



DEPARTMENT OF THE ARMY
YOUR UNIT NAME
YOUR UNIT ADDRESS
INSTALLATION, STATE, ZIP CODE

OFFICE SYMBOL

Date

MEMORANDUM FOR Ordnance Corps Personnel Development Office, 2221 Adams Ave, Fort Gregg-Adams, VA 23801

SUBJECT: Statement of Understanding for Training with Industry (TWI) Program

1. I understand that the Army's Training with Industry Program is a one-year Army training partnership with industry designed to provide Ordnance leaders with exposure and experience in practices and procedures in an industry environment.
2. Upon completion of TWI with Company Name(s) as a Rank- AOC/MOS, I will serve a two-year utilization assignment determined by the Ordnance proponent office and Human Resources Command.
3. I further understand that I will incur an active duty service obligation for a period equal to three times the length of time spent with the industry partner. I must meet the time in-service criteria immediately upon selection.
4. I also understand that if I am eliminated from or fail to successfully complete the TWI program, I will be reassigned through Human Resources Command based on the needs of the Army.
5. Point of Contact for this memorandum is the undersigned at xxx-xxx-xxxx or xxxxx.x.xxxxx.mil@mail.mil.

NAME
RANK, BRANCH
Title

NOTE: Type this memorandum verbatim using your unit letterhead.