



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HUMAN RESOURCES DIRECTORATE  
1401 B AVENUE  
FORT LEE, VIRGINIA 23801-1724

IMLE-HRM

28 September 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Casualty Notification and Assistance Training Schedule for CY13

1. The Department of the Army has mandated that all Casualty Notification Officers and Casualty Assistance Officers (CNO/CAO) receive the mandatory 3 day training and be certified prior to the beginning of their duty month.
2. Listed below is the schedule dates for CNO/CAO Training:

Period of Training

22 Jan – 24 Jan 13	16 Jul – 18 Jul 13
19 Feb – 21 Feb 13	20 Aug – 22 Aug 13
19 Mar – 21 Mar 13	17 Sep – 19 Sep 13
16 Apr – 18 Apr 13	15 Oct – 17 Oct 13
21 May – 23 May 13	19 Nov – 21 Nov 13
18 Jun – 20 Jun 13	10 Dec – 12 Dec 13

3. Please provide the names of the Soldiers attending training NLT the second Friday of each month prior to the training dates.
4. POC for this action is the Ms Christian at 765-3661/734-7350/6985.

STEPHEN D. HOLLIS  
Chief, Casualty Assistance Center

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