



DEPARTMENT OF THE ARMY
MISSISSIPPI ARMY NATIONAL GUARD
154th Regiment (RTI)
3500 "C" Avenue
Camp Shelby, MS 39407-5500

JFH-MS-RTI

21 October 2010

MEMORANDUM FOR New RTI Unit Member

SUBJECT: Welcome Letter

1. Welcome to the Headquarters, 154th Regiment, Regional Training Institute (RTI). A copy of the drill schedule is found on the same website for your viewing and so you'll know when your first drill with RTI will be. Our normal drill hours are 0730-1600. Depending on what section you will be working in, your point of contact phone number will be listed below:

- a. 1st Armor Training Battalion – (601)-558-2308
- b. 2nd Infantry Training Battalion – (601)-558-2900
- c. 2nd Ordnance Training Battalion – (601)-558-2802
- d. 3rd Noncommissioned Officer Academy – (601)-558-2908 or (601)-558-2928
- e. MBTS – (601)-558-2629
- f. OCS Training Battalion - (601)-558-2319
- g. S1 Personnel Section – (601)-558-2635
- h. S3 Training Section – (601)-558-2443
- i. S4 Supply Section/Maintenance Section – (601)-558-2245

2. There are (3) Sections you must in-process with at RTI as a new member: 1) Contact the Personnel Section to turn in your records and establish a new file. 2) Contact the S3 Training Section to turn in your training File (i.e. APFT Records/AWQ Records etc.). 3) Contact the S4 Supply Section to order uniforms/equipment and establish your new record. You will also be given a sponsor at your first drill that will show you around and introduce you to the staff and provide you with the unit policy letters. You will also receive your OPSEC briefing within 30 days.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read "Michael A. Honeycutt".

MICHAEL A. HONEYCUTT
LTC, AR, MSARNG
Deputy Commander