171	CURRICULUM DEVELOPER	1
UNK3	E6	2100	S-3 OPERATIONS & TRAINING / SACO	1
UNK6	E7	2100	ISC / COMPUTER REPAIR / NETWORK ADMIN	1

23. TRAINING/EDUCATION SUPPORT REQUIREMENTS.

The following facility requirements are identified for one iteration of this course:

FACILITY	FACILITY ID	SQ FT	REQ'D	ON HAND	SHORT
CLASSROOM	-BLDG #3144	1000	1	1	0

The following materiel requirements are identified for one iteration of this course:

NOMEMCLATURE	NSN	UNIT OF ISSUE	REQ'D	ON HAND	SHORT
BOX LIGHT PROJECTOR	-	EACH	1	1	0
CHAIR	-	EACH	21	21	0
COMPUTER	-	EACH	21	21	0
DESK	-	EACH	21	21	0
PODIUM	-	EACH	1	1	0
PRINTER	-	EACH	1	1	0
SAND	-	POUND	100	100	0
SAND TABLE	-	EACH	1	1	0
SCREEN FOR BOX LIGHT	-	EACH	1	1	0
TABLE	-	EACH	2	2	0
TELEVISION	-	EACH	1	1	0







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SECTION I - COURSE DESCRIPTIVE DATA

APPENDIX B - TASKLIST

DUTY: 2110.01 MANAGEMENT FUNCTIONS

- TASKS: (S) 2110.01.01 MANAGE UNIT GROUND ORDNANCE MAINTENANCE OPERATIONS  
(S) 2110.01.02 EMPLOY GROUND ORDNANCE EQUIPMENT MAINTENANCE MANAGEMENT PROGRAMS  
(S) 2110.01.03 MANAGE GROUND ORDNANCE EQUIPMENT MAINTENANCE RESOURCES  
(S) 2110.01.04 MANAGE TECHNICAL INFORMATION AND DIRECTIVES FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.05 MONITOR MAINTENANCE SHOP LEVEL MOS TRAINING PROGRAMS  
(S) 2110.01.06 MANAGE SUPPORT EQUIPMENT PROGRAMS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.07 MANAGE SUPPLY SUPPORT PROCEDURES FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.08 MANAGE GROUND ORDNANCE MAINTENANCE FACILITIES  
(S) 2110.01.09 MANAGE MAINTENANCE PRODUCTION SCHEDULE FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.10 MANAGE MAINTENANCE RELATED PROGRAMS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.11 MANAGE PREVENTIVE MAINTENANCE CHECKS AND SERVICES (PMCS) PROGRAMS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.12 MANAGE CORRECTIVE MAINTENANCE PROGRAM FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.13 MANAGE MODIFICATION PROGRAMS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.14 MONITOR ENVIRONMENTAL COMPLIANCE FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.15 MANAGE SHOP SAFETY PROGRAM  
(S) 2110.01.16 MANAGE EMBARKATION PROGRAM FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.17 MANAGE MAINTENANCE SHOP INFORMATION REQUIREMENTS  
(S) 2110.01.18 PREPARE ROUTINE CORRESPONDENCE, MESSAGES, STAFF PAPERS AND POLICY LETTERS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.19 MANAGE PHYSICAL SECURITY PROGRAMS FOR GROUND ORDNANCE EQUIPMENT  
(S) 2110.01.20 ASSIST IN THE FIELDING OF GROUND ORDNANCE EQUIPMENT

DUTY: 2110.02 TECHNICAL FUNCTIONS

- TASKS: (S) 2110.02.01 SERVE AS THE TECHNICAL ADVISER FOR THE FAMILY OF GROUND ORDNANCE VEHICLES  
(S) 2110.02.02 PROVIDE TECHNICAL MANAGEMENT FOR THE REPAIR OF THE FAMILY OF GROUND ORDNANCE VEHICLES  
(S) 2110.02.03 PERFORM DUTIES AS LOAD TEST CERTIFICATION OFFICER  
(S) 2110.02.04 DIRECT RECOVERY OPERATIONS FOR GROUND ORDNANCE VEHICLES  
(S) 2110.02.05 MANAGE LICENSING PROGRAM FOR GROUND ORDNANCE VEHICLES  
(S) 2110.02.06 MANAGE THE JOINT OIL ANALYSIS PROGRAM (JOAP) FOR GROUND ORDNANCE VEHICLES  
(S) 2110.02.07 MANAGE UNIT AMMUNITION CONTROL PROGRAM

DUTY: 2120.02 TECHNICAL FUNCTIONS

- TASKS: (S) 2120.02.01 SERVE AS THE TECHNICAL ADVISER FOR GROUND ORDNANCE WEAPONS  
(S) 2120.02.02 PROVIDE TECHNICAL MANAGEMENT FOR THE REPAIR OF GROUND ORDNANCE WEAPONS  
(S) 2120.02.03 MANAGE UNIT AMMUNITION CONTROL PROGRAM  
(S) 2120.02.04 PERFORM DUTIES AS LOAD TEST CERTIFICATION OFFICER  
(S) 2120.02.05 DIRECT RECOVERY OPERATIONS FOR ARTILLERY  
(S) 2120.02.06 MANAGE THE JOINT OIL ANALYSIS PROGRAM (JOAP) FOR GROUND ORDNANCE VEHICLES

GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

SECTION I - COURSE DESCRIPTIVE DATA

APPENDIX B - TASKLIST

DUTY: 2125.02 TECHNICAL FUNCTIONS

- TASKS: (S) 2125.02.01 SERVE AS THE TECHNICAL ADVISOR FOR ELECTRO-OPTICAL ORDNANCE EQUIPMENT  
(S) 2125.02.02 PROVIDE TECHNICAL MANAGEMENT FOR THE REPAIR OF ELECTRO-OPTICAL ORDNANCE EQUIPMENT  
(S) 2125.02.03 MANAGE UNIT AMMUNITION CONTROL PROGRAM

TASK LIST NOTES: The tasks 2110.01.01 through 2110.01.20 are the same tasks for the 2120 and 2125 MOS's. This is why no tasks are listed for the 2120 and 2125 MOS's. After task 2110.10.20 there are MOS specific tasks for all three MOS's in duty area 01.

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SECTION II - SUMMARY OF HOURS

PEACETIME (25 TRAINING DAYS)

ACADEMIC TIME

<u>TITLE</u>	<u>HOURS</u>	<u>ANNEX</u>
MANAGEMENT SYSTEMS	<u>169.00</u>	A
TOTAL ACADEMIC HOURS:	169.00	

ADMINISTRATIVE TIME

ADMIN TIME	0.25	Z
WELCOME ABOARD	0.75	Z
LETTER OF INTRODUCTION / BIO / TOPIC FOR ARTICLE	1.50	Z
COURSE OVERVIEW	0.50	Z
PRE-TEST	1.50	Z
EDUCATIONAL PROGRAMS	1.00	Z
GRADUATION	1.00	Z
ORDNANCE PROFESSIONAL MILITARY EDUCATION	<u>1.00</u>	Z
TOTAL ADMINISTRATIVE HOURS:	7.50	

SUMMARY (PEACETIME)

ACADEMIC TIME	169.00
ADMINISTRATIVE TIME	<u>7.50</u>
TOTAL ACADEMIC AND ADMINISTRATIVE TIME:	176.50

MOBILIZATION (25 TRAINING DAYS)

During times of mobilization, the course hours will remain the same.

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SECTION III - SCOPE OF ANNEXES

A. MANAGEMENT SYSTEMS. The learning outcome for this annex is to provide Ordnance Officers with the general knowledge of Marine Corps management systems so that the Ordnance Officers can fill T/O billets throughout the Marine Corps. Principal subjects of study are: Personnel / Equipment Management, Directives, Publications, Supply Support, Maintenance Production, Maintenance Related Programs, Recoverable Items Program, Maintenance Training Programs, Maintenance Logistics, and Maintenance Inspections.

Z. ADMINISTRATIVE. Administrative processing includes Check in, Check out, Graduation, Commander's time, and a PME from one of the three MEF ordnance officers.

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SECTION IV - CONCEPT CARDS

1. A concept card is developed to describe each academic or administrative block of time during a course. These concept cards are then grouped into subject areas, called annexes, which are summarized in Section III. Annexes A through Y are reserved for academic lessons and exams. Annex Z is reserved for administrative time.

2. The following information is contained on each academic concept card in Section IV:

a. Heading. The heading listed at the top of the concept card includes the name of the course, the section of the POI, and the letter and title of the annex to which the lesson or exam is assigned.

b. Lesson/Exam ID. This designator is a unique code assigned to this specific lesson or exam within this course. a. LESSON DESIGNATORS. Each concept card contains a lesson designator with an alphanumeric code, designating the course, subject, and lesson. The following is an example:

ORDO 01  
ORDO = Course designator (Warrant Officer)  
01 = Indicates the lesson

c. Hours. This number (carried to the second decimal place) depicts the amount of time required to conduct the lesson or exam once, even if it is presented multiple times to smaller groups of students.

d. Title. This is the title assigned to this lesson or exam. It should refer to the subject matter covered in the lesson or exam when possible.

e. Phase (optional). This is a code depicting the phase (e.g., week, month, etc.) of the course during which this lesson or exam takes place. Not applicable.

f. Group (optional). This is a code depicting the instructional group or section responsible for teaching or developing this lesson or exam. Not applicable.

g. Methods,Hours,S:I Ratio. Displayed on the concept card are codes which symbolize the methods of instruction used to present this lesson or exam. Following each method code is the time (in hours) allocated to that method and the student to instructor ratio associated with that period of time. (The hours and ratios depicted on the concept card are used to determine instructor staffing requirements.) The following is a comprehensive list of methods used in this course and their respective codes:

<u>Method</u>	<u>Code</u>
Guided Discussion	GD
Guest Lecture	GL
Lecture	L
Practical Application	PA
Quiz	QUIZ
Performance Exam	X(P)
Written Exam	X(W)

h. Media. Displayed on the concept card are codes which symbolize the media used to support this lesson or exam. The following is a comprehensive list of media used in this course and their respective codes:

<u>Medium</u>	<u>Code</u>
Actual Item/Object	AIO
Computer	CPU
Handout	HO
Power Point Presentation	PPP
Sand Table	ST
Technical Manuals	TM

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SECTION IV - CONCEPT CARDS

i. Learning Objective(s)/Lesson Purpose. Academic concept cards contain either learning objectives or a lesson purpose statement, but not both.

(1) Learning Objective. A learning objective describes a behavior that students are expected to perform following instruction, not necessarily identical to a behavior performed on the job. It also details the conditions under which that behavior is performed and the minimum standards of acceptable performance. A student masters the objective when his or her performance equals or exceeds the standard. (Information concerning student evaluation and mastery is contained in Section V of this POI.)

(a) Terminal Learning Objective (TLO). One, and only one, TLO is written for each task in Section I-B of the POI. The behavior in the TLO duplicates the actual behavior required on the job, modified only if the constraints of the academic environment will not allow it. A TLO should only appear on a concept card for a lesson or exam during which students actually perform the TLO. Each TLO is assigned a numeric designator identical to the designator of its corresponding task in Section I-B, which is identical to the designator of the Individual Training Standard (ITS) from which the task was derived. This designator is located in parentheses at the end of the TLO.

(b) Enabling Learning Objective (ELO). ELOs are designed to teach students the knowledges and skills required for successful performance of the TLOs. Each ELO is placed only on concept cards for lessons or exams during which students actually perform the ELO. Many introductory lessons will contain only ELOs. Each ELO is assigned the same numeric designator as the TLO it supports, followed by a unique combination of one or two letters. This designator is located in parentheses at the end of the ELO. (The first 26 ELOs are assigned the letters "a" through "z" consecutively. If there are more than 26 ELOs, they are assigned the letters "aa" through "az," then "ba" through "bz," etc.)

(2) Lesson Purpose. A lesson purpose statement is recorded on a concept card where no learning objectives are appropriate (e.g., overview, orientation, or enrichment lesson) and the lesson is not to be evaluated. The lesson purpose statement clearly describes the rationale for presenting the lesson.

j. Ammunition Requirements. Whenever a lesson requires the use of ammunition by students or by the instructional staff in support of the lesson, the concept card for that lesson will include a table depicting those requirements. Included for each type of ammunition will be its Department of Defense Identification Code (DODIC), its nomenclature, the average number of rounds used by each student, and the number of support rounds.

k. Notes (optional). This section of the concept card contains any information pertinent to the lesson. Examples of items which may be addressed here are instructor requirements, scheduling notes, special prerequisites, references to tests on which material will be evaluated, etc.

l. References. This section contains the source documents used for development of the lesson or other references which relate to the lesson. At a minimum, it must contain all documents referenced in the learning objectives included on the concept card.

3. The following information is contained on each administrative concept card in Section IV:

a. Heading. The heading listed at the top of the concept card includes the name of the course, the section of the POI, and the fact that this concept card is part of Annex Z, Administrative Time.

b. Event ID. This designator is a unique code assigned to this administrative event within the course.

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c. Hours. This number (carried to the second decimal place) depicts the amount of administrative time required for this event. If this is a repeating event, one concept card may indicate the cumulative hours associated with this event throughout the course.

d. Event. This is a short description of the administrative event.

e. Notes (optional). This section of the concept card contains any information pertinent to the administrative block of time.

4. The following pages contain useful information for locating the learning objectives and lessons that make up this course.

a. Location of Learning Objectives Report. This report lists, by learning objective designator, all learning objectives developed for this course. It also identifies every concept card on which each learning objective is included.

b. Academic and Administrative Summaries. These reports list, by annex, all academic and administrative concept cards in Section IV. Within each annex the concept cards are listed in lesson identifier order. The information provided for each entry includes Identifier, Title, Hours, and Type [Task-oriented lesson (T), Lesson Purpose lesson (LP), Exam (E), or Administrative Time (ADM)]. A subtotal of hours is provided for each annex and for all academic and administrative concept cards. Total POI hours are listed at the end of the Administrative Summary.

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SECTION IV - CONCEPT CARDS

LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.01	A	ORDO 06	Budgeting
	A	ORDO 12	Exam #1
	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2110.01.01a	A	ORDO 06	Budgeting
	A	ORDO 12	Exam #1
2110.01.01b	A	ORDO 06	Budgeting
	A	ORDO 12	Exam #1
2110.01.01c	A	ORDO 06	Budgeting
	A	ORDO 12	Exam #1
2110.01.01d	A	ORDO 06	Budgeting
	A	ORDO 12	Exam #1
2110.01.01e	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.01f	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.01g	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.01h	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.01i	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.01j	A	ORDO 41	Managing Maintenance Resources
	A	ORDO 47	Exam #4
2110.01.02	A	ORDO 02	Maintenance Management Overview
	A	ORDO 03	Table of Organization and Equipment (T/O&E)
	A	ORDO 12	Exam #1
	A	ORDO 37	Military Incentive Awards Program
	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2110.01.02a	A	ORDO 37	Military Incentive Awards Program
	A	ORDO 40	Exam #3
2110.01.02b	A	ORDO 37	Military Incentive Awards Program
	A	ORDO 40	Exam #3
2110.01.02c	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02d	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3

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## SECTION IV - CONCEPT CARDS

## LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.02e	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02f	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02g	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02h	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02i	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02j	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02k	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02l	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02m	A	ORDO 39	Maintenance Administration
	A	ORDO 40	Exam #3
2110.01.02n	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02o	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02p	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02q	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02r	A	ORDO 03	Table of Organization and Equipment (T/O&E)
	A	ORDO 12	Exam #1
2110.01.02s	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02t	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02u	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02v	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02w	A	ORDO 02	Maintenance Management Overview

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## LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
	A	ORDO 12	Exam #1
2110.01.02x	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02y	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02z	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.02aa	A	ORDO 02	Maintenance Management Overview
	A	ORDO 12	Exam #1
2110.01.03	A	ORDO 03	Table of Organization and Equipment (T/O&E)
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.03a	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03b	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03c	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03d	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03e	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03f	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03g	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03h	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.03i	A	ORDO 03	Table of Organization and Equipment (T/O&E)
2110.01.04	A	ORDO 11	Publications
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.04a	A	ORDO 11	Publications
2110.01.04b	A	ORDO 11	Publications
2110.01.04c	A	ORDO 11	Publications
2110.01.04d	A	ORDO 11	Publications
2110.01.04e	A	ORDO 11	Publications
2110.01.04f	A	ORDO 11	Publications
2110.01.04g	A	ORDO 11	Publications
2110.01.04h	A	ORDO 11	Publications

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SECTION IV - CONCEPT CARDS

LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.04i	A	ORDO 11	Publications
2110.01.05	A	ORDO 04	Training
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.05a	A	ORDO 04	Training
2110.01.05b	A	ORDO 04	Training
2110.01.05c	A	ORDO 04	Training
2110.01.05d	A	ORDO 04	Training
2110.01.05e	A	ORDO 04	Training
2110.01.05f	A	ORDO 04	Training
2110.01.05g	A	ORDO 04	Training
2110.01.05h	A	ORDO 04	Training
2110.01.05i	A	ORDO 04	Training
2110.01.05j	A	ORDO 04	Training
2110.01.05k	A	ORDO 04	Training
2110.01.05l	A	ORDO 04	Training
2110.01.05m	A	ORDO 04	Training
2110.01.05n	A	ORDO 04	Training
2110.01.06	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.06a	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06b	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06c	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06d	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06e	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06f	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment

GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

SECTION IV - CONCEPT CARDS

LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
			Equipment
2110.01.06g	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06h	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.06i	A	ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment
2110.01.07	A	ORDO 05	Supply
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.07a	A	ORDO 05	Supply
2110.01.07b	A	ORDO 05	Supply
2110.01.07c	A	ORDO 05	Supply
2110.01.07d	A	ORDO 05	Supply
2110.01.07e	A	ORDO 05	Supply
2110.01.07f	A	ORDO 05	Supply
2110.01.07g	A	ORDO 05	Supply
2110.01.07h	A	ORDO 05	Supply
2110.01.07i	A	ORDO 05	Supply
2110.01.08	A	ORDO 44	Field Maintenance Areas
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2110.01.08a	A	ORDO 44	Field Maintenance Areas
2110.01.08b	A	ORDO 44	Field Maintenance Areas
2110.01.08c	A	ORDO 44	Field Maintenance Areas
2110.01.08d	A	ORDO 44	Field Maintenance Areas
2110.01.09	A	ORDO 15	Introduction to Maintenance Phases
	A	ORDO 19	Depot Level Maintenance (DLM) Programs
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.01.09a	A	ORDO 19	Depot Level Maintenance (DLM) Programs
2110.01.09b	A	ORDO 19	Depot Level Maintenance (DLM) Programs
2110.01.09c	A	ORDO 19	Depot Level Maintenance (DLM) Programs

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.09d	A	ORDO 19	Depot Level Maintenance (DLM) Programs
2110.01.09e	A	ORDO 19	Depot Level Maintenance (DLM) Programs
2110.01.09f	A	ORDO 19	Depot Level Maintenance (DLM) Programs
2110.01.09g	A	ORDO 15	Introduction to Maintenance Phases
2110.01.09h	A	ORDO 15	Introduction to Maintenance Phases
2110.01.09i	A	ORDO 15	Introduction to Maintenance Phases
2110.01.10	A	ORDO 18	Corrosion Prevention and Control (CPAC)
	A	ORDO 27	Recoverable Items
	A	ORDO 28	Demilitarization
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.01.10a	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10b	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10c	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10d	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10e	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10f	A	ORDO 28	Demilitarization
2110.01.10g	A	ORDO 28	Demilitarization
2110.01.10h	A	ORDO 28	Demilitarization
2110.01.10i	A	ORDO 28	Demilitarization
2110.01.10j	A	ORDO 27	Recoverable Items
2110.01.10k	A	ORDO 27	Recoverable Items
2110.01.10l	A	ORDO 27	Recoverable Items
2110.01.10m	A	ORDO 27	Recoverable Items
2110.01.10n	A	ORDO 27	Recoverable Items
2110.01.10o	A	ORDO 27	Recoverable Items
2110.01.10p	A	ORDO 27	Recoverable Items
2110.01.10q	A	ORDO 27	Recoverable Items
2110.01.10r	A	ORDO 27	Recoverable Items
2110.01.10s	A	ORDO 28	Demilitarization

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SECTION IV - CONCEPT CARDS

LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.10t	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10u	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10v	A	ORDO 18	Corrosion Prevention and Control (CPAC)
2110.01.10w	A	ORDO 28	Demilitarization
2110.01.10x	A	ORDO 27	Recoverable Items
2110.01.11	A	ORDO 16	PM/CM/QC
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.01.11a	A	ORDO 16	PM/CM/QC
2110.01.11b	A	ORDO 16	PM/CM/QC
2110.01.11c	A	ORDO 16	PM/CM/QC
2110.01.12	A	ORDO 16	PM/CM/QC
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.01.12a	A	ORDO 16	PM/CM/QC
2110.01.12b	A	ORDO 16	PM/CM/QC
2110.01.12c	A	ORDO 16	PM/CM/QC
2110.01.12d	A	ORDO 16	PM/CM/QC
2110.01.12e	A	ORDO 16	PM/CM/QC
2110.01.12f	A	ORDO 16	PM/CM/QC
2110.01.13	A	ORDO 20	Modification/Configuration Management
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.01.13a	A	ORDO 20	Modification/Configuration Management
2110.01.13b	A	ORDO 20	Modification/Configuration Management
2110.01.13c	A	ORDO 20	Modification/Configuration Management
2110.01.13d	A	ORDO 20	Modification/Configuration Management
2110.01.13e	A	ORDO 20	Modification/Configuration Management
2110.01.13f	A	ORDO 20	Modification/Configuration Management
2110.01.13g	A	ORDO 20	Modification/Configuration Management
2110.01.13h	A	ORDO 20	Modification/Configuration Management

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.13i	A	ORDO 20	Modification/Configuration Management
2110.01.13j	A	ORDO 20	Modification/Configuration Management
2110.01.14	A	ORDO 35	Hazardous Material (HAZMAT)
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2110.01.14a	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14b	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14c	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14d	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14e	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14f	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14g	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14h	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14i	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14j	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14k	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14l	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14m	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14n	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14o	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14p	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.14q	A	ORDO 35	Hazardous Material (HAZMAT)
2110.01.15	A	ORDO 34	Operational Risk Management/Shop Safety
	A	ORDO 36	LASER/Radiation Safety
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2110.01.15a	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15b	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15c	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15d	A	ORDO 34	Operational Risk Management/Shop Safety

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.15e	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15f	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15g	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15h	A	ORDO 36	LASER/Radiation Safety
2110.01.15i	A	ORDO 36	LASER/Radiation Safety
2110.01.15j	A	ORDO 36	LASER/Radiation Safety
2110.01.15k	A	ORDO 36	LASER/Radiation Safety
2110.01.15l	A	ORDO 36	LASER/Radiation Safety
2110.01.15m	A	ORDO 36	LASER/Radiation Safety
2110.01.15n	A	ORDO 36	LASER/Radiation Safety
2110.01.15o	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15p	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15q	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15r	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15s	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15t	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15u	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15v	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15w	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15x	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15y	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.15z	A	ORDO 34	Operational Risk Management/Shop Safety
2110.01.16	A	ORDO 46	Embark
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2110.01.16a	A	ORDO 46	Embark
2110.01.16b	A	ORDO 46	Embark
2110.01.16c	A	ORDO 46	Embark
2110.01.16d	A	ORDO 46	Embark

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.16e	A	ORDO 46	Embark
2110.01.16f	A	ORDO 46	Embark
2110.01.16g	A	ORDO 46	Embark
2110.01.17	A	ORDO 07	Joint Tracking Asset Visibility (JTAV)
	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.17a	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17b	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17c	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17d	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17e	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17f	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17g	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17h	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17i	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17j	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17k	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17l	A	ORDO 07	Joint Tracking Asset Visibility (JTAV)
2110.01.17m	A	ORDO 07	Joint Tracking Asset Visibility (JTAV)
2110.01.17n	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.17o	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)

## GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.01.17p	A	ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)
2110.01.18	A	ORDO 01	Naval Correspondence
	A	ORDO 12	Exam #1
	A	ORDO 52	Final Exercise
2110.01.18a	A	ORDO 01	Naval Correspondence
2110.01.18b	A	ORDO 01	Naval Correspondence
2110.01.18c	A	ORDO 01	Naval Correspondence
2110.01.18d	A	ORDO 01	Naval Correspondence
2110.01.18e	A	ORDO 01	Naval Correspondence
2110.01.18f	A	ORDO 01	Naval Correspondence
2110.01.18g	A	ORDO 01	Naval Correspondence
2110.01.18h	A	ORDO 01	Naval Correspondence
2110.01.18i	A	ORDO 01	Naval Correspondence
2110.01.19	A	ORDO 43	Physical Security
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2110.01.19a	A	ORDO 43	Physical Security
2110.01.19b	A	ORDO 43	Physical Security
2110.01.19c	A	ORDO 43	Physical Security
2110.01.19d	A	ORDO 43	Physical Security
2110.01.19e	A	ORDO 43	Physical Security
2110.01.19f	A	ORDO 43	Physical Security
2110.01.20	A	ORDO 26	Fielding of Ground Ordnance Equipment
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.02.01	A	ORDO 44	Field Maintenance Areas
	A	ORDO 45	Combat Service Support (CSS) Planning
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2110.02.01a	A	ORDO 44	Field Maintenance Areas
2110.02.01b	A	ORDO 44	Field Maintenance Areas
2110.02.01c	A	ORDO 44	Field Maintenance Areas

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.02.01d	A	ORDO 44	Field Maintenance Areas
2110.02.01e	A	ORDO 44	Field Maintenance Areas
2110.02.01f	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.01g	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.01h	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.01i	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.01j	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.01k	A	ORDO 45	Combat Service Support (CSS) Planning
2110.02.02	A	ORDO 38	Inspection/Visits
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2110.02.02a	A	ORDO 38	Inspection/Visits
2110.02.02b	A	ORDO 38	Inspection/Visits
2110.02.02c	A	ORDO 38	Inspection/Visits
2110.02.02d	A	ORDO 38	Inspection/Visits
2110.02.03	A	ORDO 21	Load Testing
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.02.03a	A	ORDO 21	Load Testing
2110.02.03b	A	ORDO 21	Load Testing
2110.02.03c	A	ORDO 21	Load Testing
2110.02.03d	A	ORDO 21	Load Testing
2110.02.03e	A	ORDO 21	Load Testing
2110.02.03f	A	ORDO 21	Load Testing
2110.02.03g	A	ORDO 21	Load Testing
2110.02.03h	A	ORDO 21	Load Testing
2110.02.03i	A	ORDO 21	Load Testing
2110.02.04	A	ORDO 22	Rigging/Recovery
	A	ORDO 23	Battlefield Damage and Repair (BDAR)
	A	ORDO 24	Recovery Practical Application
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise

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LO	ANNEX	LESSON ID	LESSON TITLE
2110.02.04a	A	ORDO 22	Rigging/Recovery
2110.02.04b	A	ORDO 22	Rigging/Recovery
2110.02.04c	A	ORDO 22	Rigging/Recovery
2110.02.04d	A	ORDO 22	Rigging/Recovery
2110.02.04e	A	ORDO 24	Recovery Practical Application
2110.02.04f	A	ORDO 22	Rigging/Recovery
2110.02.04g	A	ORDO 22	Rigging/Recovery
2110.02.04h	A	ORDO 23	Battlefield Damage and Repair (BDAR)
2110.02.04i	A	ORDO 23	Battlefield Damage and Repair (BDAR)
2110.02.04j	A	ORDO 23	Battlefield Damage and Repair (BDAR)
2110.02.04k	A	ORDO 23	Battlefield Damage and Repair (BDAR)
2110.02.04l	A	ORDO 24	Recovery Practical Application
2110.02.04m	A	ORDO 24	Recovery Practical Application
2110.02.05	A	ORDO 33	Licensing
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2110.02.05a	A	ORDO 33	Licensing
2110.02.05b	A	ORDO 33	Licensing
2110.02.05c	A	ORDO 33	Licensing
2110.02.05d	A	ORDO 33	Licensing
2110.02.05e	A	ORDO 33	Licensing
2110.02.05f	A	ORDO 33	Licensing
2110.02.05g	A	ORDO 33	Licensing
2110.02.05h	A	ORDO 33	Licensing
2110.02.06	A	ORDO 17	Joint Oil Analysis Program (JOAP)
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2110.02.06a	A	ORDO 17	Joint Oil Analysis Program (JOAP)
2110.02.06b	A	ORDO 17	Joint Oil Analysis Program (JOAP)
2110.02.06c	A	ORDO 17	Joint Oil Analysis Program (JOAP)

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## SECTION IV - CONCEPT CARDS

## LOCATION OF LEARNING OBJECTIVES REPORT

LO	ANNEX	LESSON ID	LESSON TITLE
2110.02.06d	A	ORDO 17	Joint Oil Analysis Program (JOAP)
2110.02.06e	A	ORDO 17	Joint Oil Analysis Program (JOAP)
2110.02.06f	A	ORDO 17	Joint Oil Analysis Program (JOAP)
2110.02.07	A	ORDO 31	Ammunition Control Program
	A	ORDO 32	Ammunition Control Program Exam
	A	ORDO 52	Final Exercise
2110.02.07a	A	ORDO 31	Ammunition Control Program
2110.02.07b	A	ORDO 31	Ammunition Control Program
2110.02.07c	A	ORDO 31	Ammunition Control Program
2110.02.07d	A	ORDO 31	Ammunition Control Program
2110.02.07e	A	ORDO 31	Ammunition Control Program
2110.02.07f	A	ORDO 31	Ammunition Control Program
2110.02.07g	A	ORDO 31	Ammunition Control Program
2110.02.07h	A	ORDO 31	Ammunition Control Program
2110.02.07i	A	ORDO 31	Ammunition Control Program
2120.02.01	A	ORDO 44	Field Maintenance Areas
	A	ORDO 45	Combat Service Support (CSS) Planning
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2120.02.02	A	ORDO 38	Inspection/Visits
	A	ORDO 40	Exam #3
	A	ORDO 42	Armory Procedures
	A	ORDO 43	Physical Security
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2120.02.02a	A	ORDO 42	Armory Procedures
2120.02.02b	A	ORDO 42	Armory Procedures
2120.02.02c	A	ORDO 42	Armory Procedures
2120.02.02d	A	ORDO 43	Physical Security
2120.02.02e	A	ORDO 43	Physical Security
2120.02.02f	A	ORDO 42	Armory Procedures
2120.02.02g	A	ORDO 43	Physical Security
2120.02.03	A	ORDO 31	Ammunition Control Program

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LO	ANNEX	LESSON ID	LESSON TITLE
	A	ORDO 32	Ammunition Control Program Exam
	A	ORDO 52	Final Exercise
2120.02.04	A	ORDO 21	Load Testing
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2120.02.05	A	ORDO 22	Rigging/Recovery
	A	ORDO 23	Battlefield Damage and Repair (BDAR)
	A	ORDO 24	Recovery Practical Application
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2120.02.06	A	ORDO 17	Joint Oil Analysis Program (JOAP)
	A	ORDO 29	Exam #2
	A	ORDO 52	Final Exercise
2125.02.01	A	ORDO 44	Field Maintenance Areas
	A	ORDO 45	Combat Service Support (CSS) Planning
	A	ORDO 47	Exam #4
	A	ORDO 52	Final Exercise
2125.02.02	A	ORDO 38	Inspection/Visits
	A	ORDO 40	Exam #3
	A	ORDO 52	Final Exercise
2125.02.03	A	ORDO 31	Ammunition Control Program
	A	ORDO 32	Ammunition Control Program Exam
	A	ORDO 52	Final Exercise

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## SECTION IV - CONCEPT CARDS

## ACADEMIC SUMMARY

IDENTIFIER	TITLE	HRS	TYPE
ANNEX A - MANAGEMENT SYSTEMS			
ORDO 01	Naval Correspondence	3.00	T
ORDO 02	Maintenance Management Overview	4.00	T
ORDO 03	Table of Organization and Equipment (T/O&E)	2.00	T
ORDO 04	Training	4.00	T
ORDO 05	Supply	3.50	T
ORDO 06	Budgeting	1.00	T
ORDO 07	Joint Tracking Asset Visibility (JTAV)	2.00	T
ORDO 08	Shop Supply Procedures/Product Quality Deficiency Report (PQDR)	5.00	T
ORDO 09	Test Measurement Diagnostic Equipment (TMDE)/Support Equipment	5.00	T
ORDO 11	Publications	11.50	T
ORDO 12	Exam #1	3.50	E
ORDO 13	Schoolhouse Tour	7.00	LP
ORDO 14	Officer/ Enlisted Relations	3.50	LP
ORDO 15	Introduction to Maintenance Phases	2.00	T
ORDO 16	PM/CM/QC	1.50	T
ORDO 17	Joint Oil Analysis Program (JOAP)	1.50	T
ORDO 18	Corrosion Prevention and Control (CPAC)	1.50	T
ORDO 19	Depot Level Maintenance (DLM) Programs	2.00	T
ORDO 20	Modification/Configuration Management	2.00	T
ORDO 21	Load Testing	2.00	T
ORDO 22	Rigging/Recovery	1.50	T
ORDO 23	Battlefield Damage and Repair (BDAR)	1.00	T
ORDO 24	Recovery Practical Application	8.00	T
ORDO 25	Integrated Logistics Capability (ILC)	2.50	LP
ORDO 26	Fielding of Ground Ordnance Equipment	2.00	T
ORDO 27	Recoverable Items	1.50	T
ORDO 28	Demilitarization	2.00	T
ORDO 29	Exam #2	4.00	E
ORDO 30	Ethics	3.00	LP
ORDO 31	Ammunition Control Program	17.50	T
ORDO 32	Ammunition Control Program Exam	3.50	E
ORDO 33	Licensing	1.50	T
ORDO 34	Operational Risk Management/Shop Safety	1.50	T
ORDO 35	Hazardous Material (HAZMAT)	1.50	T
ORDO 36	LASER/Radiation Safety	1.50	T
ORDO 37	Military Incentive Awards Program	1.00	T
ORDO 38	Inspection/Visits	1.50	T
ORDO 39	Maintenance Administration	4.50	T
ORDO 40	Exam #3	3.50	E
ORDO 41	Managing Maintenance Resources	3.50	T
ORDO 42	Armory Procedures	2.00	T
ORDO 43	Physical Security	4.00	T
ORDO 44	Field Maintenance Areas	2.50	T
ORDO 45	Combat Service Support (CSS) Planning	3.00	T
ORDO 46	Embark	1.50	T
ORDO 47	Exam #4	2.50	E
ORDO 48	Life Cycle Management/Trend Analysis	3.50	LP
ORDO 49	Reliability Centered Maintenance (RCM)	2.00	LP
ORDO 50	Monitor Brief	3.50	LP
ORDO 51	Occupational Field Sponsor	3.50	LP
ORDO 52	Final Exercise	7.00	E

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SECTION IV - CONCEPT CARDS

ACADEMIC SUMMARY

<u>IDENTIFIER</u>	<u>TITLE</u>	<u>HRS</u>	<u>TYPE</u>
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Annex Total : 169.00

Total Academic Hours : 169.00

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SECTION IV - CONCEPT CARDS

ADMINISTRATIVE SUMMARY

<u>IDENTIFIER</u>	<u>TITLE</u>	<u>HRS</u>	<u>TYPE</u>
ANNEX Z - ADMINISTRATIVE			
ORDO Z01	Admin Time	0.25	ADM
ORDO Z02	Welcome Aboard	0.75	ADM
ORDO Z03	Letter of Introduction / BIO / Topic for Article	1.50	ADM
ORDO Z04	Course Overview	0.50	ADM
ORDO Z05	Pre-Test	1.50	ADM
ORDO Z06	Educational Programs	1.00	ADM
ORDO Z07	Graduation	1.00	ADM
ORDO Z08	Ordnance Professional Military Education	1.00	ADM
Total Administrative Hours :		7.50	
Total POI Hours :		176.50	

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 01

HOURS: 3.00

TITLE: Naval Correspondence

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	2.00	20:1
PA	1.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, prepare routine correspondence, messages, staff papers and policy letters for ground ordnance equipment, in accordance with the references. (2110.01.18)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, list the references used for the management and preparation of correspondence, in accordance with the references. (2110.01.18a)
2. Given applicable resources, format standard letters, in accordance with the references. (2110.01.18b)
3. Given applicable resources, explain how the Standard Subject Identification Code (SSIC) is utilized for filing correspondence, in accordance with the references. (2110.01.18h)
4. Given applicable resources, explain how to staff correspondence, in accordance with the references. (2110.01.18g)
5. Given applicable resources, explain signature authority, in accordance with the references. (2110.01.18d)
6. Given applicable resources, proofread correspondence, in accordance with the references. (2110.01.18e)
7. Given applicable resources, draft policy letters, in accordance with the references. (2110.01.18i)
8. Given applicable resources, explain the policy for using e-mail for official correspondence, in accordance with the references. (2110.01.18f)
9. Given applicable resources, format naval messages, in accordance with the references. (2110.01.18c)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 01

HOURS: 3.00

TITLE: Naval Correspondence

NOTE(S):

All correspondence submitted by the students in the remainder of the course will be graded based on the procedures prescribed by the references and taught in this class.

Homework assignments: Write personal biography, and an article to the Marine Corps Gazette.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 02

HOURS: 4.00

TITLE: Maintenance Management Overview

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.00	20:1
PA	1.00	20:1

MEDIA: CPU, HO, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, summarize Marine Corps maintenance management policy, in accordance with the references. (2110.01.02n)
2. Given applicable resources, comprehend what Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS) is, in accordance with the references. (2110.01.02z)
3. Given applicable resources, describe maintenance production functions, in accordance with the references. (2110.01.02o)
4. Given applicable resources, identify maintenance categories, in accordance with the references. (2110.01.02p)
5. Given applicable resources, identify echelons of maintenance, in accordance with the references. (2110.01.02q)
6. Given applicable resources, identify specific policy of maintenance management, in accordance with the references. (2110.01.02s)
7. Given applicable resources, summarize Maintenance Management Officer (MMO) responsibilities, in accordance with the references. (2110.01.02t)
8. Given applicable resources, summarize requirements to assign an Maintenance Management Officer (MMO), in accordance with the references. (2110.01.02u)
9. Given applicable resources, identify Headquarters Marine Corps (HQMC) responsibilities for maintenance management, in accordance with the references. (2110.01.02v)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 02

HOURS: 4.00

TITLE: Maintenance Management Overview

10. Given applicable resources, identify Fleet Marine Forces (FMF) organization responsibilities for maintenance management, in accordance with the references. (2110.01.02w)
11. Given applicable resources, identify the 3 Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS) subsystems, in accordance with the references. (2110.01.02aa)
12. Given applicable resources, identify supporting establishments responsibilities for maintenance management, in accordance with the references. (2110.01.02x)
13. Given applicable resources, identify references for maintenance management programs, in accordance with the references. (2110.01.02y)

NOTE(S):

Additional practical application is provided in "Maintenance Administration" (ORDO 39).

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 03

HOURS: 2.00

TITLE: Table of Organization and Equipment (T/O&E)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage ground ordnance equipment maintenance resources, in accordance with the references. (2110.01.03)
2. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, comprehend what gives a command authority to hold and use resources, in accordance with the references. (2110.01.03a)
2. Given applicable resources, locate a command Table of Organization and Equipment (TO&E), in accordance with the references. (2110.01.03b)
3. Given applicable resources, explain a specific unit's capabilities, in accordance with the references. (2110.01.03c)
4. Given applicable resources, explain Table of Organization and Equipment (TO&E) change request procedures, in accordance with the references. (2110.01.03g)
5. Given applicable resources, comprehend the concept based requirements process (CBRP) and how it impact Total Force Structure (TFS), in accordance with the references. (2110.01.03f)
6. Given applicable resources, identify the policy references of the Total Force Structure (TFS) process, in accordance with the references. (2110.01.03d)
7. Given applicable resources, define the responsibilities of the Occupational Field Sponsor Military Occupational Specialty (MOS) Specialist, in accordance with the references. (2110.01.03e)
8. Given applicable resources, explain manpower staffing goals, in accordance with the references. (2110.01.03h)
9. Given applicable resources, explain how to improve your number one maintenance

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 03

HOURS: 2.00

TITLE: Table of Organization and Equipment (T/O&E)

resource, manpower, both quantity and quality, in accordance with the references.  
(2110.01.03i)

10. Given applicable resources, identify maintenance authority for a specific unit, in accordance with the references. (2110.01.02r)

NOTE(S):

Students will log on to the TFS web site and look up a unit T/O&E.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 04

HOURS: 4.00

TITLE: Training

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.00	20:1
PA	1.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, monitor maintenance shop level MOS training programs, in accordance with the references. (2110.01.05)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify training references, in accordance with the references. (2110.01.05i)
2. Given applicable resources, explain the Marine Corps philosophy of training, in accordance with the references. (2110.01.05j)
3. Given applicable resources, list the eight principles of training, in accordance with the references. (2110.01.05e)
4. Given applicable resources, comprehend the Commander's responsibilities for their unit training needs, in accordance with the references. (2110.01.05k)
5. Given applicable resources, comprehend the concept behind unit training management, in accordance with the references. (2110.01.05l)
6. Given applicable resources, define the six essential elements of an Individual Training Standard (ITS), in accordance with the references. (2110.01.05g)
7. Given applicable resources, develop unit Mission Essential Task List (METL) for maintenance personnel, in accordance with the references. (2110.01.05a)
8. Given applicable resources, explain training plans, in accordance with the references. (2110.01.05b)
9. Given applicable resources, develop a unit training plan for maintenance personnel, in accordance with the references. (2110.01.05c)
10. Given applicable resources, evaluate a unit training plan for maintenance personnel, in accordance with the references. (2110.01.05d)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 04

HOURS: 4.00

TITLE: Training

11. Given applicable resources, identify the six unit training priorities, in accordance with the references. (2110.01.05m)
  
12. Given applicable resources, comprehend the responsibilities of the unit maintenance officer in relation to unit MOS training, in accordance with the references. (2110.01.05h)
  
13. Given applicable resources, comprehend formal school training requirements, in accordance with the references. (2110.01.05f)
  
14. Given applicable resources, utilize the Training Requirments and Resource Management System (TRRMS) website, in accordance with the references. (2110.01.05n)

NOTE(S):

Students will navigate the TRRMS web site to access information about formal school courses.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 05

HOURS: 3.50

TITLE: Supply

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.00	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage supply support procedures for ground ordnance equipment, in accordance with the references. (2110.01.07)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify supply references, in accordance with the references. (2110.01.07b)
2. Given applicable resources, identify the elements of supply management, in accordance with the references. (2110.01.07c)
3. Given applicable resources, identify the organization of the Marine Corps Unified Material Management System (MUMMS), in accordance with the references. (2110.01.07d)
4. Given applicable resources, explain the subsystems of supply, in accordance with the references. (2110.01.07a)
5. Given applicable resources, identify the organization of the Supply Management Unit (SMU) or Intermediate Service Support Activity (ISSA), in accordance with the references. (2110.01.07e)
6. Given applicable resources, utilize the Defense Logistics Agency (DLA) Handbook, in accordance with the references. (2110.01.07f)
7. Given applicable resources, utilize Emergency Supply Operations Center(ESOC), in accordance with the references. (2110.01.07g)
8. Given applicable resources, explain the purpose of a Supply Assist Request (SAR), in accordance with the references. (2110.01.07h)
9. Given applicable resources, utilize the DoD electronic mall (DoD E-MALL), in accordance with the references. (2110.01.07i)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 05

HOURS: 3.50

TITLE: Supply

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 06

HOURS: 1.00

TITLE: Budgeting

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	0.50	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ground ordnance maintenance operations, in accordance with the references. (2110.01.01)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify budgeting references, in accordance with the references. (2110.01.01a)
2. Given applicable resources, identify types of budgeting funds, in accordance with the references. (2110.01.01b)
3. Given applicable resources, identify Job Order Number (JON) file, in accordance with the references. (2110.01.01c)
4. Given applicable resources, identify procedures for utilizing open purchase, in accordance with the references. (2110.01.01d)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 07

HOURS: 2.00

TITLE: Joint Tracking Asset Visibility (JTAV)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	0.50	20:1
PA	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance shop information requirements, in accordance with the references. (2110.01.17)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, utilize Joint Total Asset Visibility (JTAV) web site to gather information about a specific National Item Identification Number (NIIN), in accordance with the references. (2110.01.171)
2. Given applicable resources, comprehend how Joint Total Asset Visibility (JTAV) will assist a maintenance officer in increasing unit readiness, in accordance with the references. (2110.01.17m)

NOTE(S):

JTAV is an extensive web based data base used to track multiple logistics functions from all DoD organizations. The focus for this class will be on finding parts that are not generally received in a timely manner. The student will be able to use this web site to access that information and make better decisions on how to acquire more timely supply support. Web Site ID: <http://www.defenselink.mil/acq/jtav>

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 08

HOURS: 5.00

TITLE: Shop Supply Procedures/Product Quality Deficiency Report (PQDR)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	4.00	20:1
PA	1.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance shop information requirements, in accordance with the references. (2110.01.17)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify the references that establish policy and procedures for repair parts and maintenance related supplies, in accordance with the references. (2110.01.17a)
2. Given applicable resources, identify consumer-level supply references, in accordance with the references. (2110.01.17b)
3. Given applicable resources, outline the procedures required to requisition, account for, safeguard, and control repair parts and maintenance related supplies, in accordance with the references. (2110.01.17c)
4. Given applicable resources, identify the duties of the maintenance officer, Marine Corps Integrated Maintenance Management System (MIMMS) Clerk, Maintenance Management Officer (MMO) and unit supply during the validation process, in accordance with the references. (2110.01.17d)
5. Given applicable resources, identify the duties of the maintenance officer, Marine Corps Integrated Maintenance Management System (MIMMS) Clerk, Maintenance Management Officer (MMO) and unit supply during the reconciliation process, in accordance with the references. (2110.01.17h)
6. Given applicable resources, explain the planning process required to ensure repair parts and maintenance related supplies are readily available, in accordance with the references. (2110.01.17e)
7. Given applicable resources, explain the requirements to maintain and account for maintenance related Table of Equipment (T/E) items, in accordance with the references. (2110.01.17f)
8. Given applicable resources, comprehend the policy to hold, account and control shop overhead, Pre-expended Bin (PEB), and collateral equipment, in accordance with the

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 08

HOURS: 5.00

TITLE: Shop Supply Procedures/Product Quality Deficiency Report (PQDR)

references. (2110.01.17n)

9. Given applicable resources, comprehend the procedures to turn-in and receipt for equipment at the Repairable Issue Point (RIP), in accordance with the references. (2110.01.17o)
10. Given applicable resources, utilize logistics web sites to research repair parts on availability and track requisitioned parts, in accordance with the references. (2110.01.17g)
11. Given applicable resources, identify procedures for submitting a Product Quality Deficiency Report (PQDR), in accordance with the references. (2110.01.17i)
12. Given applicable resources, identify the Product Quality Deficiency Report (PQDR) categories, in accordance with the references. (2110.01.17j)
13. Given applicable resources, utilize the Product Quality Deficiency Report (PQDR) web site, in accordance with the references. (2110.01.17k)
14. Given applicable resources, verify a Class Nine and Secondary Repairable (SecRep) deployment list, in accordance with the references. (2110.01.17p)

NOTE(S):

Students will access the PQDR web site as practical application for submitting PQDRs.

The primary web site that Marines use for PQDRs is [www.ala.usmc.mil/pqdr/default.asp](http://www.ala.usmc.mil/pqdr/default.asp)

A useful web site to track the visibility of parts is: <http://logtool.net> and click on Marines This web site has multiple links to have the ability to track down parts.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 09

HOURS: 5.00

TITLE: Test Measurement Diagnostic Equipment (TMDE)/Support Equipment

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.50	20:1
PA	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage support equipment programs for ground ordnance equipment, in accordance with the references. (2110.01.06)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify tool control references, in accordance with the references. (2110.01.06a)
2. Given applicable resources, explain tool control requirements, in accordance with the references. (2110.01.06b)
3. Given applicable resources, explain tool control procedures, in accordance with the references. (2110.01.06c)
4. Given applicable resources, comprehend how to implement tool accountability procedures, in accordance with the references. (2110.01.06d)
5. Given applicable resources, outline the process used to identify equipment requiring calibration, in accordance with the references. (2110.01.06e)
6. Given applicable resources, identify the types of calibration, in accordance with the references. (2110.01.06f)
7. Given applicable resources, identify the methods for scheduling calibration equipment, in accordance with the references. (2110.01.06g)
8. Given applicable resources, utilize the Infantry Weapons Gage Calibration Exchange Program (IWGCEP) web page to track infantry weapon gages, in accordance with the references. (2110.01.06h)
9. Given applicable resources, comprehend the role of the unit maintenance officer in relation to Test Measurement Diagnostic Equipment (TMDE) and support equipment, in accordance with the references. (2110.01.06i)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 09

HOURS: 5.00

TITLE: Test Measurement Diagnostic Equipment (TMDE)/Support Equipment

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 11

HOURS: 11.50

TITLE: Publications

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.50	20:1
PA	8.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage technical information and directives for ground ordnance equipment, in accordance with the references. (2110.01.04)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, utilize the Marine Corps Publications Electronic Library (MCPEL) Compact Disc, in accordance with the references. (2110.01.04a)
2. Given applicable resources, define the purpose of the Activity Distribution Code (ADC), in accordance with the references. (2110.01.04b)
3. Given applicable resources, utilize the USMC publications web page, in accordance with the references. (2110.01.04c)
4. Given applicable resources, identify output reports for Marine Corps Publications Distribution System (MCPDS), in accordance with the references. (2110.01.04d)
5. Given applicable resources, determine unit publication requirements, in accordance with the references. (2110.01.04e)
6. Given applicable resources, identify requirements for Publications Library (PL) review, in accordance with the references. (2110.01.04f)
7. Given applicable resources, identify references for publications control, in accordance with the references. (2110.01.04g)
8. Given applicable resources, identify requirements for the Internal Distribution Code (IDC), in accordance with the references. (2110.01.04h)
9. Given applicable resources, explain the role of the unit maintenance officer in relation to the unit publications program, in accordance with the references. (2110.01.04i)

NOTE(S):

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 11

HOURS: 11.50

TITLE: Publications

Students will access a specific unit's T/O&E and determine the unit's publication requirements.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 12

HOURS: 3.50

TITLE: Exam #1

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	3.50	20:1

MEDIA: CPU, TM

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, prepare routine correspondence, messages, staff papers and policy letters for ground ordnance equipment, in accordance with the references. (2110.01.18)
2. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)
3. Given applicable resources, manage ground ordnance equipment maintenance resources, in accordance with the references. (2110.01.03)
4. Given applicable resources, monitor maintenance shop level MOS training programs, in accordance with the references. (2110.01.05)
5. Given applicable resources, manage supply support procedures for ground ordnance equipment, in accordance with the references. (2110.01.07)
6. Given applicable resources, manage unit ground ordnance maintenance operations, in accordance with the references. (2110.01.01)
7. Given applicable resources, manage maintenance shop information requirements, in accordance with the references. (2110.01.17)
8. Given applicable resources, manage support equipment programs for ground ordnance equipment, in accordance with the references. (2110.01.06)
9. Given applicable resources, manage technical information and directives for ground ordnance equipment, in accordance with the references. (2110.01.04)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, summarize Marine Corps maintenance management policy, in accordance with the references. (2110.01.02n)
2. Given applicable resources, describe maintenance production functions, in accordance with the references. (2110.01.02o)
3. Given applicable resources, identify maintenance categories, in accordance with the references. (2110.01.02p)
4. Given applicable resources, identify echelons of maintenance, in accordance with the references. (2110.01.02q)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 12

HOURS: 3.50

TITLE: Exam #1

5. Given applicable resources, identify maintenance authority for a specific unit, in accordance with the references. (2110.01.02r)
6. Given applicable resources, identify specific policy of maintenance management, in accordance with the references. (2110.01.02s)
7. Given applicable resources, summarize Maintenance Management Officer (MMO) responsibilities, in accordance with the references. (2110.01.02t)
8. Given applicable resources, summarize requirements to assign an Maintenance Management Officer (MMO), in accordance with the references. (2110.01.02u)
9. Given applicable resources, identify Headquarters Marine Corps (HQMC) responsibilities for maintenance management, in accordance with the references. (2110.01.02v)
10. Given applicable resources, identify Fleet Marine Forces (FMF) organization responsibilities for maintenance management, in accordance with the references. (2110.01.02w)
11. Given applicable resources, identify supporting establishments responsibilities for maintenance management, in accordance with the references. (2110.01.02x)
12. Given applicable resources, identify references for maintenance management programs, in accordance with the references. (2110.01.02y)
13. Given applicable resources, comprehend what Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS) is, in accordance with the references. (2110.01.02z)
14. Given applicable resources, identify the 3 Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS) subsystems, in accordance with the references. (2110.01.02aa)
15. Given applicable resources, identify budgeting references, in accordance with the references. (2110.01.01a)
16. Given applicable resources, identify types of budgeting funds, in accordance with the references. (2110.01.01b)
17. Given applicable resources, identify Job Order Number (JON) file, in accordance

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 12

HOURS: 3.50

TITLE: Exam #1

with the references. (2110.01.01c)

18. Given applicable resources, identify procedures for utilizing open purchase, in accordance with the references. (2110.01.01d)

NOTE(S):

Test #1 will require a cover letter, listing the test as an enclosure, which will account for 10% of the grade. The test will be a 45 question multiple choice test.

This test covers the following classes:

ORDO 01	ORDO 02
ORDO 03	ORDO 04
ORDO 05	ORDO 06
ORDO 07	ORDO 08
ORDO 09	ORDO 11

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 13

HOURS: 7.00

TITLE: Schoolhouse Tour

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
PA	7.00	20:1

MEDIA: AIO

LESSON PURPOSE:

This lesson purpose class incorporates a tour and brief of the different ordnance/engineer MOS schools conducted at APG. Ordnance Officers must know what all ordnance MOS's are capable of as they will likely fill billets as Maintenance Officers during unit deployments where all these MOS's may work in their maintenance detachment. Additionally, welders work for Ordnance Officers at the tracked vehicle/LAV Battalions and Ordnance Officers must know their capabilities.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 14

HOURS: 3.50

TITLE: Officer/ Enlisted Relations

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GD	3.50	20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

Officer to Officer and Officer to Enlisted relations are vital to the success of the Maintenance Officer. This class focuses on: establishing credibility, fostering a team environment, providing technical advice to the commander and defining the roles of the Maintenance Officer in regard to the enlisted ranks.

NOTE(S):

This class is primarily based upon the experiences of all the detachment officers.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 15

HOURS: 2.00

TITLE: Introduction to Maintenance Phases

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance production schedules for ground ordnance equipment, in accordance with the references. (2110.01.09)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, define maintenance phases, in accordance with the references. (2110.01.09g)
2. Given applicable resources, comprehend how to use the 4 phases of maintenance in an active maintenance shop, in accordance with the references. (2110.01.09h)
3. Given applicable resources, explain the tasks associated to the 4 phases of maintenance, in accordance with the references. (2110.01.09i)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 16

HOURS: 1.50

TITLE: PM/CM/QC

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage preventative maintenance checks and services (PMCS) programs for ground ordnance equipment, in accordance with the references. (2110.01.11)
2. Given applicable resources, manage corrective maintenance (CM) programs for ground ordnance equipment, in accordance with the references. (2110.01.12)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, explain the purpose of preventative maintenance checks and services (PMCS), in accordance with the references. (2110.01.11a)
2. Given applicable resources, define when the different types of preventative maintenance checks and services (PMCS) may be used, in accordance with the references. (2110.01.11b)
3. Given applicable resources, explain when preventative maintenance checks and services (PMCS) may be deferred, in accordance with the references. (2110.01.11c)
4. Given applicable resources, identify who is responsible for corrective maintenance (CM) actions, in accordance with the references. (2110.01.12a)
5. Given applicable resources, explain the difference between field and depot repairable items, in accordance with the references. (2110.01.12b)
6. Given applicable resources, define maintenance cycle time, in accordance with the references. (2110.01.12c)
7. Given applicable resources, explain why overflow maintenance may be authorized, in accordance with the references. (2110.01.12d)
8. Given applicable resources, identify who can conduct equipment check out to ensure quality control requirements are met, in accordance with the references. (2110.01.12e)
9. Given applicable resources, comprehend the maintenance scheduling process, in

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LESSON ID: ORDO 16

HOURS: 1.50

TITLE: PM/CM/QC

accordance with the references. (2110.01.12f)

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 17

HOURS: 1.50

TITLE: Joint Oil Analysis Program (JOAP)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2110.02.06)
2. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2120.02.06)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify Joint Oil Analysis Programs (JOAP) references, in accordance with the references. (2110.02.06a)
2. Given applicable resources, comprehend Joint Oil Analysis Programs (JOAP) policy, in accordance with the references. (2110.02.06b)
3. Given applicable resources, identify who is responsible for ensuring the Joint Oil Analysis Programs (JOAP) is utilized in required units, in accordance with the references. (2110.02.06c)
4. Given applicable resources, explain the purpose of Joint Oil Analysis Programs (JOAP), in accordance with the references. (2110.02.06d)
5. Given applicable resources, identify ordnance equipment requiring Joint Oil Analysis Programs (JOAP) enrollment, in accordance with the references. (2110.02.06e)
6. Given applicable resources, identify the Joint Oil Analysis Programs (JOAP) process owner for the Marine Corps, in accordance with the references. (2110.02.06f)

NOTE(S):

ITS 2110.02.06 and 2120.02.06 utilize the same Enabling Learning Objectives. The process for JOAP is the same.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 18

HOURS: 1.50

TITLE: Corrosion Prevention and Control (CPAC)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance related programs for ground ordnance equipment, in accordance with the references. (2110.01.10)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify Corrosion Prevention and Control (CPAC) references, in accordance with the references. (2110.01.10a)
2. Given applicable resources, define elements of corrosion, in accordance with the references. (2110.01.10b)
3. Given applicable resources, determine the circumstances when the Corrosion Prevention and Control (CPAC) process must be applied to equipment, in accordance with the references. (2110.01.10t)
4. Given applicable resources, comprehend the Corrosion Prevention and Control (CPAC) process, in accordance with the references. (2110.01.10c)
5. Given applicable resources, identify the proper method for documenting Corrosion Prevention and Control (CPAC) actions, in accordance with the references. (2110.01.10u)
6. Given applicable resources, identify owning unit responsibilities for the Corrosion Prevention and Control (CPAC) process, in accordance with the references. (2110.01.10d)
7. Given applicable resources, identify the administrative actions required for placing items in Administrative Storage (Leval-A/B pack), in accordance with the references. (2110.01.10v)
8. Given applicable resources, define the role of the battalion, Major Subordinate Commands (MSC) and Marine Expeditionary Force (MEF) in the Corrosion Prevention and Control (CPAC) process, in accordance with the references. (2110.01.10e)

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 19

HOURS: 2.00

TITLE: Depot Level Maintenance (DLM) Programs

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance production schedules for ground ordnance equipment, in accordance with the references. (2110.01.09)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify depot level maintenance program references, in accordance with the references. (2110.01.09a)
2. Given applicable resources, identify the types of Depot Level Maintenance (DLM) programs, in accordance with the references. (2110.01.09b)
3. Given applicable resources, determine the type of Depot Level Maintenance (DLM) program appropriate for specific equipment applications, in accordance with the references. (2110.01.09c)
4. Given applicable resources, identify regulations regarding contractor logistics support, in accordance with the references. (2110.01.09d)
5. Given applicable resources, explain your role in the depot level maintenance program process, in accordance with the references. (2110.01.09e)
6. Given applicable resources, define the role of the battalion, Major Subordinate Commands (MSC) and Marine Expeditionary Force (MEF) in the depot level maintenance program process, in accordance with the references. (2110.01.09f)

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 20

HOURS: 2.00

TITLE: Modification/Configuration Management

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage modification programs for ground ordnance equipment, in accordance with the references. (2110.01.13)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, explain the development of a modification and who is authorized to approve a modification instruction, in accordance with the references. (2110.01.13a)
2. Given applicable resources, identify what grants authority to modify a piece of equipment, in accordance with the references. (2110.01.13b)
3. Given applicable resources, identify who is responsible for ensuring that modifications have been completed, in accordance with the references. (2110.01.13c)
4. Given applicable resources, explain how to identify equipment requiring modification, in accordance with the references. (2110.01.13d)
5. Given applicable resources, verify a modification application on ordnance equipment, in accordance with the references. (2110.01.13e)
6. Given applicable resources, complete modification control records, in accordance with the references. (2110.01.13f)
7. Given applicable resources, comprehend the relationship between Product Quality Deficiency Report (PQDR)s and modifications, in accordance with the references. (2110.01.13g)
8. Given applicable resources, define configuration management, in accordance with the references. (2110.01.13h)
9. Given applicable resources, explain the difference between engineering change proposals (ECPs) and modifications, in accordance with the references. (2110.01.13i)

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 20

HOURS: 2.00

TITLE: Modification/Configuration Management

10. Given applicable resources, explain your role in the modification process, in accordance with the references. (2110.01.13j)

NOTE(S):

The instructor will take the students to an end item and verify the modifications for a practical application.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 21

HOURS: 2.00

TITLE: Load Testing

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	2.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, perform duties as load test certification officer, in accordance with the references. (2110.02.03)
2. Given applicable resources, perform duties as load certification officer, in accordance with the references. (2120.02.04)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify the references for load testing, in accordance with the references. (2110.02.03a)
2. Given applicable resources, define the responsibilities of a unit load test officer, test director and inspector, in accordance with the references. (2110.02.03b)
3. Given applicable resources, identify frequencies for load testing, in accordance with the references. (2110.02.03c)
4. Given applicable resources, explain who conducts annual certification, in accordance with the references. (2110.02.03d)
5. Given applicable resources, explain the difference between load testing and annual certification, in accordance with the references. (2110.02.03e)
6. Given applicable resources, identify equipment required to be load tested, in accordance with the references. (2110.02.03f)
7. Given applicable resources, conduct an inspection on load lifting equipment, in accordance with the references. (2110.02.03g)
8. Given applicable resources, identify requirements for record jacket entries for load bearing equipment, in accordance with the references. (2110.02.03h)
9. Given applicable resources, explain who conducts load testing in specific geographic areas, in accordance with the references. (2110.02.03i)

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 21

HOURS: 2.00

TITLE: Load Testing

NOTE(S):

ITS 2110.02.03 and 2120.02.04 utilize the same Enabling Learning Objectives. The load testing process is the same. Students will receive additional practical application following the Safety/HAZMAT classes which will require some students to identify load testing problems in an actual maintenance shop while others will be focused on inspecting shop safety and HAZMAT lockers.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 22

HOURS: 1.50

TITLE: Rigging/Recovery

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, direct recovery operations for ground ordnance vehicles, in accordance with the references. (2110.02.04)
2. Given applicable resources, direct recovery operations for artillery, in accordance with the references. (2120.02.05)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify recovery references, in accordance with the references. (2110.02.04a)
2. Given applicable resources, explain recovery procedures, in accordance with the references. (2110.02.04b)
3. Given applicable resources, explain rigging procedures, in accordance with the references. (2110.02.04c)
4. Given applicable resources, explain recovery safety procedures, in accordance with the references. (2110.02.04d)
5. Given applicable resources, explain the recovery roles for Marine Expeditionary Force (MEF) units, in accordance with the references. (2110.02.04f)
6. Given applicable resources, calculate the percentage of a slope, in accordance with the references. (2110.02.04g)

NOTE(S):

ITS 2110.02.04 and 2120.02.05 utilize the same Enabling Learning Objectives. The process for rigging/recovery are the same. Practical application for this period of instruction is in class (ORDO 24) following the BDAR class.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 23

HOURS: 1.00

TITLE: Battlefield Damage and Repair (BDAR)

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, direct recovery operations for ground ordnance vehicles, in accordance with the references. (2110.02.04)
2. Given applicable resources, direct recovery operations for artillery, in accordance with the references. (2120.02.05)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify references for conducting battlefield damage and repair (BDAR), in accordance with the references. (2110.02.04h)
2. Given applicable resources, define the basic rules of battlefield damage and repair (BDAR), in accordance with the references. (2110.02.04i)
3. Given applicable resources, explain the maintenance procedures for battlefield damage and repair (BDAR), in accordance with the references. (2110.02.04j)
4. Given applicable resources, complete a battlefield damage and repair (BDAR) assessment and repair form, in accordance with the references. (2110.02.04k)

NOTE(S):

ITS 2110.02.04 and 2120.02.05 utilize the same Enabling Learning Objectives. The process for BDAR are the same. Practical Application will consist of students utilizing a BDAR kit during recovery practical application in (ORDO 24).

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LESSON ID: ORDO 24

HOURS: 8.00

TITLE: Recovery Practical Application

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
PA	8.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, direct recovery operations for ground ordnance vehicles, in accordance with the references. (2110.02.04)
2. Given applicable resources, direct recovery operations for artillery, in accordance with the references. (2120.02.05)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, conduct a battlefield damage and repair (BDAR) assessment, in accordance with the references. (2110.02.04l)
2. Given applicable resources, rig and recover a disabled vehicle, in accordance with the references. (2110.02.04e)
3. Given applicable resources, recover a disabled vehicle and evacuate/repair the vehicle as required, in accordance with the references. (2110.02.04m)

NOTE(S):

ITS 2110.02.04 and 2120.02.05 utilize the same Enabling Learning Objectives. The process for recovery is the same. This class requires coveralls, gloves, and safety equipment.

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SECTION IV - CONCEPT CARDS

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LESSON ID: ORDO 25

HOURS: 2.50

TITLE: Integrated Logistics Capability (ILC)

METHOD            HOURS            S:I RATIO

GL                    2.50                    20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

ILC is taught by a guest instructor from HQMC. The programs that will be discussed in this class are the manufacturer's warranty programs, maintenance out-sourcing and equipment exchange programs.

NOTE(S):

The web address for ILC is: [www.hqmc.usmc.mil/lpi.nsf](http://www.hqmc.usmc.mil/lpi.nsf)

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 26

HOURS: 2.00

TITLE: Fielding of Ground Ordnance Equipment

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GL	2.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, assist in the fielding of ground ordnance equipment, in accordance with the references. (2110.01.20)

NOTE(S):

This class is taught by an outside agency. This lesson provides a overview of the new equipment fielding process.

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 27

HOURS: 1.50

TITLE: Recoverable Items

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance related programs for ground ordnance equipment, in accordance with the references. (2110.01.10)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify the reference for equipment evacuation, in accordance with the references. (2110.01.10j)
2. Given applicable resources, complete the required reports/forms for equipment evacuation, in accordance with the references. (2110.01.10k)
3. Given applicable resources, identify the reference for recoverable items, in accordance with the references. (2110.01.10l)
4. Given applicable resources, explain the Recoverable Item Report (WIR) process for an end item, in accordance with the references. (2110.01.10m)
5. Given applicable resources, explain the Recoverable Item Report (WIR) process for a secondary repairable, in accordance with the references. (2110.01.10n)
6. Given applicable resources, explain the specific Recoverable Item Report (WIR) requirements for small arms, in accordance with the references. (2110.01.10o)
7. Given applicable resources, utilize the WIR On-Line Process Handler (WOLPH) program to process equipment for Recoverable Item Report (WIR), in accordance with the references. (2110.01.10p)
8. Given applicable resources, explain the auto returns/retrograde program, in accordance with the references. (2110.01.10q)
9. Given applicable resources, comprehend how costs associated to the Recoverable Item Report (WIR) program affect supply and the maintenance process, in accordance with the references. (2110.01.10r)

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ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 27

HOURS: 1.50

TITLE: Recoverable Items

10. Given applicable resources, understand the Material Returns Program (MRP) process, in accordance with the references. (2110.01.10x)

NOTE(S):

Students will access and navigate through the WOLPH database for the practical application.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 28

HOURS: 2.00

TITLE: Demilitarization

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance related programs for ground ordnance equipment, in accordance with the references. (2110.01.10)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify the references defining demilitarization requirements for specific equipment, in accordance with the references. (2110.01.10f)
2. Given applicable resources, define the responsibilities of Defense Reutilization and Marketing Service (DRMS)/Defense Logistics Agency (DLA)/Militray services/ inventory and technical managers in regards to demil procedures, in accordance with the references. (2110.01.10w)
3. Given applicable resources, understand procedures for demilitarization of surplus/foreign military ordnance equipment, in accordance with the references. (2110.01.10g)
4. Given applicable resources, define the requirements to demilitarize a specific ordnance item, in accordance with the references. (2110.01.10i)
5. Given applicable resources, identify requirements/procedures to demilitarize historical weapons, in accordance with the references. (2110.01.10s)
6. Given applicable resources, inspect equipment to determine if it has been properly demilitarized, in accordance with the references. (2110.01.10h)

NOTE(S):

Students will verify proper demilitarization procedures for a M198 howitzer.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 29

HOURS: 4.00

TITLE: Exam #2

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	4.00	20:1

MEDIA: CPU, TM

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage maintenance production schedules for ground ordnance equipment, in accordance with the references. (2110.01.09)
2. Given applicable resources, manage preventative maintenance checks and services (PMCS) programs for ground ordnance equipment, in accordance with the references. (2110.01.11)
3. Given applicable resources, manage corrective maintenance (CM) programs for ground ordnance equipment, in accordance with the references. (2110.01.12)
4. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2110.02.06)
5. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2120.02.06)
6. Given applicable resources, manage maintenance related programs for ground ordnance equipment, in accordance with the references. (2110.01.10)
7. Given applicable resources, manage modification programs for ground ordnance equipment, in accordance with the references. (2110.01.13)
8. Given applicable resources, perform duties as load test certification officer, in accordance with the references. (2110.02.03)
9. Given applicable resources, perform duties as load certification officer, in accordance with the references. (2120.02.04)
10. Given applicable resources, direct recovery operations for ground ordnance vehicles, in accordance with the references. (2110.02.04)
11. Given applicable resources, direct recovery operations for artillery, in accordance with the references. (2120.02.05)
12. Given applicable resources, assist in the fielding of ground ordnance equipment, in accordance with the references. (2110.01.20)

NOTE(S):

Students will receive a 30 question fill in the blank test which will require them to find the specific answer in a specific reference and list the page number and reference where the answer was found. Each correct answer will be worth 2 points, each correct reference will be worth 1 point and the cover letter will be worth 10 points.

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 29

HOURS: 4.00

TITLE: Exam #2

This test covers the following classes:

ORDO 15	ORDO 16
ORDO 17	ORDO 18
ORDO 19	ORDO 20
ORDO 21	ORDO 22
ORDO 23	ORDO 24
ORDO 26	ORDO 27
ORDO 28	

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 30

HOURS: 3.00

TITLE: Ethics

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GL	3.00	20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

This is a lesson purpose class covering areas in ethics. This is a guest lecture by a lawyer from the SJA.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 31

HOURS: 17.50

TITLE: Ammunition Control Program

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GL	10.00	20:1
PA	7.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2110.02.07)
2. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2120.02.03)
3. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2125.02.03)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify ammunition references, in accordance with the references. (2110.02.07a)
2. Given applicable resources, identify types of ammunition classification hazards, in accordance with the references. (2110.02.07b)
3. Given applicable resources, identify procedures for completing/inspecting/filing ammunition expenditure reports, in accordance with the references. (2110.02.07c)
4. Given applicable resources, identify the purpose of Notices of Ammunition Reclassification (NARS) messages, in accordance with the references. (2110.02.07d)
5. Given applicable resources, identify the purpose of Marine Ammunition Support Order (MARSO) documents, in accordance with the references. (2110.02.07e)
6. Given applicable resources, identify requirements for submitting missile expenditure reports, in accordance with the references. (2110.02.07f)
7. Given applicable resources, determine unit ammunition allocations using the Marine Ammunition Support Order (MARSO), in accordance with the references. (2110.02.07g)
8. Given applicable resources, supervise ammunition technicians in the preparation, submission and filing of ammunition documents, in accordance with the references. (2110.02.07h)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 31

HOURS: 17.50

TITLE: Ammunition Control Program

9. Given applicable resources, supervise unit ammunition allocation distributions during exercises and operations, in accordance with the references. (2110.02.07i)

NOTE(S):

ITS 2110.02.07, 2120.02.03, and 2125.02.03 utilize the same Enabling Learning Objectives. The process for ammunition is the same. This class is taught by a team of instructors from the ammunition school at Redstone Arsenal.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 32

HOURS: 3.50

TITLE: Ammunition Control Program Exam

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	3.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2110.02.07)
2. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2120.02.03)
3. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2125.02.03)

NOTE(S):

This exam covers the material covered in ORDO 31.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 33

HOURS: 1.50

TITLE: Licensing

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage licensing programs for ground ordnance vehicles, in accordance with the references. (2110.02.05)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify licensing references, in accordance with the references. (2110.02.05a)
2. Given applicable resources, identify individuals that require licenses, in accordance with the references. (2110.02.05b)
3. Given applicable resources, explain the different license categories, in accordance with the references. (2110.02.05c)
4. Given applicable resources, outline the requirements for conducting license training, in accordance with the references. (2110.02.05d)
5. Given applicable resources, outline the procedures for documenting a license training program, in accordance with the references. (2110.02.05e)
6. Given applicable resources, identify licensing officer responsibilities, in accordance with the references. (2110.02.05f)
7. Given applicable resources, explain the qualifications and role of a licensing officer, in accordance with the references. (2110.02.05g)
8. Given applicable resources, explain the qualifications and role of a licensing examiner, in accordance with the references. (2110.02.05h)

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SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 34

HOURS: 1.50

TITLE: Operational Risk Management/Shop Safety

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.25	20:1
PA	0.25	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage shop safety programs, in accordance with the references. (2110.01.15)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, explain the purpose of Operational Risk Management (ORM), in accordance with the references. (2110.01.15a)
2. Given applicable resources, identify Operational Risk Management (ORM) references, in accordance with the references. (2110.01.15b)
3. Given applicable resources, define Operational Risk Management (ORM) assessment terminology, in accordance with the references. (2110.01.15c)
4. Given applicable resources, define methods for assigning risk assessment codes, in accordance with the references. (2110.01.15d)
5. Given applicable resources, utilize risk assessment codes to reduce hazards in the mission, in accordance with the references. (2110.01.15e)
6. Given applicable resources, conduct an Operational Risk Management (ORM) assessment prior to conducting training (this will be completed and graded prior to recovery practical application), in accordance with the references. (2110.01.15f)
7. Given applicable resources, comprehend the responsibilities of the unit maintenance officer as related to the Operational Risk Management (ORM) process, in accordance with the references. (2110.01.15g)
8. Given applicable resources, identify sight conservation program references, in accordance with the references. (2110.01.15o)
9. Given applicable resources, identify hearing conservation program references, in accordance with the references. (2110.01.15p)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 34

HOURS: 1.50

TITLE: Operational Risk Management/Shop Safety

10. Given applicable resources, identify asbestos program references, in accordance with the references. (2110.01.15q)
11. Given applicable resources, identify basic shop safety hazards, in accordance with the references. (2110.01.15t)
12. Given applicable resources, define hazards associated to tools, in accordance with the references. (2110.01.15s)
13. Given applicable resources, identify motor vehicle safety program references, in accordance with the references. (2110.01.15r)
14. Given applicable resources, define the purpose for the Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) in regards to Marine Corps Orders, in accordance with the references. (2110.01.15u)
15. Given applicable resources, utilize Automated Inspection Checklists (AIRs) safety checklist to ensure shop safety compliance, in accordance with the references. (2110.01.15v)
16. Given applicable resources, define purpose for Marine Mishap Tracking Database (MARTRAK), in accordance with the references. (2110.01.15w)
17. Given applicable resources, outline procedures for submitting mishap reports using Marine Mishap Tracking Database (MARTRAK), in accordance with the references. (2110.01.15x)
18. Given applicable resources, comprehend the role of the unit Maintenance Officer in relation to the unit safety program, in accordance with the references. (2110.01.15y)
19. Given applicable resources, outline procedures for the execution of a unit weapons safety program, in accordance with the references. (2110.01.15z)

NOTE(S):

The ORM portion of this class will be given "on-line" through the Naval Air Forces safety office. Practical application will be conducted during the final exercise.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 35

HOURS: 1.50

TITLE: Hazardous Material (HAZMAT)

METHOD                      HOURS                      S:I RATIO

L                                      1.50                                      20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, monitor environmental compliance for ground ordnance equipment, in accordance with the references. (2110.01.14)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify hazardous material references, in accordance with the references. (2110.01.14a)
2. Given applicable resources, use Hazardous Material (HAZMAT) references to identify discrepancies in a unit Hazardous Material (HAZMAT) program/maintenance shop area, in accordance with the references. (2110.01.14b)
3. Given applicable resources, use Hazardous Material (HAZMAT) references to correct discrepancies in a unit Hazardous Material (HAZMAT) program/maintenance shop area, in accordance with the references. (2110.01.14c)
4. Given applicable resources, outline Hazardous Material (HAZMAT) training requirements, in accordance with the references. (2110.01.14d)
5. Given applicable resources, define the purpose of a Material Safety Data Sheet (MSDS), in accordance with the references. (2110.01.14e)
6. Given applicable resources, explain requirements for Material Safety Data Sheet (MSDS)'s at the maintenance shop level, in accordance with the references. (2110.01.14f)
7. Given applicable resources, define requirements for Personal Protective Equipment (PPE) in the maintenance shop, in accordance with the references. (2110.01.14g)
8. Given applicable resources, identify how to determine unit Personal Protective Equipment (PPE) requirements, in accordance with the references. (2110.01.14h)
9. Given applicable resources, identify Personal Protective Equipment (PPE) inventory requirements, in accordance with the references. (2110.01.14i)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 35

HOURS: 1.50

TITLE: Hazardous Material (HAZMAT)

10. Given applicable resources, identify the specific types of hazardous materials, in accordance with the references. (2110.01.14j)
11. Given applicable resources, describe Hazardous Material (HAZMAT) storage requirements, in accordance with the references. (2110.01.14k)
12. Given applicable resources, describe Hazardous Material (HAZMAT) labeling requirements in the maintenance shop, in accordance with the references. (2110.01.14l)
13. Given applicable resources, identify purpose of a satellite accumulation area, in accordance with the references. (2110.01.14m)
14. Given applicable resources, identify methods for disposal of lithium batteries/waste oil/alkaline batteries/antifreeze/dry sweep/vehicle batteries in the maintenance shop, in accordance with the references. (2110.01.14n)
15. Given applicable resources, identify requirements for a spill contingency plan, in accordance with the references. (2110.01.14o)
16. Given applicable resources, inspect a Hazardous Material (HAZMAT) locker to ensure proper storage, labeling and compliance with inventory requirements, in accordance with the references. (2110.01.14p)
17. Given applicable resources, comprehend the role of the unit shop maintenance officer in relation to the unit Hazardous Material (HAZMAT) program, in accordance with the references. (2110.01.14q)

NOTE(S):

Practical Application conducted during a tour of the LAV maintenance shop.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 36

HOURS: 1.50

TITLE: LASER/Radiation Safety

METHOD                      HOURS                      S:I RATIO

L                                      1.50                                      20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage shop safety programs, in accordance with the references. (2110.01.15)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify Light Amplification by Stimulated Emission of Radiation (LASER)/radiation safety references, in accordance with the references. (2110.01.15h)
2. Given applicable resources, identify equipment markings to determine if equipment contains a Light Amplification by Stimulated Emission of Radiation (LASER) or is a potential radiation safety hazard, in accordance with the references. (2110.01.15i)
3. Given applicable resources, identify the classifications of Light Amplification by Stimulated Emission of Radiation (LASER)s, in accordance with the references. (2110.01.15j)
4. Given applicable resources, outline requirements to maintain a Light Amplification by Stimulated Emission of Radiation (LASER) medical surveillance program, in accordance with the references. (2110.01.15k)
5. Given applicable resources, outline procedures for the disposal of radioactive waste, in accordance with the references. (2110.01.15l)
6. Given applicable resources, outline the procedures to respond to a Light Amplification by Stimulated Emission of Radiation (LASER) injury or a radiological incident, in accordance with the references. (2110.01.15m)
7. Given applicable resources, comprehend the role of the unit maintenance officer in the relation to the unit Light Amplification by Stimulated Emission of Radiation (LASER) and Radiation Safety Program, in accordance with the references. (2110.01.15n)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 37

HOURS: 1.00

TITLE: Military Incentive Awards Program

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, define the purpose of the command military incentive awards program, in accordance with the references. (2110.01.02a)
2. Given applicable resources, outline the procedures for submitting a beneficial suggestion, in accordance with the references. (2110.01.02b)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 38

HOURS: 1.50

TITLE: Inspection/Visits

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, provide technical management for the repair of the family of ground ordnance vehicles, in accordance with the references. (2110.02.02)
2. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)
3. Given applicable resources, provide technical management for the repair of electro-optical ordnance equipment, in accordance with the references. (2125.02.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify references for command internal and external inspections, in accordance with the references. (2110.02.02a)
2. Given applicable resources, define the types of inspections, in accordance with the references. (2110.02.02b)
3. Given applicable resources, outline the procedures for conducting inspections, in accordance with the references. (2110.02.02d)
4. Given applicable resources, explain the role of the ordnance officer to offer recommendations and solutions to correcting inspection discrepancies, in accordance with the references. (2110.02.02c)

NOTE(S):

The checklist that FSMAO uses can be found at the following web site:  
<http://www.mcbbutler.usmc.mil/fsmao/>

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 39

HOURS: 4.50

TITLE: Maintenance Administration

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.00	20:1
PA	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify Marine Corps Integrated Maintenance Management System Intregated (MIMMS) references, in accordance with the references. (2110.01.02c)
2. Given applicable resources, explain how a Daily Process Report (DPR) is used to manage maintenance, in accordance with the references. (2110.01.02d)
3. Given applicable resources, explain the purpose for the Daily Transaction Listing (DTL), in accordance with the references. (2110.01.02e)
4. Given applicable resources, explain how an ERO Demands List (EDL)/ Due and Status File (/DASF) is utilized to manage repair parts requisitions, in accordance with the references. (2110.01.02f)
5. Given applicable resources, explain how the Table of Authorized Material (TAM) report is utilized to manage maintenance, in accordance with the references. (2110.01.02g)
6. Given applicable resources, explain the purpose for the exceptions report, in accordance with the references. (2110.01.02h)
7. Given applicable resources, explain the purpose for the Leveraged Management Metrics (LM2) report, in accordance with the references. (2110.01.02i)
8. Given applicable resources, utilize output reports to reduce maintenance cycle time, in accordance with the references. (2110.01.02j)
9. Given applicable resources, explain the purpose of validating and reconciling Marine Corps Integrated Maintenance Management System (MIMMS) reports, in accordance with the references. (2110.01.02k)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 39

HOURS: 4.50

TITLE: Maintenance Administration

10. Given applicable resources, comprehend the difference between Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS), in accordance with the references. (2110.01.021)
  
11. Given applicable resources, comprehend the role of the unit maintenance officer in the Marine Corps Integrated Maintenance Management System (MIMMS) aprocess, in accordance with the references. (2110.01.02m)

NOTE(S):

Handouts of a specific unit's output reports will be utilized during practical application to identify ways to improve maintenance efficiency.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 40

HOURS: 3.50

TITLE: Exam #3

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	3.50	20:1

MEDIA: CPU, TM

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage licensing programs for ground ordnance vehicles, in accordance with the references. (2110.02.05)
2. Given applicable resources, manage shop safety programs, in accordance with the references. (2110.01.15)
3. Given applicable resources, monitor environmental compliance for ground ordnance equipment, in accordance with the references. (2110.01.14)
4. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)
5. Given applicable resources, provide technical management for the repair of the family of ground ordnance vehicles, in accordance with the references. (2110.02.02)
6. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)
7. Given applicable resources, provide technical management for the repair of electro-optical ordnance equipment, in accordance with the references. (2125.02.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, define the purpose of the command military incentive awards program, in accordance with the references. (2110.01.02a)
2. Given applicable resources, outline the procedures for submitting a beneficial suggestion, in accordance with the references. (2110.01.02b)
3. Given applicable resources, identify Marine Corps Integrated Maintenance Management System Intregated (MIMMS) references, in accordance with the references. (2110.01.02c)
4. Given applicable resources, explain how a Daily Process Report (DPR) is used to manage maintenance, in accordance with the references. (2110.01.02d)
5. Given applicable resources, explain the purpose for the Daily Transaction Listing (DTL), in accordance with the references. (2110.01.02e)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 40

HOURS: 3.50

TITLE: Exam #3

6. Given applicable resources, explain how an ERO Demands List (EDL)/ Due and Status File (/DASF) is utilized to manage repair parts requisitions, in accordance with the references. (2110.01.02f)
7. Given applicable resources, explain how the Table of Authorized Material (TAM) report is utilized to manage maintenance, in accordance with the references. (2110.01.02g)
8. Given applicable resources, explain the purpose for the exceptions report, in accordance with the references. (2110.01.02h)
9. Given applicable resources, explain the purpose for the Leveraged Management Metrics (LM2) report, in accordance with the references. (2110.01.02i)
10. Given applicable resources, utilize output reports to reduce maintenance cycle time, in accordance with the references. (2110.01.02j)
11. Given applicable resources, explain the purpose of validating and reconciling Marine Corps Integrated Maintenance Management System (MIMMS) reports, in accordance with the references. (2110.01.02k)
12. Given applicable resources, comprehend the difference between Marine Corps Integrated Maintenance Management System (MIMMS) and MIMMS/Automated Information System (MIMMS/AIS), in accordance with the references. (2110.01.02l)
13. Given applicable resources, comprehend the role of the unit maintenance officer in the Marine Corps Integrated Maintenance Management System (MIMMS) aprocess, in accordance with the references. (2110.01.02m)

NOTE(S):

This test consists of 45 multiple choice and fill in the blank questions with no cover letter. Students must complete and submit a missile expenditure report.

This test covers the following classes:

ORDO 33	ORDO 34
ORDO 35	ORDO 36
ORDO 37	ORDO 38
ORDO 39	

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 41

HOURS: 3.50

TITLE: Managing Maintenance Resources

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1
PA	2.00	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ground ordnance maintenance operations, in accordance with the references. (2110.01.01)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify requirements for budgeting, in accordance with the references. (2110.01.01e)
2. Given applicable resources, identify available resources, in accordance with the references. (2110.01.01f)
3. Given applicable resources, consolidate time into usable blocks, in accordance with the references. (2110.01.01g)
4. Given applicable resources, assist the Maintenance Management Officer (MMO) in conducting Table of Organization and Equipment (T/O&E) reviews, in accordance with the references. (2110.01.01h)
5. Given applicable resources, identify personnel strengths and weaknesses to match them against mission requirements, in accordance with the references. (2110.01.01i)
6. Given applicable resources, ensure that repair parts and maintenance related supplies are requisitioned when required, in accordance with the references. (2110.01.01j)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 42

HOURS: 2.00

TITLE: Armory Procedures

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.25	20:1
PA	0.75	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable references, identify armory procedures references, in accordance with the references. (2120.02.02a)
2. Given applicable references, identify purpose for specific NAVMC forms used in the armory, in accordance with the references. (2120.02.02b)
3. Given applicable references, outline requirements for accountability of arms, ammunition and explosives (AA&E), in accordance with the references. (2120.02.02c)
4. Given applicable resources, comprehend the unit ordnance officer responsibilities in relation to armory procedures, in accordance with the references. (2120.02.02f)

NOTE(S):

The PA portion of this class will consist of commonly asked questions from Fleet commodities.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 43

HOURS: 4.00

TITLE: Physical Security

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.50	20:1
QUIZ	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage physical security programs for ground ordnance equipment, in accordance with the references. (2110.01.19)
2. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify security references, in accordance with the references. (2110.01.19a)
2. Given applicable resources, determine security requirements, in accordance with the references. (2110.01.19b)
3. Given applicable resources, evaluate armory facility/storage area for compliance with physical security references, in accordance with the references. (2110.01.19c)
4. Given applicable resources, outline training requirements for physical security, in accordance with the references. (2110.01.19d)
5. Given applicable resources, conduct annual and initial screening of personnel assigned to security duties, in accordance with the references. (2110.01.19e)
6. Given applicable resources, comprehend the unit ordnance officer responsibilities in relation to armory procedures, in accordance with the references. (2110.01.19f)
7. Given applicable references, outline requirements for conducting inventories, in accordance with the references. (2120.02.02d)
8. Given applicable resources, outline requirements for the transportation of ammunition and explosives (AA&E), in accordance with the references. (2120.02.02e)
9. Given applicable resources, outline requirements for the storage of AA&E, in accordance with the references. (2120.02.02g)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 43

HOURS: 4.00

TITLE: Physical Security

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 44

HOURS: 2.50

TITLE: Field Maintenance Areas

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	2.00	20:1
PA	0.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, serve as the technical advisor for the family of ground ordnance vehicles, in accordance with the references. (2110.02.01)
2. Given applicable resources, serve as the technical advisor for ground ordnance weapons, in accordance with the references. (2120.02.01)
3. Given applicable resources, serve as the technical advisor for electro-optical ordnance equipment, in accordance with the references. (2125.02.01)
4. Given applicable resources, manage ground ordnance maintenance facilities, in accordance with the references. (2110.01.08)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify field maintenance area references, in accordance with the references. (2110.02.01a)
2. Given applicable resources, define maintenance contact team objectives, in accordance with the references. (2110.02.01b)
3. Given applicable resources, explain purpose for combat service support areas, in accordance with the references. (2110.02.01c)
4. Given applicable resources, comprehend the role of the unit maintenance officer in relation to establishing field maintenance areas, in accordance with the references. (2110.02.01d)
5. Given applicable resources, establish a field maintenance area, in accordance with the references. (2110.02.01e)
6. Given applicable resources, explain procedures for repairing existing garrison facilities, in accordance with the references. (2110.01.08a)
7. Given applicable resources, determine maintenance space requirements, in accordance with the references. (2110.01.08b)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 44

HOURS: 2.50

TITLE: Field Maintenance Areas

8. Given applicable resources, identify reference to establish an effective shop layout, in accordance with the references. (2110.01.08c)
  
9. Given applicable resources, explain the purpose of host nation support facilities with respect to maintenance, in accordance with the references. (2110.01.08d)

NOTE(S):

ITS 2110.02.01, 2120.02.01, and 2125.02.01 utilize the same Enabling Learning Objectives. The process for serving as the Technical Advisor is the same.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 45

HOURS: 3.00

TITLE: Combat Service Support (CSS) Planning

METHOD                      HOURS                      S:I RATIO

L                                      3.00                                      20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, serve as the technical advisor for the family of ground ordnance vehicles, in accordance with the references. (2110.02.01)
2. Given applicable resources, serve as the technical advisor for ground ordnance weapons, in accordance with the references. (2120.02.01)
3. Given applicable resources, serve as the technical advisor for electro-optical ordnance equipment, in accordance with the references. (2125.02.01)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify Combat Service Support (CSS) planning references, in accordance with the references. (2110.02.01f)
2. Given applicable resources, outline the fundamentals of Combat Service Support (CSS) planning, in accordance with the references. (2110.02.01g)
3. Given applicable resources, define the Combat Service Support (CSS) functional areas, in accordance with the references. (2110.02.01h)
4. Given applicable resources, comprehend the seven principals of Combat Service Support (CSS) planning, in accordance with the references. (2110.02.01i)
5. Given applicable resources, explain the role of the unit maintenance officer during the planning process, in accordance with the references. (2110.02.01j)
6. Given applicable resources, explain the elements of appendix D of an Operations order , in accordance with the references. (2110.02.01k)

NOTE(S):

ITS 2110.02.01, 2120.02.01, and 2125.02.01 utilize the same Enabling Learning Objectives. The process for serving as the Technical Advisor is the same.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 46

HOURS: 1.50

TITLE: Embark

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: CPU, PPP

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage embarkation programs for ground ordnance equipment, in accordance with the references. (2110.01.16)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify embark references, in accordance with the references. (2110.01.16a)
2. Given applicable resources, identify assets for embark, in accordance with the references. (2110.01.16b)
3. Given applicable resources, outline preparation requirements for embarkation of equipment, in accordance with the references. (2110.01.16c)
4. Given applicable resources, outline embarkation inspection requirements, in accordance with the references. (2110.01.16d)
5. Given applicable resources, identify the purpose of the MAGTF Deployment Support System (MDSS II) embark program, in accordance with the references. (2110.01.16f)
6. Given applicable resources, comprehend the role of the unit ordnance officer when embarking weapons, in accordance with the references. (2110.01.16e)
7. Given applicable resources, utilize MAGTF Deployment Support System (MDSS II) output reports to ensure ordnance equipment is properly identified for embark, in accordance with the references. (2110.01.16g)

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 47

HOURS: 2.50

TITLE: Exam #4

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	2.50	20:1

MEDIA: CPU, TM

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ground ordnance maintenance operations, in accordance with the references. (2110.01.01)
2. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)
3. Given applicable resources, manage physical security programs for ground ordnance equipment, in accordance with the references. (2110.01.19)
4. Given applicable resources, serve as the technical advisor for the family of ground ordnance vehicles, in accordance with the references. (2110.02.01)
5. Given applicable resources, serve as the technical advisor for ground ordnance weapons, in accordance with the references. (2120.02.01)
6. Given applicable resources, serve as the technical advisor for electro-optical ordnance equipment, in accordance with the references. (2125.02.01)
7. Given applicable resources, manage ground ordnance maintenance facilities, in accordance with the references. (2110.01.08)
8. Given applicable resources, manage embarkation programs for ground ordnance equipment, in accordance with the references. (2110.01.16)

ENABLING LEARNING OBJECTIVE(S):

1. Given applicable resources, identify requirements for budgeting, in accordance with the references. (2110.01.01e)
2. Given applicable resources, identify available resources, in accordance with the references. (2110.01.01f)
3. Given applicable resources, consolidate time into usable blocks, in accordance with the references. (2110.01.01g)
4. Given applicable resources, assist the Maintenance Management Officer (MMO) in conducting Table of Organization and Equipment (T/O&E) reviews, in accordance with the references. (2110.01.01h)
5. Given applicable resources, identify personnel strengths and weaknesses to match

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 47

HOURS: 2.50

TITLE: Exam #4

them against mission requirements, in accordance with the references.  
(2110.01.01i)

6. Given applicable resources, ensure that repair parts and maintenance related supplies are requisitioned when required, in accordance with the references.  
(2110.01.01j)

NOTE(S):

This test is 45 questions, multiple choice and fill in the blank, and will be administered electronically (via e-mail). Students will be required to utilize information obtained in ORDO 01 "Naval Correspondence" to officially send their tests back to the grading site.

This test covers the following classes:

ORDO 41	ORDO 42
ORDO 43	ORDO 44
ORDO 45	ORDO 46

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 48

HOURS: 3.50

TITLE: Life Cycle Management/Trend Analysis

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	3.50	20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

This class covers information on Life Cycle Management and Trend Analysis. There is a read ahead assignment where students will be given a copy of the book "Logistics Engineering" on TD-1 which will be the base reference for this class.

The read ahead assignment is: Preface, Chapters 1, 2, 3.1 thru 3.4, and 4.2.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 49

HOURS: 2.00

TITLE: Reliability Centered Maintenance (RCM)

METHOD            HOURS            S:I RATIO

L                    2.00                    20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

This class is an overview on Reliability Centered Maintenance (RCM) and covers how RCM can relate to common maintenance functions and tasks.

The read ahead assignment is: Preface, Chapters 1, 2, 3.1 thru 3.4, and 4.2.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 50

HOURS: 3.50

TITLE: Monitor Brief

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GL	3.50	20:1

MEDIA: CPU, PPP

LESSON PURPOSE:

The 2100 MOS monitor will brief information on proper procedures for personal movements and other personnel issues pertinent to the Maintenance Officer and Platoon Commander.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

LESSON ID: ORDO 51

HOURS: 3.50

TITLE: Occupational Field Sponsor

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
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GL	3.50	20:1
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MEDIA: CPU, PPP

LESSON PURPOSE:

The Occupational Field Sponsor will brief information concerning his duties and responsibilities and how they affect the Ordnance Officer.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 52

HOURS: 7.00

TITLE: Final Exercise

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(P)	7.00	20:1

MEDIA: AIO, CPU, ST

TERMINAL LEARNING OBJECTIVE(S):

1. Given applicable resources, manage unit ground ordnance maintenance operations, in accordance with the references. (2110.01.01)
2. Given applicable resources, employ ground ordnance equipment maintenance management programs, in accordance with the references. (2110.01.02)
3. Given applicable resources, manage ground ordnance equipment maintenance resources, in accordance with the references. (2110.01.03)
4. Given applicable resources, manage technical information and directives for ground ordnance equipment, in accordance with the references. (2110.01.04)
5. Given applicable resources, monitor maintenance shop level MOS training programs, in accordance with the references. (2110.01.05)
6. Given applicable resources, manage support equipment programs for ground ordnance equipment, in accordance with the references. (2110.01.06)
7. Given applicable resources, manage supply support procedures for ground ordnance equipment, in accordance with the references. (2110.01.07)
8. Given applicable resources, manage ground ordnance maintenance facilities, in accordance with the references. (2110.01.08)
9. Given applicable resources, manage maintenance production schedules for ground ordnance equipment, in accordance with the references. (2110.01.09)
10. Given applicable resources, manage maintenance related programs for ground ordnance equipment, in accordance with the references. (2110.01.10)
11. Given applicable resources, manage preventative maintenance checks and services (PMCS) programs for ground ordnance equipment, in accordance with the references. (2110.01.11)
12. Given applicable resources, manage corrective maintenance (CM) programs for ground ordnance equipment, in accordance with the references. (2110.01.12)
13. Given applicable resources, manage modification programs for ground ordnance equipment, in accordance with the references. (2110.01.13)
14. Given applicable resources, monitor environmental compliance for ground ordnance equipment, in accordance with the references. (2110.01.14)
15. Given applicable resources, manage shop safety programs, in accordance with the

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX A - MANAGEMENT SYSTEMS

EXAM ID: ORDO 52

HOURS: 7.00

TITLE: Final Exercise

- references. (2110.01.15)
16. Given applicable resources, manage embarkation programs for ground ordnance equipment, in accordance with the references. (2110.01.16)
  17. Given applicable resources, manage maintenance shop information requirements, in accordance with the references. (2110.01.17)
  18. Given applicable resources, prepare routine correspondence, messages, staff papers and policy letters for ground ordnance equipment, in accordance with the references. (2110.01.18)
  19. Given applicable resources, manage physical security programs for ground ordnance equipment, in accordance with the references. (2110.01.19)
  20. Given applicable resources, assist in the fielding of ground ordnance equipment, in accordance with the references. (2110.01.20)
  21. Given applicable resources, serve as the technical advisor for the family of ground ordnance vehicles, in accordance with the references. (2110.02.01)
  22. Given applicable resources, provide technical management for the repair of the family of ground ordnance vehicles, in accordance with the references. (2110.02.02)
  23. Given applicable resources, perform duties as load test certification officer, in accordance with the references. (2110.02.03)
  24. Given applicable resources, direct recovery operations for ground ordnance vehicles, in accordance with the references. (2110.02.04)
  25. Given applicable resources, manage licensing programs for ground ordnance vehicles, in accordance with the references. (2110.02.05)
  26. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2110.02.06)
  27. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2110.02.07)
  28. Given applicable resources, serve as the technical advisor for ground ordnance weapons, in accordance with the references. (2120.02.01)
  29. Given applicable resources, provide technical management for the repair of ground ordnance weapons, in accordance with the references. (2120.02.02)
  30. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2120.02.03)
  31. Given applicable resources, perform duties as load certification officer, in accordance with the references. (2120.02.04)
  32. Given applicable resources, direct recovery operations for artillery, in accordance

GROUND ORDNANCE OFFICER'S COURSE

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EXAM ID: ORDO 52

HOURS: 7.00

TITLE: Final Exercise

with the references. (2120.02.05)

33. Given applicable resources, manage Joint Oil Analysis Programs (JOAP) for ground ordnance vehicles, in accordance with the references. (2120.02.06)
34. Given applicable resources, serve as the technical advisor for electro-optical ordnance equipment, in accordance with the references. (2125.02.01)
35. Given applicable resources, provide technical management for the repair of electro-optical ordnance equipment, in accordance with the references. (2125.02.02)
36. Given applicable resources, manage unit ammunition control programs, in accordance with the references. (2125.02.03)

NOTE(S):

This is a sand table exercise where the students have an opportunity to utilize information from all previous classes to properly establish field maintenance areas and demonstrate knowledge of logistics, maintenance administration and Combat Service Support (CSS) functions in a deployed environment. Since this is a sand table exercise, utilizing a team effort subject to multiple correct answers, it will not count towards the student's overall grade point average.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z01

HOURS: 0.25

EVENT: Admin Time

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
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L	0.25	20:1
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MEDIA: AIO

NOTE(S):

The officers will complete all necessary check in paperwork and be introduced to the Administration Chief for any personal matters that might require his assistance.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z02

HOURS: 0.75

EVENT: Welcome Aboard

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	0.75	20:1

MEDIA: CPU, PPP

NOTE(S):

Officers will receive a brief from the Commanding Officer prior to receiving any instruction. This brief will focus on Detachment policies and information pertinent to student learning.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z03

HOURS: 1.50

EVENT: Letter of Introduction / BIO / Topic for Article

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.50	20:1

MEDIA: AIO

NOTE(S):

Letters of introduction will be drafted and prepared for submission to the Ordnance Officer's future Commanding Officer.

A Biography will be completed and standardized for each student for submission to their future command's adjutant's office.

Each officer will select a topic and draft/submit an article to the Marine Corps Gazette.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z04

HOURS: 0.50

EVENT: Course Overview

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	0.50	20:1

MEDIA: CPU, PPP

NOTE(S):

The Academics Officer will give a brief overview of the course and introduce all instructors.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z05

HOURS: 1.50

EVENT: Pre-Test

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
X(W)	1.50	20:1

MEDIA: HO

NOTE(S):

Officers will be provided a version of the final exam test to take and determine exactly where they stand in regards to their duties as an Ordnance Officer.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z06

HOURS: 1.00

EVENT: Educational Programs

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
L	1.00	20:1

MEDIA: CPU, PPP

NOTE(S):

This presentation is given by the Academics Officer and provides an overview of the different types of educational programs available to all Marines.

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z07

HOURS: 1.00

EVENT: Graduation

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
PA	1.00	20:1

MEDIA: AIO

GROUND ORDNANCE OFFICER'S COURSE

SECTION IV - CONCEPT CARDS

ANNEX Z - ADMINISTRATIVE

EVENT ID: ORDO Z08

HOURS: 1.00

EVENT: Ordnance Professional Military Education

<u>METHOD</u>	<u>HOURS</u>	<u>S:I RATIO</u>
GL	1.00	20:1

MEDIA: CPU, PPP

NOTE(S):

The guest speaker is afforded an opportunity to speak with the graduates informally about matters he considers important for new Ordnance Officers to know. The guest speaker for this course is normally reserved for one of the Marine Corps' 3 senior Ordnance Officers.

GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

SECTION V - STUDENT PERFORMANCE EVALUATION

1. SCOPE. There are two measurement methods used at the Ordnance Officers Course. Individual lessons are evaluated by written and performance evaluations. The student must duplicate the job performance requirements, or test items on written examinations and performance exercises given during class.

2. MASTERY LEARNING. The evaluative philosophy utilized in this course stresses student achievement of all learning objectives. Students must master 100% of all learning objectives presented during all periods of instruction. Evaluations are used to determine mastery of the learning objectives.

3. EVALUATION OF STUDENTS. Each student is evaluated on each exam's learning objectives before proceeding. This is accomplished through written test items concerning the subject material and through informal observation of student performance during practical application.

a. Written Evaluations. Knowledge-based learning objectives are evaluated by written examinations given throughout the course that contain written test items.

b. Performance Evaluations. Performance-based learning objectives are evaluated by submissions of correspondence, rigging and recovery, and a sand table exercise.

GROUND ORDNANCE OFFICER'S COURSE PROGRAM OF INSTRUCTION

SECTION VI - DISTRIBUTION LIST

<u>DISTRIBUTION</u>	<u>QUANTITY</u>
CG, TECOM (C464)	3
CG Training Command (C475)	3
COMMARFORLANT	1
COMMARFORPAC	1
COMMARFORRES	1
American Council on Education (ACE)	1
Marine Corps Institute (MCI)	1