

DATES AND STEPS FOR CACO TRAINING AT REGION NDW FY 2025

June

26 JUN @JBAB Main Chapel, DC **08:30 Start**

August

20 AUG @JBAB Main Chapel, DC **08:30 Start**

September

23 SEP @NOSC Baltimore, MD **08:30 Start**

25 SEP @Annapolis USNA, MD **08:30 Start**

To sign up for CACO Training follow these 3 steps. Classes are One Day 0830-1600

Step 1: To request a seat, email the details below to: NDWCasualty@us.navy.mil

1. In your email's subject line, include the desired DATE and LOCATION for efficient sorting.

2. Student's Rank/Rate:

3. Student's Full Name: Last Name, First Name

4. Student's DOD ID Number:

5. Student's Your Email:

6. Student's Parent Command:

7. Student's UIC:

8. NOTE: Access to coffee mess and vending areas are not granted.

Step 2: Register on JKO - Navigate to the JKO website below and log in using your CAC Card. Once logged in, access the Course Catalog through the search bar, type "CASUALTY," and proceed to enroll in the available related courses. <https://jkodirect.jten.mil/Atlas2/page/login/Login.jsf>

OSD-SIMM01- Casualty Notification Training

OSD-SIMM02- Casualty Assistance First Visit Training

OSD-SIMM03- Casualty Assistance Benefits and Entitlement Training

Note: You don't have to do these courses until after you attend CACO Training

Step 3: DOWNLOAD MATERIALS FOR CLASS

Visit the NDW CACO Resources page at <https://ndw.cnic.navy.mil/About/NDW-CACO-Resources/>, scroll to the "CACO TRAINING SECTION" at the bottom, and download and print the following documents:

J. PCR Guide - K. CACO Training Manual - L. NDW CACO Instruction

Step 4, print the materials, organize them in a binder, and bring it to class; this binder will serve as your CACO Binder for note-taking and future reference, and it is considered an inspection item.

IF YOU ARE ON FLANKSPEED, you may use this MS Lists Form link to request a CACO Training seat:

<https://flankspeed.sharepoint-mil.us/:l:/s/NDWCasualty/FEZxnoQ4j1ROib09o1tGuQkB3wY9X4b-sVfnSCMAFq5HFg?nav=MjhmODYyZTItODhhZC00YzM1LTlhZmItYTUxNjcyNDkwYzBh>

CACO Training is good for 3 Years - All Classes in NDW are ONE Day 0830-1600 – Uniform of the Day