

DEPARTMENT OF THE ARMY  
UNITED STATES ARMY CYBER COMMAND  
1ST INFORMATION OPERATIONS COMMAND (LAND)  
8825 BEULAH STREET  
FORT BELVOIR, VIRGINIA 22060-5246

ARCC-IOC-FTS

8 November 2023

MEMORANDUM FOR RECORD

SUBJECT: Prerequisite Waiver Policy

1. Purpose. To document the waiver policy for Training and Analysis Branch (TAB) course prerequisites.
2. Applicability. This policy applies to all 1st IO Command courses managed by the TAB, and to all applicants to those courses. It does not apply to the Army Deception Planners' Course (ADPC) which is an IOP course taught by 1st IO Cmd thru FY24. Waiver requests for that course must be directed to the IOP at Fort Leavenworth, KS. For POC information contact our Training Administrator at (703) 428-4976; [usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil](mailto:usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil).
3. Each TAB course has a list of prerequisites which can be viewed on the 1st IO Command external NIPRnet website, <https://www.1stiocmd.army.mil/home/iotraining>, and on ATRRS under school code 024.
  - a. Grade is the only waivable prerequisite. With the exception of the Army Deception Planners' Course (ADPC, which is limited to a waiver of one grade), waivers may (if justification supports it) be made for multiple grades.
    - (1) Grade waivers (blanket).
      - (a) 1st IO Command and TIOG personnel; Military, Civilian, or supporting Contractor, may attend any TAB course without meeting the grade requirement – no waiver is required.
      - (b) Other unit specific blanket grade waivers apply IAW a corresponding agreement (ISSA or MOU/A).
    - (2) Grade waivers (individual/group). Grade waivers are required for a specific individual or group of individuals (must be listed by individual) for one or more TAB courses when the situation is not covered under a standing blanket agreement. To receive a grade waiver the unit POC must complete and submit a waiver request memorandum, with particular focus on the justification. The waiver format is available through the 1st IO Command training administrator [usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil](mailto:usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil). Once the waiver request is received the TAB Chief or Deputy will make the final determination and the unit POC will be notified.

4. POC is the TAB Training Administrator at (703) 428-4392; [usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil](mailto:usarmy.belvoir.1-io-cmd.mbx.training-support@mail.mil).

11/08/2023

**X** dave davenport

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Signed by: DAVENPORT.DAVID.LAVONE.IV.1070995308