

SCHEDULED/RESCHEDULED DRILL ASSEMBLY TRAINING AUTHORIZATION

Amendment# _____ dated _____ to Unit Training Schedule _____

The below named individual(s) will perform a "Scheduled" or "Rescheduled" (check one) Drill Assembly Training as indicated.

Scheduled ☐ Rescheduled ☒

1. Authorizing Unit: _____

2. Last Name, First Name & Middle Initial: _____

3. SSAN: _____

4. Grade _____

5. Type Training and Location(s) to be performed _____

6. Time/Date to be performed ILO Scheduled established Training Assembly:

HOURS _____

DATE _____

FOR TNG ASSY NO. - HRS-DATE _____

7. Typed Name & Grade of Commander: _____

8. Signature of Commander (or Auth OFF/WO): _____

CERTIFICATE OF PERFORMANCE

9. Individual(s) above performed TRAINING in proper uniform for hours and date(s) indicated above.

10 Typed Name & Grade of Certifying OFF or WO: _____

11. Signature of Certifying OFF or WO: _____

Date: _____

INSTRUCTIONS FOR COMPLETION OF FNG FORM 352

1. Prepare in quadruplicate. Amendment number and date of issue will be consecutively numbered and chronologically date pertaining to the Quarterly Training Schedule. Items 1 through 8 will be completed. (NOTE: Copy number 4 of FNG Form 351 will be immediately attached to the Quarterly Training Schedule.)

2. Upon completion of SUTA, items 10 and 11 will be completed on the original and remaining two copies and submitted to the Commander or parent unit of the individual. (NOTE: In the event that all individuals did not complete scheduled SUTA, they may be deleted by thin line in Columns 2-4.)

3. Completion of Columns will be accomplished as follows:

- a. Amendment number and date - to be completed by unit authorizing SUTA.
- b. Column 1 - Authorizing unit and complete unit address.
- c. Columns 2 through 4 - Self-explanatory (one or more individuals may be listed on the same authorization providing the place, type of duty, periods and date(s) are the same.)
- d. Column 5 - Detailed description of training to be performed and location.
- e. Column 6 - Self-explanatory.
- f. Columns 7-8 Self-explanatory.

4. Upon completion of SUTA, Columns 9-11 will be completed as follows:

- a. Column 9 - Noentry required.
- b. Columns 10-11 - Self-explanatory.

CONTAINS INFORMATION SUBJECT TO THE PRIVACY ACT OF 1974 AS AMENDED