

ARTEP 33-725-60-MTP

**MISSION TRAINING PLAN
FOR THE
PSYCHOLOGICAL
OPERATIONS
TASK FORCE**

July 1998

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Headquarters, Department of the Army

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MISSION TRAINING PLAN FOR THE PSYCHOLOGICAL OPERATIONS TASK FORCE

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PREFACE

Psychological operations (PSYOP) are *“planned actions to convey selected information and indicators to foreign audiences to influence their emotions, motives, objective reasoning, and ultimately the behavior of foreign governments, organizations, groups, and individuals. The purpose of psychological operations is to induce or reinforce foreign attitudes and behavior favorable to the originator’s objectives.”* (Joint Publication 1-02)

Department of Defense (DOD) PSYOP are an integral part of the broad range of United States (U.S.) political, military, economic, and informational activities that may be undertaken to achieve U.S. national objectives. DOD PSYOP span the continuum of conflict from peacetime through war and are integrated into military operations ranging from the tactical to strategic level. When properly employed, PSYOP can lower the morale and reduce the efficiency of enemy forces and can create dissidence and disaffection within their ranks. Conversely and concurrently, PSYOP can enhance the probability of mission success by building trust and confidence among allies, friendly nations, and the local populations. PSYOP provide the commander with a means for communicating directly with local populations—building support for his operations and lessening civilian interference.

The U.S. Army Special Operations Command (USASOC) maintains Active Component (AC) and Reserve Component (RC) PSYOP forces specially trained and equipped to assist joint, combined, and Service commanders in planning for and conducting PSYOP. These forces are organized into tactical, regional, dissemination, and enemy prisoner of war/civilian internee (EPW/CI) companies and battalions; headquarters and support companies (HSCs) at the battalion level; and headquarters and headquarters companies (HHCs) at the group level. (FM 33-1 contains descriptions of the respective PSYOP units.)

The doctrinal template for employment of PSYOP forces requires the task organization of the units and elements listed above into a PSYOP Task Force (POTF) to support any operational mission. The specialized, technical capabilities within these various units is integrated in the POTF. Hence, this mission training plan (MTP) focuses upon a POTF’s supporting missions and collective tasks—rather than developing missions and tasks for PSYOP units that do not deploy and fight individually.

This MTP provides a descriptive, mission-oriented training program for all PSYOP units. The group, battalion, and company commanders use this MTP to train their staffs and subordinate units to perform their critical missions in war and military operations other than war (MOOTW). Although the current Joint Strategic Capabilities Plan (JSCP) and respective unit mission tasking letters direct the groups’ and battalions’ mission priorities, this MTP describes the main supporting missions to be executed. Unless stated in writing by a commander at least two levels higher, the evaluated units should train to the missions and standards outlined in this MTP. Task standards should be changed only if they are made more difficult. This MTP is in full alignment with and is part of the U. S. Army’s training and tactical doctrine program as found in FM 25-100, FM 101-5, and FM 25-101.

The “base” of a POTF will normally be the respective geographically oriented regional PSYOP battalion (RPB). However, the composition of the POTF staff may reflect integration of personnel from several different AC and RC organizations—based on operating tempo, (OPTEMPO), personnel tempo (PERSTEMPO), and other situational requirements. Hence, staff sections from all PSYOP battalions and group headquarters must be trained and prepared for integration into a POTF headquarters. For example, the S1 section of the 3rd PSYOP Battalion should be trained and prepared to serve as the “core” for a POTF S1. Tactical PSYOP battalions are force providers to the POTF, although tactical units are attached to their supported maneuver units at corps level and below. Coordination, synchronization, and approval of the PSYOP plan requires technical control of PSYOP product development and production to remain at the POTF level.

Unless this publication states otherwise, masculine nouns and pronouns do not refer exclusively to men.

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Commander
USAJFKSWCS
ATTN: AOJK-DT-PO
Fort Bragg, NC 28310-5000

CHAPTER 1

UNIT TRAINING

1-1. **General.** This MTP provides the POTF commander a training and evaluation document for his staff and subordinate units or elements. It offers guidance on how to train the key supporting missions to successfully conduct the POTF critical wartime mission: *Conduct Psychological Operations*. Many factors affect the training program, including, but not limited to, the following:

- a. Training directives, guidance, and priorities established by the chain of command.
- b. Training program of the unit the POTF supports.
- c. Availability of training resources and areas.
- d. Most likely region of deployment.

1-2. **Supporting Material.** Supporting materials are soldier training publications (STPs) for the appropriate military occupational specialty (MOS) and skill levels.

1-3. **Contents.** This MTP is organized into six chapters.

a. Chapter 1, Unit Training, provides a base for the other chapters and explains their uses. It also explains how to use the remaining five chapters for training and evaluating the POTF.

b. Chapter 2, Training Matrixes, provides charts that assist the commander in developing training plans. One chart shows the relationship between POTF supporting missions and collective tasks and the subordinate elements responsible for achieving and maintaining proficiency in these collective tasks. The second chart provides the sourcing organizations that ensure training sustainment of each POTF element.

c. Chapter 3, Training Plans, describes the uses of unit training plans and provides a mission outline for the overall critical wartime mission of the POTF. The mission outline portrays the relationships between supporting missions and collective tasks in a POTF field training exercise (FTX) and supporting situational training exercises (STXs).

d. Chapter 4, Training Exercises, explains the purposes of FTXs, STXs, and other training tools. A POTF FTX is provided in Chapter 4.

e. Chapter 5, Training and Evaluation Outlines (T&EOs), provides the training and evaluation criteria for all the tasks the POTF must master to perform its critical wartime mission. A T&EO is provided for each task, and task steps are identified with their related performance measures. Each T&EO is related to a supporting mission (see Chapter 2). In various combinations, T&EOs compose training exercises (see Chapter 4).

f. Chapter 6, External Evaluations, provides instructions for the development of an external evaluation of the POTF.

1-4. **Missions and Tasks.** This MTP concerns two types of missions for the POTF—the critical wartime mission and its supporting missions. Following is a discussion of the relationship of tasks to missions and their training requirements.

a. The POTF has one overall critical wartime mission. Six supporting missions enable the POTF to complete its overall critical wartime mission. These missions are as follows:

- (1) Conduct pre-mission activities.
- (2) Conduct deployment and redeployment activities.
- (3) Conduct PSYOP development activities.
- (4) Conduct PSYOP production activities.
- (5) Conduct PSYOP dissemination activities.
- (6) Conduct sustainment and protection activities.

- b. Each supporting mission includes collective tasks that the POTF must execute to accomplish its overall critical wartime mission.
- c. The POTF trains each collective task of the supporting missions. POTF collective tasks may be trained singly or jointly with other tasks. In either training situation, the training must be oriented on the training criteria provided in the T&EO. Several T&EOs can be grouped and trained as an STX. Then, the commander can develop several STXs into an FTX to train the POTF's overall critical wartime mission (see Chapter 4).
- d. The commander trains leader tasks that support the POTF supporting missions through—
 - (1) STPs and functional area training.
 - (2) Tactical exercises without troops (TEWTs).
 - (3) Battle simulations.
- e. All members of the POTF must master and sustain proficiency in the applicable individual tasks that support the POTF collective tasks. They achieve proficiency in these tasks by training to standards outlined in the respective STPs.

1-5. **Combined Arms Training Strategy.** The PSYOP unit commander develops and executes a training program to train individuals, leaders, staff sections, and teams to standards. This program is a component of the Army's Combined Arms Training Strategy (CATS). (See Training Circular [TC] 31-350 for more information on CATS.) The CATS provides direction and guidance on how the total Army trains and identifies the resources required to support that training. It provides the tools that enable the Army to focus and manage training in an integrated manner. Central to the CATS is a series of proponent-generated unit and institutional strategies. They describe the training and resources required to train to standard.

a. The CATS provides the commander with a descriptive "menu" for training. The menu reflects an optimal way to train to standards; however, it is unlikely all units in the Army will have the exact mix of resources required to execute an optimal training strategy.

b. TC 31-350 contains a descriptive training strategy that provides a means for training the POTF to standard. The strategy lists the required training events, critical training gates, training event frequencies, and training resources. The commander selects tasks from the MTP required to train his mission-essential task list (METL). This training strategy provides a focused and integrated training plan to train those tasks.

c. A key element in the training strategy is identifying critical training gates. Critical training gates are training events the PSYOP unit must successfully complete before moving to a more difficult or resource-intensive training event or task. Training gates follow the crawl-walk-run training methodology. For instance, if the training strategy calls for conducting a command post exercise (CPX) and a map exercise (MAPEX) has been identified as a critical training gate for the CPX, the unit sections must train MAPEX tasks to standard before conducting the CPX. The commander must clearly define the standards for all tasks so the trainer can assess the preparedness of staff sections to move to more complex training events. Based on the critical training gates, the commander uses his METL and his training status assessment to determine the selection and timing of the collective training exercise in the training strategy.

d. When developing his training plan, the commander identifies the training tasks from the MTP required to train his METL. Then, using the training strategies in the TC, he develops a battle-focused training plan by integrating and linking the METL derived from the MTP training tasks with CATS training events.

1-6. **Special Operations Imperatives.** This MTP is in full accord with the special operations (SO) imperatives. The commander must incorporate them into his exercise planning and implementation if they are to be effective during mission execution. Remember, soldiers will fight as they have been trained, so they must train as they will fight! Figure 1-1 lists the SO imperatives. (For more information pertaining to the SO imperatives, see FM 31-20.)

- | | |
|--|---|
| - Understand the operational environment. | - Anticipate and control psychological effects. |
| - Recognize political implications. | - Apply capabilities indirectly. |
| - Facilitate interagency activities. | - Develop multiple options. |
| - Engage the threat discriminately. | - Ensure long-term sustainment. |
| - Consider long-term effects. | - Provide sufficient intelligence. |
| - Ensure legitimacy and credibility of SO. | - Balance security and synchronization. |

Figure 1-1. SO imperatives.

1-7. **Training Principles.** This MTP is based on the training principles outlined in FM 25-100.

a. **Train as Combined Arms and Services Teams.** Peacetime training relationships must mirror wartime task organization to the greatest extent possible. Combined arms teams attain full integration through the “slice” approach to training management. With this approach, maneuver commanders control basic combat, combat support, and combat service support units and systems. The appropriate tailored PSYOP force should deploy from the continental United States (CONUS) attached to its supported unit.

b. **Train as You Fight.** Leaders must demand realism in training and seize every opportunity to move soldiers out of the classroom and into the field. They must integrate PSYOP planning into operational planning; produce, disseminate, and measure the effectiveness of PSYOP products during exercises; and take part in joint and combined operations when possible. Particular emphasis should be placed on coordinating and synchronizing PSYOP within the context of a comprehensive and integrating information operations (IO) strategy that links PSYOP to electronic warfare, deception operations, physical destruction, operations security (OPSEC), public affairs, and civil affairs. The emergence of IO doctrine requires PSYOP commanders and planners to participate actively in higher headquarters’ IO and command and control warfare (C²W) planning cells. PSYOP commanders must ensure that their staff conducts routine, coordinated planning to enable implementation of their portion of the joint force commander’s IO strategy.

c. **Use Appropriate Doctrine.** Training must conform to Army and joint doctrine. FMs 33-1, 33-1-1, 100-5, 100-6; Joint Pubs 0-2, 3-0, 3-13, 3-53; and other supporting manuals describe common procedures and operational methods. Standardized principles provide a common vocabulary and understanding. Peacetime training tasks must be to the Army standards contained in MTPs, soldier’s manuals, and other training and doctrinal publications.

d. **Use Performance-Oriented Training.** Units become proficient in the performance of critical tasks and missions by practicing them. Soldiers learn best by the hands-on approach. For PSYOP units, soldiers disseminate products against an exercise target audience, then measure their effectiveness. Leaders must plan training that will provide these opportunities. They also ensure exercise rules of engagement (ROE) are agreed upon and followed.

e. **Train to Challenge.** Challenging training builds competence and confidence by developing and refining skills. It inspires excellence by encouraging initiative and eagerness to learn. Successful completion of each training phase increases the capacity and motivation of individuals and units for more sophisticated and challenging achievements.

f. **Train to Sustain Proficiency.** Once the PSYOP unit has trained to a required level of proficiency, leaders must structure training plans to repeat critical tasks training at the minimum frequency necessary for sustainment. Personnel must regularly practice their language skills to prevent skill decay. Army units must be prepared to accomplish their wartime missions by frequent sustainment training on critical tasks. They cannot rely on infrequent “peaking” to the appropriate level of wartime proficiency.

g. **Train Using Multiechelon Techniques.** To use available time and resources most effectively, commanders must simultaneously train individuals, leaders, and units at each echelon in the organization during training events. Multiechelon training is the most efficient way of training and sustaining a diverse number of mission-essential tasks within limited periods of training time.

h. **Train to Maintain.** Maintenance is a vital part of every training program. Maintenance training designed to keep equipment in the fight is as important as being an expert in its use. Soldiers and leaders must maintain all assigned equipment in a high state of readiness in support of training or combat employment.

i. **Make Commanders the Primary Trainers.** Leaders at all levels are responsible for the training and performance of their soldiers and units. They are the primary training managers and trainers for their organizations. To complete their training responsibility, commanders must—

- (1) Base training on wartime mission requirements.
- (2) Identify applicable Army standards.
- (3) Assess current levels of proficiency.
- (4) Provide the required resources.
- (5) Develop and execute training plans that result in proficient individuals, leaders, and units.

1-8. Unit Training. PSYOP unit commanders use this MTP to aid in planning, preparing, and conducting training as explained in FMs 25-100 and 25-101. MTP T&EOs and other training resources have been automated to support the Standard Army Training System (SATS). The features built into the SATS software program will help the group commander and subordinate commanders develop their training to support their missions. They can obtain the appropriate SATS program and developed databases through the command and control (C²) microcomputer users' group (MUG).

a. Based on the next higher commander's guidance, the commander assigns the missions and develops the METL to support the assigned missions. He plans, conducts, and evaluates training in support of this guidance and approved METL.

b. The commander reviews the mission outline in Chapter 3. He determines if the training exercises support the next higher commander's guidance. If they do not support his guidance or need to be modified, he refers to the matrix in Chapter 2. This matrix lists all tasks that must be mastered to fulfill the supporting missions and the training exercise. Information in Chapter 3 can also help the commander develop his unique mission-tailored METL.

c. The commander prioritizes the training requirements for his unit's mission-essential tasks. He emphasizes building and sustaining proficiency in those METL tasks that have not been performed to standards or sustaining proficiency in those tasks that are most difficult. He analyzes and prioritizes these tasks during training meetings with his staff and subordinate teams. He works the tasks into the training schedule by—

- (1) Listing the tasks in priority and frequency of desired training.
- (2) Determining the amount of time required and the most effective way to use multiechelon training.
- (3) Determining where the training will take place.
- (4) Determining support and resource requirements.
- (5) Organizing his training into blocks of instruction.
- (6) Assigning responsibilities.

d. The commander provides the preceding training requirements to the next higher commander. He also gives the training requirements to the subordinate leaders to help them plan their training. Once he approves the list of tasks to be trained, he—

(1) Ensures they are included on the training schedule.

(2) Instructs the S3 to coordinate the support and resource requirements well in advance of the scheduled training to allow the S3 personnel sufficient time to coordinate requirements.

(3) Ensures the enforcement of standards during training.

e. Successful integration of all the elements of information operations (IO) to achieve information dominance will be a critical task for the commander in the 21st Century. Consequently, PSYOP commanders, planners, and staff officers (from POTF to tactical PSYOP team [TPT]) must coordinate and synchronize their efforts with other elements of IO to deconflict messages and actions. Their efforts must ensure continuity of themes and tailored PSYOP messages that accurately reflect the commander's intent and national policy. The PSYOP unit commander must consider all means to enhance force capabilities to ensure uninterrupted information exchange, reduce any hostile force's ability to use information, and influence the situations to support mission accomplishment. For example, adversaries may project hostile posturing in hopes of causing reactions in the international media. Successful integration of PSYOP core skills, tools, and capabilities is a command function. The PSYOP commander must consider when, where, and at what level to share analysis of the battlespace as well as how best to use PSYOP in the global and military information environments.

1-9. **Training Safety.** Standards have been developed to ensure training is done safely. Leaders must train safely and not take shortcuts. They must adhere to the task steps and performance measures. Soldiers must be aware of the harm they can cause to themselves and to others by the way they operate and train with their assigned equipment. They must understand what can happen when they take unnecessary risks during training. The chain of command also must be aware of the destruction and harm unsafe training can cause. Soldiers must remember they are training in a dangerous environment when operating in the field. Leaders should not avoid training because of safety concerns; they can achieve combat readiness when they train to standards. Leaders conduct safety training on a three-tier basis. This training includes total chain-of-command involvement in planning, a chain-of-command presence, and individual responsibility.

a. Tier I is the commander's responsibility. He performs the following duties:

(1) Validates the structural soundness of the training and evaluation plan from a safety perspective.

(2) Considers the arrangement of training.

(3) Conducts a level of training consistent with the abilities of those being trained.

(4) Addresses safety-related matters by MOS.

b. Tier II is the responsibility of the noncommissioned officer in charge (NCOIC) or officer in charge (OIC). He ensures the responsible individuals (leaders, soldiers, civilians, and contractors) take all necessary actions during preparation for training and execution of the training plan. At the training site, he performs the following duties:

(1) Establishes a training safety overwatch.

(2) Focuses total safety emphasis on adhering to standards, recognizing environmental factors that contribute to accidents, assessing risks, and practicing accident prevention measures.

(3) Ensures responsible individuals know how to balance tasks against training requirements, monitor conditions for safety and health hazards, and eliminate or control such hazards.

(4) Monitors the welfare of the troops in everything that happens.

c. Tier III is everyone's business. It involves soldiers being "tuned in" to looking after each other and themselves. Soldiers establish a buddy system for safety, keeping a safety watch on one another. They stress individual training safety and first aid responsibilities. They also stress alertness to human error, unsafe conditions, and unsafe acts. Anyone has the authority to halt something that is inherently unsafe.

1-10. Active and Reserve Component Training. The difference between AC and RC training opportunities is important to the Army's senior leaders and theater commanders in chief (CINCs). They must be prepared to provide or receive units from the AC and RC in wartime or in peacetime exercises and deployment.

a. AC CONUS units are generally located at installations that have—

(1) Nearby modern ranges and training areas available for unit training.

(2) Classrooms, simulators, and learning centers available for individual training.

(3) Academies, libraries, and other professional development resources available for leader training.

b. CONUS units normally enjoy relatively high levels of personnel and equipment fill. These training facilities and assets provide a good overall training environment. However, these units are often responding to contingency missions that make it difficult to conduct unit training with all assigned personnel.

c. The RC training environment is generally more challenging than that of the AC. The training year for the average soldier in an RC unit consists of 24 days of inactive duty for training (IDT) and 15 days of annual training (AT)—39 days per year. There are times that units can receive additional training time based on the availability of funds from higher headquarters. The soldiers and leaders in the RC have military service and separate civilian careers competing for their attention and time. These units face considerable geographic dispersion. For example, soldiers travel an average of 40 miles to reach the nearest local training area (LTA), and units must move an average of 150 miles to the nearest major training area (MTA). Most RC units have to share facilities concurrently with other units and may have training simultaneously with them if scheduling cannot be arranged beforehand. Like the AC units, RC units likewise are often responding to contingency missions that make it difficult to conduct unit training with all assigned personnel.

1-11. Environmental Protection. Protection of natural resources has continued to become an ever-increasing concern for the Army. Environmental management parallels risk management in that it is regularly assessed and is a responsibility of command. Risk management consists of the following steps:

a. Identify the hazards or conditions for potential pollution or destruction of the environment or cultural and historic artifacts.

b. Assess the hazard by assigning a **risk impact value**. Risk impact values are categorized as—

(1) **Low** (little or no environmental damage).

(2) **Medium** (minor damage).

(3) **High** (significant damage).

(4) **Extremely high** (severe damage).

c. Make decisions to reduce the environmental impact.

d. Brief the chain of command.

e. Implement protection and control measures into plans.

f. Supervise.

1-12. **Evaluation.** The T&EOs in Chapter 5 list the standards the POTF must meet for each task.

a. Evaluations can be either internal or external. Evaluators conduct internal evaluations at all levels. These evaluations must be inherent in all training. External evaluations are usually more formal. A HQ usually two levels above the unit being evaluated conducts external evaluations.

b. A critical weakness in training is the failure to evaluate each task every time it is executed. The Army Training and Evaluation Program (ARTEP) concept is based on simultaneous training and evaluation. Every training exercise provides the potential for evaluation feedback. Every evaluation is also a training session. Leaders and trainers must continually evaluate to optimize training.

c. Emphasis should be on routine and timely evaluations. It is easy to correct poor performance during individual training or during drills. Leader evaluation at every level makes the difference. Leaders plan after-action reviews (AARs) at frequent, logical intervals during exercises. This technique allows the correction of shortcomings while they are still fresh in everyone's mind. The AARs will prevent the reinforcement of bad habits.

d. FM 25-101 provides detailed instructions for conducting an AAR. In addition, Chapter 6 of this MTP provides a discussion of external evaluations and provides guidance on the process. FM 25-101 provides detailed guidance on coaching and critiquing during training.

1-13. **Request for Feedback.** Users of this ARTEP MTP are encouraged to recommend improvement. Such feedback will ensure that this MTP answers the training needs of units in the field. A questionnaire is provided at the end of this MTP. Please complete the questionnaire and provide feedback on this MTP to the office indicated.

CHAPTER 2

TRAINING MATRIXES

2-1. **General.** The POTF and PSYOP unit commanders use the following tables (Tables 2-1 and 2-2) to aid in training plan development. They use these matrixes as an organized set of relationships to ensure that appropriate or potential POTF elements are adequately trained in critical collective tasks and supporting missions that support the POTF critical wartime mission.

2-2. **Supporting Missions-to-Collective Tasks Matrix.** This matrix (Table 2-1, pages 2-2 through 2-8) illustrates the relationship among supporting missions, collective tasks, and POTF elements that perform those collective tasks.

a. Supporting Missions:

- (1) Conduct pre-mission activities.
- (2) Conduct deployment and redeployment activities.
- (3) Conduct PSYOP development activities.
- (4) Conduct PSYOP production activities.
- (5) Conduct PSYOP dissemination activities.
- (6) Conduct sustainment and protection activities.

b. Collective Task Title. Each supporting mission includes collective tasks that the POTF must execute to accomplish its overall critical wartime mission.

c. Element. Specific elements are identified as the action agents for accomplishing the presented collective tasks. The POTF commander may decide to charge other staff elements or subordinate units with responsibility for conducting collective tasks. If so, he should clearly articulate that delegation of responsibility and authority to that POTF section or element.

d. Task Number. This number is an administrative tool for identifying collective tasks. (See Table 5-1 [Chapter 5] to aid in locating collective task T&EOs.)

2-3. **PSYOP Organization-to-POTF Element Matrix.** This matrix (Table 2-2, page 2-9) suggests supporting PSYOP organizations that would train indicated staff elements and subordinate units to proficiency in collective tasks—preparing those elements for integration into a POTF.

Table 2-1. Supporting missions-to-collective tasks matrix.

COLLECTIVE TASK TITLE AND NUMBER	SUPPORTING MISSIONS					
	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	Sustain/ Protect
Element: Command Group						
Provide Command and Control of POTF Operations 33-4-9901	X					X
Perform Risk Assessment/Management Procedures 33-4-9902	X					X
Conduct Chemical Reconnaissance 33-4-4011		X				X
Element: Planning Staff						
Conduct Mission Planning 33-4-0001	X					X
Form a Psychological Operations Task Force 33-4-0002	X					
Element: PSYOP Assessment Team						
Conduct PSYOP Assessment 33-5-0006	X		X			
Conduct Quarters Party Operations 33-2-0007		X				
Perform Close-Out Operations 33-2-0013		X				
Element: S1						
Conduct Administrative/Personnel Predeployment Activities 33-4-1001	X					
Plan Personnel Service Support 33-4-1002	X					X
Perform S1 Functions 33-4-1003						X
Recommend Priority of Replacement Fill 33-4-1004						X
Perform Staff Supervision of the Personnel Service Support System 33-4-1005						X
Provide S1 Section Commander's Critical Information Requirements 33-4-1006						X
Element: S2						
Conduct Intelligence/Security Predeployment Activities 33-4-2001	X					

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

SUPPORTING MISSIONS						
COLLECTIVE TASK TITLE AND NUMBER	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	Sustain/ Protect
Conduct Intelligence Preparation of the Battlespace 33-4-2002	X		X			X
Plan Intelligence Support 33-4-2003	X					X
Provide Intelligence Support for PSYOP 33-4-2004			X			
Perform S2 Functions 33-4-2005						X
Provide S2 Section Commander's Critical Information Requirements 33-4-2006						X
Element: S3						
Conduct Operations/Training Predeployment Activities 33-4-3001	X					
Manage PSYOP Production 33-4-3002				X		
Manage PSYOP Dissemination 33-4-3003					X	
Perform S3 Functions 33-4-3004						X
Supervise Battalion Nuclear, Biological, and Chemical Defense Operations 33-4-3005						X
Provide S3 Section Commander's Critical Information Requirements 33-4-3006						X
Element: Unit Movement Section						
Conduct Unit Movement Predeployment Activities 33-4-0003	X					
Manage Unit Movement 33-4-0004			X			
Provide Unit Movement Section Commander's Critical Information Requirements 33-4-0005						X
Element: S4						
Conduct Logistics Predeployment Activities 33-4-4001	X					
Plan Logistics Support 33-4-4002	X					
Perform S4 Functions 33-4-4003						X

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

SUPPORTING MISSIONS					
COLLECTIVE TASK TITLE AND NUMBER	Conduct Pre-msn	Deploy/ Redeploy	Develop Produce	Dissem- inate	Sustain/ Protect
Receive External Sling Load Resupply 33-4-4004					X
Receive Airdrop Resupply 33-4-4005					X
Provide S4 Section Commander's Critical Information Requirements 33-4-4006					X
Element: Maintenance Section					
Conduct Maintenance Predeployment Activities 33-4-4007	X				
Provide Organizational-Level Maintenance for Vehicles and Generators 33-4-4008					X
Supervise Maintenance Activities 33-4-4009					X
Establish Remote/Collocated/Node Site Defense 33-4-4010					X
Provide Maintenance Section Commander's Critical Information Requirements 33-4-4012					X
Element: S6					
Conduct S6 Predeployment Activities 33-4-6001	X				
Plan S6 Support 33-4-6002	X				
Provide Signal Support to POTF/TPB 33-4-6003					X
Provide Signal Support to PDD/TPD 33-4-6004					X
Provide Direct Support Electronics Maintenance for Organic Electronics Equipment 33-4-6005					X
Provide S6 Section Commander's Critical Information Requirements 33-4-6006					X
Establish Remote/Collocated/Node Site Defense 33-4-4010					X
Element: Headquarters Company					
Conduct Company-Level Predeployment Activities 33-3-1051	X				
Perform Field Sanitation Measures 33-3-1052					X

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

COLLECTIVE TASK TITLE AND NUMBER	SUPPORTING MISSIONS					Sustain/ Protect
	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	
Defend Unit Position 33-3-1053						X
Provide Headquarters Company Commander's Critical Information Requirements 33-3-1054						X
Element: Tactical PSYOP Unit						
Link-Up with Supported Unit 33-5-7001	X	X				
Provide PSYOP Staff Support to Supported Unit 33-5-7002	X		X	X	X	X
Disseminate Audio Products (Manpacked/ Vehicle-Mounted Loudspeaker) 33-5-7004					X	
Disseminate Audio Products (Aerial Loudspeaker) 33-5-7005					X	
Disseminate Audiovisual Products (MSQ-85B) 33-5-7006					X	
Disseminate Visual Products 33-5-7007					X	
Receive External Sling Load Resupply 33-4-4004						X
Receive Airdrop Resupply 33-4-4005						X
Element: Broadcast Detachment						
Prepare SOMS-B for Movement 33-4-8002	X					
Prepare SOMS-B for Operation 33-4-8004				X	X	
Prepare AN/TSQ-171 for Movement 33-4-8006	X					
Prepare AN/TSQ-171 for Operation 33-4-8007				X		
Produce Audio Products 33-4-8005				X		
Produce Audiovisual Products 33-4-8008				X		
Disseminate Audio Products (Radio) 33-4-8013					X	
Disseminate Audiovisual Products (TV) 33-4-8014					X	
Prepare TAMT-10 for Movement 33-4-8001	X					
Prepare TAMT-10 for Operation 33-4-8003				X	X	

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

COLLECTIVE TASK TITLE AND NUMBER	SUPPORTING MISSIONS					
	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	Sustain/ Protect
Prepare PAMT-400 for Movement 33-4-8009	X					
Prepare PAMT-400 for Operation 33-4-8011					X	
Prepare PFMT-1000 for Movement 33-4-0015	X					
Prepare PFMT-1000 for Operation 33-4-8012					X	
Establish Remote/Collocated/Node Site Defense 33-4-4010						X
Element: Print Detachment						
Prepare Modular Print System for Movement 33-4-8015	X					
Prepare Modular Print System for Operation 33-4-8016					X	
Produce Visual Products 33-4-8017					X	
Pack Visual Products for Dissemination 33-4-8018					X	
Provide Graphics Support to a Product Development Center 33-4-8019				X		
Prepare Deployable Print Production Center for Movement 33-4-8020	X	X				
Prepare Deployable Print Production Center (DPPC) for Operation 33-4-8021					X	
Establish Remote/Collocated/Node Site Defense 33-4-4010						X
Element: Plans and Programs Detachment						
Supervise PSYOP Development 33-4-9001				X		
Develop PSYOP Programs 33-4-9002				X		
Provide PPD Commander's Critical Information Requirements 33-4-9003						X
Element: Target Audience Analysis Detachment						
Conduct Target Audience Analysis 33-4-9004	X		X			X
Select Counteraction Measures 33-4-9005			X			

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

SUPPORTING MISSIONS						
COLLECTIVE TASK TITLE AND NUMBER	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	Sustain/ Protect
Assess Product and Program Impact 33-4-9006					X	
Element: Product Development Detachment						
Develop PSYOP Products 33-4-9007	X		X			
Element: Testing and Evaluation Detachment						
Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008			X		X	
Element: Enemy Prisoner of War/Civilian Internee Team						
Conduct PSYOP in Support of EPW/CI Operations 33-5-9009			X			
Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008			X		X	
Element: Rear Detachment						
Conduct Rear Detachment Predeployment Activities 33-2-0010	X					
Conduct Rear Detachment Operations 33-2-0011						X
Provide Rear Detachment Commander's Critical Information Requirements 33-2-0012						X
Elements: Common to All						
Conduct Displacement 33-1-0101		X				
Conduct Convoy Operations 33-1-0102		X				X
Deploy 33-1-0103		X				
Treat Casualties 33-1-0104						X
Evacuate Casualties 33-1-0105						X
Perform Unit Graves Registration Operations 33-1-0106						X
Perform Unit-Level Maintenance 33-1-0107						X
Maintain Operations Security 33-1-0108						X
Process Enemy Prisoners of War 33-1-0109						X
Process Captured Documents and Equipment 33-1-0110						X

Table 2-1. Supporting missions-to-collective tasks matrix (continued).

SUPPORTING MISSIONS						
COLLECTIVE TASK TITLE AND NUMBER	Conduct Pre-msn	Deploy/ Redeploy	Develop	Produce	Dissem- inate	Sustain/ Protect
Prepare for Operations Under Nuclear, Biological, and Chemical Conditions 33-1-0111						X
Prepare for a Nuclear Attack 33-1-0112						X
Prepare for a Friendly Nuclear Strike 33-1-0113						X
Prepare for a Chemical Attack 33-1-0114						X
Respond to a Chemical Attack 33-1-0115						X
Respond to the Initial Effects of a Nuclear Attack 33-1-0116						X
Respond to the Residual Effects of a Nuclear Attack 33-1-0117						X
Cross a Chemically Contaminated Area 33-1-0118						X
Cross a Radiologically Contaminated Area 33-1-0119						X
Conduct Thorough Decontamination Operations 33-1-0120						X
Perform Operational Decontamination Operations (Vehicle Washdown) 33-1-0121						X
Perform Operational Decontamination (MOPP Gear Exchange) 33-1-0122						X
Combat Battlefield Stress 33-1-0123						X
React to Unexploded Ordnance 33-1-0124						X
Occupy Assembly Area 33-1-0125						X

Table 2-2. PSYOP organization-to-POTF element matrix.

POTF ELEMENT	SOURCING PSYOP ORGANIZATIONS					
	Gp HQ	TPB	RPB	PDB	SSD	EPW/CI
Command Group	X	X	X	X	X	
Planning Staff	X	X	X	X	X	X
S1	X	X	X	X		
S2	X	X	X	X	X	
S3	X	X	X	X	X	
Unit Movement Section	X		X	X		
PSYOP Assessment Team	X	X	X	X	X	
S4	X	X	X	X		
Maintenance Section	X	X	X	X		
S6	X			X		
Headquarters Company	X		X	X		
Tactical PSYOP Unit		X				
Broadcast Detachment				X		
Print Detachment				X		
Plans and Programs Detachment			X		X	
Target Audience Analysis Detachment			X		X	
Product Development Detachment			X			
Testing and Evaluation Detachment			X		X	
Enemy Prisoner of War/Civilian Internee Team						X
Rear Detachment	X	X	X	X	X	

CHAPTER 3 TRAINING PLANS

3-1. **General.** This chapter explains the purpose for training plans and describes how the POTF commander uses this MTP to develop the POTF training plan to validate the readiness of his POTF for deployment into an operational area and to sustain its proficiency thereafter. PSYOP unit commanders who contribute elements or sections to the POTF use this ARTEP MTP to prepare training plans for their units—to prepare those units for incorporation into a POTF. Training efforts are focused towards proficiency in the POTF's critical mission—**Conduct Psychological Operations**. FMs 25-100 and 25-101 provide detailed information on training management.

3-2. **Long-Range Planning.** Long-range planning provides a general direction for the training program. It also allows the commander to provide timely input into the Army's various training resource systems. To develop a long-range plan, the commander must first develop the unit's METL and conduct a training assessment.

a. Develop the Unit METL. The PSYOP unit commander uses all pertinent guidance and directives when developing the unit METL. He analyzes applicable stated and implied tasks that his unit must accomplish—found in references and directives including the current JSCP, Mission Tasking Letters from the commands he supports, concept plans (CONPLANS), operation plans (OPLANs), operation orders (OPORDs), and training guidance provided by his senior commander. His subordinate and supporting commanders and key noncommissioned officers (NCOs) participate in this task selection. This compilation of tasks is the METL—an unconstrained statement of tasks required to accomplish the wartime mission. Further, through analysis of specified and implied tasks, the commander develops the refined mission statement for his unit. (Figure 3-1 shows a graphic depiction of this process.)

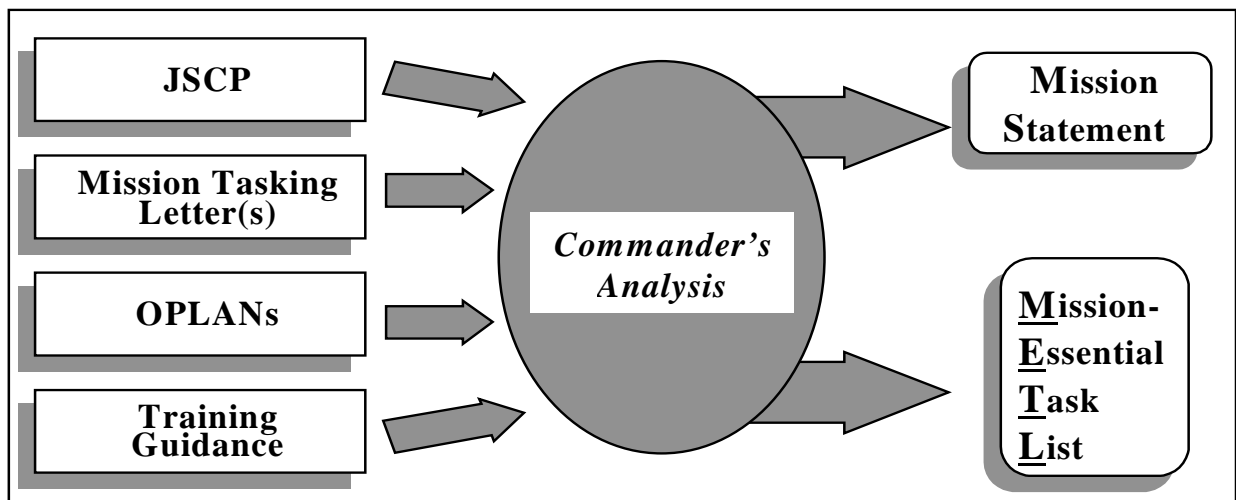


Figure 3-1. METL development process.

(1) The POTF commander then determines which tasks his unit can execute and train. Senior commanders must recognize the peacetime training limitations faced by subordinates and constraints imposed by organizational structured table of organization and equipment (TOE), then tailor their wartime mission within these practical constraints. If a commander determines his unit cannot execute all the tasks on the unit's METL to standard, he must identify those tasks he cannot accomplish to his higher commander and request an adjustment to the unit's mission. He negotiates with his commander to ensure his mission and METL are consistent and that those specified and implied tasks he cannot accomplish are identified. Specified or implied tasks that exceed the capabilities of a unit should be reallocated by the next senior commander, or organizational structure changes must be initiated so that the respective subordinate unit has the means to accomplish those tasks.

(2) Commanders of AC RPBs develop METLs based upon requirements established by the JSCP and mission tasking letters issued by the respective unified commands (UCs) that they support. As

the nucleus for any POTF established to support that UC, the RPB METL normally will include tactical, dissemination, EPW/CI, and group headquarters unit tasks that exceed the capabilities of the RPB. (The commander identifies the tasks that exceed the capabilities of the RPB to the next senior commander for allocation to the appropriate unit.) The RPB commanders are responsible for developing all-encompassing POTF METLs, which include tasks associated with units other than the RPB. The RPB commanders present the POTF METL to their respective UCs for approval (normally approved by the respective Director of Operations [J3]). Figure 3-2 depicts the approval process.

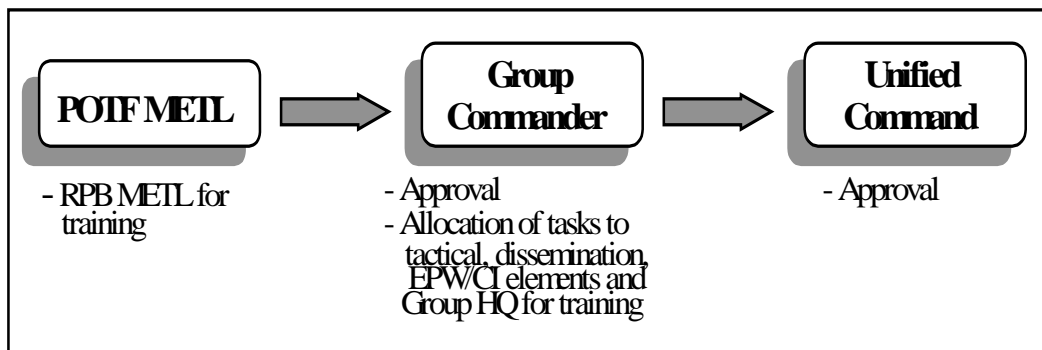


Figure 3-2. METL approval process.

(3) Commanders of the AC and RC PSYOP dissemination battalions (PDBs), the tactical PSYOP battalions (TPBs), and the group HHCs derive their METL based upon requirements established by the RPBs and allocated by the PSYOP Single Source Coordinating Authority (Commander, 4th PSYOP Group [Airborne]).

(4) Group or battalion staffs develop staff METLs and their respective commanders approve them. Commanders create a team approach to METL development by involving all subordinate leaders. The METL development process must also address other key points. The METL—

- (a) Is not prioritized.
 - (b) Must support and complement the METL of the next higher, wartime headquarters. (For example, POTF METLs complement the METLs of the supported wartime command; the METLs of PSYOP units that are task organized into a POTF complement the METL of the POTF.)
 - (c) Must be understood by the units' senior NCOs so that they can integrate soldier tasks.
 - (d) Must apply to the entire unit.
 - (e) May vary for like units because of different wartime missions and regional orientations.
 - (f) Must be briefed to and approved by the supported wartime and MOOTW commander(s).
- (5) The RPB/POTF commander follows this sequence in METL development:
- (a) Receives the higher wartime unit's mission and METL and analyzes the mission to identify specified and implied tasks. He also reviews war plans, mission letters, and other external directives to help identify those tasks.
 - (b) Restates the unit's wartime mission.
 - (c) Determines and selects the tasks critical for wartime mission accomplishment, which become the unit's METL.
 - (d) Gets approval of the POTF's METL from the next higher or supported wartime commander.
 - (e) Provides the approved METL to his staff and subordinate and supporting commanders.
- (6) After the commander identifies the METL, he establishes training objectives. The training objectives are conditions and standards that describe the situation or environment and ultimate outcome

criteria the unit must meet to successfully perform the tasks. The commander obtains training objectives and standards for the METL tasks from—

- (a) MTPs.
- (b) STPs.
- (c) Higher headquarters' command guidance.
- (d) Local standing operating procedures (SOPs).

b. Conduct Training Assessment. The training assessment is the commander's continuous comparison of the unit's current proficiency with the proficiency required to fight and win on the battlefield. The commander, his staff, and subordinate and supporting commanders assess the organization's current proficiency on mission-essential tasks against the required standard. To indicate the current proficiency, the commander rates each task as T (trained), P (needs practice), U (untrained), or ? (status unknown). The outcome of the training assessment identifies the unit's training requirements. PSYOP unit commanders assess and monitor the training of their subordinate elements—in anticipation of assignment to a POTF (Figure 3-3). POTF commanders assess and monitor the training of all organizations or elements assigned to the POTF (Figure 3-4, page 3-4).

(1) Develop Training Strategy and/or Commander's Guidance. The commander uses the outcome of the training assessment to develop the training strategy. With the training strategy, the commander and his staff determine the minimum frequency each mission-essential task will be trained during the upcoming planning period. Then, they establish training priorities. The training strategy contains the commander's guidance, and the commander's guidance contains the commander's training vision. To develop unit goals, the commander must—

- (a) Review higher commander's goals.
- (b) Spell out in concrete terms what his unit will do to comply with the higher commander's goals.

Regional PSYOP Battalion METL	Cmd Gp	S1	S2	S3	S4	S6	Maint	HSC	A Co	B Co	Overall
Conduct Pre-Mission Activities	T	T	P	T	T	T	P	T	P	P	P
Deploy/Redeploy Activities	P	T	P	P	T	P	P	P	T	P	P
Develop PSYOP Programs	NA	NA	P	T	NA	NA	NA	NA	P	P	P
Produce PSYOP Products	NA	NA	NA	T	NA	NA	NA	NA	P	P	P
Disseminate PSYOP Products	NA	NA	NA	T	NA	NA	NA	NA	T	T	T
Sustain/Protect Activities	P	P	P	P	P	P	P	P	P	P	P
LEGEND: T—Trained P—Needs Practice U—Untrained ?—Status Unknown NA—Not Applicable											

Figure 3-3. Commander's training assessment (for Regional PSYOP Battalion).

POTF Elements	MISSION-ESSENTIAL TASK LIST						
	Conduct	Deploy	Develop	Produce	Disseminate	Sustain	Overall
Command Gp	T	T	T	T	T	T	T
S1	P	P	P	P	P	P	P
S2	U	U	U	U	U	U	U
S3	P	P	P	P	P	P	P
S4	P	P	P	P	P	P	P
S6	?	?	?	?	?	?	?
Product Dev Center	?	?	?	?	?	?	?
POAT	T	T	T	T	T	T	T
Tactical PSYOP Unit	T	T	T	T	T	T	T
Broadcast Detachment	P	P	P	P	P	P	P
Print Detachment	T	T	T	T	T	T	T
OVERALL	P	P	P	P	P	P	P
LEGEND: T—Trained P—Needs Practice U—Untrained ?—Status Unknown NA—Not Applicable							

Figure 3-4. Commander’s training assessment for a POTF.

(c) List in broad terms his own goals for the unit. Figure 3-5 provides a sample of a tactical PSYOP company commander’s goals.

- 1. Attain and sustain proficiency in all tactical PSYOP-related MTP supporting missions.**
- 2. Maintain 90-percent operational readiness rating for all organic vehicles and equipment.**
- 3. Attain and sustain 2+/2+ (reading/listening) proficiency in specified regional languages.**

Figure 3-5. Sample of a tactical PSYOP company commander’s training goals.

(2) Establish Training Priorities. The commander establishes priorities for training METL tasks. He bases priorities on training status, the criticality of the task, and the relative training emphasis the task should receive. Figure 3-6 provides a sample training priority list.

TASKS	TRAINING SOURCE	PRIORITY
Prepare Staff Estimates	MTP 33-725-60	2
Analyze Mission(s)	MTP 33-725-60	4
Develop OPORD	MTP 33-725-60	3
Conduct Out-Load Operations	MTP 33-725-60	5
Execute OPORD	MTP 33-725-60	1
Maintain Language Proficiency	AR 611-6	6

Figure 3-6. POTF commander’s training priority list.

(3) Assess Training Environment. After estimating future training needs, the commander must assess the training environment. The training environment consists of all internal and external factors that will enhance or limit the PSYOP unit’s ability to conduct training. The PSYOP commanders must—

- (a) Minimize the number of training detractors.
- (b) Forecast and requisition training resources with a long lead time so they are available when required.

(4) Prepare Long-Range Planning Calendar. A coordinating tool for long-range planning, the calendar is structured by long-range training events to identify periods available for training METL tasks. The long-range planning calendar projects training events and the group or battalion activities for the upcoming 12 to 18 months. To prepare a long-range planning calendar, the commander—

(a) Selects training events and activities to train the missions. The POTF commander must project events and activities that will enable him to achieve his goals. Such events and activities may include participation at combat training centers (CTCs) such as the Battle Command Training Program (BCTP), Combat Maneuver Training Center (CMTC), National Training Center (NTC), and Joint Readiness Training Center (JRTC).

(b) Assigns time for subordinate units to train. Subordinate leaders must be allowed to develop their training programs to support the POTF training program.

(c) Examines various training alternatives to make optimum use of the training support available to the POTF. He compares all available training resources against higher-echelon-directed training events and subordinate-level-projected training events. Resourcing tools available to the commander are the battalion-level training model (BLTM), OPTEMPO, and Standards in Training Commission (STRAC).

(d) Obtains approval of long-range plans from the peacetime higher headquarters—the Single Source PSYOP Coordinating Authority.

(e) Issues training guidance. The POTF commander issues training guidance to the staff and subordinate units with the approved long-range planning calendar. This training guidance supplements the long-range training calendar and includes elements such as training policies, mandatory training, training resource guidance, allocations of schools' quotas, training goals, and evaluation policies.

3-3. Short-Range Planning. The POTF commander directs the development of a short-range plan to address the immediate future (3 to 6 months). He develops specific training objectives based on the goals and guidance prepared during long-range planning. The short-range plan adds more detail and may modify the long-range plan based on current assessments. The commander prepares the short-range plan according to the following procedures:

a. Training Program Review. The commander reviews the training program described in the long-range planning process to determine whether assessments made during long-range planning are still valid. He reviews—

(1) Training goals and priorities to determine whether goals are still valid. Established priorities must support these goals. To update priorities during the short-range planning process, the commander uses the same process for establishing priorities as for the long-range planning process.

(2) Training guidance from higher headquarters to ensure the training program described in the long-range planning calendar complies with the established training guidance.

(3) Long-range planning calendars of the unit and higher headquarters for entries that affect short-range planning. Changes to the long-range planning calendar may impact on the unit's ability to accomplish its training program.

(4) AC's previous short-range planning calendar or the RC's three monthly schedules for training accomplished, training not conducted, and lessons learned.

b. Current Proficiency Review. The commander determines the current unit proficiency to update priorities.

c. Resources Review. The commander reviews resources described on the long-range planning calendar to determine whether it is still possible to execute the program.

d. Training Environment Review. The commander examines the training environment again. This environment takes on added importance as training events and activities approach. Many factors affect the training environment and collectively impact on the training program. These factors include—

(1) Personnel assigned.

- (2) Personnel turbulence.
- (3) Morale.
- (4) Education programs.
- (5) Mandatory training.
- (6) Visits, inspections, and tests.
- (7) Supplies and equipment.
- (8) Nonmission-related activities.
- (9) Other programs.

e. Plan of Action Development. The commander develops a detailed plan of action and uses the following procedure to prepare for the duration of short-range planning. He—

(1) Validates the need for scheduled events. He examines events that are scheduled on the long-range training plan to determine whether they are still valid, discarding events that are no longer needed.

(2) Transfers valid events to a short-range planning calendar.

(3) Determines desired outcomes for scheduled events. He determines what he expects to accomplish with each event. He then plans backward to achieve the desired outcome.

(4) Analyzes supporting missions to determine the related individual, leader, and collective tasks. He uses the training matrix in Chapter 2 and the supporting mission task diagram in this chapter to choose tasks that will correct identified weaknesses and sustain selected individual, leader, and unit strengths. He uses AARs to determine the weaknesses reported from—

- (a) Past MTP observations.
- (b) Reports or training inspections.
- (c) Training schedules.
- (d) Training records.
- (e) First-hand knowledge based on personal observations.

(5) Selects specific training objectives for supporting missions and tasks to be trained. This procedure translates the desired outcomes into measurable and observable terms. The T&EOs in Chapter 5 provide the POTF commanders with training objectives for their supporting missions and collective tasks.

(6) Prepares a short-range planning calendar. This calendar provides a detailed plan of action for the specified period.

(7) Reviews short-range plans with higher headquarters.

(8) Issues guidance that specifically addresses how training will be accomplished. The commander can pass guidance from higher to lower echelons in many ways including—

- (a) Letters of instruction (LOIs).
- (b) Training meetings.
- (c) Command and staff calls.
- (d) Published S3 notes.

3-4. Near-Term Planning. Using the short-range plan, the commander directs the development of the weekly training schedules. His staff writes training schedules sequentially, normally 3 to 6 weeks in advance of the week of execution. The commander directs the development of weekly training schedules using the following procedures:

- a. Reviews the training program, unit proficiency, resources, and training environment. As in long- and short-range planning, this review determines whether previous assessments are still valid.
- b. Completes training plans based on the review of the unit's training program. The commander determines the best sequence for training tasks and completes the final coordination of the training events and activities. He approves training schedules and issues guidance for training conduct.
- c. Prepares the unit for training. He directs the preparation of trainers, evaluators, opposing forces (OPFOR), role players, and support personnel so they know what is being trained, why it is being trained, and what their role will be in the training.

3-5. Headquarters (Staff) Training. Staff training presents the greatest challenge within a constrained training environment. This MTP identifies the training objectives for the staff.

- a. The POTF staff must function in a unified and synchronized manner to be effective. Effective staffs are able to successfully perform the following as a minimum:
 - (1) Analyze terrain and threat.
 - (2) Function as an effective team.
 - (3) Exchange information.
 - (4) Prepare estimates.
 - (5) Give appraisals.
 - (6) Make recommendations and decisions.
 - (7) Prepare plans.
 - (8) Issue orders.
 - (9) Coordinate and control unit operations.
 - (10) Supervise subordinate units.
- b. The strategy used to train the POTF staff varies based on the considerations used to plan training (level of proficiency, training support available). Chapter 4 of this MTP and FM 25-4 contain detailed information on conducting various exercises. Some methods available for POTF staff training are—
 - (1) FTXs.
 - (2) STXs.
 - (3) CPXs.
 - (4) Simulations.
 - (5) Staff cell training.
- c. Each POTF is different and only the commander can determine the best method of training his staff.
- d. Staff and section leaders must train their elements to perform the functions assigned. Staff and section NCOICs must train assigned soldiers to perform individual tasks.

3-6. Headquarters Company Training. Training the headquarters company requires both unit and staff training programs. Normal day-to-day operations place a unique burden on the headquarters company commander to accomplish training. Elements cross staff lines and responsibilities. Each section in the headquarters company has unique responsibilities; however, the combined efforts of the company help the POTF accomplish its critical wartime mission.

- a. Doctrinal manuals and unit SOPs identify the responsibilities for each section within the headquarters company and who is responsible for its operations. This leader is the primary trainer for the collective tasks of that group. Examples of tasks that these groups must perform are as follows:
 - (1) Provide company-level maintenance.

- (2) Provide company supply support.
- (3) Provide Class I through VII and IX supply items.
- (4) Maintain wheeled vehicles and power generation equipment.

b. Section, team, and element leaders are responsible for training their elements to perform the functions assigned. Section, team, and element sergeants are responsible for training individual tasks to their soldiers.

3-7. Training Exercise Preparation. Chapter 4 provides general procedures for training exercises that a POTF staff can use or modify to meet specific training needs. The staff can use this chapter to help them prepare FTXs and STXs.

a. Selection of Missions and Tasks for Training. The POTF staff makes this selection during long-range planning. It is refined during short-range planning. It incorporates supporting missions and tasks into a continuous exercise scenario.

b. Selection of Site. The staff receives confirmation of area maneuver rights that had been previously requested in accordance with (IAW) local directives.

c. Development of Scenario. After the staff selects the supporting missions and collective tasks, it prepares a detailed scenario for the exercise. To prepare this scenario, it—

- (1) Lists the supporting missions, collective tasks, and major events in the preferred sequence of occurrence.
- (2) Prepares the master events list that cues the participants to perform the tasks.
- (3) Identifies major events necessary for the control of the exercise. These activities would normally include issuance of orders, AARs, and any other administrative or logistic actions needed to conduct the exercise.
- (4) Prepares the exercise overlays that show the sequence of actions and terrain to be used for each event.
- (5) Uses the overlay and scenario to determine the estimated time for each major event. The staff determines the total time of each event and ensures the scenario can be completed in the time allowed for the exercise.
- (6) Develops the master incident list (MIL). The MIL contains all incidents that drive specific staff actions. Such incidents include interacting with role players and obtaining input from—
 - (a) Intelligence sources.
 - (b) A supported unit.
 - (c) Coordinating agencies and services.
 - (d) An OPFOR probe.

d. Selection of Evaluators, Observer-Controllers (OCs), OPFOR, and Role Players. Evaluators, OCs, OPFOR, and role players are normally required for every FTX. Providing people from organic resources is difficult. When they must be provided from within the unit, unit leaders may have to serve as the evaluators for their units, or the OCs may have to serve as evaluators. The OPFOR and role players may be selected from personnel or units not essential for attainment of the exercise objectives. When OCs act as evaluators, all the requirements for selecting and training evaluators apply. Ideally, higher headquarters should provide evaluators, OCs, OPFOR, and role players. Chapter 6 of this MTP further discusses selecting and training the evaluators, OCs, role players, and OPFOR.

e. Preparation of the Control Plan. The staff develops control plans to coordinate the actions of training units, evaluators, OCs, OPFOR, and role players. They use the scenario to prepare a detailed control plan. The control plan should consist of—

- (1) Detailed schedules of OPFOR and role player actions.

- (2) Detailed instructions for the OPFOR and role players.
- (3) Detailed unit activity schedules.

(4) OPORDs and fragmentary orders (FRAGOs) for friendly units. Normally, friendly unit actions are controlled through the issue of OPORDs and FRAGOs. The commander should prepare these orders before the exercise begins. He provides copies to the evaluators and OCs.

f. Preparation of the Evaluation Plan. Someone continuously evaluates training, either internally or externally. The evaluation plan identifies the evaluator, the tasks to be evaluated, and the evaluation time. The evaluation consists of the following components:

- (1) Specific instructions for the evaluators and OCs.
- (2) A sequential list of T&EOs for the tasks to be evaluated by each evaluator.
- (3) Detailed time schedules for evaluation of tasks and AARs.

3-8. **Mission Outline.** Figure 3-7, page 3-10, illustrates the relationships between the supporting missions and the POTF critical wartime mission. Figures 3-8 through 3-13, pages 3-11 through 3-15, depict the relationships between the collective tasks and the supporting missions. Since unit training is mission-oriented, these mission outlines show how collective task training contributes to the ability of the POTF to accomplish its supporting missions and critical wartime mission.

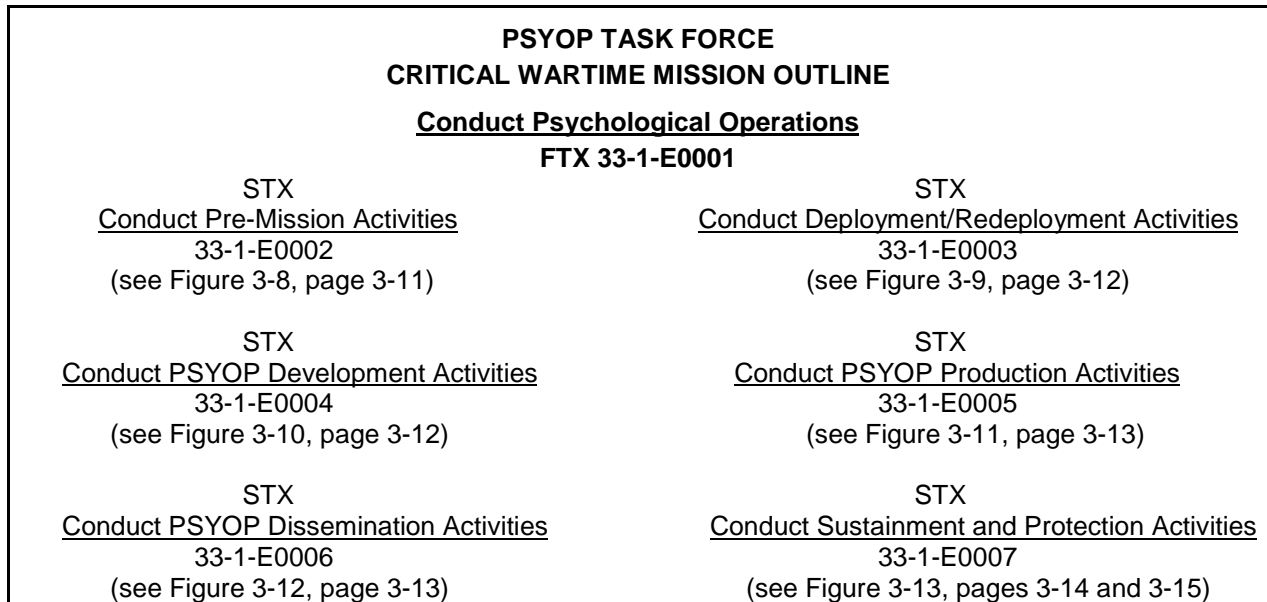


Figure 3-7. Relationships between supporting missions and the POTF’s critical wartime mission.

TRAINING NOTE: *The sequencing of events listed in Figures 3-8 through 3-13 is general. Many of the supporting missions and the collective tasks that support them may occur simultaneously or in sequences other than those listed.*

POTF SUPPORTING MISSION OUTLINE
STX 33-1-E0002: CONDUCT PRE-MISSION ACTIVITIES

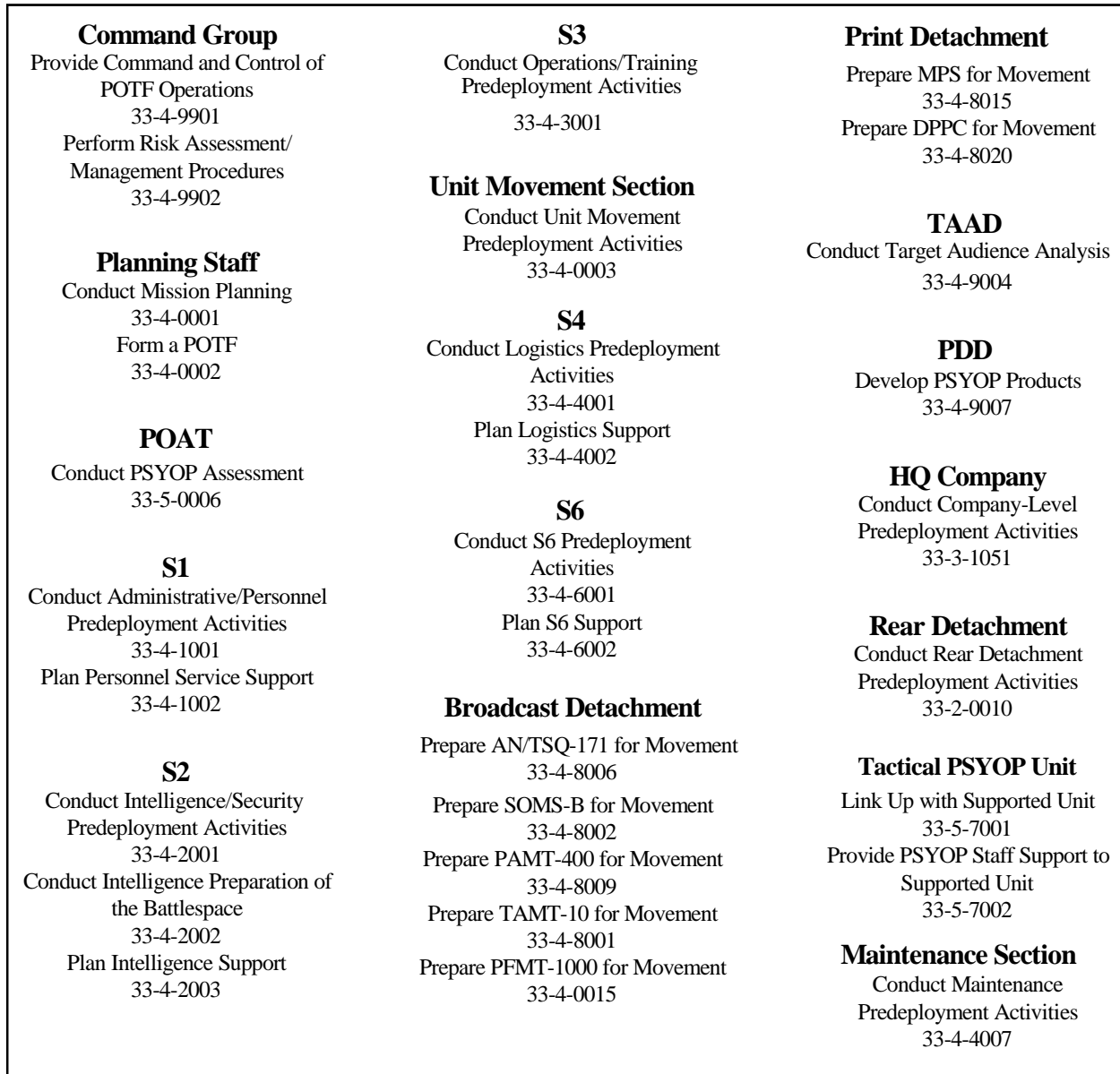


Figure 3-8. Supporting mission and tasks diagram for conducting pre-mission activities.

POTF SUPPORTING MISSION OUTLINE

STX 33-1-E0003: CONDUCT DEPLOYMENT/REDEPLOYMENT ACTIVITIES

POAT	Unit Movement Section	Common to All
Conduct Quartering Party Operations 33-2-0007	Manage Unit Movement 33-4-0004	Conduct Displacement 33-1-0101
Perform Close-Out Operations 33-2-0013	Tactical PSYOP Unit	Conduct Convoy Operations 33-1-0102
Command Group	Link-Up With Supported Unit 33-5-7001	Deploy 33-1-0103
Conduct Chemical Reconnaissance 33-4-4011		

Figure 3-9. Supporting mission and tasks diagram for conducting deployment and redeployment activities.

POTF SUPPORTING MISSION OUTLINE

STX 33-1-E0004: CONDUCT PSYOP DEVELOPMENT ACTIVITIES

PPD	POAT	Tactical PSYOP Unit
Supervise PSYOP Development 33-4-9001	Conduct PSYOP Assessment 33-5-0006	Provide PSYOP Staff Support to Supported Unit 33-5-7002
Develop PSYOP Programs 33-4-9002	S2	TAAD
PDD	Conduct IPB 33-4-2002	Conduct TAA 33-4-9004
Develop PSYOP Products 33-4-9007	Provide Intelligence Support for PSYOP 33-4-2004	Select Counteraction Measures 33-4-9005
Print Detachment	TED	EPW/CI Team
Provide Graphics Support to a PDC 33-4-8019	Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008	Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008
		Conduct PSYOP in Support of EPW/CI Operations 33-5-9009

Figure 3-10. Supporting mission and tasks diagram for conducting development activities.

POTF SUPPORTING MISSION OUTLINE
STX 33-1-E0005: CONDUCT PSYOP PRODUCTION ACTIVITIES

<p>Broadcast Detachment</p> <p>Produce Audio Products 33-4-8005</p> <p>Produce Audiovisual Products 33-4-8008</p> <p>Prepare TAMT-10 for Operation 33-4-8003</p> <p>Prepare SOMS-B for Operation 33-4-8004</p> <p>Prepare AN/TSQ-171 for Operation 33-4-8007</p>	<p>Print Detachment</p> <p>Prepare MPS for Operation 33-4-8016</p> <p>Prepare DPPC for Operation 33-4-8021</p> <p>Produce Visual Products 33-4-8017</p> <p>Pack Visual Products for Dissemination 33-4-8018</p>	<p>S3</p> <p>Manage PSYOP Production 33-4-3002</p> <p>Tactical PSYOP Unit Provide PSYOP Staff Support to Supported Unit 33-5-7002</p>
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Figure 3-11. Supporting mission and tasks diagram for conducting production activities.

POTF SUPPORTING MISSION OUTLINE
STX 33-1-E0006: CONDUCT PSYOP DISSEMINATION ACTIVITIES

<p>EPW/CI Team</p> <p>Conduct PSYOP in Support of EPW/CI Operations 33-5-9009</p> <p>Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008</p> <p>S3 Section Manage PSYOP Dissemination 33-4-3003</p> <p>TED & EPW/CI Team Pretest/Posttest Product Prototypes and Proposed Actions 33-5-9008</p>	<p>Broadcast Detachment</p> <p>Prepare PAMT-400 for Operation 33-4-8011</p> <p>Prepare TAMT-10 for Operation 33-4-8003</p> <p>Prepare PFMT-1000 for Operation 33-4-8012</p> <p>Disseminate AV Products (TV) 33-4-8014</p> <p>Disseminate Audio Products (Radio) 33-4-8013</p> <p>Prepare SOMS-B for Operation 33-4-8004</p> <p>TAAD Assess Product and Program Impact 33-4-9006</p>	<p>Tactical PSYOP Unit</p> <p>Provide PSYOP Staff Support to Supported Unit 33-5-7002</p> <p>Disseminate Audio Products (Manpacked/Vehicle-Mounted Loudspeaker) 33-5-7004</p> <p>Disseminate Audio Products (Aerial Loudspeaker) 33-5-7005</p> <p>Disseminate AV Products (MSQ-85B) 33-5-7006</p> <p>Disseminate Visual Products 33-5-7007</p>
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Figure 3-12. Supporting mission and tasks diagram for conducting dissemination activities.

POTF SUPPORTING MISSION OUTLINE

STX 33-1-E0007: CONDUCT SUSTAINMENT AND PROTECTION ACTIVITIES



Figure 3-13. Supporting mission and task diagram for conducting sustainment and protection activities.

Common to All		
Evacuate Casualties 33-1-0105	Perform Unit Graves Registration Operations 33-1-0106	Conduct Thorough Decontamination Operations 33-1-0120
Process EPWs 33-1-0109	Treat Casualties 33-1-0104	Occupy Assembly Area 33-1-0125
Perform Unit-Level Maintenance 33-1-0107	Maintain OPSEC 33-1-0108	React to Unexploded Ordnance 33-1-0124
Process Captured Documents and Equipment 33-1-0110	Prepare for Operations Under NBC Conditions 33-1-0111	Perform Operational Decontamination Operations (Vehicle Washdown) 33-1-0121
Prepare for a Nuclear Attack 33-1-0112	Respond to a Chemical Attack 33-1-0115	Prepare for a Chemical Attack 33-1-0114
Prepare for a Friendly Nuclear Strike 33-1-0113	Respond to the Initial Effects of a Nuclear Attack 33-1-0116	Cross a Radiologically Contaminated Area 33-1-0119
Respond to the Residual Effects of a Nuclear Attack 33-1-0117	Cross a Chemically Contaminated Area 33-1-0118	Perform Operational Decontamination (MOPP Gear Exchange) 33-1-0122
Conduct Convoy Operations 33-1-0102	Combat Battlefield Stress 33-1-0123	

Figure 3-13. Supporting mission and tasks diagram for conducting sustainment and protection activities (continued).

CHAPTER 4

TRAINING EXERCISES

4-1. **General.** The commander uses training exercises to train and practice the performance of collective tasks. This MTP contains one type of exercise—an FTX (Table 4-1). (Details and applications of exercises are in FM 25-4.) He uses exercises to develop, sustain, and evaluate the POTF's mission proficiency. The commander and evaluators should use the FTX in this chapter as a guide. They may and should modify these exercises to allow for changes in mission, organization, or training restraints. The FTX provides a scenario that acts as a pre-constructed, flexible, training vehicle. This training tool aids in sustaining the training of the POTF or PSYOP unit (as a component or contributor of personnel and elements to a POTF). In addition, this exercise may serve as a part of an internal or external evaluation of a POTF.

Table 4-1. List of exercises.

Exercise Number	Title	Page
FTX 33-1-E0001	Conduct Psychological Operations	4-1

4-2. **Field Training Exercise.** The FTX provides the commander a method for training the POTF in its overall critical wartime mission. It provides a logical sequence for performing previously trained tasks. The overall critical wartime mission provides the FTX orientation for POTF training.

PSYCHOLOGICAL OPERATIONS TASK FORCE

FIELD TRAINING EXERCISE

CONDUCT PSYCHOLOGICAL OPERATIONS

33-1-E0001

1. **Objective.** The commander uses this FTX to train the POTF staff and key members for the unit's overall critical wartime mission—**Conduct Psychological Operations**. This FTX is used for internal and external evaluation of the POTF. The staff must develop proficiency in—

- a. Conducting pre-mission activities.
- b. Conducting deployment and redeployment activities.
- c. Conducting PSYOP development activities.
- d. Conducting PSYOP production activities.
- e. Conducting PSYOP dissemination activities.
- f. Conducting sustainment and protection activities.

2. **Interface.** This FTX supports any and all training exercises conducted by any senior headquarters to which the POTF might be attached.

3. **Training Enhancers.**

a. The POTF commander can enhance the training value of the FTX by preceding the FTX with collective training focusing upon the POTF supporting missions—through a series of training events. Training events that can improve the POTF's ability to perform its missions and enhance the training value of the FTX include—

- (1) CPXs.
- (2) STXs.
- (3) Command field exercises (CFXs).
- (4) Decision-making exercises (DMXs).

b. Because of the resource-intensive nature of FTXs, commanders must synchronize planning activities and script or scenario production. The actual planning, coordination, and preparation for the FTX is many times more intense than the actual conduct of the exercise, particularly when planning OPFOR, OC, and role player support. To minimize potential problems during an FTX, the commander and staff must analyze the task of conducting the FTX like conducting an actual mission analysis. To develop an FTX, the commander—

- (1) Issues an exercise directive stating the mission and his desired intent of the exercise, to include the directive for preparing an exercise plan (EXPLAN).
- (2) Directs his staff to conduct scenario writing based on a specific situation.
- (3) Directs his staff to prepare scripts for specific role player activities.
- (4) Directs the coordination for specific nonorganic assets such as aircraft, weapons, ammunition, and special equipment.
- (5) Requests additional funding, when required.
- (6) Approves EXPLANs, forwards them to subordinate units, and conducts the EXPLAN brief.
- (7) Forwards exercise concept or EXPLAN to higher headquarters, as required, for approval.

c. This exercise begins with the receipt of a warning order and ends upon the establishment of the POTF in the theater of operations and POTF implementation of approved PSYOP programs. The POTF conducts AARs at appropriate points in the FTX scenario. Table 4-2, page 4-3, shows the general sequence of supporting missions.

d. The POTF may conduct this FTX simultaneously with a major joint exercise or as a stand-alone FTX.

Table 4-2. FTX suggested scenario.

EVENT	ACTION	ESTIMATED TIME REQUIRED
1	Conduct Pre-Mission Activities	48 Hours
2	Conduct AAR	2 Hours
3	Conduct Deployment Activities	24 Hours
4	Conduct AAR	2 Hours
5	Conduct PSYOP Development Activities	96 Hours
6	Conduct AAR	2 Hours
*7	Conduct PSYOP Production Activities	72 Hours
8	Conduct AAR	2 Hours
*9	Conduct PSYOP Dissemination Activities	48 Hours
10	Conduct AAR	2 Hours
*11	Conduct Sustainment & Protection Activities	24 Hours
12	Conduct AAR	2 Hours
13	Conduct Redeployment Activities	24 Hours
14	Conduct Final AAR	2 Hours
TOTAL TIME: 206 Hours		
* Indicates time is not added to the total time. Indicated actions are conducted concurrently with other actions.		
NOTES:		
1. Additional time is required if large portions of the exercise are conducted at night, under limited visibility, or under mission-oriented protective posture (MOPP) conditions.		
2. Events will be trained to standards, not time limitations. The time required to train an event will vary based on mission, enemy, terrain, troops, time available, and civilians (METT-TC) factors and the proficiency of the POTF staff.		

4. General Situation.

a. The POTF has received a warning order (WARNORD) to conduct PSYOP in support of a regionally oriented CINC. The order provides the supported commander's initial guidance and requests recommended courses of action (COAs) to meet the situation. It describes the situation and establishes command relationships. The WARNORD states mission, objectives, and assumptions, and refers to the applicable OPLANs or CONPLANs.

b. The supported unit's WARNORD or execute order and the POTF selected COA will determine the scenario for the FTX (whether deployment is required).

c. The POTF can perform this exercise under several options:

- (1) Conventional combat operations.
- (2) Strategic peacetime operational PSYOP missions.
- (3) With or without OPFOR.
- (4) With or without a nuclear, biological, and chemical (NBC) environment.
- (5) MOOTW.

5. Special Situation.

a. Sometime during the planning process the POTF commander will receive an alert order that announces a National Command Authorities (NCA) decision to authorize execution planning for a selected military COA. It directs the development of the selected military COA into an OPORD.

b. During the operations the POTF commander will receive an execute order. This order announces an NCA decision to execute a military COA. In a rapidly developing situation, the execute order may be the first printed communications generated by Chairman, Joint Chief of Staff (CJCS) to the regional CINC.

6. Support Requirements.

a. Minimum Trainers and OCs. This exercise will be conducted by the commander, who will be the senior internal trainer and the primary OC. If possible, there should be at least two OCs with each staff section and one with the OPFOR, if employed.

b. Opposing Forces. An OPFOR squad is required to conduct a probing attack on the POTF command post. The OPFOR should be well trained in the techniques and procedures for probing attacks and have specified missions. Chemical and nuclear incidents can be initiated by alarms given by evaluators.

c. Vehicles and Communications. In addition to organic communications and vehicles for the POTF headquarters, the OPFOR squad must have communications with the chief evaluator.

d. Maneuver Area. Depending upon the LTAs, a training area should have minimum dimensions of one square kilometer. A road network is required that allows a road march of at least five kilometers.

e. Master Incident List. During the FTX, MIL items should be fed into proper channels. Input from intelligence sources, the supported command, coordinating agencies and services, and the OPFOR causes response from the POTF staff.

f. Safety. The senior trainer and evaluator ensures all personnel meet the following safety requirements:

(1) Certified personnel operate all equipment and vehicles.

(2) Adequate lighting is available for using equipment.

(3) Safety SOP for operations is on hand, and evaluators make sure that all personnel are informed of its contents.

(4) Evaluators closely monitor the use of weapons and ammunition for safety and security.

g. Consolidated Support Requirements. POTF support requirements can be calculated by adding the sum total of the requirements for each participating subordinate element.

7. T&EO Sequence. The trainers and evaluators use the T&EOs in Chapter 5 to evaluate this FTX. This chapter also includes tasks that are common to all elements, and the evaluators may be required to evaluate them anytime during the FTX.

CHAPTER 5

TRAINING AND EVALUATION OUTLINES

5-1. **General.** This chapter contains the T&EOs for collective tasks that the POTF must perform to accomplish its critical wartime mission. The commander uses the T&EOs for training (tng) and internally evaluating his staff and subordinate elements. In addition, higher HQ use the T&EOs to formally evaluate a POTF's performance.

5-2. **Structure.** Table 5-1, pages 5-3 through 5-6, lists the T&EOs as closely as possible in their normal order of execution, by element. The matrix in Chapter 2 cross-references the collective task T&EOs with the POTF supporting missions.

5-3. **Format.** The T&EOs are the training objectives prepared for every collective task. These tasks support the POTF's mission accomplishment. Each T&EO contains the following components:

a. **Element.** The element identifies the performer of the task. (*Note: Commanders may decide to place responsibility for accomplishment of any collective task upon a staff section or organization other than suggested in this MTP. Correlation of element headings with collective tasks is not sacrosanct.*)

b. **Task.** It is an event that has a start and stop, is measurable, and supports a specific mission. This action is performed by a specific element or unit. The task number is also included in this description.

c. **References.** These are in parentheses following the task number. The reference that contains the most information about the task is listed first and underlined.

d. **Iteration.** This line identifies the number of times a task is performed and evaluated during training or an exercise. If the task has been performed more than once, the iteration will indicate the latest one. An "M" indicates when the task was performed in MOPP conditions.

e. **Commander/Leader Assessment.** The commander uses this information to assess the company's ability to perform the task. He circles the rating each time he assesses the task. He then uses the ratings to establish his future training strategy for that task.

(1) T—Trained. The element is trained and has demonstrated its proficiency in accomplishing the task to wartime standards.

(2) P—Needs practice. The element needs to practice the task. Performance has demonstrated that the element does not achieve standard without some difficulty or has failed to perform some task steps to standard.

(3) U—Untrained. The element cannot demonstrate an ability to achieve wartime proficiency.

f. **Conditions.** This statement explains the situation or environment in which the element or unit is to perform the collective task.

g. **Task Standards.**

(1) The standard states the performance criteria that the element or unit must achieve to successfully execute the task. This overall standard should be the focus of training. It should be understood by every soldier.

(2) The trainer or evaluator determines the element's training status using performance observation measurements (where applicable) and his judgment. The element must be evaluated in the context of the METT-TC conditions. These conditions should be as similar as possible for all evaluated elements.

h. **Training Notes.** This statement informs training developers that, in a few cases, expected conditions will significantly change the way the battalion performs a task (night, day, limited visibility).

i. **Task Steps and Performance Measures.** These steps are actions or events in sequential order that must take place for a task to be performed. Each task step identifies the leader, individual, element or unit responsible for performing that step. An asterisk (*) identifies leader task steps. Under each task step are listed the performance measures that must be accomplished to correctly perform the task step.

j. **GO/NO GO Column.** These columns, to the right of the task step, aid the trainer in annotating the results achieved in executing task steps. A major portion of the performance measures must be marked a GO for the task step to be successfully performed.

k. **Task Performance/Evaluation Summary Block.** This block provides the trainer a means of recording the total number of task steps and performance measures evaluated and those evaluated as GO. It also provides the evaluator a means to rate the element's demonstrated performance as a GO or NO GO. It also provides the leader with a historical record for five training iterations.

l. **Supporting Individual Tasks.** This list consists of all the supporting individual tasks required to correctly perform the task. Listed are the reference, task number, and task title.

m. **OPFOR Tasks.** These standards specify overall OPFOR performance for each collective task. These standards ensure that OPFOR soldiers accomplish meaningful training and force the training unit to perform its task to standard or "lose" to the OPFOR. The OPFOR standards specify **what** must be accomplished—not **how** it must be accomplished. The OPFOR must always attain its task standards, using tactics consistent with the type of enemy they are portraying.

5-4. **Usage.** The commander uses a T&EO individually to train a single task or, in sequence with other T&EOs, to train and evaluate a larger group of tasks, such as in an FTX or STX.

5-5. **Table of Training and Evaluation Outlines.** Table 5-1 lists the POTF element-to-task T&EOs in order of execution. Some tasks in the table have been repeated under several elements. Since mission requirements vary and all POTF elements may not participate in every mission, some elements are cross-trained in performing these specific tasks. Listing **all** tasks performed by **each** element will help the commander decide what tasks each element should be evaluated on and will also aid in planning command exercises.

Table 5-1. Element-to-task T&EOs.

TASK TITLE	TASK NUMBER	PAGE
Element: Command Group		
Provide Command and Control of POTF Operations	33-4-9901	5-7
Perform Risk Assessment/Management Procedures	33-4-9902	5-9
Conduct Chemical Reconnaissance	33-4-4011	5-11
Element: Planning Staff		
Conduct Mission Planning	33-4-0001	5-14
Form a Psychological Operations Task Force	33-4-0002	5-17
Element: PSYOP Assessment Team		
Conduct PSYOP Assessment	33-5-0006	5-19
Conduct Quartering Party Operations	33-2-0007	5-21
Perform Close-Out Operations	33-2-0013	5-24
Element: S1		
Conduct Administrative/Personnel Predeployment Activities	33-4-1001	5-26
Plan Personnel Service Support	33-4-1002	5-28
Perform S1 Functions	33-4-1003	5-29
Recommend Priority of Replacement Fill	33-4-1004	5-31
Perform Staff Supervision of the Personnel Service Support System	33-4-1005	5-32
Provide S1 Section Commander's Critical Information Requirements	33-4-1006	5-33
Element: S2		
Conduct Intelligence/Security Predeployment Activities	33-4-2001	5-34
Conduct Intelligence Preparation of the Battlespace	33-4-2002	5-36
Plan Intelligence Support	33-4-2003	5-38
Provide Intelligence Support for PSYOP	33-4-2004	5-39
Perform S2 Functions	33-4-2005	5-41
Provide S2 Section Commander's Critical Information Requirements	33-4-2006	5-43
Element: S3		
Conduct Operations/Training Predeployment Activities	33-4-3001	5-44
Manage PSYOP Production	33-4-3002	5-46
Manage PSYOP Dissemination	33-4-3003	5-48
Perform S3 Functions	33-4-3004	5-40
Supervise Battalion Nuclear, Biological, and Chemical Defense Operations	33-4-3005	5-52
Provide S3 Section Commander's Critical Information Requirements	33-4-3006	5-55
Element: Unit Movement Section		
Conduct Unit Movement Predeployment Activities	33-4-0003	5-57
Manage Unit Movement	33-4-0004	5-59
Provide Unit Movement Section Commander's Critical Information Requirements	33-4-0005	5-60
Element: S4		
Conduct Logistics Predeployment Activities	33-4-4001	5-61
Plan Logistics Support	33-4-4002	5-63

Table 5-1. Element-to-task T&EOs (continued).

TASK TITLE	TASK NUMBER	PAGE
Perform S4 Functions	33-4-4003	5-64
Receive External Sling Load Resupply	33-4-4004	5-66
Receive Airdrop Resupply	33-4-4005	5-68
Provide S4 Section Commander's Critical Information Requirements	33-4-4006	5-70
Element: Maintenance Section		
Conduct Maintenance Predeployment Activities	33-4-4007	5-71
Provide Organizational-Level Maintenance for Vehicles and Generators	33-4-4008	5-72
Supervise Maintenance Activities	33-4-4009	5-76
Establish Remote/Collocated/Node Site Defense	33-4-4010	5-78
Provide Maintenance Section Commander's Critical Information Requirements	33-4-4012	5-80
Element: S6		
Conduct S6 Predeployment Activities	33-4-6001	5-81
Plan S6 Support	33-4-6002	5-83
Provide Signal Support to POTF/TPB	33-4-6003	5-84
Provide Signal Support to PDD/TPD	33-4-6004	5-89
Provide Direct Support Electronics Maintenance for Organic Electronics Equipment	33-4-6005	5-93
Provide S6 Section Commander's Critical Information Requirements	33-4-6006	5-96
Establish Remote/Collocated/Node Site Defense	33-4-4010	5-78
Element: Headquarters Company		
Conduct Company-Level Predeployment Activities	33-3-1051	5-97
Perform Field Sanitation Measures	33-3-1052	5-98
Defend Unit Position	33-3-1053	5-100
Provide Headquarters Company Commander's Critical Information Requirements	33-3-1054	5-102
Element: Tactical PSYOP Unit		
Link Up With Supported Unit	33-5-7001	5-103
Provide PSYOP Staff Support to Supported Unit	33-5-7002	5-106
Disseminate Audio Products (Manpacked/Vehicle-Mounted Loudspeaker)	33-5-7004	5-108
Disseminate Audio Products (Aerial Loudspeaker)	33-5-7005	5-110
Disseminate Audiovisual Products (MSQ-85B)	33-5-7006	5-112
Disseminate Visual Products	33-5-7007	5-114
Receive External Sling Load Resupply	33-4-4004	5-66
Receive Airdrop Resupply	33-4-4005	5-68
Element: Broadcast Detachment		
Prepare SOMS-B for Movement	33-4-8002	5-116
Prepare SOMS-B for Operation	33-4-8004	5-118
Prepare AN/TSQ-171 for Movement	33-4-8006	5-120
Prepare AN/TSQ-171 for Operation	33-4-8007	5-122
Produce Audio Products	33-4-8005	5-124
Produce Audiovisual Products	33-4-8008	5-126
Disseminate Audio Products (Radio)	33-4-8013	5-128
Disseminate Audiovisual Products (TV)	33-4-8014	5-129

Table 5-1. Element-to-task T&EOs (continued).

TASK TITLE	TASK NUMBER	PAGE
Prepare TAMT-10 for Movement	33-4-8001	5-131
Prepare TAMT-10 for Operation	33-4-8003	5-132
Prepare PAMT-400 for Movement	33-4-8009	5-133
Prepare PAMT-400 for Operation	33-4-8011	5-134
Prepare PFMT-1000 for Movement	33-4-0015	5-135
Prepare PFMT-1000 for Operation	33-4-8012	5-136
Establish Remote/Collocated/Node Site Defense	33-4-4010	5-78
Element: Print Detachment		
Prepare Modular Print System for Movement	33-4-8015	5-138
Prepare Modular Print System for Operation	33-4-8016	5-139
Produce Visual Products	33-4-8017	5-141
Pack Visual Products for Dissemination	33-4-8018	5-144
Provide Graphics Support to a Product Development Center	33-4-8019	5-146
Prepare Deployable Print Production Center for Movement	33-4-8020	5-147
Prepare Deployable Print Production Center for Operation	33-4-8021	5-148
Establish Remote/Collocated/Node Site Defense	33-4-4010	5-78
Element: Plans and Programs Detachment		
Supervise PSYOP Development	33-4-9001	5-150
Develop PSYOP Programs	33-4-9002	5-153
Provide PPD Commander's Critical Information Requirements	33-4-9003	5-155
Element: Target Audience Analysis Detachment		
Conduct Target Audience Analysis	33-4-9004	5-156
Select Counteraction Measures	33-4-9005	5-158
Assess Product and Program Impact	33-4-9006	5-160
Element: Product Development Detachment		
Develop PSYOP Products	33-4-9007	5-162
Element: Testing and Evaluation Detachment		
Pretest/Posttest Product Prototypes and Proposed Actions	33-5-9008	5-164
Element: Enemy Prisoner of War/Civilian Internee Team		
Conduct PSYOP in Support of EPW/CI Operations	33-5-9009	5-166
Pretest/Posttest Product Prototypes and Proposed Actions	33-5-9008	5-164
Element: Rear Detachment		
Conduct Rear Detachment Predeployment Activities	33-2-0010	5-168
Conduct Rear Detachment Operations	33-2-0011	5-169
Provide Rear Detachment Commander's Critical Information Requirements	33-2-0012	5-171
Elements: Common to All		
Conduct Displacement	33-1-0101	5-152
Conduct Convoy Operations	33-1-0102	5-174
Deploy	33-1-0103	5-176
Treat Casualties	33-1-0104	5-177

Table 5-1. Element-to-task T&EOs (continued).

TASK TITLE	TASK NUMBER	PAGE
Evacuate Casualties	33-1-0105	5-181
Perform Unit Graves Registration Operations	33-1-0106	5-184
Perform Unit-Level Maintenance	33-1-0107	5-186
Maintain Operations Security	33-1-0108	5-188
Process Enemy Prisoners of War	33-1-0109	5-191
Process Captured Documents and Equipment	33-1-0110	5-193
Prepare for Operations Under Nuclear, Biological, and Chemical Conditions	33-1-0111	5-194
Prepare for a Nuclear Attack	33-1-0112	5-197
Prepare for a Friendly Nuclear Strike	33-1-0113	5-199
Prepare for a Chemical Attack	33-1-0114	5-201
Respond to a Chemical Attack	33-1-0115	5-203
Respond to the Initial Effects of a Nuclear Attack	33-1-0116	5-205
Respond to the Residual Effects of a Nuclear Attack	33-1-0117	5-207
Cross a Chemically Contaminated Area	33-1-0118	5-209
Cross a Radiologically Contaminated Area	33-1-0119	5-211
Conduct Thorough Decontamination Operations	33-1-0120	5-213
Perform Operational Decontamination Operations (Vehicle Washdown)	33-1-0121	5-215
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Combat Battlefield Stress	33-1-0123	5-220
React to Unexploded Ordnance	33-1-0124	5-222
Occupy Assembly Area	33-1-0125	5-224

ELEMENT: Command Group

TASK: Provide Command and Control of POTF Operations (33-4-9901)
 (FM 101-5) (FM 33-1) (FM 22-100)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: A POTF has been established and is engaged in mission planning and execution. Some iterations should be performed in MOPP4.

TASK STANDARDS: Conduct assigned missions in compliance with the higher commander's intent. Ensure the commander remains abreast of the situation and the disposition of forces.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The POTF commander participates in the staff planning process.
 - a. Receives staff estimates and recommendations.
 - b. Develops the commander's estimate to include decision and guidance for the operation, manages risks, and allocates time and resources.
 - c. Receives prepared plans and orders.
 - d. Approves plans and orders.

- *2. The POTF executive officer (XO) supervises the staff.
 - a. Ensures that established staff procedures and policy letters are followed and enforced.
 - b. Determines staff priorities and standards.
 - c. Keeps the commander and staff apprised of matters that affect the command and ensures a continuous flow of information.
 - d. Coordinates staff estimates and recommendations and develops a presentation for the commander.
 - e. Coordinates the development and issuance of plans, orders, and procedures based on the commander's intent.
 - f. Ensures that required liaison is established and maintained.

- *3. The POTF command sergeant major (CSM) participates in the staff planning process.
 - a. Reviews all essential tasks assigned by higher HQ.
 - b. Monitors each staff section during the planning process and participates in situational updates.
 - c. Participates in the staff estimate and recommendation process.
 - d. Recommends operational employment to the commander based on the status of subordinate unit enlisted personnel training, health, welfare, and morale.
 - e. Advises the commander on positive and negative factors influencing soldier performance; recommends COAs to minimize negative factors.

- *4. The POTF commander directs operations.
 - a. Establishes and enforces a chain of command.
 - b. Establishes goals and objectives and provides continuous guidance.
 - c. Receives situation reports and status updates.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- d. Provides definitive guidance and direction for POTF operations through directives and mission-styled orders.
- e. Analyzes actions of subordinate commanders and staff to ensure compliance with established plans, orders, and procedures.
- f. Establishes liaison teams as required to meet joint task force commander's requirements.
- g. Keeps supported commander advised on POTF status and operations.
- h. Ensures the implementation of safety programs to prevent unsafe or unhealthy conditions.

- *5. The POTF XO commands and controls POTF operations in the absence of the commander.
 - a. Assumes command of the unit.
 - b. Notifies higher HQ and subordinate units of the POTF.
 - c. Receives information from the staff and subordinate elements on mission, personnel, and equipment status.
 - d. Receives mission from higher HQ and directs operations.
 - e. Continues to direct and supervise the staff.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
Automated Systems Approach to Training (ASAT) Database	331-205-1028	Supervise Psychological Operations Task Force (POTF) Operations

OPFOR TASKS

None

ELEMENT: Comand Group

TASK: Perform Risk Assessment/Management Procedures (33-4-9902)
(FM 25-101) (FM 25-100)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit is deployed and performing its combat mission. General condition applies. Some iterations should be performed in MOPP4.

TASK STANDARDS: Ensure all leaders and soldiers are aware of all potential safety problems inherent in the conduct of the task. Train to standard and do not take shortcuts that would endanger unit members. Inform personnel that all risks taken are necessary to accomplish the training objectives. Take appropriate measures to minimize risks. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. Commander identifies risk or safety hazards.
 - a. Analyzes OPLAN, OPORD, or FRAGO for specified and implied missions (tasks).
 - b. Integrates safety into every phase of the planning process.
 - c. Assesses risks before issuing a FRAGO when missions or conditions change.
- *2. Leaders evaluate risk or safety hazards identified in the operation.
 - a. Compare the risk to the acceptable level of risk in the commander's intent based on the stated training objective.
 - b. Determine the likelihood of equipment and personnel losses from accidents.
 - c. Describe the operation in terms of extremely high, high, medium, or low risk.
 - d. Prepare COAs that minimize accidental losses.
- *3. Commander or leaders eliminate or reduce risk and safety hazards.
 - a. Choose COA that maximizes the operation and minimizes risk.
 - b. Develop procedures that reduce risk and safety hazards.
 - c. Prescribe safety or protective equipment.
 - d. Brief elements prior to all operations.
4. Element carries out safety procedures.
 - a. Receives safety briefings prior to all operations.
 - b. Practices safety procedures during all mission rehearsals.
 - c. Makes on-the-spot safety corrections.

TRAINING NOTE: Safety is a part of realism...and realism includes building safety into training so that safe practices that eliminate accidents become second nature during war (FM 25-100).

RISK: FM 100-5 states that "risks and gambles are part of option decisions." Field Marshall Erwin Rommel defined a risk as a chance you take; if it fails, you can recover. A gamble is a token, if it fails, recovery is impossible. Only with the capability to parry and strike in any direction with sudden and overwhelming combat power can Army forces attain the ideal of quick, decisive victory. Formally, risk is an expression of possible loss over a specific time or number of operational cycles as defined for Center for Army Safety.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O1-9003.00-0010	Develop Leader Safety Awareness

OPFOR TASKS

None

ELEMENT: Command Group

TASK: Conduct Chemical Reconnaissance (33-4-4011)

(FM 3-19)	(AR 350-41)	(FM 3-4)	(FM 3-5)
(FM 3-6)	(FM 3-7)	(FM 3-100)	(FM 5-33)
(FM 20-3)			

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is conducting operations in an area where chemical warfare was initiated. The commander needs to determine the presence of chemical hazards in the area of operational concern. The commander receives the mission that identifies priority areas. Every iteration should be performed in MOPP4.

TASK STANDARDS: Identify, mark, and ensure the command post knows the location of all chemical agents in the assigned reconnaissance area. Mark and record the location of contamination within 100 meters accuracy of actual location. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader issues guidance to subordinate leaders.
 - a. Ensures all personnel receive the warning order.
 - b. Ensures all personnel understand the warning order.

2. The reconnaissance element leader begins preparations for the chemical reconnaissance.
 - a. Performs map reconnaissance of the route and specific area for reconnaissance.
 - b. Determines reconnaissance technique to use.
 - c. Plans for decontamination following the reconnaissance operation (if decontamination is necessary).

TRAINING NOTED:

- S3-NBC, in coordination with (ICW) S4, ensures decontaminants are available for decontamination following the reconnaissance operation.
- S3-NBC, ICW S4, ensures additional MOPP gear is available for MOPP gear exchange if decontamination is required after reconnaissance operation.

- d. Coordinates for fire support (FS) (indirect or attack helicopter, if available).
 - e. Briefs personnel on proper reporting and recording procedures.
 - f. Issues OPORD or FRAGO to subordinate leaders.
3. The reconnaissance element prepares for chemical reconnaissance mission.
 - a. Prepares vehicles and equipment for chemical reconnaissance.
 - b. Performs precombat checks on vehicles and equipment.
 - c. Loads chemical-agent detection equipment.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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NOTE: Chemical detection equipment should include an—

- Automatic chemical agent alarm.
- M256A1 detector kit.
- M8 and M9 detector paper.
- M272 water test kit.

- d. Removes all external gear and equipment not needed or required for the mission.
 - e. Attaches M9 paper to troops and vehicles.
 - f. Establishes MOPP4 for the reconnaissance operation prior to arriving at start point of the reconnaissance.
 - g. Covers exposed equipment with plastic or canvas.
 - h. Covers internal area of vehicle for team members who dismount vehicle.
4. The reconnaissance element conducts the chemical reconnaissance.
- a. Uses proper movement techniques (IAW METT-TC).
 - b. Uses chemical agent detection equipment and chemical agent detection paper to locate contamination around and within the designated area.
 - c. Maintains 25 to 100 meters between vehicles across the axis of advance, depending on the terrain.
 - d. Stops vehicles at selected intervals or in areas with visual indications of a chemical attack to check for contamination.
 - e. Checks the area for visual indications of chemical contamination.

NOTE: Visual indicators of chemical contamination are as follows:

- Dead or discolored vegetation.
- Discolored soil.
- Unusual liquid droplets.
- Oily film on water.
- Craters caused by bursting munitions.
- Absence or lack of insect life.
- Dead animals or birds.

- f. Submits NBC 4 chemical report of findings to higher HQ.
 - g. Marks contaminated area IAW OPORD instructions.
- *5. The S3-NBC leader coordinates the reconnaissance recovery operations.
- a. Checks personnel and vehicles for contamination.
 - b. Segregates contaminated personnel and equipment.
 - c. Moves to the preselected decontamination site, if necessary.
 - d. Coordinates for operational decontamination, if necessary.
 - e. Coordinates for reconstitution to include thorough decontamination, if applicable.
6. The reconnaissance element conducts reconnaissance recovery operations.
- a. Moves to the designated location or returns to higher HQ for debriefing.
 - b. Moves to the preselected decontamination site, if necessary.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-74II-MQS	O1-5060.02-2071	Supervise NBC Reconnaissance Operations
STP 21-1-SMCT	031-503-1014	Identify Chemical Agents Using M8 Detector Paper
	031-503-1015	Protect Yourself From NBC Injury/ Contamination with Mission-Oriented Protective Posture (MOPP) Gear
	031-503-1020	Detect Chemical Agents Using M9 Detector Paper

OPFOR TASKS

None

ELEMENT: Planning Staff

TASK: Conduct Mission Planning (33-4-0001)
 (FM 101-5) (FM 33-1) (FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The supported unit’s OPORD or OPLAN has been received and the PSYOP unit has been directed to provide a POTF supporting plan. Respective staff elements are organic or provided to the PSYOP unit by higher HQ to support planning. Some iterations should be performed in MOPP4.

TASK STANDARDS: Obtain the supported commander’s approval of the POTF supporting plan.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The planning staff issues initial warning order.
 - a. Gathers pertinent section or unit representation to receive the order (RPB, TPB, PDB, strategic studies detachment (SSD), and group).
 - b. Identifies general situation, supported unit mission, and immediate tasks to be accomplished.
 - c. Establishes its composition, location, and time for planning assembly.
 - d. Establishes initial time line for orders development and execution.

2. The planning staff analyzes mission (conducted concurrently by commander and planning staff).
 - a. Identifies supported unit's mission, concept of operations, and organization.
 - b. Identifies the specified and implied tasks.
 - c. Develops restated mission.
 - d. Identifies the operational conditions and restraints to include—
 - PSYOP objectives.
 - Target audiences, vulnerabilities, and susceptibilities ICW SSD analysts).
 - Equipment, personnel, and units available.
 - e. Briefs results of mission analysis to commander.
 - *f. Commander provides planning guidance for COA development.

3. The S3 section develops COAs.
 - a. Coordinates COA development with other planning staff members.
 - b. Develops COAs that depict unique tasks organization, scheme of maneuver, or PSYOP programs.
 - c. Briefs COAs to planning staff.

4. The planning staff evaluates COAs.
 - a. Develops and updates estimates.
 - b. Briefs staff functional area considerations per COAs to commander.
 Considerations include:
 - S1 (Personnel Estimate)—to include civilian personnel considerations.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
<ul style="list-style-type: none"> - S2 (Intelligence Estimate)—to include information requirements (IRs), priority intelligence requirements (PIRs), and target audience perceptions and considerations completed ICW SSD area experts. - S3 (Operations Estimate)—to include proposed PSYOP programs, rotation policy, and risk assessment. - S4 (Logistics Estimate)—to include maintenance considerations. - S6 (Signal Estimate)—to include automation considerations. - Resource Management Office (RMO) (Budget Estimate). <p>*c. Commander selects COA and directs modifications to COAs.</p> <p>d. Reviews and modifies timeline for order or plan development (as required).</p>		
5. The planning staff develops POTF plan. <ul style="list-style-type: none"> a. Develops respective portions of 5-paragraph order or plan IAW FM 33-1 and FM 101-5. b. Includes statement of requirements (SOR), time-phased force deployment data (TPFDD) list, and initial PSYOP programs in support plan. c. Addresses quartering party requirements and composition in supporting plan. 		
6. The planning staff rehearses POTF plan. <ul style="list-style-type: none"> a. Conducts rehearsals or rock drills to clarify operational concept and scheme of maneuver. b. Ensures representatives from all pertinent or appropriate sections and units participate and portray respective actions during depicted phases or time periods. c. Identifies and rectifies disconnects in planning efforts. d. Identifies and documents PIRs. e. Identifies and documents nonorganic support requirements. 		
7. The planning staff refines POTF plan (based on rehearsal or rock drills).		
8. The planning staff obtains approval of POTF plan. <ul style="list-style-type: none"> a. Presents POTF supporting plan through higher commander to designated supported commander for approval. b. Highlights support requirements for other-than-POTF elements to the supported commander for sourcing or tasking. <p>*c. Higher commander approves supporting plan (with special emphasis on proposed POTF task organization).</p> <p>d. Incorporates modifications directed by supported commander.</p> <p>e. Resubmits supporting plan for approval.</p>		

TRAINING NOTE: POTF supporting plan must be approved by the first commander who exercises command authority over all forces proposed in POTF task organization, before being presented to the supported commander for approval.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 33-37F14-SM-TG	051-203-2502	Determine Series, Sheet, and Stock Numbers for Maps and Map Products Using Army Map Catalogs
	121-004-1518	Process Classified Material
	301-339-1500	Use Marginal Information on a Map to Assist in Performance of Other Map Reading Tasks
ASAT Database	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1030	Prepare a PSYOP Estimate
	331-205-1025	Prepare a PSYOP Appendix to an OPORD/OPLAN

OPFOR TASKS

None

ELEMENT: Planning Staff

TASK: Form a Psychological Operations Task Force (33-4-0002)
(FM 33-1) (FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Designated unit has been directed to serve as the basis for a POTF. Designated staff principals, organizations, sections, elements, and personnel are provided by designated units. The POTF supporting plan has been approved by the supported commander and is available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Establish and operate a POTF.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S3 section conducts planning and coordination to establish a POTF.
 - a. Develops SOR (Personnel) ICW representatives from contributing units and the POTF S1.
 - b. Develops equipment requirements ICW representatives from contributing units, POTF S4, and HQ commandant.
 - c. Establishes unit identification code (UIC) for POTF and attached elements (if required).
 - d. Establishes unit basic load for POTF.
 - e. Establishes procedures for unit recall.

2. The S1 conducts planning and coordination to establish a POTF.
 - a. Fills positions ICW contributing unit S1, group S1, and group S3 (for RC fill).
 - b. Initiates request for orders of assigned personnel to POTF through administrative channels to group S1.
 - c. Prepares and issues individual assignment orders assigning each individual to billets.
 - d. Prepares assumption of command orders for POTF commander, HQ commandant, and rear detachment commander (RDC).
 - e. Establishes rating schemes for officers and NCOs.
 - f. Monitors close-out evaluation reports (officer evaluation reports [OERs] and noncommissioned officers evaluation reports [NCOERs]) for personnel assigned to POTF.

3. The S4 conducts planning and coordination to establish a POTF.
 - a. Assists POTF S3 in development of equipment requirements.
 - b. Coordinates with group S4 and HQ commandant for receipt of equipment.
 - c. Coordinates with group S4 and Property Book Office for establishment of POTF property book.
 - d. Requests Department of Defense Activity Address Code (DODAAC) for the POTF.
 - e. Ensures POTF property is correctly listed on POTF automated unit equipment list (AUEL) reflecting built-up configuration and secondary loads that may be placed on vehicles, and submitted to the installation transportation officer (ITO).
 - f. Establishes (ICW POTF S3, group S4, RMO, group maintenance officer, and NBC officer) stockage levels for basic loads of Class IX prescribed load list (PLL), Class III package products, and meals, ready to eat (MREs) to the minimums prescribed in the supporting plan.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- (1) Basic load ammunition (to accompany troops [TAT]) is on hand and available for individual issue ammunition, ballast ammunition, and bulk ammunition as prescribed in the supporting plan requirements at the installation.
- (2) Requests are prepared to obtain 5 days of Class I rations in addition to quantity required for en route consumption during deployment.
- (3) The unit has on hand or requisitioned a 15-day stockage of greases, oil, and lubricants (AR 710-2).
- (4) Unit has 30-day support of PLL.
- (5) Unit has 30-day supply of expendable supplies on hand down to the element or section level (DA Pam 710-2-1).
- g. Manages (ICW HQ commandant) spatial requirements for a POTF.
- 4. The HQ company conducts planning and coordination to establish a POTF.
 - a. Establishes alert or recall roster for POTF personnel.
 - b. Assumes responsibilities as primary hand receipt holder for deploying POTF property.
 - c. Manages (ICW POTF S4) spatial requirements for a POTF.
- 5. The rear detachment conducts planning and coordination to establish a POTF.
 - a. Establishes alert or recall roster for rear detachment personnel.
 - b. Monitors transference in property accountability between primary hand receipt holders deploying with POTF and designated alternate primary hand receipt holders remaining at home station. (**RDC acts as primary hand receipt holder for nondeploying unit property and facilities.*)
 - c. Establishes rating schemes for nondeploying officers and NCOs.
 - d. Establishes procedures for securing privately-owned vehicles (POVs) and personal items of deploying personnel.
 - e. Establishes work schedules for rear detachment personnel.
 - f. Supports POTF planning and predeployment efforts as required.
 - *g. RDC establishes chain of command and organizes rear detachment.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1028	Supervise Psychological Operations Task Force (POTF) Operations

OPFOR TASKS

None

ELEMENT: PSYOP Assessment Team

TASK: Conduct PSYOP Assessment (33-5-0006)
(FM 33-1) (FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: During mission analysis, the requirement has been established for a PSYOP assessment. A PSYOP assessment team (POAT) is formed (minimum composition: civilian analyst, product development center (PDC) representative, and RPB S3 representative) and has all necessary documents, manuals, formats, files, automated data processing equipment, and secure communications equipment on hand. Some iterations should be performed in MOPP4.

TASK STANDARDS: Complete a special PSYOP assessment (SPA) and estimate in the time allotted, answering established informational requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The POAT conducts a mission analysis.
 - a. Interprets tasking and higher commander’s guidance.
 - b. Identifies tasks critical to mission accomplishment.
 - c. Develops restated POAT mission.
 - d. Backbriefs POTF or RPB commander.
- *2. The POAT OIC task organizes the team.
 - a. Identifies personnel capabilities and limitations.
 - b. Assigns individual responsibilities.
 - c. Requests additional resources if necessary.
3. The POAT prepares for deployment.
 - a. Establishes communications with gaining command.
 - b. Coordinates support requirements at assessment site.
4. The POAT conducts pre-mission research.
 - a. Reviews earlier assessments, studies, estimates, special operations data retrieval system (SODARS), and PSYOP automated system (POAS) database.
 - b. Develops assessment checklist ICW POTF or RPB S2, respective PDC, S1, S4, S3, S6, and so forth.
5. The POAT deploys to assessment area.
6. The POAT establishes communications with gaining command and POTF or RPB.
7. The POAT develops a SPA that addresses pertinent psychological, sociological, and demographic information (IAW FM 33-1-1 and specific instructions) and supports PSYOP program development. Critical information includes—
 - a. Major social and ethnic groups or target audiences.
 - b. Key communicators within target audiences.
 - c. Perceptions, vulnerabilities, and susceptibilities of target audiences and key communicators.
 - d. Prevalent media in assessment area.
 - e. Feasible PSYOP objectives.
 - f. Proposed PSYOP themes to stress and avoid.
 - g. Hostile, neutral, and friendly PSYOP and media efforts and capabilities.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
8. The POAT develops a PSYOP estimate that addresses pertinent operational issues (IAW FM 33-1-1 and specific instructions) and supports POTF and supported command's operational planning. Critical information includes—		
a. Possible COAs for POTF employment, to include tasks organization, concept of operations, and external support required from other commands or agencies.		
b. Evaluation of supported command's COAs (if available) based on PSYOP and POTF considerations.		
c. PSYOP-relevant assumptions.		
d. IRs and recommended PIRs for the supported command and the POTF.		
9. The POAT coordinates assessment findings (SPA and estimate) with parent unit.		
10. The POAT outbriefs sponsoring unit.		
11. The POAT redeploys.		
12. The POAT debriefs parent (POTF or RPB) commander.		
13. The POAT completes SODARS debrief.		
14. The POAT completes and disseminates SPA and estimate to all interested staff elements and units.		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1001	Supervise the Development of the PSYOP Assessment
	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1005	Select Themes/Symbols
	331-205-1015	Establish a PSYOP Country/Area File
	331-205-1017	Establish Link-up/Coordination with the Supported Unit

OPFOR TASKS

None

ELEMENT: PSYOP Assessment Team

TASK: Conduct Quartering Party Operations (33-2-0007)
 (AR 614-30) (FM 33-1) (FM 101-5)
 (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, execution order (EXORD), or deployment order (DEPOD) has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. A quartering party has been formed and directed to precede the main body to a designated location to coordinate support and reception. This task should not be performed in MOPP4.

TASK STANDARDS: Conduct the necessary coordination to facilitate a smooth transition to operations upon main body arrival. Receive the main body at the designated location, implement the reception plan, and effect transition of the main body into an operational state.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The quartering party conducts mission analysis.
 - a. Interprets tasking and higher commander's guidance.
 - b. Identifies tasks critical to mission accomplishment.
 - c. Develops restated quartering party mission.
 - d. Backbriefs POTF commander.
- *2. The quartering party OIC or NCOIC task organizes the party.
 - a. Identifies personnel capabilities and limitations.
 - b. Assigns individual responsibilities.
 - c. Establishes chain of command.
 - d. Requests additional resources if necessary.
3. The quartering party prepares for deployment.
 - a. Establishes communications with gaining command and appropriate units at destination.
 - b. Coordinates support requirements at destination site (transportation, lodging, mess support).
 - c. Conducts preparation for overseas movement (POM) of quartering party personnel.
4. The quartering party conducts pre-mission research.
 - a. Reviews POTF supporting plan, TPFDD list, and SORs.
 - b. Develops quartering party's mission checklist ICW S3, S2, S6, S1, and S4 sections.
5. The quartering party deploys to destination IAW TPFDD list.
6. The quartering party establishes and maintains communications with POTF main body.
7. The quartering party prepares for main body arrival.
 - a. Conducts coordination for space, lodging, messing, and other operational and logistic support IAW the commander's guidance.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- b. Negotiates required contracts for movement of personnel and equipment from the port of debarkation (POD) to the area of operations (AO) with a host nation (HN) or U.S. representative.
 - c. Prepares reception plan for the arrival of the main body.
 - d. Briefs reception plan to all quartering party members and communicates to main body.
 - e. Coordinates vehicle parking and pallet or container express (CONEX) storage space.
 - f. Coordinates with customs and airlift control element (ALCE) for receipt of main body.
 - g. Coordinates with port commander for security of weapons, ammunition, and other sensitive items while in the port area.
 - h. Reconnoiters route to the operational area.
 - i. Arranges for mess and hygiene facilities at intermediate stops between port of embarkation (POE) and POD.
 - j. Prepares strip maps for main body movement to the operational area.
 - k. Evaluates threat levels.
 - l. Revises reception plan based on situation and availability of assets.
8. The quartering party receives the main body at the POD.
- a. Monitors arrival of personnel and equipment at designated staging area or POD.
 - b. Implements reception or movement plan (air, surface craft, rail, convoy movement) at POD.
 - c. Maintains accountability of all arriving personnel and equipment IAW aircraft manifests and load plans.
 - d. Coordinates arrival with appropriate control elements such as arrival/ departure airfield control group (A/DACG).
 - e. Ensures commander and staff are kept abreast of arrival activities.
 - f. Ensures equipment is unloaded.
 - g. Coordinates for unit staging areas upon debarkation, as necessary, to provide space for build-up of logistics and assembly of forces.
 - h. Reports deployment data, as required, to higher HQ.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 33-37F14-SM-TG	051-203-2502	Determine Series, Sheet, and Stock Numbers for Maps and Map Products Using Army Map Catalogs
	214-176-3402	Conduct a Briefing
	301-339-1500	Use Marginal Information on a Map to Assist in Performance of Other Map Reading Tasks

331-913-3303	Supervise the Preparation and Maintenance of the Situation Map by Subordinate Personnel
O4-9130.07-0052	Prepare an Interpersonal Communications Plan

OPFOR TASKS

None

ELEMENT: PSYOP Assessment Team

TASK: Perform Close-Out Operations (33-2-0013)

(FM 101-5)
(FM 100-5)

(AR 220-1)

(FM 3-4)

(FM 3-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has been directed to redeploy to home station. Unit movement plan has been published and the unit movement section has been established to facilitate redeployment. Strategic movement assets are provided IAW the TPFDD list. A rear party has been formed and directed to close out POTF operations and trail the main body to the home station. Redeployment is conducted in a permissive environment. This task should not be performed in MOPP4.

TASK STANDARDS: The quartering party terminates all outstanding issues of the POTF prior to redeployment.

TRAINING NOTE: *Quartering party may also serve as the unit movement section for redeployment. (See unit movement section collective tasks for performance measures for unit movement.)*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The quartering party conducts mission analysis.
 - a. Interprets tasking and higher commander's guidance.
 - b. Identifies tasks critical to mission accomplishment.
 - c. Develops restated quartering party mission.
- * 2. The quartering party OIC or NCOIC task organizes the party.
 - a. Identifies personnel capabilities and limitations.
 - b. Assigns individual responsibilities.
 - c. Establishes chain of command.
 - d. Requests additional resources if necessary.
3. The quartering party develops plan of action.
 - a. Reviews POTF SOPs, supporting plan, TPFDD list, and SORs.
 - b. Develops party mission checklist ICW S3, S2, S6, S1, and S4.
 - c. Establishes initial coordination with appropriate points of contact (POCs).
 - d. Establishes communications with higher HQ remaining in AO.
 - e. Identifies close-out requirements ICW higher HQ.
 - f. Coordinates for lodging, messing, maintenance, communications, medical, and physical security requirements for the rear party.
 - g. Assumes responsibility for POTF equipment and supplies remaining in the AO.
 - h. Develops plan of action.
 - i. Backbriefs the POTF commander.
4. The quartering party closes out POTF issues.
 - a. Establishes contact with supporting agencies providing space, lodging, messing, and other operational and logistic support to POTF.
 - b. Terminates POTF contracts with local vendors.
 - c. Clears hand receipts with appropriate units or agencies.
 - d. Transfers property and supplies IAW commander's guidance and higher HQ directives.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- e. Accomplishes other close-out actions IAW situational requirements.
 - f. Establishes and maintains records of close-out activities.
5. The quartering party establishes and maintains communications.
- a. Establishes and maintains communication with redeploying or redeployed POTF main.
 - b. Establishes and maintains communication with higher HQ in the AO.
6. The quartering party redeploys IAW TPFDD.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 33-37F14-SM-TG	051-203-2502	Determine Series, Sheet, and Stock Numbers for Maps and Map Products Using Army Map Catalogs
	214-176-3402	Conduct a Briefing
	301-339-1500	Use Marginal Information on a Map to Assist in Performance of Other Map Reading Tasks
	331-913-3303	Supervise the Preparation and Maintenance of the Situation Map by Subordinate Personnel
	O4-9130.07-0052	Prepare an Interpersonal Communications Plan

OPFOR TASKS

None

ELEMENT: S1

TASK: Conduct Administrative/Personnel Predeployment Activities (33-4-1001)
 (AR 220-10) (FM 101-5) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S1 officer or personnel service NCO (PSNCO) organizes the section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for S1 section functions on assigned individuals.
- 2. The S1 identifies shortages in required section equipment and personnel.
- 3. The S1 requests adjustments to section personnel and equipment authorizations ICW HQ commandant through POTF S3.
- 4. The S1 identifies personnel assigned to or deploying with the POTF.
- 5. The S1 coordinates for and conducts POM based on post and unit policies and SOPs.
 - a. Requests support above organic capability from appropriate agencies, as required (installation, USASOC, special and personnel staff support, staff judge advocate [SJA], chaplain, finance, medical, dental, public affairs [PA], and the provost marshal).
 - b. Briefs deploying personnel on POM processing.
 - c. Obtains 201 files and augmentation personnel to do the records check portion of the POM and preparation of replacements (POR) for overseas movement processing.
 - d. Identifies requirements for and schedules financial service support for soldiers and their families.
 - e. Schedules and conducts medical records screenings and immunizations.
 - f. Confirms deoxyribonucleic acid (DNA) samples and panoramic x-rays (PANAREXs) are on file.
 - g. Ensures that all personnel alerted for deployment have two embossed metal identification (ID) tags in their possession and functional ID cards.
 - h. Ensures mail cards are properly filled out and maintained in Individual Readiness Folders.
 - i. Updates Individual Readiness Folders for all personnel assigned to the unit.
 - j. Screens individual records and ensures all personnel are POM- or POR-qualified.
 - k. Identifies and resolves personnel actions impacting on individual deployability.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- l. Identifies and resolves any cases involving personnel whose records have been flagged for any reason other than those involving military justice.
 - m. Establishes and implements procedures for POM or POR of late arriving soldiers.
 - n. Ensures Family Care Plan is updated for married and single parent personnel.
6. The S1 periodically briefs commander or XO on POM status of deploying units or personnel, and those personnel identified as nondeployable.
 7. The S1 identifies unit records for those to be deployed and destroys or transports others to the central holding facility IAW AR 220-10, paragraph 3-12.
 8. The S1 maintains an accurate deployment roster.
 9. The S1 maintains a current POTF personnel shortage list.
 10. The S1 coordinates with S3 regarding POM schedule and additional personnel support required.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S1

TASK: Plan Personnel Service Support (33-4-1002)
 (FM 12-6) (FM 12-16) (FM 100-5) (FM 100-17)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has received a plan or order from the supporting command that necessitates development of a POTF supporting plan. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Establish personnel service support procedures to best support the commander's intent and concept of operation. Complete the estimate and OPLAN or OPORD annex within the time specified. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 prepares personnel service support estimate.
 - a. Provides capabilities and limitations of unit strength maintenance.
 - b. Provides capabilities and limitations of replacement operations.
 - c. Provides capabilities and limitations of casualty reporting operations.
 - d. Provides capabilities and limitations of noncombat operations.

2. The S1 identifies personnel service support-related deficiencies.
 - a. Examines each course of action.
 - b. Recommends solutions to negate deficiencies.

3. The S1 develops personnel service support annex.
 - a. Integrates personnel service support estimate into command estimate process.
 - b. Integrates personnel instructions into POTF plan or order.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S1

TASK: Perform S1 Functions (33-4-1003)
 (FM 101-5) (AR 25-400-2) (AR 220-10) (AR 220-15)
 (AR 360-5) (DA PAM 600-8 SERIES) (FM 12-15)
 (FM 16-5) (FM 19-40) (FM 22-9)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed to a field site and is engaged in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Perform S1 functions IAW command guidance and mission requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 maintains a daily staff journal.
 - a. Makes entries in the journal that pertain to significant events, information received, messages received, and documents obtained.
 - b. Marks, safeguards, stores, and transmits the journal according to the highest classification of its entries and enclosures.
 - c. Furnishes a copy of the journal to the commander and other staff sections.

2. The S1 maintains POTF strength.
 - a. Updates the unit POTF roster.
 - b. Reports personnel status.
 - c. Monitors the acquisition and replacement of personnel.
 - d. Monitors requirements for language-qualified indigenous personnel.
 - e. Requests language-qualified indigenous personnel.

3. The S1 provides mail services.
 - a. Picks up POTF mail from the Direct Support Postal Unit.
 - b. Processes mail to designated element or section mail orderlies.
 - c. Collects outgoing mail from element or section mail orderlies.
 - d. Annotates undeliverable mail.
 - e. Delivers outgoing and undeliverable mail to the supporting postal unit.

4. The S1 performs administrative functions.
 - a. Processes DA Form 31, Request and Authority for Leave.
 - b. Maintains duty roster.
 - c. Prepares military correspondence.
 - d. Maintains required functional files.
 - e. Submits recurring reports.
 - f. Processes promotion recommendations.
 - g. Administers the POTF awards program.
 - h. Processes personnel, finance actions, and Standard Installation/Division Personnel System (SIDPERS) transactions.
 - i. Processes evaluation reports.
 - j. Operates distribution center.
 - k. Processes nonjudicial punishment documents.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. The S1 performs public affairs functions.
 - a. Disseminates command information and other published materials as received from the public affairs office (PAO).
 - b. Prepares information for Hometown News Release (DD Form 2266).
 - c. Forwards all news releases through public affairs channels.

6. The S1 supervises the discipline and law and order programs.
 - a. Develops assessments.
 - b. Coordinates for the disposition of deserters, those absent without leave (AWOL), and stragglers.
 - c. Coordinates military police (MP) support.
 - d. Coordinates legal support.

7. The S1 administers the Records Disposition Program.
 - a. Maintains a files and records section.
 - b. Supervises the disposition of files and records from HQ and subordinate units.

8. The S1 coordinates the morale, welfare, and recreation (MWR) programs.
 - a. Ensures time is allocated for soldier MWR.
 - b. Issues MWR equipment and rations supply sundries.
 - c. Requests external support for movies, reading material, live entertainment, clubs, and retail sales.

9. The S1 coordinates administrative programs.
 - a. Directs alcohol and drug abuse prevention program.
 - b. Directs equal opportunity program.
 - c. Directs safety program.

10. The S1 monitors casualty operations records, reports, and accounts for casualties.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S1

TASK: Recommend Priority of Replacement Fill (33-4-1004)

(FM 12-6) (AR 200-1) (FM 3-4) (FM 3-5)
 (FM 100-5) (FM 101-15) (TC 12-17)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. Combat operations are ongoing. Casualties are expected. Some iterations should be performed in MOPP4.

TASK STANDARDS: Establish and provide replacement priorities daily to the supporting and supported units. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 evaluates the POTF's strength.
 - a. Maintains consolidated POTF strength report.
 - b. Establishes procedures to obtain "hasty" strength reports on a continuous basis.
 - c. Analyzes critical personnel strength factors.
 - d. Determines availability of return to duty soldiers.
2. The S1 determines future personnel requirements.
 - a. Obtains projected requirements from S3.
 - b. Prepares a list of critical replacement needs by POTF element.
3. The S1 coordinates projected replacements with the United States Special Operations Command (USSOCOM) J1 and 4th PSYOP Group Emergency Operations Center (POG EOC).
 - a. Obtains individual replacement data.
 - b. Obtains crew or team replacement data.
 - c. Coordinates crew and equipment arrival with S3, S4, and HQ commandant.
4. The S1 formulates priority of fill.
 - a. Prepares casualty estimation for future operations.
 - b. Recommends and obtains updated commander's priorities.
 - c. Develops plan to bring units to percentage level mandated by the commander.
 - d. Provides USSOCOM J1 and 4th POG with priority of fill.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S1

TASK: Perform Staff Supervision of the Personnel Service Support System (33-4-1005)
 (FM 12-6) (AR 385-10) (FM 3-4) (FM 3-5)
 (FM 100-5) (FM 101-15) (TC 12-17)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF and supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide required information for the command group and staff within established times and enhance soldier combat capabilities and morale. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 manages the POTF personnel service support system.
 - a. Provides policy and coordinating staff guidance.
 - b. Integrates personnel and coordinating staff functions.
 - c. Monitors policy adherence.

2. The S1 coordinates staff actions.
 - a. Issues guidance and orders.
 - b. Performs command inspections.
 - c. Exercises technical supervision over personnel service support activities.
 - d. Identifies unit problems.
 - e. Coordinates external support requirements through the S3.

3. The S1 monitors personnel service support.
 - a. Conducts coordination with supporting and supported units.
 - b. Inspects assigned and attached unit support operations.
 - c. Monitors personnel, postal, replacement, and all other personnel service support status reports.

4. The S1 manages the POTF safety program.
 - a. Develops safety program, policy, and procedures.
 - b. Provides advice and assistance to commanders and staff elements.
 - c. Reviews accident reports.
 - d. Monitors accident prevention program.
 - e. Monitors safety program implementation through visits, inspections, and reviews of records and reports.
 - f. Briefs commander and staff.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S1

TASK: Provide S1 Section Commander's Critical Information Requirements (33-4-1006)
 (FM 12-6) (AR 220-1) (FM 3-4) (FM 3-5)
 (FM 100-5) (FM 101-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: POTF has deployed into theater. POTF and supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide routine and requested information that accurately reflects the personnel service support status of the POTF to the commander and other staff sections within the established time frames. Ensure information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 maintains personnel strengths on POTF units.
 - a. Obtains present for duty strengths from daily situation reports (SITREPs) or Status Reports from subordinate elements.
 - b. Maintains current status of POTF replacement operation.
 - c. Maintains current and projected casualty data.
 - d. Maintains current status of key personnel.
2. The S1 reports status of POTF personnel service support.
 - a. Obtains status from daily SITREPs or Status Reports from subordinate elements.
 - b. Provides status of POTF morale, welfare, and recreation program.
 - c. Provides status of awards and decorations.
 - d. Analyzes personnel service support factors that influence morale and combat capability and reports significant items.
3. The S1 reports status of enemy prisoners of war (EPWs) and civilian internees or detainees.
 - a. Provides update of number of EPWs and civilian internees.
 - b. Reports impact of EPW operations by unit.
4. The S1 monitors health services for the POTF.
 - a. Maintains updated statistics on evacuation of U.S., allied, civilian, and enemy personnel.
 - b. Maintains projected return to duty rates.
 - c. Reports the beds or cots occupied and available.
5. The S1 monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S2

TASK: Conduct Intelligence/Security Predeployment Activities (33-4-2001)
 (FM 33-1-1) (FM 33-1) (FM 101-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S2 officer or NCOIC organizes the S2 section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for S2 section functions to assigned individuals.
- 2. The S2 identifies shortages in required section equipment and personnel.
- 3. The S2 requests adjustments to section personnel and equipment authorizations ICW HQ commandant through the POTF S3.
- 4. The S2 (ICW the S1 and S3) identifies personnel requiring access and passes security clearances to receiving organizations.
- 5. The S2 (ICW the S3) identifies security clearance requirements of POTF personnel, verifies current security clearances, and processes requests for clearance upgrades, as required.
- 6. The S2 identifies requirements and coordinates for appropriate maps and intelligence products.
- 7. The S2 (ICW the S1, legal section, contributing unit S2s, and IAW commander's guidance) ascertains personnel status on official passports and expeditiously processes passport applications for POTF members.
- 8. The S2 (ICW the S6) identifies intelligence systems requirements and requests equipment, internet protocol (IP) addresses, and passwords to ensure full automated data processing (ADP) interface capability.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S2

TASK: Conduct Intelligence Preparation of the Battlespace (33-4-2002)
 (FM 101-5) (FM 33-1-1) (FM 34-3)
 (FM 41-5) (FM 101-5-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The supported unit's OPORD or OPLAN has been received. The PSYOP unit has been directed to provide a POTF supporting plan. Respective staff elements are organic or provided to the PSYOP unit to support planning. Some iterations should be performed in MOPP4.

TASK STANDARDS: Conduct the intelligence preparation of the battlespace (IPB) IAW the commander's intent and mission requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S2 coordinates with S3 and PDC for the integration of the intelligence collection and analysis effort.
 - a. Identifies intelligence gaps.
 - b. Submits PIRs and IRs to the supported unit's S2.
2. The S2 (ICW PDC) evaluates the operational area.
 - a. Develops a matrix of the operational area that assists the commander in identifying potential target groups, key communicators or leaders, preferred media, and PSYOP issues.
 - b. Collects intelligence data for specific PSYOP missions to augment information contained in all types of existing PSYOP studies.
3. The S2 analyzes the effects of weather and climate.
 - a. Determines the effects of wind, precipitation, and seasonal changes on hostile and friendly PSYOP.
 - b. Produces a weather overlay to graphically portray the effects of weather on hostile and friendly PSYOP.
4. The S2 analyzes the effects of terrain.
 - a. Determines the effects of terrain on culture, population density, product dissemination, and action programs.
 - b. Produces overlays focusing on the effects of terrain and product dissemination.
5. The S2, civilian analyst, and PDC (target audience analysis detachment [TAAD], ICW area experts from the appropriate SSD) analyze the population in the area of interest.
 - a. Determine the accessibility of potential target audiences by friendly and hostile PSYOP.
 - b. Produce an overlay that graphically represents the ranges of friendly and hostile radio and television broadcasts.
 - c. Develop a target audience overlay that includes the types of media received by each target audience.
6. The S2 integrates databases.
 - a. Identifies named areas of interest (NAIs) and target areas of interest (TAIs).
 - b. Identifies groups that will be targeted by hostile PSYOP.
 - c. Identifies friendly capabilities to wage counterpropaganda.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1006	Select Psychological Actions and Agents of Action to Achieve a Psychological Objective

OPFOR TASKS

None

ELEMENT: S2

TASK: Plan Intelligence Support (33-4-2003)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has received a plan or order from supporting command that necessitates development of a POTF supporting plan. The POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Establish intelligence architecture that supports the intelligence needs of POTF units and is IAW the POTF commander’s priorities, intent, and concept of the operations. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S2 prepares intelligence estimate.
 - a. Examines operational environment through IPB.
 - b. Collects IRs from PDC and S3.
 - c. Recommends PIRs to the POTF commander.
 - d. Identifies sources of intelligence and information germane to POTF requirements.

2. The S2 prepares collection plan.
 - a. Plans for collection and dissemination of information and intelligence based on IRs and PIRs.
 - b. Coordinates access to information and intelligence sources ICW the signal officer.

3. The S2 prepares intelligence annex.
 - a. Integrates intelligence estimate into command estimate process.
 - b. Integrates intelligence section portion into Paragraphs 1 and 3 of POTF plan or order.
 - c. Develops intelligence annex (if required).

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S2

TASK: Provide Intelligence Support for PSYOP (33-4-2004)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: POTF supporting plan has been approved. POTF has been deployed into the AO. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Intelligence architecture supports POTF needs IAW the POTF commander's priorities, intent, and concept of the operations. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S2 and civilian analyst maintain IPB.
 - a. Collect IRs from the PDC and S3 section.
 - b. Coordinate with area experts from the SSD.
 - c. Recommend PIRs to the POTF commander.
 - d. Identify sources of intelligence or information germane to POTF requirements.
2. The S2 and civilian analyst implement the collection plan.
 - a. ICW area experts in the appropriate SSD, determine supporting intelligence assets or open sources that can best support PIRs and IRs.
 - b. Establish (ICW signal officer) communications or access to supporting intelligence assets.
 - c. Provide and update PIRs and IRs with supporting intelligence assets.
 - d. Maintain constant coordination with PDC reference IRs and RFIs.
3. The S2 maintains current analysis of the effects of weather and climate.
 - a. Identifies future weather patterns.
 - b. Determines effects of wind, precipitation, and seasonal changes on hostile and friendly PSYOP.
 - c. Produces a weather overlay to graphically portray the effects of weather on hostile and friendly PSYOP.
4. The S2 maintains current analysis of the effects of terrain.
 - a. Determines effects of terrain on culture, population density, product dissemination, and action programs.
 - b. Produces overlays focusing on the effects of terrain and product dissemination.
5. The S2, civilian analyst, PDC (TAAD), and SSD maintain current analysis of the population in the area of interest.
 - a. Determine the accessibility of potential target audiences by friendly and hostile PSYOP.
 - b. Produce an overlay that graphically represents the ranges of friendly and hostile radio and television broadcasts.
 - c. Develop a target audience overlay that includes the types of media received by each target audience.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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6. Civilian area experts in the SSD, with support from the S2 section, produce PSYOP studies IAW requirements established by the POTF commander.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1006	Select Psychological Actions and Agents of Action to Achieve a Psychological Objective

OPFOR TASKS

None

ELEMENT: S2

TASK: Perform S2 Functions (33-4-2005)
 (FM 101-5) (AR 220-15) (AR 380-5)
 (AR 380-67) (FM 19-30)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: POTF has deployed to a field site and is engaged in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Perform S2 functions IAW command guidance and mission requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S2 administers the Personnel Security Clearance Program.
 - a. Supervises the submission of appropriate forms, documents, and requests for security clearances.
 - b. Maintains a roster of unit personnel (assigned, attached, indigenous) security clearance levels.
 - c. Initiates and reviews security suspensions and revocations.
 - d. Coordinates transmission of appropriate personnel security clearances between HQ.

2. The S2 administers the Information Security Program.
 - a. Monitors the classification of documents.
 - b. Establishes access, dissemination, and accounting procedures for classified documents.
 - c. Supervises the storage and safekeeping of classified information.
 - d. Submits reports of loss or compromise of classified information.
 - e. Supervises the transfer and transmission of classified information.
 - f. Establishes classified information destruction and disposal procedures.

3. The S2 administers the Physical Security Program.
 - a. Prepares a physical security plan.
 - b. Establishes a program to control access to facilities and movement of personnel.
 - c. Supervises the installation of appropriate lighting, barriers, and intrusion detection devices.
 - d. Establishes a lock and key issue and control system.
 - e. Arranges for a security force.
 - f. Makes provisions for security and movement of vehicles.
 - g. Supervises the security of computers.
 - h. Supervises the provision of security for S6 facilities.
 - i. Develops an antiterrorism plan.
 - j. Develops an alternate site physical security plan.
 - k. Develops an evacuation plan.
 - l. Supervises evacuation route security.
 - m. Coordinates with rear operations area commander for POTF security responsibilities.

4. The S2 conducts periodic staff intelligence briefings.
 - a. Performs intelligence preparation of the battlefield.
 - b. Prepares an analysis of the AO and an intelligence estimate.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- c. Provides intelligence support to the PSYOP process.
 - d. Coordinates with PDC teams of subordinate adjacent units.
 - e. Consolidates PIRs and IRs of subordinate PSYOP units and monitors the intelligence process for those items.
 - f. Maintains the enemy portion of the POTF situation map (SITMAP).
5. The S2 maintains a daily staff journal.
- a. Makes entries in the journal that pertain to significant events, information received, messages received, and documents obtained.
 - b. Furnishes a copy of the journal to the commander and other staff sections.
6. The S2 manages the Command Map Program.
- a. Determines map requirements.
 - b. Submits requests for maps to the G2 or J2 of the supported unit.
 - c. Controls maps and issues them to the command element, other staff sections, and subordinate units.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S2

TASK: Provide S2 Section Commander's Critical Information Requirements (33-4-2006)
 (FM 3-4) (AR 220-1) (FM 3-5)
 (FM 100-5) (FM 101-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections routine and requested information that accurately reflects the intelligence and security status of the POTF within the established time frames. Ensure the information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S2 reports current enemy operations and capabilities.
 - a. Obtains information from the supported unit's intelligence summaries (INTSUMs).
 - b. Maintains current status of enemy forces to include combat efficiency and troop strength.
 - c. Maintains current status on enemy operations.
2. The S2 reports weather conditions.
 - a. Obtains status from supporting meteorological elements.
 - b. Provides analysis of impact upon friendly and enemy operations.
 - c. Provides analysis of impact upon civilian populations in area of interest.
3. The S2 reports the threat condition (THREATCON).
4. The S2 monitors OPSEC procedures.
 - a. Reports PIRs.
 - b. Reports observed lapses in OPSEC practices.
 - c. Reports on coordinated assessments conducted by external agencies.
5. The S2 monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S3

TASK: Conduct Operations/Training Predeployment Activities (33-4-3001)
 (FM 101-5) (AR 220-10) (FM 33-1)
 (FM 33-1-1) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPOD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW the TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S3 officer or operations NCO organizes the S3 section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for S3 section functions on assigned individuals.
2. The S3 identifies shortages in required section equipment and personnel.
3. The S3 requests adjustments to section personnel and equipment authorizations ICW HQ commandant.
4. The S3 manages the POTF.
 - a. Collects requests for changes or modifications from POTF staff sections.
 - b. Coordinates changes with the POTF commander for approval.
 - c. Coordinates changes with Group S3 and POTF S1 section.
5. The S3 establishes and maintains control over predeployment activities.
 - a. Establishes and maintains communications with port of debarkation.
 - b. Deploys liaison officer to port of debarkation to facilitate communication and coordination.
 - c. Maintains current status of units and movement serials or chalks readiness for deployment.
 - d. Maintains status of individual and unit training.
 - e. Establishes operations center to monitor POTF preparedness for deployment.
6. The S3 (ICW the unit movement section) publishes unit movement order (MO) and FRAGOs identifying schedules or modification in schedules of predeployment events.
7. The S3 identifies individual and unit training requirements prior to deployment.
8. The S3 coordinates for and schedules required individual and unit training.
9. The S3 coordinates for additional personnel support (as required) to support predeployment activities.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S3

TASK: Manage PSYOP Production (33-4-3002)
 (FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. POTF has been deployed into and is conducting operations in the AO. PSYOP programs have been approved for implementation. PDC has provided the S3 section with applicable program control sheets (PCSs) and product/action work sheets (P/AWSs) for approved PSYOP programs. The POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide PSYOP products to designated dissemination agents IAW program control sheets. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S3 reviews PCS and P/AWS.
 - a. Determines type of production assets required.
 - b. Determines quantities of products required.
 - c. Determines suspenses for product production through backward planning (allowing sufficient time for product production, packaging, transportation, and dissemination IAW PCS and P/AWS).
 - d. Establishes priority for production.

2. The S3 manages production assets.
 - a. Maintains current operational status of production assets.
 - b. Maintains current status of work of production assets.
 - c. Determines assets to employ in product production.
 - d. Tasks appropriate production assets.
 - e. Adjusts suspenses, as required, based on prioritization.
 - f. Monitors production status.

3. The S3 manages product movement to dissemination agents.
 - a. Identifies appropriate transportation medium for moving products to dissemination agents.
 - b. Coordinates movement with production assets and POTF S4 or supported command.
 - c. Establishes contact with transportation assets.
 - d. Confirms taskings for transport of products.
 - e. Monitors pickup and delivery.
 - f. Coordinates delivery with dissemination agents.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1028	Supervise Psychological Operations Task Force (POTF) Operations
	331-205-1011	Establish a PSYOP Product File/Archive System

OPFOR TASKS

None

ELEMENT: S3

TASK: Manage PSYOP Dissemination (33-4-3003)
 (FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. POTF has been deployed into and is conducting operations in the AO. PSYOP programs have been approved for implementation. PDC has provided the POTF S3 section with applicable PCSs and P/AWSs for approved PSYOP programs. PSYOP products have been sent to the dissemination section. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Implement the PSYOP program IAW program control sheets. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S3 reviews PCS and P/AWS.
 - a. Determines dissemination agents.
 - b. Determines implementation timelines.

2. The S3 coordinates program implementation, product dissemination, and PSYOP action.
 - a. Maintains current operational status of POTF dissemination assets.
 - b. Maintains current status of work of POTF dissemination assets.
 - c. Determines assets to employ in product dissemination.
 - d. Coordinates program implementation, product dissemination, PSYOP action with the supported command J3 (for taskings of assets external to the POTF).
 - e. Tasks appropriate production assets (POTF assets).
 - f. Computes leaflet drops.

3. The S3 monitors PSYOP campaign implementation.
 - a. Maintains current PCSs reflecting implementation and impact indicators.
 - b. Maintains current campaign support matrix reflecting programs implementation.
 - c. Provides periodic update through supported command operations channels regarding status of PSYOP programs and campaign and impact indications.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1028	Supervise Psychological Operations Task Force (POTF) Operations
	331-205-1019	Compute a Leaflet Drop

OPFOR TASKS

None

ELEMENT: S3

TASK: Perform S3 Functions (33-4-3004)
 (FM 101-5) (AR 220-15)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed to a field site and is engaged in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Perform S3 functions IAW command guidance and mission requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S3 coordinates staff responsibilities for operations.
 - a. Maintains current operational estimate through coordination with the S1, S2, S4, and S6 sections.
 - b. Establishes and updates the POTF tactical standing operating procedures (TSOP).
 - c. Submits recommendations for the location of the command post (CP) or tactical operations center (TOC).
 - d. Submits recommendations for unit location.
 - e. Supervises OPSEC activities.
 - f. Supervises signal security (SIGSEC) activities.
 - g. Coordinates electronic warfare.
 - h. Allocates ammunition resources.

2. The S3 allocates POTF resources.
 - a. Identifies resources.
 - b. Prioritizes resources.

3. The S3 implements PSYOP programs.
 - a. Coordinates and monitors production of PSYOP products through organic and contracted production assets.
 - b. Coordinates and monitors staffing and approval of PSYOP products and programs through the designated approval authority.
 - c. Coordinates and monitors implementation of PSYOP programs with supported and supporting organizations and agencies.
 - d. Prepares PSYOP estimate.
 - e. Supervises development of the PSYOP assessment.
 - f. Supervises the production of a PSYOP plan with PPD.
 - g. Coordinates PSYOP in support of EPW/CI operations.
 - h. Selects psychological actions and agents of actions to achieve a psychological objective.

4. The S3 maintains a daily staff journal.
 - a. Makes entries in the journal that pertain to significant events, information received, messages received, and documents obtained.
 - b. Marks, safeguards, stores, and transmits the journal according to the highest classification of its entries and enclosures.
 - c. Provides a copy of the journal for review by the commander and other staff sections.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1028	Supervise Psychological Operations Task Force (POTF) Operations
	331-205-1001	Supervise the Development of the PSYOP Assessment
	331-205-1030	Prepare a PSYOP Estimate
	331-205-1011	Establish a PSYOP Product File/Archive System
	331-205-1019	Compute a Leaflet Drop
	331-205-1029	Supervise PSYOP in Support of EPW/CI Operations

OPFOR TASKS

None

ELEMENT: S3

TASK: Supervise Battalion Nuclear, Biological, and Chemical Defense Operations (33-4-3005)
 (AR 350-41) (FM 3-3) (FM 3-4)
 (FM 3-5) (FM 3-7) (FM 3-100)
 (FM 8-230) (FM 8-285) (FM 20-3)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is operational in theater. OPFOR have the capability to launch nuclear, biological, and chemical (NBC) attacks. The commander and staff require updated NBC data for current operations and future planning. Isolated NBC incidents have occurred. Some operational areas have reported contamination. Some iterations should be performed in MOPP4.

TASK STANDARDS: Direct the preparation for NBC attack, response to initial effects of NBC attack, and response to residual effects of NBC attack. Oversee the preparation for friendly attack, radiological and chemical surveys, and radiological and chemical decontamination. Supervise operational decontamination and coordinate detailed equipment decontamination. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The NBC NCO develops the NBC defense plan.
 - a. Updates NBC vulnerability analysis.
 - b. Forecasts probable requirements.
 - c. Coordinates with personnel section for medical evaluation and treatment support.
 - d. Coordinates for NBC decontamination team support.
 - e. Plans for increased demand and consumption of NBC defense items.
 - f. Plans for decontamination of personnel, equipment, and facility.
 - g. Disseminates NBC defense plan.

2. The S3 directs preparation for an NBC attack.
 - a. Identifies backup C² procedures.
 - b. Alerts NBC defense teams.
 - c. Maintains NBC situation maps.
 - d. Directs periodic monitoring.
 - e. Directs redeployment of units and facilities.

3. The S3 directs responses to initial effects of an NBC attack.
 - a. Alerts higher, lower, and adjacent units.
 - b. Reestablishes chains of command and communications.
 - c. Assesses damage.
 - d. Coordinates assistance for subordinate units.
 - e. Alerts graves registration (GRREG) points and aid stations.
 - f. Forwards NBC 1 and subsequent NBC 1 reports.
 - g. Computes yield and ground zero location.
 - h. Prepares downwind hazard prediction.
 - i. Prepares simplified fallout prediction.
 - j. Submits NBC 6 report.

4. The S3 directs response to residual effects of an NBC attack.
 - a. Plots NBC 4 report on situation map.
 - b. Forwards NBC 4 report.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- c. Maintains radiation exposure status.
 - d. Develops contamination overlay.
 - e. Predicts duration of contamination.
 - f. Plots NBC 3 report on situation map.
 - g. Briefs NBC implications to commander.
 - h. Determines restoration decontamination requirements.
 - i. Recommends survey requirements.
 - j. Evaluates MOPP level.
 - k. Coordinates replenishment of NBC equipment and supplies with S4.
 - l. Develops NBC contingency plans.
5. The S3 directs preparation for a friendly NBC strike.
- a. Gives subordinate units specific instructions on what actions to take.
 - b. Advises commander on current situation.
 - c. Implements protective measures.
6. The S3 directs radiological and chemical surveys.
- a. Determines survey techniques.
 - b. Tasks units to provide teams.
 - c. Formulates turn-back dose and dose rates.
 - d. Prepares overlays and trip maps to destination.
 - e. Briefs survey teams.
 - f. Analyzes survey teams data.
 - g. Determines decontamination requirements.
7. The S3 directs radiological and chemical decontamination.
- a. Determines degree and extent of hazard.
 - b. Establishes an acceptable decontamination level.
 - c. Identifies areas and facilities for restoration decontamination.
 - d. Identifies contaminated runoff areas.
 - e. Updates unit radiation status.
 - f. Requests replenishment of NBC defense equipment and supplies.
8. The S3 supervises operational decontamination.
- a. Determines contaminated locations and routes to be taken.
 - b. Coordinates assistance with site supervisor.
 - c. Supervises operations of decontamination equipment.
 - d. Completes situation reports.
9. The S3 coordinates for detailed equipment decontamination.
- a. Requests additional support.
 - b. Directs NBC augmentations to designated area.
 - c. Monitors operations.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B34-SM-TG	031-506-3041	Determine Radiation Exposure Status
	031-506-3045	Prepare Effective Downwind Message
	031-506-4001	Plan Decontamination Operations
	031-506-4002	Plan Radiological Survey
	031-506-4003	Plan Chemical Survey
	031-506-4022	Perform Nuclear Vulnerability Analysis

OPFOR TASKS

None

ELEMENT: S3

TASK: Provide S3 Section Commander's Critical Information Requirements (33-4-3006)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. The POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the operations and training status of the POTF within the established time frames. Ensure the information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S3 reports current friendly operations and capabilities.
 - a. Obtains information from the supported unit's operations summaries (OPSUMs) and SITREPs.
 - b. Reports current status of friendly forces to include combat efficiency and troop strength.
 - c. Reports current status on friendly operations.
2. The S3 reports status of POTF elements.
 - a. Obtains information from detached unit's SITREPs and daily status reports.
 - b. Reports current locations and operations of POTF elements.
3. The S3 reports status of current PSYOP programs.
 - a. Reports implementation status of ongoing and approved PSYOP programs (last 24 hours).
 - b. Reports implementation status of planned PSYOP programs (next 24 to 48 hours).
4. The S3 reports status of planned PSYOP programs.
 - a. Reports status of products and programs submitted to the approval authority.
 - b. Reports status of products under production.
5. The S3 reports status of air movements.
6. The S3 monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1002	Supervise the Preparation of PSYOP Work Sheets
	331-205-1031	Supervise the Operation of the Product Development Center (PDC)
	331-205-1011	Establish a PSYOP Product File/Archive System
	331-205-1026	Supervise the Conduct of a Pretest/Posttest
	331-205-1012	Prepare Pretest/Posttest Questionnaires
	331-205-1013	Conduct a Pretest/Posttest
	331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Unit Movement Section

TASK: Conduct Unit Movement Predeployment Activities (33-4-0003)
 (AR 220-10) (FM 33-1) (FM 101-5) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPOD has been received directing POTF deployment. The TPFDD list has been developed. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. The unit movement section has been designated. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW the TPFDD.

TRAINING NOTE (Applicable to Task Nos. 33-4-0003, 0004, and 0005): *The unit movement section is envisioned as an ad hoc organization established by the POTF commander to plan, organize, supervise, monitor, and implement the unit movement plan. It may be comprised of nondeploying, rear detachment personnel under the rear detachment commander’s leadership, an additional duty of an established POTF staff element, or an ad hoc organization comprised of deploying or nondeploying personnel from several staff organizations.*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The unit movement officer (UMO) or NCO organizes the section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for unit movement functions on assigned individuals.
- 2. The unit movement section (ICW the S3) identifies force modules composition and required movement timelines (includes identification of container [air, sea, or rail] and 463L pallet [air] requirements for POTF equipment).
- 3. The unit movement section plans the unit movement from garrison site to arrival at designated staging sites in the AO.
 - a. Establishes critical times for movement flow based on reverse planning.
 - b. Publishes (ICW S3) critical time schedule and logistic deployment guidance.
 - c. Coordinates (through S3) for organic, MP, and local or HN support for transportation, lodging, and messing requirements.
 - d. Identifies external support requirements in POTF SOR (through coordination with S4 section).
- 4. The unit movement section coordinates through S4 for blocking, bracing, and tie-down materials; CONEX containers; and other materials required to facilitate load-out.
- 5. The unit movement section supervises conduct and completion of POTF elements’ predeployment activities through close coordination with S3 and representation in the operations center.
- 6. The unit movement section updates and maintains current load plans for deploying equipment, vehicles, pallets, and containers.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
7. The unit movement section (ICW S3 and S4) ensures load planning includes basic load of rations, ammunition, water, tentage, authorized stockage list (ASL), and other mission-essential equipment classified as bulk cargo.		
8. The unit movement section establishes and implements procedures for tracking deploying property.		
9. The unit movement section supervises unit load-out.		
10. The unit movement section ensures unit load teams are identified and proficient in—		
a. Preparing equipment and vehicles for movement via air, sea, rail or overland.		
b. Preparing 463L pallets, packing, crating, and marking equipment. Load teams are proficient in the use of top and side cargo as well as 10K tie-down straps.		
c. Operating vehicle scales (fixed and portable) and determining and marking loads with center of balance.		
d. Preparing hazardous cargo for movement via air, sea, and rail.		
e. Affixing Logistics Marking System (LOGMARS) labels to equipment.		
f. Coordinating training with S3, as required.		
11. The unit movement section (ICW S3, S4, S6, and maintenance sections) plans for establishment of Loading Area Control Center (LACC) to coordinate unit movement with the U. S. Transportation Command (USTRANSCOM) assets or organizations.		
a. Includes communications between operations center and LACC.		
b. Includes maintenance representation to facilitate on-the-spot repairs.		
c. Includes sufficient personnel to facilitate loading of personnel and equipment aboard USTRANSCOM assets.		
12. The unit movement section establishes procedures for inspecting equipment and containers or pallets before and after loading aboard USTRANSCOM assets.		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Unit Movement Section

TASK: Manage Unit Movement (33-4-0004)
(FM 101-5) (AR 220-1)

(FM 3-4)

(FM 3-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. The unit movement section has been designated or established and the unit movement plan has been published. This task should not be performed in MOPP4.

TASK STANDARDS: The POTF deploys IAW the TPFDD schedule.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The unit movement section implements procedures for inspecting equipment and containers or pallets before and after loading aboard USTRANSCOM assets.
 - a. Establishes (ICW S3, S4, S6, and maintenance sections) LACC to coordinate unit movement with USTRANSCOM assets or organizations.
 - b. Supervises unit load teams.
 - c. Maintains communications between the operations center and LACCs, and with the quartering party at destination.
 - d. Includes sufficient personnel to facilitate loading of deployment personnel and equipment aboard USTRANSCOM assets, to include maintenance representation, if warranted.

2. The unit movement section controls implementation of unit movement plan.
 - a. Provides continuous control of unit movement.
 - b. Modifies and disseminates critical time schedule and deployment guidance (through POTF S3).
 - c. Manages organic, MP, and local or HN support for transportation, lodging, and messing requirements through constant coordination and communications with supporting units or agencies.
 - d. Maintains continuous status of equipment, supplies, and personnel deploying or moving in march serials and force modules until arrival at ultimate destinations.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Unit Movement Section

TASK: Provide Unit Movement Section Commander's Critical Information Requirements (33-4-0005)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. The POTF or supported command may or may not be involved in combat operations. POTF operations necessitate planning or conduct of unit movements controlled by a POTF UMO. The unit movement section has been designated. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the current status of unit movements within the established time frames. Ensure information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The unit movement section reports current unit movements.
 - a. Reports current locations and status of POTF element during movement (last 24 hours).
 - b. Reports planned movements of POTF elements during next 24 to 48 hours.
2. The unit movement section reports projected problems related to unit movements.
 - a. Identifies projected problems.
 - b. Recommends solutions or adjustments to unit movement plan.
3. The unit movement section monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S4

TASK: Conduct Logistics Predeployment Activities (33-4-4001)
 (AR 220-10) (FM 33-1) (FM 33-1-1)
 (FM 101-5) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S4 officer or NCOIC organizes the S4 section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for S4 section functions to assigned individuals.
2. The S4 identifies shortages in required section equipment and personnel.
3. The S4 requests adjustments to section personnel and equipment authorizations ICW HQ commandant through the POTF S3.
4. The S4 obtains required stockage levels of all classes of supply IAW authorized stockage levels.
5. The S4 identifies shortages in authorized equipment and requests fill ICW S3 and Group S4.
 - a. Reports major equipment shortages to higher command and attaches current DA Form 2406 (AR 710-2).
 - b. Coordinates with HQ commandant for receipt of incoming equipment.
6. The S4 identifies requirements for additional allocations of periodic organizational clothing and individual equipment (OCIE).
7. The S4 (ICW S3 and group S4) requisitions OCIE for personnel, as required.
8. The S4 manages distribution and establishes accountability procedures for OCIE.
9. The S4 coordinates for ammunition issue to support deployment.
 - a. Prepares DA Form 581 for ammunition issue.
 - b. Ensures current notice of delegation of authority and receipt for supplies and assumption of command is on file at the ammunition supply point (ASP).
 - c. Conducts an inventory of on-hand basic load ammunition assets.
 - d. Requests delivery of basic load ammunition upon receipt of alert notification (AR 710-64).
 - e. Inspects vehicles to move Class V items IAW the vehicle load plans prepared for this purpose.
 - f. Ensures vehicles have the required warning signs and safety equipment.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- g. Establishes system for distribution and accountability of Class V items to deploying units and personnel.
- h. Implements procedures for maintaining accountability of deploying property.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S4

TASK: Perform S4 Functions (33-4-4003)
 (FM 101-5) (AR 220-15) (FM 10-14-2)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed to a field site and is engaged in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Perform S4 functions IAW command guidance and mission requirements.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S4 maintains a daily staff journal.
 - a. Makes entries in the journal that pertain to significant events, information received, messages received, and documents obtained.
 - b. Marks, safeguards, stores, and transmits the journal according to the highest classification of its entries and enclosures.
 - c. Provides a copy of the journal for review by the commander and other staff sections.

2. The S4 supervises the POTF supply system.
 - a. Furnishes advice on supply matters to the other staff sections.
 - b. Supervises the requisition, acquisition, storage, and distribution of all supplies and equipment.
 - c. Supervises property accounting procedures.
 - d. Supervises the execution of the logistics and service support portion of plans and orders.
 - e. Supervises supply and maintenance records procedures.
 - f. Prepares forecasts for Class III (petroleum) items.

3. The S4 provides for service support.
 - a. Supervises food service operations.
 - b. Makes arrangements for the receipt, storage, issue, and direct exchange of organizational clothing and equipment.
 - c. Selects the general locations of POTF service support areas.
 - d. Supervises the use of clothing exchange and bath points.
 - e. Coordinates the transportation of deceased personnel.
 - f. Submits requests for mortuary items.
 - g. Provides potable water.

4. The S4 supervises the POTF maintenance program.
 - a. Reviews unit status reports and materiel condition reports.
 - b. Conducts spot check inspections.
 - c. Prepares the logistics portions of the unit status report.
 - d. Supervises the PLL and the record of demands for repair parts.
 - e. Supervises recovery, repair, and evacuation of POTF vehicles.
 - f. Supervises the distribution and storage of repair parts and maintenance supplies.
 - g. Identifies maintenance problem areas.
 - h. Coordinates external maintenance support requirements with the S3.
 - i. Estimates the maintenance impact of planned operations.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. The S4 provides transportation support.
 - a. Provides the movement officer for the POTF.
 - b. Develops and maintains unit movement plan for all modes of transportation based on contingency missions, OPLANs, and OPORDs.
 - c. Prepares separate load plans for aircraft, railcars, and vehicles for the POTF.
 - d. Consults with the S3 to determine the priorities for movement.
 - e. Coordinates the movement and load plans of subordinate units.
 - f. Develops transportation requirements for the movement.
 - g. Provides transportation assets to assist in the evacuation of casualties.
 - h. Obtains road clearances for highway movements.

6. The S4 supervises acquisition PSYOP-peculiar equipment and supplies.
 - a. Develops the requirements for nonstandard PSYOP-peculiar equipment and supplies.
 - b. Maintains a list of sources for such equipment or repair parts.
 - c. Coordinates the acquisition, replacement, and repair of nonstandard, PSYOP-peculiar equipment with the supply and maintenance support activity.
 - d. Coordinates the acquisition of indigenous facilities, equipment, and supplies.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S4

TASK: Receive External Sling Load Resupply (33-4-4004)
 (FM 10-450-3) (FM 3-4) (FM 3-5) (FM 21-60)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The S4 section is alerted for incoming resupply by external sling load. The section or element has personnel trained in sling load procedures. Helicopters deliver supplies and equipment to a designated landing zone (LZ). The LZ is secured. Slings and allied materials may or may not be returned with delivery helicopters to unit of origin. Some iterations should be performed in MOPP4.

TASK STANDARDS: De-rig and clear supplies and equipment from the LZ. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S4 OIC develops supplies and equipment receipt plan.
 - a. Verifies quantity and type of supplies and equipment and delivery time with the operations or supply section.
 - b. Coordinates LZ security and location with the S3.
 - c. Appoints LZ officer or NCO.
 - d. Coordinates additional motor transport and special equipment requirements.
 - e. Assigns appropriate number and composition of ground crews based on tactical situation, type and quantity of cargo, and size of LZ.
 - f. Requests required protective equipment from unit supply facility.
 - g. Briefs LZ officer or NCO on tactical situation, size of operation, preparation and clearance of LZ, protective equipment, and safety precautions.
 - h. Disseminates plan to all sections or elements.

- *2. The LZ officer or NCO supervises external sling load resupply operations.
 - a. Identifies wind direction and speed.
 - b. Transmits wind direction and speed to incoming aircraft as requested.
 - c. Identifies aircraft approach direction.
 - d. Prepares LZ emergency security and reaction plan.
 - e. Identifies ground crews rendezvous or rally points.
 - f. Secures all required LZ markings and personnel protection equipment.
 - g. Organizes ground crew teams.
 - h. Briefs ground crew teams on tactical situation, size of operation, preparation and clearance of LZ, emergency procedures, protective equipment, and safety precautions.
 - i. Assigns individual team member duties.
 - j. Supervises de-rigging operations.
 - k. Supervises loading of supplies and equipment on motor transport vehicles.
 - l. Supervises LZ clearance activities.
 - m. Enforces safety procedures.

- 3. The ground crews perform LZ preparation activities.
 - a. Remove all obstructions from LZ.
 - b. Mark all fixed and permanent obstructions.
 - c. Clear all loose debris from the LZ.
 - d. Set up all required visual markers.
 - e. Position vehicles and other special equipment out of the LZ.
 - f. Rehearse hand or arm and other visual signals.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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4. The ground crews de-rig external sling load supplies or equipment.
 - a. Wear hearing and eye protection.
 - b. Employ safety precautions.
 - c. Employ visual signals to guide helicopter to de-rigging point.
 - d. Ground static discharge probe to cargo hook.
 - e. Release load from helicopter.
 - f. Provide “affirmative” signal to pilot for liftoff when load is unhooked and clear of helicopter.

5. The ground crews prepare slings or nets for air transport retrograde.
 - a. Remove cargo sling or nets from supplies or equipment.
 - b. Secure all slings or nets in a cargo net.
 - c. Employ proper hand signals to guide helicopter into position.
 - d. Ground static discharge probe to net rings.
 - e. Connect sling equipment to helicopter cargo hook.
 - f. Provide “affirmative” signal to pilot for liftoff when net is secure and all personnel are clear.

6. The ground crews and vehicle operators clear the LZ.
 - a. Load all supplies or equipment on vehicles.
 - b. Load all slings or nets and markers on vehicles.
 - c. Remove all loose debris from LZ.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S4

TASK: Receive Airdrop Resupply (33-4-4005)
 (FM 10-500-3) (FM 3-4) (FM 3-5)
 FM 10-500-2) (FM 10-507) (FM 10-553)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Since normal supply support transportation is unavailable, supplies and equipment are requested by airdrop. (*Note: Airdrop of supplies and equipment may be preplanned or immediate.*) General condition applies. Some iterations should be performed in MOPP4.

TASK STANDARDS: De-rig and recover all supplies, equipment, and rigging gear. The time to recover and de-rig is increased when performed in MOPP4.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The POTF requests supplies and equipment by airdrop.
 - a. Identifies supplies and equipment needed.
 - b. Identifies drop zone (DZ).
 - c. States date and time of airdrop request.
 - d. Forwards request for preplanned or immediate airdrop to supporting organization section.

2. The S4 develops airdrop supply and equipment receipt plan.
 - a. Designates a recovery officer and safety officer.
 - b. Verifies delivery time and location with S4.
 - c. Coordinates survey of DZ or AO with either pathfinders, a combat control team, or DZ status report through the operations section.
 - d. Prepares recovery and alternate plans.
 - e. Identifies the number of people and equipment for the recovery of supplies.
 - f. Coordinates transportation and materials handling equipment support.
 - g. Briefs personnel on the tactical situation, recovery plan, and alternative plans.

3. The S4 receives supplies and equipment.
 - a. Secures DZ or AO.
 - b. De-rigs supplies and equipment.
 - c. Records shortage.
 - d. Identifies damaged items.
 - e. Evacuates supplies and equipment.
 - f. Retrieves airdrop rigging equipment.
 - g. Buries or destroys airdrop rigging equipment that cannot be removed.
 - h. Inspects the DZ to make certain no equipment is left behind.
 - i. Forwards airdrop equipment to nearest collection point.
 - j. Forwards SITREP to the operations section.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S4

TASK: Provide S4 Section Commander's Critical Information Requirements (33-4-4006)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. The POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the logistics and supply status of the POTF within the established time frames. Ensure the information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S4 reports current status of logistics.
 - a. Reports current status by class of supply.
 - b. Reports projected status by class of supply.
2. The S4 reports status of services.
 - a. Reports status of services (laundry, bath, transportation, on-line access).
 - b. Reports status of contracts (rental agreements, repair contracts).
3. The S4 reports status of procurements.
4. The S4 reports budgetary status.
 - a. Reports current expenditures (to date).
 - b. Reports projected expenditures.
5. The S4 reports status of property accountability.
 - a. Reports status of any reports of survey.
 - b. Reports status of cyclic inventories.
6. The S4 monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Maintenance Section

TASK: Conduct Maintenance Predeployment Activities (33-4-4007)
 (FM 101-5) (AR 220-1) (FM 3-4)
 FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The motor maintenance officer or section NCOIC organizes the section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for maintenance section functions on assigned individuals.
- 2. The maintenance section establishes PLL ICW the S4.
- 3. The maintenance section obtains required stockage levels of the PLL IAW ASL.
- 4. The maintenance section identifies shortages in required section equipment and personnel.
- 5. The maintenance section requests adjustments to section personnel and equipment authorizations ICW HQ commandant through the S3.
- 6. The maintenance section takes necessary action to remove all POTF mission-essential items from a nonoperational status (AR 738-750).

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Maintenance Section

TASK: Provide Organizational-Level Maintenance for Vehicles and Generators (33-4-4008)

- (FM 9-43-1) (DA PAM 738-750) (FM 3-4)
- (FM 3-5) (FM 5-36) (FM 20-3)
- (FM 20-22) (FM 100-10)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed to a field site and engaged in operations. A maintenance section has been established in the POTF SOR. A maintenance officer has been designated as a primary staff position or additional duty. Some iterations should be performed in MOPP4.

TASK STANDARDS: Deploy in the field and successfully complete the repair or evacuation of vehicles and generators within a time frame consistent with existing conditions and published standards in appropriate technical manuals (TMs). Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- | | | |
|---|--|--|
| <ol style="list-style-type: none">1. The maintenance section establishes a motor maintenance facility in a field location.<ol style="list-style-type: none">a. Assembles maintenance facilities.b. Assembles maintenance supply facility.c. Installs generators, performs preoperational checks, and applies power.d. Establishes fire points.e. Establishes fuel point, to include oil.f. Camouflages, covers, and conceals maintenance facility to avoid aerial observation.g. Covers all reflective areas of equipment such as headlights, reflectors, mirrors, and windows.h. Covers or brushes out tracks that lead to facility and equipment position.i. Ensures all required publications are on hand.*2. The senior mechanic accounts for and controls all maintenance equipment and tools.<ol style="list-style-type: none">a. Provides secure area for storage.b. Applies appropriate control measures.c. Inventories all equipment at appropriate intervals for missing, damaged, or excess items.d. Initiates appropriate procedures to replace, repair, or turn in items through the supply section.3. The motor maintenance section collects oil samples IAW applicable publications and forwards to the Army Oil Analysis Program (AOAP) lab for analysis.<ol style="list-style-type: none">a. Ensures the AOAP lab recommendations are implemented.b. Makes entries on DA Form 2408-20 for each item of equipment.4. The motor maintenance section provides assistance or instructions to teams and operators performing preventive maintenance and checks services (PMCS).<ol style="list-style-type: none">a. Instructs operators in proper operation and maintenance procedures as outlined in applicable TM.b. Ensures operators know the proper use and maintenance of tools and test equipment. | | |
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TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. Maintenance personnel repair organic equipment.
 - a. Diagnose faults on inoperative equipment.
 - b. Identify necessary tools; test, measurement, and diagnostic equipment (TMDE); and repair parts to perform repairs.
 - c. Request required repair parts to complete the repair from PLL clerk.
 - d. Repair equipment IAW applicable TMs.
 - e. Request approval for battle damage assessment and repair (BDAR) through the motor sergeant when established repair procedures cannot be used.
 - f. Perform BDAR IAW appropriate manuals.
 - g. Request approval for controlled exchange through motor sergeant when required repair parts are not available.
 - h. Perform controlled exchange.
 - i. Perform final inspection to ensure quality control of repairs.
 - j. Record completed work on appropriate documents.
 - k. Employ safety procedures to minimize accidents.
 - l. Demonstrate ability to react to changes in workload as well as anticipate future commitments.

6. Maintenance personnel conduct transactions with support maintenance.
 - a. Identify category of repair.
 - b. Correct unit-level deficiencies.
 - c. Prepare required documentation for submission to support maintenance.
 - d. Evacuate equipment to support maintenance.
 - e. Verify completion of repairs.
 - f. Pick up equipment upon completion of repairs.

7. Maintenance personnel perform administrative support functions.
 - a. Maintain PLL.
 - b. Request repair parts for unit equipment.
 - c. Perform required AOAP tasks.
 - d. Turn in unserviceable repairable items.
 - e. Maintain document registers.
 - f. Maintain maintenance control records.
 - g. Maintain technical publications on all organic equipment.
 - h. Maintain tools and test equipment.
 - i. Maintain power generation equipment.
 - j. Accurately prepare all required records and reports in support of the commander's maintenance program.

8. Maintenance personnel recover disabled vehicles.
 - a. Verify location of disabled vehicles.
 - b. Select route based on map reconnaissance, verify status of route, and navigate to disabled vehicles or generators.
 - c. Move on a concealed route to disabled vehicles.
 - d. Inspect vehicles to determine required parts.
 - e. Repair vehicles on site.
 - f. Evacuate nonrepairable vehicles to unit maintenance area.
 - g. Determine the proper method of recovery.
 - h. Employ necessary equipment to raise, move, and secure equipment.
 - i. Report to higher HQ that recovery cannot be completed due to tactical situation.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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9. Maintenance personnel react to battle-damaged vehicle (recoverable) within a hostile area.
 - a. Verify location of disabled vehicle.
 - b. Request covering fire (direct and indirect).
 - c. Select route based on map reconnaissance, verify status of route, and navigate to disabled vehicle and generator.
 - d. Move on a concealed route to disabled vehicle.
 - e. Tow vehicle to a concealed location.
 - f. Remove casualties from vehicle.
 - g. Perform self aid or buddy aid.
 - h. Request medical assistance if required.
 - i. Evacuate casualties.
 - j. Perform battle-damage assessment.
 - k. Repair vehicle if possible.
 - l. Recover nonrepairable vehicle.
 - m. Determine the proper method of recovery.
 - n. Employ necessary equipment to raise, move, and secure equipment.
 - o. Report to higher HQ when recovery cannot be completed due to the tactical situation.

10. Maintenance personnel react to battle-damaged vehicle (unrecoverable) within a hostile area.
 - a. Verify location of disabled vehicles.
 - b. Request covering fire (direct and indirect).
 - c. Select route based on map reconnaissance, verify status of route, and navigate to disabled vehicle and generator.
 - d. Move on a concealed route to disabled vehicle.
 - e. Remove casualties from vehicle.
 - f. Treat casualties.
 - g. Request medical assistance if required.
 - h. Evacuate casualties.
 - i. Request disposition of unrecoverable vehicle from HQ commandant.
 - j. Conduct salvage operations.
 - k. Prepare vehicle for destruction.
 - l. Destroy vehicle on order from commandant or designated representative.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 9-63B35-SM-TG	091-499-3007	Inventory Tools and Equipment
	091-499-3011	Direct Scheduled PMCS
	091-499-3022	Recon Terrain/Route to Recovery Site
	091-499-3353	Prepare Materiel Condition Status Report (DA Form 2406)

	091-499-4001	Establish Priorities for Unit Maintenance of Equipment
	091-499-4003	Review Maintenance Request (DA Form 2407)
	091-499-4006	Plan and Manage Safety Program
	091-499-4013	Monitor Oil Analysis Program
	091-499-4016	Monitor Unit Oil Analysis Program
STP 10-92A12-SM	101-525-1150	Maintain Oil Analysis Records
	101-539-1312	Provide Nonmission Capable Information for the Preparation of the Materiel Condition Status Report

OPFOR TASKS

None

ELEMENT: Maintenance Section

TASK: Supervise Maintenance Activities (33-4-4009)
 (DA PAM 738-750) (AR 710-2) (FM 3-4)
 (FM 3-5) (FM 43-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed to a field site and engaged in operations. A maintenance section has been established in the POTF SOR. A maintenance officer has been designated as a primary staff position or additional duty. Some iterations should be performed in MOPP4.

TASK STANDARDS: Set up a maintenance program that enhances the operational readiness (OR) and capabilities of the POTF and complies with applicable TMs. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The maintenance section monitors the direct support (DS) and organizational maintenance of all vehicles and power generators within the POTF.
 - a. Establishes SOPs for DS and organizational maintenance.
 - b. Reviews organizational maintenance programs of subordinate elements and recommends changes to ensure unit maintains high state of readiness.
 - c. Provides DS when requested to sustain operations.
- *2. The maintenance officer directs the unit maintenance program.
 - a. Monitors implementation of the unit maintenance program.
 - b. Monitors unit operational levels by reviewing vehicle and equipment status reports.
 - c. Identifies current or anticipated maintenance problems.
 - d. Coordinates resolution of maintenance problems with higher HQ and supporting maintenance echelons.
 - e. Requests control substitution approval from higher HQ.
 - f. Approves emergency field repairs.
 - g. Prepares materiel condition status reports.
 - h. Conducts periodic inspections of personnel and equipment to ensure safety program is enforced.
- *3. The maintenance officer coordinates with the commander and other staff officers to enhance the command maintenance programs.
 - a. Develops equipment repair schedules.
 - b. Identifies causes or possible causes of equipment failure.
- *4. The maintenance officer coordinates with external maintenance facilities.
 - a. Coordinates scheduling and priorities with supporting command for wheeled vehicles and power generators.
 - b. Uses repair exchange to facilitate the restoration of maintenance readiness posture.
- *5. The motor sergeant supervises unit maintenance personnel.
 - a. Organizes unit maintenance personnel to perform unit maintenance activities.
 - b. Supervises The Army Maintenance Management System (TAMMS) and PLL procedures for completeness and accuracy.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- c. Supervises repair and inspection procedures to ensure they are done safely and IAW appropriate references.
 - d. Requests approval for BDAR from maintenance officer when established repair procedures cannot be used.
 - e. Supervises BDAR procedures to ensure procedures are done IAW appropriate manuals.
 - f. Requests approval to use controlled exchange from maintenance officer when required repair parts are not available.
 - g. Supervises use of controlled exchange for compliance with commander's guidance.
 - h. Supervises recovery operations to ensure correct recovery and safety procedures are used.
 - i. Supervises AOAP procedures to ensure testing of oil samples is done at required intervals.
 - j. Coordinates maintenance status with platoon or section leaders.
 - k. Provides unit maintenance status to HQ commandant.
- *6. The motor sergeant ensures oil samples are collected IAW applicable publications and forwards to the AOAP lab for analysis.
- a. Ensures the AOAP lab recommendations are implemented.
 - b. Makes entries on DA Form 2408-20 for each item of equipment.
- *7. The motor sergeant monitors safety program in maintenance area and ensures all personnel practice safety.
- a. Ensures programs and procedures are IAW with Army regulations (ARs), local regulations, and directives.
 - b. Ensures use of ground guides, hearing protection, and other safety devices, as appropriate.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 9-35E13-SM-TG	093-510-1001	Maintain a Preventive Maintenance Schedule Record (DD Form 314)
	093-510-1002	Maintain DA Form 2405
	093-510-2006	Maintain Reference Publications
STP 11-25II-MQS	O3-4651.01-0030	Review Maintenance Reporting and Management (MRM) Reports
	O3-4975.21-0002	Supervise Maintenance of the Army Maintenance Management System

OPFOR TASKS

None

ELEMENT: Maintenance, S6, Print, and Broadcast Sections

TASK: Establish Remote/Collocated/Node Site Defense (33-4-4010)
 (AR 530-1) (FM 3-4) (FM 3-5) (FM 19-30)
 (FM 20-3) (FM 24-19) (FM 24-35) (FM 24-35-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit received an OPORD or FRAGO to occupy a site removed from POTF main or command post. Plans must be made to defend against sabotage, ground forces, or airborne and air assault forces. Plans must include defending remote, collocated, and separated or node sites. Some iterations should be performed in MOPP4.

TASK STANDARDS: Complete all preparations specified for the defense IAW the OPORD or FRAGO. Unit is not surprised by the enemy. Defeat the enemy force or cause them to withdraw. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The section leader briefs remote, collocated, or node site defense responsibilities.
 - a. Briefs remote site team chiefs on site defense responsibilities.
 - b. Briefs collocated site team chiefs on site defense responsibilities.
 - c. Briefs node site team chiefs on site defense responsibilities.

- *2. The remote site team chief checks completeness of the remote site defense plan.
 - a. Ensures plan contains indirect fire targets.
 - b. Ensures plan has provisions for an inventory of sensitive items.
 - c. Ensures plan contains provisions to report communications consistently of any battle status changes.

- *3. The remote site team chief checks remote site defense for completeness.
 - a. Ensures the site is well camouflaged.
 - b. Ensures defensive positions and rally points are established.
 - c. Ensures NBC equipment is set up.
 - d. Ensures night vision devices are available for use.

- *4. The collocated site team chief checks his portion of the defense plan.
 - a. Ensures coordination is made with supported unit.
 - b. Checks that there is a clear definition of perimeter responsibilities.
 - c. Ensures team chiefs understand their perimeter responsibilities.
 - d. Checks to ensure there are alternate positions.

- 5. The section establishes a node site defense.
 - a. Establishes minimum security.
 - b. Establishes a defensive perimeter.
 - c. Places NBC alarms.
 - d. Installs site C² communications.

- 6. The section implements node site defense plan.
 - a. Mans the dismount point.
 - b. Establishes a blackout line.
 - c. Checks for inventories of sensitive items.
 - d. Positions NBC monitoring equipment.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- e. Ensures maximum number of personnel are available to engage a ground force.
 - f. Allows enough terrain for alternate positions.
 - g. Checks that M60s have range cards and M16 backup.
 - h. Checks that the M60 field of fire is low to the ground (18 inches) and aiming stakes are in place.
 - i. Ensures the M60 fields of fire, targets, known ranges, and alternate positions are plotted.
 - j. Places Claymores and light antitank weapon system.
 - k. Establishes cover and concealment.
 - l. Covers the most likely avenues of approach.
 - m. Prepares sector sketch and forwards to higher HQ.
- *7. The section leader inspects fighting positions.
- a. Checks that sectors of fire are adequate.
 - b. Checks that there is proper cover and concealment.
 - c. Checks that perimeter defense communications are established.
 - d. Checks that the location of ammunition and food supply points are known to all.
 - e. Checks for sufficient obstacle emplacements.
 - f. Checks that alternate defensive positions are established, if applicable.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-1-SMCT	071-312-3007	Prepare a Range Card for an M60 Machine Gun
	071-325-4425	Employ an M18A1 Claymore Mine
	071-326-0513	Select Temporary Fighting Positions
	071-331-0852	Clear a Field of Fire

OPFOR TASKS

None

ELEMENT: Maintenance Section

TASK: Provide Maintenance Section Commander's Critical Information Requirements (33-4-4012)
 (FM 101-5) (AR 220-1) (FM 3-4) (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. The POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the motor maintenance status of the POTF within the established time frame. Ensure information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The maintenance section reports current status of motor maintenance.
 - a. Reports status of all assigned or attached vehicles, trailers, print presses, and generators.
 - b. Reports job or work order numbers and requisition numbers for deficiencies.
2. The maintenance section reports PLL status.
 - a. Reports usage rates by line number.
 - b. Reports zero-balance lines.
3. The maintenance section monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S6

TASK: Conduct S6 Predeployment Activities (33-4-6001)
 (FM 101-5) (AR 220-10) (FM 33-1) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. The POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The signal officer or communications sergeant organizes the S6 section.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for section functions on assigned individuals.
2. The S6 identifies shortages in required section equipment and personnel.
3. The S6 requests adjustments to section personnel and equipment authorizations ICW HQ commandant through the S3 section.
4. The S6 contacts the USASOC G6 officer for further instructions or additional support, as required.
5. The S6 (ICW S3 and unit movement section) establishes communications architecture to support out-load.
6. The S6 issues SOI and authentication materials and other required communications security (COMSEC) IAW the POTF supporting plan.
7. The S6 establishes secure communications between the operations center and out-load sites within the required deployment sequence.
8. The S6 enters frequency modulated (FM) coordination net from command operations center, LACC, or marshaling area and A/DACG.
9. The S6 ensures subordinate units enter the out-load FM net on time.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S6

TASK: Plan S6 Support (33-4-6002)
 (FM 101-5) (AR 700-138) (FM 3-4)
 (FM 3-5) (FM 100-10) (FM 100-15)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: POTF has received a plan or order from the supporting command that necessitates development of a POTF supporting plan. The POTF or supported command may or may not be involved in combat operations. The POTF's sustainment system is capable of successfully supporting the mission. Some iterations should be performed in MOPP4.

TASK STANDARDS: Establish communications architecture and support procedures for S6 equipment IAW the POTF commander's priorities, intent, and concept of the operations. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S6 prepares an estimate.
 - a. Examines capabilities and forecasts communications requirements.
 - b. Recommends allocations and priority of communications assets.
 - c. Plans for maintenance and support for POTF communications and electronics equipment.
 - d. Examines capabilities and forecasts maintenance requirements for communications and electronics equipment.
 - e. Recommends maintenance priorities for communications and electronics equipment.
 - f. Determines backup maintenance support for requirements beyond unit capabilities.
 - g. Supports S3 in operational planning.
 - h. Supports unit movement section in movement planning.
- *2. The S6 officer prepares an annex.
 - a. Integrates the estimate into command estimate process.
 - b. Integrates S6 instructions into the POTF plan or order.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S6

TASK: Provide Signal Support to POTF/TPB (33-4-6003)
 (FM 33-1) (FM 33-1-1) (SIGNAL SECTION SOP)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Given the OPORD, communications annex, mission-tailored signal operation instructions (SOI), COMSEC equipment, allocated facilities, mission-specific equipment with internal and external power, and a distant end. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide single-channel radio communications networks operating within high frequency (HF) and ultrahigh frequency (UHF) ranges. Provide minimal telephone support. Transmit and receive voice and data over all means within 24 hours of arrival at site.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S6 conducts site survey.
 - a. Selects a site with adequate space for equipment and antennas.
 - (1) There should be no fixed objects blocking the path of radiated energy from any antenna.
 - (2) Antennas should not be set up close to power lines.

TRAINING NOTE: *Unauthorized personnel should not have access to areas where antennas are set up.*

- b. Selects a facility that provides shelter and external power.
 - (1) Checks external power for proper voltage, hertz, and stability.
 - (2) Area should be well ventilated and climate controlled to prevent overheating.
2. The S6 provides single-channel UHF support using the GRC-233 (SOCA).
 - a. Prepares satellite communications (SATCOM) radios (LST-5C, PSC-3) in the UHF wide band configuration for use of secure voice and data messages using the compact data controller (CDC).
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (DMC-120, DMC-122).
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.
 - b. Prepares SATCOM radios (LST-5C, PSC-3) in the UHF narrow band configuration for use of secure voice and data messages using the automatic data controller (ADC).
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (DMC-120, DMC-122).
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.
3. The S6 provides single-channel HF support using the GRC-233 (SOCA).
 - a. Prepares RF-5000 base station to provide secure voice communications.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (near vertical incidence skywave [NVIS], doublet, OE-452, Eyring low profile antenna [ELPA], long wire).

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- (3) Enter net.
- (4) Contact distant station.
- (5) Leave net.
- (6) Maintain communications.
- b. Prepares RF-5000 base station to provide secure data communications.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (NVIS, doublet, OE-452, ELPA, long wire).
 - (3) Enter net.
 - (4) Contact distant station.
- 4. The S6 provides tactical and commercial telephone support.
 - a. Establishes secure and nonsecure commercial telephone capability.
 - (1) Submit local service request for commercial telephone lines IAW POTF organizational chart.
 - (2) Load and connect secure telephone units (STU-III).
 - (3) Maintain communications.
 - b. Establishes secure and nonsecure tactical telephone capability.
 - (1) Submit request through J6/G6 for mobile subscriber equipment (MSE) phone lines IAW POTF organizational chart.
 - (2) Connect secure telephone (KY-68) and nonsecure telephones (TA-1035).
 - (3) Prepare tactical fax (AN/UXC-7) or Ricoh SGX20M.
 - (a) Perform self-test.
 - (b) Send and receive test fax.
 - (4) Establish communications.
 - (5) Maintain communications.
- 5. The S6 provides commercial television satellite downlink.
 - a. Contracts for the use of or local purchase satellite receiver.
 - b. Installs and operates travel satellite.
- 6. The S6 establishes a message and telecommunications center.
 - a. Prepares transportable international maritime satellite-B (INMARSAT-B) earth station with a STU-III and computer to send and receive secure voice and data calls.
 - b. Prepares STU-III to operate with a commercial facsimile to send and receive secure data messages.
 - c. Prepares STU-III to operate with a computer using preliminary communications search (PRECOM) plus or LapLink to send and receive traffic.
 - d. Establishes a local area network (LAN) system for electronic mail (E-mail) and POAS.
 - e. Maintains communications.

TRAINING NOTE: Proper radio and telephone procedures should be based on ACP 125.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 11-31F13-SM-TG	113-573-3002	Implement Electronic Counter-Countermeasures for Radio Systems
	113-604-1024	Install Central Office Telephone Automatic System AN/TTC-41(V)()
	113-604-2010	Operate Central Office Telephone Automatic System AN/TTC-41(V)()
	113-604-4065	Maintain Central Office Telephone Automatic System AN/TTC-41(V)() to Direct Support Level
STP 11-31U14-SM-TG	113-574-3008	Perform Unit Level Maintenance (ULM) on Assigned Signal Support Systems TMDE
	113-580-0053	Troubleshoot a Tactical Local Area Network (LAN) Cable
	113-580-1032	Configure a Desktop IBM or Compatible Microcomputer for Operation
	113-580-1033	Install Network Hardware/Software in a Desktop IBM or Compatible Microcomputer
	113-580-3069	Perform Unit Level Maintenance (ULM) on a Desktop IBM or Compatible Microcomputer
	113-597-0002	Troubleshoot Tactical Lightweight Digital Facsimile AN/UXC-7 System
	113-597-1002	Install Tactical Lightweight Digital Facsimile AN/UXC-7
	113-597-3002	Perform Scheduled Unit Level Maintenance (ULM) on Tactical Lightweight Digital Facsimile AN/UXC-7
	113-611-1015	Select a Radio Site
	113-625-3031	Perform Scheduled Unit Level Maintenance (ULM) on Digital Nonsecure Voice Telephone (DNVT) Set TA-1035/U
	113-625-3032	Perform Scheduled Unit Level Maintenance (ULM) on Digital Secure Voice Telephone (DSVT) Set KY-68
STP 11-31V13-SM-TG	113-573-6001	Recognize Electronic Countermeasures (ECM) and Implement Electronic Counter-Countermeasures (ECCM)
	113-573-7017	Prepare/Submit Operator's (MIJI) Report
	113-596-1070	Construct a Doublet Antenna
	113-596-7056	Direct Installation of a Doublet Antenna
STP 11-74C14-SM-TG	113-573-0012	Implement a COMSEC Emergency Plan
	113-573-1013	Control Classified Documents
	113-573-2027	Process Incoming COMSEC Material
	113-573-2028	Process Outgoing COMSEC Material
	113-573-2029	Conduct Shift-to-Shift Inventory of COMSEC Material
	113-573-2030	Post Changes to COMSEC Publications
	113-573-2031	Destroy COMSEC Material
	113-573-7069	Prepare COMSEC Inventory Reports
	113-573-9012	Destroy Classified Material
	113-583-2622	Process Electronic Mail (E-mail)

	113-598-7017	Direct the Establishment of a Tactical Telecommunications Center (TCC) (RC)
	113-611-1013	Perform Site Reconnaissance
	113-615-2028	Process Outgoing Distribution
	113-615-6003	Process Incoming Distribution
	113-615-6013	Prepare an SOP for Distribution Management
	113-615-6014	Prepare an SOP for Control of a Reading File
	113-615-6015	Prepare an SOP for Management of Files
STP 31-18E34-SM-TG	113-573-0001	Manage Signal Security Procedures
	113-573-0002	Manage Operations Security Procedures
	113-573-0006	Prepare an Emergency Plan
	113-573-0007	Identify Communications Security Insecurities
	113-573-2016	Prepare Transfer and Accounting Documents for Transfer of Communications Security Material
	113-573-5002	Manage Implementation of Electronic Counter-Countermeasures Procedures
	113-573-6001	Implement Electronic Counter-Countermeasures
	113-573-7017	Render a Meaconing, Intrusion, Jamming, and Interference FEEDER Voice Template Message Report
	113-573-8009	Prepare Input for Signal Operation Instructions
	113-587-0058	Perform Operator's Troubleshooting on the Single Channel Ground and Airborne Radio System
	113-589-1008	Install Radio Set AN/PSC-3
	113-589-2010	Employ Radio Set AN/LST-5C
	113-589-2023	Operate Radio Set AN/PSC-3
	113-596-1068	Install Antenna Group OE-254/GRC
	113-601-1001	Install Generator Set 5 KW or PU-620
	113-601-2001	Operate Generator Set 5 KW or PU-620
	113-601-2002	Perform Operator's Troubleshooting Procedures on Generator Set 5KW or PU-620
	113-611-4010	Plan a Single Channel Radio Net
	113-611-5013	Identify Manpower and Materiel Requirements to Accomplish the Mission
	113-611-5014	Prepare the Signal Annex to the Operation Order
	113-611-5025	Plan Tactical Radio Systems
	113-611-7002	Plan Field Wire Systems
	113-620-1027	Install Radio Set AN/PRC-104A
	113-620-2027	Operate Radio Set AN/PRC-104A
	113-623-4001	Manage Preventive Maintenance of Communications Equipment
	331-916-0016	Coordinate Signal Activities with Other Units
	331-916-0026	Install Antenna Group OE-452/PRC
	331-916-0027	Perform Unit-Level Preventive Maintenance Checks and Services on Communications Equipment
	331-916-0028	Develop a Communications Plan
	331-916-0031	Request Frequencies for Communications Net
	331-916-0030	Operate KL-43(C) Text Encryption and Decryption Terminal
	331-916-0032	Construct a Power Source Circuit
	331-916-0052	Direct the Installation of AN/GRC-233 Special Operations Communications Assembly

331-916-0319	Use a Multimeter to Perform a Continuity Check and Voltage Check
331-916-0513	Select a Transmission Site
O1-5701.07-0002	Analyze Radio Frequency Interference Problems
O1-5704.04-0003	Direct a Net Control Station Operation
O1-5704.07-0001	Plan a Frequency-Modulated Voice Communications Net
O1-5878.07-0001	Plan a Tactical Single Channel Radio Communications Net

OPFOR TASKS

None

ELEMENT: S6

TASK: Provide Signal Support to PDD/TPD (33-4-6004)
 (FM 33-1) (FM 33-1-1) (SIGNAL SECTION SOP)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Given the OPORD, communications annex, mission-tailored SOI, COMSEC equipment, allocated facilities, and mission-specific equipment with internal and external power, and a distant end. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide single-channel radio communications networks operating within HF and UHF ranges. Provide minimal telephone support. Transmit and receive voice and data over all means within 24 hours of arrival at site.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S6 conducts site survey.
 - a. Selects site with adequate space for equipment and antennas.
 - (1) There should be no fixed objects blocking the path of radiated energy from any antenna.
 - (2) Antennas should not be set up close to power lines.

TRAINING NOTE: *Unauthorized personnel should not have access to area where antennas are set up.*
 - b. Selects facility that will provide shelter and external power.
 - (1) Checks external power for proper voltage, hertz, and stability.
 - (2) Area should be well ventilated and climate controlled to prevent overheating.

2. The S6 provides single-channel UHF support.
 - a. Prepares SATCOM radios (IST-5C, PSC-3) in the UHF wide band configuration for use of secure voice and data messages using the KL-43C.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (DMC-120, DMC-122).
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.
 - b. Prepares SATCOM radios (IST-5C, PSC-3) in the UHF narrow band configuration for use of secure voice and data messages using the KL-43C.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (DMC-120, DMC-122).
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.

3. The S6 provides single-channel HF support using the PRC-104 or HF flyaway.
 - a. Prepares PRC-104/HF flyaway base station to provide secure voice communications.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (NVIS, doublet, OE-452, ELPA, long wire).
 - (3) Enter net.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- (4) Contact distant station.
- (5) Leave net.
- (6) Maintain communications.
- b. Prepares PRC-104/HF flyaway base station to provide secure data communications.
 - (1) Equipment should be properly grounded.
 - (2) Erect antenna (NVIS, doublet, OE-452, ELPA, long wire).
 - (3) Transmit data messages with distant end using the KL-43C.
 - (4) Receive data messages with distant end using the KL-43C.
 - (5) Maintain communications.

- 4. The S6 provides single-channel VHF support using single-channel ground and airborne radio system (SINCGARS).
 - a. Prepares SINCGARS to operate in the single-channel mode.
 - (1) Equipment should be properly grounded.
 - (2) Erect OE-254 antenna.
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.
 - b. Prepares SINCGARS to operate in the frequency-hopping mode.
 - (1) Equipment should be properly grounded.
 - (2) Erect OE-254 antenna.
 - (3) Enter net.
 - (4) Contact distant station.
 - (5) Leave net.
 - (6) Maintain communications.

- 5. The S6 provides secure and nonsecure tactical telephone support.
 - a. Submits request through J6/G6 for MSE phone lines IAW POTF organizational chart.
 - b. Connects secure telephone (KY-68) and nonsecure telephones (TA-1035).
 - c. Prepares tactical fax (AN/UXC-7) and/or Ricoh SFX20M.
 - (1) Perform self-test.
 - (2) Send test fax.
 - (3) Receive test fax.
 - d. Establishes communications.
 - e. Maintains communications.

TRAINING NOTE: *Proper radio and telephone procedures should be based on ACP-125.*

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 11-31U14-SM-TG	113-574-3008	Perform Unit Level Maintenance (ULM) on Assigned Signal Support Systems TMDE
	113-580-0051	Troubleshoot a Desktop IBM or Compatible Microcomputer
	113-580-1032	Configure a Desktop IBM or Compatible Microcomputer for Operation
	113-580-1033	Install Network Hardware/Software in a Desktop IBM or Compatible Microcomputer
	113-580-3069	Perform Unit Level Maintenance (ULM) on a Desktop IBM or Compatible Microcomputer
	113-597-0002	Troubleshoot Tactical Lightweight Digital Facsimile AN/UXC-7 System
	113-597-1002	Install Tactical Lightweight Digital Facsimile AN/UXC-7
	113-597-3002	Perform Scheduled Unit Level Maintenance (ULM) on Tactical Lightweight Digital Facsimile AN/UXC-7
	113-625-3031	Perform Scheduled Unit Level Maintenance (ULM) on Digital Nonsecure Voice Telephone (DNVT) Set TA-1035/U
	113-625-3032	Perform Scheduled Unit Level Maintenance (ULM) on Digital Secure Voice Telephone (DSVT) Set KY-68
STP 11-31V13-SM-TG	113-573-6001	Recognize Electronic Countermeasures (ECM) and Implement Electronic Counter-Countermeasures (ECCM)
	113-573-7017	Prepare/Submit Operator's (MIJI) Report
	113-596-1070	Construct a Doublet Antenna
STP 31-18E34-SM-TG	113-573-0006	Prepare an Emergency Plan
	113-573-6001	Implement Electronic Counter-Countermeasures
	113-573-7017	Render a Meaconing, Intrusion, Jamming, and Interference FEEDER Voice Template Message Report
	113-587-0058	Perform Operator's Troubleshooting on the Single-Channel Ground and Airborne Radio System
	113-587-2070	Operate the Single Channel Ground and Airborne Radio System
	113-587-2071	Operate the Single-Channel Ground and Airborne Radio System Frequency Hopping (Substation)
	113-587-2075	Operate the Single Channel Ground and Airborne Radio System Data Operations
	113-589-1008	Install Radio Set AN/PSC-3
	113-589-2010	Employ Radio Set AN/LST-5C
	113-589-2023	Operate Radio Set AN/PSC-3
	113-596-1068	Install Antenna Group OE-254/GRC
	113-601-1001	Install Generator Set 5 KW or PU-620
	113-601-2002	Perform Operator's Troubleshooting Procedures on Generator Set 5KW or PU-620
	113-620-1027	Install Radio Set AN/PRC-104A
113-620-2027	Operate Radio Set AN/PRC-104A	

331-916-0026	Install Antenna Group OE-452/PRC
331-916-0027	Perform Unit-Level Preventive Maintenance Checks and Services on Communications Equipment
331-916-0028	Develop a Communications Plan
331-916-0030	Operate KL-43(C) Text Encryption and Decryption Terminal
331-916-0319	Use a Multimeter to Perform a Continuity Check and Voltage Check
331-916-0513	Select a Transmission Site
331-916-0514	Sterilize a Transmission Site

OPFOR TASKS

None

ELEMENT: S6

TASK: Provide Direct Support Electronics Maintenance for Organic Electronics Equipment (33-4-6005)
 (DA PAM 738-750) (DA PAM 710-2-1) (FM 3-4)
 (FM 3-5) (FM 20-3) (FM 100-10)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Personnel, equipment, and supplies have arrived at selected site. The POTF is prepared to operate for an extended period while engaged in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Repair, evacuate, or repair exchanges of S6 equipment within a reasonable time frame consistent with existing conditions and published standards in appropriate TMs. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S6 establishes a maintenance facility in a field location.
 - a. Assembles maintenance facilities.
 - b. Assembles maintenance supply facility.
 - c. Installs generators and performs pre-operational checks.
 - d. Installs power cable and applies power.
 - e. Establishes fire point.
 - f. Establishes fuel point, to include oil, with easy access.
 - g. Camouflages, covers, and conceals maintenance facility to avoid aerial observation, using all available resources.
 - h. Covers all reflective areas of equipment such as headlights, reflectors, mirrors, and windows.
 - i. Covers or brushes out tracks that lead to facility and equipment position.
 - j. Observes all safety precautions (such as grounding and petroleum, oils, and lubricants [POL] storage).
 - k. Ensures all required publications are on hand.

2. The S6 performs organizational maintenance.
 - a. Develops a preventive maintenance (PM) program for organic test and support equipment.
 - b. Identifies equipment requiring periodic PM.
 - c. Coordinates the PM program, by categories of equipment, with the unit training schedule.
 - d. Specifies the PM objectives for each time period.
 - e. Prepares a DD Form 314 for each item.
 - f. Establishes local procedures for personnel to obtain supplies and equipment required to conduct PM using applicable TMs.
 - g. Verifies that PMCS activities are supervised.
 - h. Monitors PMCS in progress.
 - i. Verifies that applicable references are available and are being used.
 - j. Verifies that services scheduled on DD Form 314 meet the reference standards.

3. The S6 provides status of electronics equipment.
 - a. Provides nonmission-capable supplies and nonmission-capable materiel data from AHE-015 to the POTF maintenance officer and the unit owning the equipment being repaired by the electronics maintenance shop.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
<ul style="list-style-type: none"> b. Provides the data found on the AHE-015 to commanders, POTF maintenance officer, and owning unit for communications planning and preparing of DA Form 2406. <ul style="list-style-type: none"> 4. The S6 establishes internal calibration procedures. <ul style="list-style-type: none"> a. Designates a calibration support coordinator. b. Determines which TMDE will require periodic calibration. c. Prepares a DA Form 2416 for each TMDE item. d. Coordinates with supporting calibration facility for calibration of TMDE. 5. The electronics repair parts section records supply transactions on document register or parts request status register. <ul style="list-style-type: none"> a. Records requests for repair parts IAW the applicable AR or TM. b. Forwards requests, after documentation, to the supporting supply activity. 6. The S6 requests repair parts. <ul style="list-style-type: none"> a. Uses the appropriate TM or the Army Master Data File to ensure stock numbers are correct. b. Submits repair parts request to the parts section using DA Form 2407. 		
TRAINING NOTE: DA Form 2407 is used with TAMMS.		
<ul style="list-style-type: none"> 7. The S6 operates a repair parts section. <ul style="list-style-type: none"> a. Establishes bench stock supplies. b. Identifies and selects parts appropriate for the shop's bench stock. c. Computes a stockage level for each type of part selected. d. Prepares a bench stock list; includes the nomenclature, federal stock number, and stockage level of each part or item. e. Requisitions bench stock supplies through unit supply activity on DA Form 2765-1. f. Identifies locations in the shop for storing and issuing bench stock. g. Controls bench stock levels. 8. The S6 evacuates unserviceable equipment. <ul style="list-style-type: none"> a. Prepares a separate DA Form 2407 on each item or recoverable component of items reportable on DA Form 2406 for requested maintenance. b. Ensures all information from DA Form 2407 matches the equipment to be evacuated, such as nomenclature, model number, series number. c. Justifies high priority designator, 01 through 08, unless the priority is taken from DA Form 2407, DA Form 2402, or DA Form 2765-1 already signed by the POTF maintenance officer. d. Transports unserviceable equipment to DS facility IAW local directives. 9. The S6 repairs and exchanges a faulty module. <ul style="list-style-type: none"> a. Inspects module to ensure it is complete and meets fair wear and tear criteria. b. Annotates and distributes DA Form 2402. c. Issues replacement module on due-in (DA Form 2402, copy No. 1). d. Ensures all entries on the exchange tag are correct. e. Exchanges unserviceable items or establishes a due-out using DA Form 2402. f. Submits unserviceable repair exchange items to the maintenance shop for repair. g. Records entries on repair exchange accounting record. h. Posts entries on DA Form 2064. 		

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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10. The S6 responds to trouble call.
 - a. Logs trouble call and records pertinent information.
 - b. Briefs, equips, and dispatches electronics maintenance teams.

11. The S6 repairs electronics equipment.
 - a. Logs DA Form 2407 on DA Form 2405 and assigns a job order number or maintenance activity designator code.
 - b. Tags equipment with DA Form 2402, annotating all pertinent information.
 - c. Performs initial inspection and records results on DA Form 2404.
 - d. Initiates DA Form 3999-10 for each item of equipment received into the maintenance facility.
 - e. Prepares DA Form 3999-4.
 - f. Troubleshoots, isolates, and replaces faulty component, module, card, or part.
 - g. Performs quality control checks on equipment and completes DA Form 2407.
 - h. Completes DA Form 3999-5-R.
 - i. Completes entries on DA Form 2405 upon return or issuance of equipment to user.
 - j. Evacuates equipment that is not repairable at the organizational DS level or that exceeds unit's maintenance allocation authorization.

12. The S6 employs electronic security (ELSEC) measures.
 - a. Observes proper ELSEC procedures when performing maintenance on radio emitters.
 - b. Turns off transmitters when making adjustments or performing maintenance and calibration.
 - c. Uses dummy loads when testing, making adjustments, or performing maintenance requiring the transmitter to be on.
 - d. Directs main lobe of antennas away from potential adversaries when testing, adjusting, or performing maintenance.

13. The S6 provides technical assistance.
 - a. Provides assistance when supported unit has a low materiel readiness rate.
 - b. Instructs operators in the best methods of performing operator level maintenance responsibilities.
 - c. Instructs operators on their responsibilities and limitations in the area of tuning and aligning electronics equipment.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: S6

TASK: Provide S6 Section Commander's Critical Information Requirements (33-4-6006)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the status of S6 operations of the POTF within the established time frame. Ensure information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S6 reports current status of communications in support of POTF operations.
 - a. Reports current assets, capabilities, and locations of assets.
 - b. Reports projected changes to assets, capabilities, and locations of assets.
2. The S6 reports current status of equipment.
 - a. Reports status of all assigned and attached S6 equipment.
 - b. Reports job or work order numbers and requisition numbers for deficiencies.
3. The S6 reports status of information systems.
 - a. Reports POTF internal connectivity or problems.
 - b. Reports POTF external connectivity or problems.
4. The S6 monitors and reports other information IAW commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Headquarters Company

TASK: Conduct Company-Level Predeployment Activities (33-3-1051)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. POTF and subelements are prepared to deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The HQ commandant or 1SG organizes the HQ company.
 - a. Integrates assigned personnel into section organization.
 - b. Fixes responsibilities for section functions on assigned individuals.
- 2. The HQ company identifies shortages in required section equipment and personnel.
- 3. The HQ company requests adjustments to section personnel and equipment authorizations ICW HQ commandant through the S3.
- 4. The HQ company (ICW S1) identifies personnel assigned to or deploying with the POTF.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Headquarters Company

TASK: Perform Field Sanitation Measures (33-3-1052)
 (FM 21-10) (AR 40-5) (AR 385-10)
 (FM 3-4) (FM 3-5) (FM 8-10)
 (FM 10-52) (FM 21-10-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Health hazards exist that require field sanitation measures. The unit is in the field without permanent sanitation or water facilities. The HQ commandant has selected and trained the unit field sanitation team (FST). The health services support (HSS) plan, FM 21-10, FM 21-10-1, and POTF OPORD are available. All required sanitation equipment is available. Field sanitation activities are continuous and are performed simultaneously with other operational tasks. Field-expedient and natural shelters are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Perform field sanitation measures IAW the OPORD and FM 21-10. Ensure FST performs field sanitation activities IAW the commander's guidance and FM 21-10-1. At MOPP4 only minimum-essential field sanitation activities are performed.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The HQ commandant directs field sanitation measures.
 - a. Directs field sanitation activities to counter the health threat.
 - b. Monitors field sanitation activities for compliance with FM 21-10.
 - c. Enforces individual field sanitation measures.
 - d. Requests assistance for health-related problems from supporting medical treatment facility IAW OPORD and HSS plan.
 - e. Enforces safety procedures IAW commander's guidance.

- 2. The FST supervises unit field sanitation activities.
 - a. Maintains field sanitation basic load IAW FM 21-10-1.
 - b. Supervises distribution of field sanitation basic load items IAW FM 21-10-1.
 - c. Tests unit water supply for required chlorine residual level IAW FM 21-10, FM 21-10-1, and the HSS plan.
 - d. Monitors personnel to ensure use of personal protective measures against arthropods (skin, clothing, and bed net repellent) and rodents is IAW applicable directives and commander's guidance.
 - e. Monitors personnel for employment of correct hygiene measures.
 - f. Inspects latrines and urinals IAW FM 21-10 and FM 21-10-1.
 - g. Supervises installation of appropriate latrine facilities based on terrain and FM 21-10.
 - h. Inspects liquid and solid waste disposal facilities to ensure compliance with FM 21-10 and the HSS plan.
 - i. Inspects hand washing devices IAW FM 21-10, FM 21-10-1, and the HSS plan.
 - j. Provides advice, recommendations, and training requirements to the commander.
 - k. Enforces safety procedures IAW the HSS plan and commander's guidance.

- 3. Company personnel employ field sanitation measures.
 - a. Maintain prescribed load of water purification materials IAW HSS plan.
 - b. Prepare nonpotable water for personal use IAW FM 21-10 and the HSS plan.
 - c. Consume only water designated as potable.
 - d. Maintain latrines and hand washing facilities IAW FM 21-10, FM 21-10-1, and the HSS plan.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- e. Employ preventive measures against cold and heat injuries.
- f. Employ personal hygiene measures.
- g. Employ preventive measures against arthropod and rodent infestation, to include using skin, clothing, and bed net repellent.
- h. Report field sanitation deficiencies to the FST.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-I-MQS	O3-8310.00-3021	Protect Yourself Against Biting Insects
	O3-8310.00-3022	Protect Yourself Against Diarrhea and Dysentery
	O3-8310.00-3023	Practice Personal Hygiene to Maintain Fitness
	O4-8310.00-3017	Protect Yourself Against Cold
STP 21-II-MQS	O4-8310.00-3019	Protect Yourself Against Heat
	O3-8310.00-9000	Supervise Unit Preventive Medicine and Field Sanitation Procedures

OPFOR TASKS

None

ELEMENT: Headquarters Company

TASK: Defend Unit Position (33-3-1053)
 (AR 530-1) (FM 3-4) (FM 3-5) (FM 19-30)
 (FM 20-3) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Threat conditions are high. Up to squad-sized OPFOR elements are operating in the vicinity of the POTF main. OPFOR elements may be uniformed in U.S., allied or friendly military, OPFOR military, or civilian attire. Some iterations should be performed in MOPP4.

TASK STANDARDS: Maintain 24-hour security in the assigned sector and do not be surprised by OPFOR. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The HQ commandant prepares a physical security plan ICW S2 and S3.
 - a. Establishes procedures for selecting and manning perimeter positions.
 - b. Determines procedures to use for detecting and reporting OPFOR intrusion or observation of POTF work sites.
 - c. Establishes procedures for initial response to ground attacks; coordinates through POTF S3 for external support.
 - d. Publishes (through S3) POTF physical security plan.
- *2. Company leaders ensure dissemination down to the lowest level.
- 3. The company implements the physical security plan.
 - a. Controls entry of vehicles into the POTF work sites.
 - b. Controls access to defensive areas.
 - c. Establishes communications links between observation posts (OPs), listening posts (LPs), and the reaction force.
 - d. Operates a guard force.
 - e. Establishes communications with the guard commander.
 - f. Stops unauthorized entry to restricted areas.
 - g. Conducts random exterior patrols to find and neutralize OPFOR intruders before they breach the CP perimeter.
- 4. The company reacts to OPFOR ground attack.
 - a. Assumes preplanned positions.
 - b. Denies OPFOR intrusion into CP perimeter.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-24-SMCT	071-326-5703	Construct an Individual Fighting Position

OPFOR TASKS

None

ELEMENT: Headquarters Company

TASK: Provide Headquarters Company Commander's Critical Information Requirements (33-3-1054)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the physical security, postal, sick call, and food service status of the POTF within the established time frames. Ensure information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The HQ company reports current status of POTF defensive posture.
 - a. Reports security plans for POTF sites.
 - b. Reports POTF security patrol plan.
2. The HQ company reports current status postal activities.
 - a. Reports current delays in mail movement from CONUS to POTF locations.
 - b. Reports current delays in mail movement from POTF locations to CONUS.
3. The HQ company reports current status of sick call.
 - a. Reports numbers of personnel reporting for sick call in the preceding 24 hours.
 - b. Reports results of sick call (number of return to duty, number ordered bed rest).
4. The HQ company reports current status of food services.
 - a. Reports current (past 24 hours) ration cycle.
 - b. Reports projected (next 48 hours) ration cycle.
5. The HQ company monitors and reports other information IAW commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Link Up With Supported Unit (33-5-7001)
(FM 101-5) (FM 33-1)

(FM 33-1-1)

(FM 100-25)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. POTF task organization calls for the attachment of a tactical PSYOP unit (TPU) to a supported unit (component command through brigade-level command) or POTF liaison officer (LNO) to another agency or organization. The TPU or LNO has been directed to deploy to supported unit HQ location and affect linkup. This task should not be performed in MOPP4.

TASK STANDARDS: Integrate into the supported unit HQ and facilitate the conduct of PSYOP in the supported unit's AO.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU conducts mission analysis.
 - a. Interprets tasking or higher commander's guidance.
 - b. Identifies tasks critical to mission accomplishment.
 - c. Develops the element's restated mission.
 - d. Backbriefs higher PSYOP unit commander.
- *2. The TPU commander task-organizes the element.
 - a. Identifies personnel capabilities and limitations.
 - b. Assigns individual responsibilities.
 - c. Establishes chain of command.
 - d. Requests additional resources if necessary.
3. The TPU prepares for deployment.
 - a. Establishes communications with gaining command.
 - b. Coordinates support requirements at destination site (transportation, lodging, mess support).
 - c. Identifies additional or unique equipment requirements needed at supported HQ site.
 - d. Coordinates for fill of additional or unique equipment requirements.
 - e. Conducts POM of personnel.
 - f. Coordinates with S3 to ensure attachment orders have been cut clearly establishing relationship of TPU with supported HQ.
4. The TPU conducts pre-mission research.
 - a. Reviews POTF supporting plan, TPFDD list, and SORs.
 - b. Reviews supported unit's missions, plans, and orders, and those of supported unit's higher HQ.
 - c. Identifies specific support required from supported HQ.
 - d. Identifies anticipated support required by supported HQ.
 - e. Coordinates unique PSYOP support requirements with POTF S3 and PDC.
5. The TPU deploys to destination IAW TPFDD list.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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6. The TPU establishes and maintains communications with POTF HQ and PSYOP units IAW POTF supporting plan.

7. The TPU conducts coordination with supported unit staff sections as follows:
 - a. Coordinates with G3 and HQ commandant for space, lodging, messing, and other operational and logistic support IAW commander's guidance.
 - b. Provides G1/S1 and HQ commandant with list of names, ranks, social security numbers, and MOSs for all attached personnel.
 - c. Provides G2/S2 with a list of POTF PIRs and IRs to be included in the collection plan.
 - d. Coordinates for access to INTSUMs and OPSUMs to extract PSYOP-relevant information.
 - e. Provides G3/S3 with task organization and capabilities brief of PSYOP forces operating in his AOR.
 - f. Provides HQ commandant with a list of all TPU-sensitive items by serial number.
 - g. Coordinates with G3/S3 to get current SITREP and supported unit's task organization.
 - h. Coordinates with G4/S4 and HQ commandant for logistics support and communications maintenance.
 - i. Coordinates with G5/S5 for integration into civil-military operations (CMO).
 - j. Coordinates for briefings from and to other special staff sections, to include the public affairs officer and civil-military officer.
 - k. Coordinates with supported unit's HQ commandant for vehicle parking and pallet or CONEX storage space, if applicable.
 - l. Coordinates with HQ commandant regarding policies and procedures.

8. The TPU establishes relationships with other staff elements to include identifying appropriate POCs for—
 - a. Coordinating artillery and missile delivery of PSYOP products (leaflets).
 - b. Coordinating movement (air or ground) and storage of bulk PSYOP products.
 - c. Coordinating unmanned aerial vehicle (UAV), high performance aircraft (MK-129 leaflet bombs), cargo aircraft (static line leaflet delivery), and helicopter delivery of PSYOP print products.
 - d. Coordinating UAV and helicopter-mounted aerial loudspeaker operations.
 - e. Coordinating PSYOP with electronic warfare (EW) efforts (deconfliction and support for radio and television broadcasting), PA, CMO, destruction, deception, OPSEC, political advisor (POLAD), and C²W efforts.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 33-37F14-SM-TG	051-203-2502	Determine Series, Sheet, and Stock Numbers for Maps and Map Products Using Army Map Catalogs
	214-176-3402	Conduct a Briefing
	301-336-2004	Review Intelligence Holdings and Reports to Identify Gaps
	331-913-1601	Prepare a List of Target-Relevant Information Sources and Agencies
	331-913-3102	Coordinate With the Supported or Supporting Unit
	O4-9130.04-0005	Evaluate the Psychological Environment Before, During, and After Operations
	O4-9130.05-0023	Organize the Employment of Indigenous Assets to Support PSYOP Programs
	O4-9130.06-0008	Prepare a PSYOP Appendix for a Supported Command's OPLAN
	O4-9130.06-4007	Prepare a PSYOP Estimate
	O4-9130.07-0062	Organize PSYOP Print, Radio, and Audiovisual Support
	O4-9130.09-0002	Identify Order of Battle Factors for the Operational Continuum
	O4-9130.09-0107	Evaluate the PSYOP-Exploitable Situations and Incidents

OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Provide PSYOP Staff Support to Supported Unit (33-5-7002)
 (FM 33-1) (FM 33-1-1) (FM 101-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. Strategic movement assets are provided IAW the TPFDD list. POTF task organization calls for the attachment of a TPU to a supported unit (component command through brigade-level command). The TPU has affected linkup with the supported unit HQ. POTF supporting plan and supporting documents (to include SPAs and PSYOP estimate) are available to the TPU. Some iterations should be performed in MOPP4.

TRAINING NOTE: *Supported units may or may not have assigned PSYOP-qualified personnel on their staffs.*

TASK STANDARDS: Assume a special staff relationship with remainder of the supported staff and commander and facilitate the planning for and implementation of PSYOP in the supported unit's AO in support of the supported commander's mission.

TRAINING NOTE: *As staff advisors, TPTs integrate into the tactical decision process at the battalion level. Input to staff planning will be informal and verbal, rather than a formal written document.*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU assists the supported unit in planning efforts.
 - a. Produces PSYOP estimate tailored to provide pertinent information (IAW FM 33-1-1) relative to supported unit's COAs under consideration (ICW POTF and higher HQ TPU). Critical information includes:
 - Organization and capabilities of friendly PSYOP forces in the AO.
 - Synopsis of PSYOP campaign plan, to include approved PSYOP themes and objectives.
 - Specific and implied PSYOP-relevant tasks from higher HQ' order.
 - PSYOP tasks organization, concept of operations, recommended PSYOP priorities to effort and support priorities (to units or efforts), and external support required from other commands or agencies for each COA under consideration.
 - Evaluation of supported command's COAs based on PSYOP considerations.
 - PSYOP-relevant assumptions.
 - IRs and recommended PIRs for supported command and POTF.
 - b. Produces PSYOP annex (IAW FM 33-1-1 and FM 101-5) for plans and orders under development and ensures the following areas are addressed in the base order or plan:
 - PSYOP forces incorporated into unit tasks organization.
 - Subordinate maneuver and combat support (CS) units are tasked with supporting PSYOP program, if appropriate.
 - Allocations identified as close air support (CAS), UAV, and other fixed-wing or rotary-wing sorties in support of PSYOP efforts.
 - PSYOP or POTF IRs are included in the intelligence annex.
 - Serves as PSYOP planner for IO and joint targeting.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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TRAINING NOTE: Performance measures 1a and 1b (above) may be performed by assigned PSYOP staff cell on supported command's staff. However, TPU must be prepared to perform these measures or support the assigned PSYOP staff cell.

2. The TPU develops and maintains a current PSYOP estimate that addresses pertinent operational issues (IAW FM 33-1-1 and specific instructions) and supports the supported command's operational planning. Critical information includes—
 - Evaluating supported command's COAs (if available) based on PSYOP and POTF considerations.
 - Making PSYOP-relevant assumptions.
 - Developing IRs and recommending PIRs for supported command and POTF.
3. The TPU advises supported unit commander and staff on psychological vulnerabilities of local civilian and enemy audiences in the command's AO.
4. The TPU recommends military actions or modifications to military actions to take advantage of psychological vulnerabilities of local civilian and enemy audiences in the command's AO.
5. The TPU evaluates hostile propaganda and forwards to TAAD for analysis and selection of counteraction techniques.
6. The TPU recommends modifications to approved PSYOP products and programs to the POTF, based on operational developments in the command's AO.
7. The TPU maintains accountability for PSYOP personnel, units, and activities in the supported unit's area of responsibility (AOR).
 - a. Establishes periodic (at least daily) contact with subordinate PSYOP elements.
 - b. Provides periodic (at least daily) PSYOP SITREPs to supported unit G3 and higher HQ TPU.
8. The TPU coordinates and monitors PSYOP efforts in the supported command's AO IAW commander's intent and approved PSYOP programs.
 - a. Coordinates artillery and missile delivery of PSYOP products (leaflets).
 - b. Coordinates movement (air and ground) and storage of bulk PSYOP products.
 - c. Coordinates UAV, high performance aircraft (MK-129 leaflet bombs), cargo aircraft (static-line leaflet delivery), and helicopter delivery of PSYOP print products.
 - d. Coordinates UAV and helicopter-mounted aerial loudspeaker operations.
 - e. Coordinates PSYOP with EW efforts (deconfliction and support for radio or television broadcasting), PA, CMO, destruction, deception, OPSEC, POLAD, and C²W efforts.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Disseminate Audio Products (Manpacked/Vehicle-Mounted Loudspeaker) (33-5-7004)
(FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The dissemination order has been received. Linguist support is available. Organic equipment is available and operational. Approved audio products are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate approved audio PSYOP products to designated target audiences IAW dissemination order.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU conducts mission analysis.
 - a. Reviews dissemination instructions and tasking.
 - b. Identifies product for dissemination.
 - c. Identifies dissemination sites.
 - d. Identifies target audiences.
 - e. Identifies PSYOP objectives supported.
 - f. Identifies themes to stress.
 - g. Ensures dissemination mission falls within approved parameters for conduct of PSYOP.
 - h. Determines physical security threat to loudspeaker team.
 - i. Identifies security force requirements.
 - j. Identifies local commanders with responsibility for dissemination sites.
 - k. Conducts reconnaissance, if prudent or situation permits.
 - l. Identifies service support and linguists requirements.
 - m. Determines appropriate method of dissemination (manpacked or vehicle mounted).
 - n. Identifies impact indicators for PSYOP products to be employed.

2. The TPU prepares for dissemination mission.
 - a. Plans movement to dissemination sites.
 - b. Coordinates with supported unit for security.
 - c. Coordinates movement route with supported unit and units whose AOR the route transverses.
 - d. Coordinates with supported unit for service support and linguists requirements.
 - e. Coordinates with supported unit for communications and signal instructions.
 - f. Reviews applicable audio products to ensure they support the specific mission.
 - g. Modifies audio products IAW mission needs and IAW approved PSYOP objectives and themes.
 - h. Forwards modified or new audio products to appropriate approval authority for approval.
 - *i. OIC or NCOIC issues 5-paragraph OPORD or FRAGO to loudspeaker teams.
 - j. Conducts pre-mission checks on equipment.
 - k. Rehearses mission, if prudent or situation permits.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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3. The TPU conducts dissemination mission.
 - a. Moves to dissemination sites over planned movement route.
 - b. Maintains security for loudspeaker teams.
 - c. Disseminates approved audio products.
 - d. Determines effectiveness of dissemination mission through impact indicators.
 - e. Reports mission completion to supported unit.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Disseminate Audio Products (Aerial Loudspeaker) (33-5-7005)
(FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The dissemination order has been received. Linguist support is available. Aerial loudspeaker system (ALS) is available and operational. Approved audio products are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate approved audio PSYOP products to designated target audiences IAW dissemination order.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU conducts mission analysis.
 - a. Reviews dissemination instructions or tasking.
 - b. Identifies product for dissemination.
 - c. Identifies dissemination sites.
 - d. Identifies target audiences.
 - e. Identifies PSYOP objectives supported.
 - f. Identifies themes to stress.
 - g. Ensures dissemination mission falls within approved parameters for conduct of PSYOP.
 - h. Determines physical security threat to ALS platform.
 - i. Identifies security force requirements.
 - j. Identifies local commanders with responsibility for dissemination sites.
 - k. Conducts reconnaissance, if prudent or situation permits.
 - l. Identifies service support and linguists requirements.
 - m. Determines aerial platforms available to support mission.
 - n. Identifies impact indicators for PSYOP products to be employed.

2. The TPU prepares for dissemination mission.
 - a. Coordinates with supported unit and aviation unit for aerial platform.
 - b. Coordinates ALS platform flight route with aviation unit.
 - c. Ensures flight route is coordinated through supported unit G3-Air or airspace manager.
 - d. Coordinates dissemination mission with supported unit.
 - e. Coordinates with supported unit for linguists requirements.
 - f. Coordinates with supported and supporting units for communications and signal instructions.
 - g. Reviews applicable audio products to ensure they support the specific mission.
 - h. Modifies audio products IAW mission needs and approved PSYOP objectives and themes.
 - i. Forwards modified or new audio products to appropriate authority for approval.
 - *j. OIC or NCOIC issues 5-paragraph OPORD or FRAGO to loudspeaker teams.
 - k. Coordinates mounting of ALS with supporting aviation unit.
 - l. Mounts ALS on designated aircraft.
 - m. Conducts pre-mission checks on equipment.
 - n. Rehearses mission with aviation unit, if prudent or situation permits.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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3. The TPU conducts dissemination mission.
 - a. Disseminates approved audio products at designated sites.
 - b. Determines effectiveness of dissemination mission through impact indicators.
 - c. Reports mission completion to supported unit.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Disseminate Audiovisual Products (MSQ-85B) (33-5-7006)
(FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The PDD has deployed to provide PSYOP support to a division-sized element. Audiovisual PSYOP products have been approved, produced, and packaged for dissemination. The dissemination order has been received. MSQ-85B is available and fully mission-capable. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate audiovisual PSYOP products to the designated target area IAW the dissemination order and the PCS.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU conducts mission analysis.
 - a. Reviews PSYOP program or P/AWS for guidance (target audiences, PSYOP objective[s], and themes).
 - b. Considers METT-TC.
 - c. Develops concept of operations.
 - d. Identifies security force requirements.
 - e. Identifies local commanders with responsibility for dissemination sites.
 - f. Conducts reconnaissance, if situation permits.
 - g. Identifies requirements for other media support—advertising audiovisual dissemination effort (if prudent).
 - h. Coordinates plan with higher TPU.
 - i. Briefs supported unit commander or S3 for approval to include the following:
 - (1) Identifies specific tasking from higher HQ.
 - (2) Presents product and supported PSYOP objective.
 - (3) Identifies impact indicators or IRs.
 - (4) Obtains supported commander’s approval.
 - j. Coordinates IRs with S2.

2. The TPU prepares for audiovisual dissemination mission.
 - a. Plans movement to dissemination sites.
 - b. Coordinates with supported unit for security.
 - c. Coordinates movement route with supported unit and units whose AOR the route transverses.
 - d. Coordinates with supported unit for service support and linguists requirements.
 - e. Coordinates with supported unit for communications and signal instructions.
 - f. Reviews applicable audiovisual products to ensure they support the specific mission.
 - g. Modifies audio products IAW mission needs and approved PSYOP objectives and themes.
 - h. Forwards modified or new audio products to the appropriate approval authority.
 - *i. OIC or NCOIC issues 5-paragraph OPORD or FRAGO to MSQ-85B teams.
 - j. Coordinates with POTF for other media support, advertising audiovisual dissemination effort (if prudent).

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- k. Conducts pre-mission checks on equipment.
 - l. Rehearses mission, if prudent or situation permits.
3. The TPU conducts dissemination mission.
- a. Moves to dissemination sites over planned movement route.
 - b. Employs security in a nonthreatening manner.
 - c. Sets up MSQ-85B audiovisual dissemination equipment.
 - d. Ensures viewing and sound quality is acceptable to reach intended audiences.
 - e. Disseminates approved audiovisual products.
 - f. Determines effectiveness of dissemination mission through impact indicators.
 - g. Reports mission completion to supported unit S3, higher TPU, and to the POTF.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Tactical PSYOP Unit

TASK: Disseminate Visual Products (33-5-7007)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The TPU or TPT has deployed to provide PSYOP support to a division-sized or smaller element. Visual PSYOP products have been approved, produced, and packaged for dissemination. The dissemination order has been received. External dissemination assets are available on request. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate all visual PSYOP products to the designated target area IAW the dissemination order and the PCS.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TPU determines the specific dissemination technique (when not provided on the P/AWS or dissemination order) to employ to accomplish desired dissemination.
 - a. Reviews PSYOP program for guidance.
 - b. Considers METT-TC.
 - c. Develops concept of operations.
 - d. Coordinates plan with higher TPU.
 - e. Briefs supported unit commander or S3 for approval to include the following:
 - (1) Identifies specific tasking from higher HQ.
 - (2) Presents product and supported PSYOP objective.
 - (3) Identifies impact indicators or recommended IRs.
 - (4) Obtains supported commander's approval.
 - f. Coordinates IRs with S2.

2. The TPU plans and conducts aerial dissemination by UAV or helicopter.
 - a. Coordinates through supported unit S3 for aircraft.
 - b. Coordinates with supported unit S4 and higher TPU for delivery of products.
 - c. Computes leaflet drop release points.
 - d. Coordinates flight routes, release points, and flight altitudes with supported unit S3-Air, fire support element (FSE), and supporting aviation element.
 - e. Conducts pilot briefing to include mission and concept of operation.
 - f. Conforms to aviation safety standards.
 - g. Achieves desired coverage of target area.
 - h. Reports mission completion to supported unit S3, higher TPU, and the POTF.

3. The TPU plans and conducts manual dissemination.
 - a. Coordinates movement and mission with supported unit S3.
 - b. Coordinates with supported unit S4 and higher TPU for delivery of products.
 - c. Identifies and tasks (ICW S3 and S5/CMO) other assets or units that could facilitate dissemination.
 - d. Employs security in a nonthreatening manner.
 - e. Places product in a high traffic area (poster).
 - f. Distributes products in area of high concentration (handbill, leaflet).
 - g. Reports mission completion to supported unit S3, higher TPU, and the POTF.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Prepare SOMS-B for Movement (33-4-8002)
 (TM 11-SOMS-B-MTBS-12&P) (TM 11-SOMS-B-MRBS-12&P)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The detachment has been attached to a deploying POTF and has been directed to prepare a SOMS-B for movement. Some iterations should be performed in MOPP4.

TASK STANDARDS: Properly secure all components of the system IAW the task steps and performance measures. Ensure the system is ready for movement.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment inventories equipment.
2. The detachment powers down all equipment.
3. The detachment dismantles the Mobile Television Broadcast System (MTBS).
 - a. Dismantles equipment in tent.
 - b. Dismantles light set.
 - c. Stows equipment and tent.
 - d. Dismantles environmental control unit (ECU).
 - e. Dismantles TV receive antenna and tripod.
 - f. Dismantles TV directional, horizontal, vertical, or circular antenna array.
 - g. Stows antennas, tripods, and accessories.
 - h. Stows generator.
 - i. Recovers earth ground assembly.
 - j. Dismantles tent vestibule.
 - k. Stows all remaining equipment.
 - l. Dismantles primary shelter stabilizers.
 - m. Secures vehicle.
4. The detachment dismantles the Mobile Radio Broadcast System (MRBS).
 - a. Dismantles equipment in tent.
 - b. Dismantles receive antenna.
 - c. Dismantles amplitude modulated (AM) transmit antenna.
 - d. Dismantles FM directional, vertical, horizontal, or circular antenna array.
 - e. Dismantles FM omnidirectional, vertical, horizontal, or circular antenna array.
 - f. Dismantles short wave (SW) antenna.
 - g. Stows antennas and all assembly parts.
 - h. Dismantles masts and all component parts.
 - i. Stows mast assembly.
 - j. Dismantles vestibule.
 - k. Stows ECU.
 - l. Recovers earth ground assembly.
 - m. Stows all remaining equipment.
 - n. Dismantles primary shelter stabilizers.
 - o. Secures vehicle.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Prepare SOMS-B for Operation (33-4-8004)
 (TM 11-SOMS-B-MTBS-12&P) (TM-11 SOMS-B-MRBS-12&P)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. All necessary equipment and manuals are available. The order to prepare the SOMS-B for operations has been received. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prepare the SOMS-B for operations, to include a systems and safety check.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment conducts site survey.
2. The detachment inventories equipment.
3. The detachment deploys the MTBS as follows:
 - a. Stabilizes primary vehicle.
 - b. Removes setup equipment from cargo shelter.
 - c. Sets up Electronic News Gathering (ENG) equipment.
 - d. Installs vestibule.
 - e. Unloads ECU.
 - f. Deploys trailer.
 - g. Installs earth ground system.
 - h. Installs ECU.
 - i. Powers up generator.
 - j. Extends mast.
 - k. Deploys TV antenna and lighting protection system.
 - (1) TV directional horizontal antenna assembly.
 - (2) TV omnidirectional horizontal antenna assembly.
 - l. Deploys tripod for receive antenna.
 - m. Installs TV receive antenna to tripod.
 - n. Connects main antenna cable.
 - o. Powers up component power switches for MTBS primary shelter.
 - p. Erects tent.
 - q. Sets up studio equipment in tent.
 - r. Runs systems check.
4. The detachment deploys the MRBS as follows:
 - a. Orients primary vehicle.
 - b. Removes setup equipment from cargo shelter.
 - c. Unloads ECU.
 - d. Installs vestibule.
 - e. Deploys trailer.
 - f. Installs earth ground system.
 - g. Installs ECU.
 - h. Powers up generator.
 - i. Extends mast.
 - j. Deploys AM medium frequency antenna.
 - k. Deploys FM antenna and lighting protection system.
 - l. Installs FM directional horizontal antenna assembly.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- m. Installs FM omnidirectional horizontal antenna assembly.
- n. Deploys SW antenna system.
- o. Deploys receive antennas and tripods.
- p. Powers up MRBS' primary shelter.
- q. Erects tent.
- r. Installs light set.
- s. Deploys sound booth and clock.
- t. Runs systems check.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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6. The detachment recovers TV-T5 antenna system.
 - a. Ensures all power is off.
 - b. Disconnects cables.
 - c. Disconnects antenna from tower.
 - d. Disassembles antenna.
 - e. Strikes light kit unless tear down occurs at night.
 - f. Loosens torque on guy lines.
 - g. Lowers tower sections.
 - h. Recovers guy lines and stakes.
 - i. Recovers hydraulic system.
 - j. Recovers power pack.
 - k. Tears down tower.
 - l. Recovers base.
 - m. Stows all equipment.
 - n. Secures equipment.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Prepare AN/TSQ-171 for Operation (33-4-8007)
(AN/TSQ-171 Operator/Maintenance Manual)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. All necessary equipment and manuals are available. The order to prepare the AN/TSQ-171 for operations has been received. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prepare the AN/TSQ-171 for operations, to include a systems and safety check.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment conducts site survey.
2. The detachment inventories equipment.
3. The detachment deploys TV-T5 antenna system.
 - a. Ensures all power is off.
 - b. Connects cables.
 - c. Connects antenna to tower.
 - d. Assembles antenna.
 - e. Deploys light kit if tear down occurs at night.
 - f. Tightens torque on guy lines.
 - g. Raises tower sections.
 - h. Deploys guy lines and stakes.
 - i. Deploys hydraulic system.
 - j. Deploys power pack.
 - k. Installs tower.
 - l. Deploys base.
 - m. Runs systems check.
4. The detachment deploys OT-182/TSQ-171 (transmit facility).
 - a. Connects generator.
 - b. Assembles transmitter and power amp cabling.
 - c. Deploys RF antenna.
 - d. Deploys ground rods and cables.
 - e. Installs studio tent.
 - f. Runs systems check.
5. The detachment deploys AN/TUY-1 control shelter.
 - a. Connects from generator.
 - b. Raises masts.
 - c. Assembles microwave masts and antenna.
 - d. Attaches masts from mounting plates.
 - e. Deploys ground rods.
 - f. Runs systems check.
6. The detachment deploys studio shelter.
 - a. Deploys lighting kit, cameras, and studio equipment.
 - b. Connects junction box.
 - c. Deploys cabling.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- d. Unpacks monitors, backdrops, and accessories.
 - e. Assembles announcers booth.
 - f. Installs studio tent.
 - g. Runs systems check.
7. The detachment deploys AN/TSY-2 (ENG) shelter.
- a. Connects shelter to generator.
 - b. Connects ECU.
 - c. Raises mast.
 - d. Assembles mast and antenna.
 - e. Attaches from mounting plate.
 - f. Installs microwave antenna and cabling.
 - g. Deploys ground rods.
 - h. Runs systems check.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Produce Audio Products (33-4-8005)
 (FM 33-1-1) (All Equipment Operator and Maintenance Manuals)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The target audience analysis work sheet (TAAWS) and P/AWS have been approved by PDC chief and forwarded to the audio section for product development. The PCS, all materials, and organic or HN equipment are available. Linguist support is available. This task should not be performed in MOPP4.

TASK STANDARDS: Successfully produce audio PSYOP products in the target language, in proper format and media, and in the appropriate number of copies IAW work order and the P/AWS.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The audio section sergeant analyzes audio production mission or tasking.
 - a. Reviews work order.
 - b. Determines suspense.
 - c. Determines number of copies.
 - d. Determines equipment needed.
 - e. Allocates or reallocates resources, as required.
 - f. Requests additional assistance and resources, if required.

2. The audio section obtains required background music and sound effects.
 - a. Reviews P/AWS to determine requirements (background noises or music).
 - b. Reviews P/AWS to determine specific production requirements (gender of narrator, language).
 - c. Coordinates requirements with S4, S1, and S3 sections for sourcing.

3. The audio section develops prototype products.
 - a. Develops transmission-quality product for review.
 - b. Coordinates prototype products with TAAD.
 - c. Obtains PDC chief approval of prototype products.
 - d. Provides prototype products to testing and evaluation detachment (TED) for pretesting.

4. The audio section finalizes prototype products.
 - a. Incorporates recommendations of TED, PDC chief, and TAAD.
 - b. Provides prototype products to PDC chief for final review.
 - c. Provides both English and distribution-language versions for approval authority review.

5. The audio section completes production run upon product approval.
 - a. Makes additional copies of the recording as required.
 - b. Labels the recordings properly.
 - c. Notifies POTF S3 of production completion for dissemination of products to the proper units or locations.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Produce Audiovisual Products (33-4-8008)
 (FM 33-1-1) (All Equipment Operator and Maintenance Manuals)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The TAAWS and P/AWS have been approved by the PDC chief and forwarded to audiovisual (AV) section for product development. The program control sheet, all materials, and organic or HN equipment are available. Linguist support is available. This task should not be performed in MOPP4.

TASK STANDARDS: Successfully produce AV products in the target language, in proper format and media, and in the appropriate number of copies IAW work order and the P/AWS.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The AV section sergeant determines video production requirements.
 - a. Reviews P/AWS (to include storyboard and script) to determine production support requirements, to include lighting, audio production, studio and special effects, scenery and property, and graphics requirements.
 - b. Establishes personnel requirements, to include production personnel, on-screen personnel, and indigenous personnel.
 - c. Requests additional assistance and resources, if required.
 - d. Determines suspense.
 - e. Determines number of copies.

2. The AV section prepares for production.
 - a. Prepares a production schedule.
 - b. Coordinates for property, stage, background, lighting, production crew, and on-screen personnel requirements with the S4, S1, and S3 sections.
 - c. Conducts periodic production meetings as needed.
 - d. Prepares cue cards.
 - e. Prepares special lighting instructions and sets up the lights.
 - f. Erects the set and background according to the supervisor's instructions or script directions.
 - g. Conducts rehearsals if appropriate.

3. The AV section develops prototype products.
 - a. Develops transmission-quality product for review.
 - b. Coordinates prototype products with TAAD.
 - c. Obtains PDC chief approval of prototype products.
 - d. Provides prototype products to TED for pretesting.

4. The AV section finalizes prototype products.
 - a. Incorporates recommendations of TED, PDC chief, and TAAD.
 - b. Provides prototype products to PDC chief for final review.
 - c. Provides both English and distribution-language versions for approval authority review.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. The AV section completes production run upon product approval.
 - a. Makes additional copies of the video master as required.
 - b. Labels the videos properly.
 - c. Notifies POTF S3 of production completion for dissemination of products to the proper units or locations.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Disseminate Audio Products (Radio) (33-4-8013)
(FM 33-1-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The dissemination order has been received. Linguist support is available. Organic or HN equipment is available. Radio system has been set up and can range designated target audiences. Programming and products have been delivered to the radio section. Detachment is under operational control (OPCON) to the POTF. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate approved audio PSYOP products IAW the dissemination order.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The radio section conducts mission analysis.
 - a. Reviews dissemination instructions and tasking.
 - b. Identifies product and programming for dissemination.
 - c. Identifies dissemination frequencies.
 - d. Identifies target audiences.
 - e. Identifies PSYOP objectives supported.
 - f. Identifies themes to stress.
 - g. Identifies service support and linguists requirements.
 - h. Identifies times and frequencies for programming and product dissemination.

2. The radio section prepares for dissemination mission.
 - a. Coordinates dissemination mission with POTF S3.
 - b. Coordinates with POTF for linguists requirements.
 - c. Conducts pre-mission checks on equipment.

3. The radio section conducts dissemination mission.
 - a. Disseminates approved audio products and programming over designated frequencies.
 - b. Disseminates approved audio products and programming at times specified.
 - c. Reports mission completion to POTF S3.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Disseminate Audiovisual Products (TV) (33-4-8014)
(FM 33-1-1)

ITERATION:	1	2	3	4	5	M	(Circle)
COMMANDER/LEADER ASSESSMENT:				T	P	U	(Circle)

CONDITIONS: The dissemination order has been received. Linguist support is available. Organic or HN equipment is available. TV broadcast system has been set up and can range designated target audiences. Programming and products have been delivered to the TV section. The detachment is under OPCON to the POTF. Some iterations should be performed in MOPP4.

TASK STANDARDS: Disseminate approved audiovisual products IAW dissemination order.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TV section conducts mission analysis.
 - a. Identifies product and programming for dissemination.
 - b. Reviews dissemination instructions, tasking, and P/AWS (to include storyboard and script) to determine production support requirements (if any), to include lighting, audio production, studio and special effects, scenery and property, and graphics requirements.
 - c. Determines personnel requirements (if any), to include production personnel, on-screen personnel, and indigenous personnel.
 - d. Requests additional assistance or resources if required.
 - e. Identifies dissemination frequencies.
 - f. Identifies target audiences.
 - g. Identifies PSYOP objectives supported.
 - h. Identifies themes to stress.
 - i. Identifies service support and linguists requirements.
 - j. Identifies times and frequencies for programming and product dissemination.

2. The TV section prepares for dissemination mission.
 - a. Prepares a production schedule (if providing "live" feed).
 - b. Coordinates for property, stage, background, lighting, production crew, and on-screen personnel requirements with the S1, S3, and S4 sections, if required.
 - c. Conducts periodic production meetings as needed.
 - d. Prepares cue cards if needed.
 - e. Prepares special lighting instructions and sets up the lights, if needed.
 - f. Erects the set and background according to the supervisor's instructions or script directions if needed.
 - g. Conducts rehearsals if appropriate.
 - h. Coordinates dissemination mission with POTF S3.
 - i. Coordinates with POTF for linguists and HN personnel requirements.
 - j. Conducts pre-mission checks on equipment.

3. The TV section conducts dissemination mission.
 - a. Disseminates approved audiovisual products and programming over designated frequencies.
 - b. Disseminates approved audiovisual products and programming at times specified.
 - c. Reports mission completion to POTF S3.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Prepare TAMT-10 for Operation (33-4-8003)
(TAMT-10 Operator/Maintenance Manual)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. All necessary equipment and manuals are available. The order to prepare the TAMT-10 for operations has been received. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prepare the TAMT-10 for operations, to include a systems and safety check.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment disengages dolly sets if needed.
2. The detachment inspects all equipment and cables for serviceability.
3. The detachment prepares site trailer for AM antenna erection.
 - a. Raises AM antenna mast to vertical position and erects antenna to 20 feet (nested height).
 - b. Disconnects antenna and lower life assembly.
 - c. Extends antenna to 125 feet (maximum height).
 - d. Deploys and connects ground radials and ATU.
4. The detachment erects HF antenna.
5. The detachment prepares site trailer for generator operation.
 - a. Installs ground rods and ground cables.
 - b. Stows excess cables, hoses, and chains.
6. The detachment prepares site shelter for operation.
 - a. Installs ladder, ground rods, and ground cables.
 - b. Opens covers and vents.
 - c. Uncovers equipment.
 - d. Removes transport protectors.
 - e. Turns on power panel, circuit breakers, and all equipment in order.
 - f. Initializes AM transmitter.
 - g. Brings up to full power after matching frequency is checked.
7. The detachment installs HF receive and FM antennas.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Broadcast Detachment

TASK: Prepare PAMT-400 for Movement (33-4-8009)
(PAMT-400 Operator/Maintenance Manual)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The broadcast detachment has been attached to a deploying POTF and has been directed to prepare a PAMT-400 for movement. Some iterations should be performed in MOPP4.

TASK STANDARDS: Properly secure all components of the system IAW the task steps and performance measures. Ensure the system is ready for movement.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment recovers the transmitter system.
 - a. Inspects all equipment for accountability.
 - b. Ensures all power is off and disconnected.
 - c. Disconnects any supporting audio equipment.
 - d. Disconnects studio box #1, transmitter box #2, power supply #3, and ATU.
 - e. Secures local cassette players with Velcro straps.
 - f. Stows all cables from boxes 1, 2, and 3.
 - g. Secures Hardigg case lids on boxes 1, 2, and 3.
 - h. Disconnects antenna wire, ground wire, and coaxial cable.
 - i. Disconnects ATU from antenna base.
 - j. Recovers all wires for transmitter and antenna.

2. The detachment recovers the antenna.
 - a. Lowers first mast.
 - b. Lowers second mast.
 - c. Disconnects guy wires.
 - d. Stows masts, guy wires, and mast accessories.
 - e. Recovers ground rods, stakes, and pins.
 - f. Ensures all equipment is stowed and accountable.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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18. The detachment sets up audio compressor limiter.
19. The detachment adjusts audio compressor limiter.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Print Detachment

TASK: Prepare Modular Print System for Movement (33-4-8015)
(MPS Operator/Maintenance Manual)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The print detachment has been attached to a deploying POTF and has been directed to prepare the modular print system (MPS) for movement. Some iterations should be performed in MOPP4.

TASK STANDARDS: Properly secure all components of the system IAW the task steps and performance measures. Ensure the system is ready for movement.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment disconnects power source.
 - a. Turns power off.
 - b. Disconnects electrical cable.
 - c. Stows electrical cable.

2. The detachment collapses the MPS.
 - a. Secures equipment in the middle of the module.
 - b. Recovers jacks.
 - c. Stows jacks.

3. The detachment installs the dolly set.
 - a. Separates dolly set.
 - b. Lowers dolly set.
 - c. Attaches dolly set to MPS.
 - d. Raises MPS.
 - e. Recovers dunnage.
 - f. Stows dunnage.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 5-83E12-SM-TG	051-262-1110	Perform Preventive Maintenance on a Vacuum Frame
	051-262-1202	Prepare a Photolithographic Darkroom for Tray Processing
	051-262-1206	Perform Preventive Maintenance on a Copy Camera
	051-262-1409	Perform Preventive Maintenance on a Platemaker
	051-262-2303	Enforce Layout Section Safety
	051-262-2209	Enforce Camera Section Safety
STP 5-83F1-SM	051-262-2405	Enforce Plate Section Safety
	051-261-1106	Prepare the Paper Cycle on an Offset Duplicator
	051-261-1115	Prepare/Adjust the Inking Assembly on an Offset Duplicator
	051-261-1116	Prepare/Adjust the Dampening Assembly on an Offset Duplicator
	051-261-1119	Perform Preventive Maintenance on an Offset Duplicator

OPFOR TASKS

None

ELEMENT: Print Detachment

TASK: Produce Visual Products (33-4-8017)
 (FM 33-1-1) (Print Detachment SOP)
 (All Equipment Operator and Maintenance Manuals)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The TAAWS and P/AWS have been approved by the approval authority and forwarded to the print section for product production. The program control sheet, all materials, and organic or HN equipment are available. Linguist support is available. This task should not be performed in MOPP4.

TASK STANDARDS: Successfully produce visual products in the target language, in proper format and media, and in the appropriate number of copies IAW work order and the P/AWS.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The detachment sergeant analyzes print production mission and tasking.
 - a. Reviews work order.
 - b. Determines suspense.
 - c. Determines number of copies.
 - d. Determines coloration required.
 - e. Determines equipment needed.
 - f. Allocates and reallocates resources as required.
 - g. Requests additional assistance and resources if required.
- 2. The detachment develops prototype products.
 - a. Develops dissemination-quality product for review.
 - b. Coordinates prototype products with TAAD.
 - c. Obtains PDC chief approval of prototype products.
 - d. Provides prototype products to TED for pretesting.
- 3. The detachment finalizes prototype products.
 - a. Incorporates recommendations of TED, PDC chief, and TAAD.
 - b. Provides prototype products to PDC chief for final review.
 - c. Provides both English and distribution-language versions for approval authority review.
- 4. The detachment completes production run upon product approval.
 - a. Makes quantities of product IAW P/AWS.
 - b. Cuts print products IAW dimensions established in P/AWS.
 - c. Folds print products IAW dimensions and requirements established in P/AWS.
 - d. Stitches print products IAW dimensions and requirements established in P/AWS.
 - e. Collates print products IAW requirements established in P/AWS.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title	
STP 5-83E12-SM-TG	051-262-1108	Produce a Contact Negative/Positive Using a Vacuum Frame	
	051-262-1110	Perform Preventive Maintenance on a Vacuum Frame	
	051-262-1202	Prepare a Photolithographic Darkroom for Tray Processing	
	051-262-1205	Produce a Line Negative/Positive with a Copy Camera	
	051-262-1206	Perform Preventive Maintenance on a Copy Camera	
	051-262-1208	Process Photographic Material by Hand	
	051-262-1304	Produce a Simple Flat	
	051-262-1305	Produce a Multi-Negative Flat	
	051-262-1306	Produce a Signature Flat	
	051-262-1307	Produce Flats for Multicolor Reproduction	
	051-262-1407	Produce an Image on a Presensitized Plate	
	051-262-1409	Perform Preventive Maintenance on a Platemaker	
	051-262-1408	Produce a Color Key Image	
	051-262-2209	Enforce Camera Section Safety	
	051-262-2303	Enforce Layout Section Safety	
	051-262-2405	Enforce Plate Section Safety	
	STP 5-83F1-SM	051-261-1106	Prepare the Paper Cycle on an Offset Duplicator
		051-261-1107	Produce Single Color Printed Matter on an Offset Duplicator
		051-261-1113	Mount the Plate on an Offset Duplicator
		051-261-1114	Mount the Blanket on an Offset Duplicator
051-261-1115		Prepare/Adjust the Inking Assembly on an Offset Duplicator	
051-261-1116		Prepare/Adjust the Dampening Assembly on an Offset Duplicator	
051-261-1118		Perform Post-Operation Procedures on an Offset Duplicator	
051-261-1119		Perform Preventive Maintenance on an Offset Duplicator	
051-261-1210		Cut Paper on a Power Paper Cutter	
051-261-1207		Perform Paper Cutter Preventive Maintenance	
051-261-1208		Fold Paper on a Power Paper Folder	
051-261-1209		Perform Paper Folder Preventive Maintenance	
051-261-1210		Stitch Paper on a Power Paper Stitcher	
051-261-1211		Perform Paper Stitcher Preventive Maintenance	
051-261-1212		Drill Paper on a Power Paper Drill	
051-261-1213		Perform Paper Drill Preventive Maintenance	
051-261-1214		Collate Paper Using a Power Paper Collator	
051-261-1215	Perform Collator Preventive Maintenance		
051-261-1216	Shred Paper on a Power Paper Shredder		
051-261-1217	Perform Paper Shredder Preventive Maintenance		

OPFOR TASKS

None

ELEMENT: Print Detachment

TASK: Pack Visual Products for Dissemination (33-4-8018)
 (FM 33-1-1) (Print Detachment SOP)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Visual products have been produced. The dissemination means is known. The dissemination platform is available. The dissemination order has been received. All necessary materials are available. All documents, manuals, formats, files, automated data processing equipment and communications equipment are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Pack and mark all visual products for dissemination.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The detachment sergeant analyzes packing mission and tasking.
 - a. Reviews P/AWS.
 - b. Analyzes mission.
 - c. Determines suspense for delivery of packaged products.
 - d. Determines location of delivery.
 - e. Determines equipment and materials needed.
 - f. Allocates or reallocates resources as required.
 - g. Requests additional assistance and resources if required.

- 2. The detachment packages visual products for alternate methods of dissemination.
 - a. Packages products for shipment, as appropriate or required.
 - b. Packages quantities for shipment IAW P/AWS.
 - c. Marks packages to indicated product, quantities, and destination.
 - d. Ensures products are not damaged through negligence.
 - e. Notifies S3 section of packing completion for dissemination of products to or by the proper units and locations.

- 3. The detachment packages visual products for dissemination by MK 129 aerial leaflet bomb, artillery round, or leaflet delivery system (LDS).
 - a. Coordinates with S3 and S4 sections for transportation of products and packers to packing site if required.
 - b. Coordinates with S3 section for packing site.
 - c. Coordinates with S3 section for pre-staging of bombs, rounds, or LDS at packing site.
 - d. Coordinates with S3 section for securing bombs, rounds, or LDS after packing.
 - e. Packages products in bombs, rounds, or LDS for dissemination IAW P/AWS.
 - f. Marks bombs, rounds, or LDS to indicate product.
 - g. Ensures products are not damaged through negligence.
 - h. Notifies S3 section of packing completion for dissemination of products to or by the proper units and locations.

- 4. The detachment packages visual products for manual, volume dissemination from aircraft at low and high altitude.
 - a. Coordinates with S3 and S4 sections for transportation of products and packers to packing site if required.
 - b. Coordinates with S3 section for packing site.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- c. Coordinates with S4 section for pre-staging of dissemination containers, static lines, or masking tape at packing site.
- d. Coordinates with S3 section for securing dissemination containers after packing.
- e. Packages products in containers for dissemination IAW P/AWS.
- f. Marks containers to indicate product.
- g. Ensures products are not damaged through negligence.
- h. Notifies S3 section of packing completion for dissemination of products to or by the proper units and locations.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 5-83F1-SM	051-261-1218	Package Printed Leaflets for Alternate Methods of Dissemination
	051-261-1220	Package Printed Leaflets for Dissemination by Aerial Leaflet Bomb
	051-261-1221	Package Printed Leaflets for Volume Dissemination from Aircraft at Low Altitude
	051-261-1222	Package Printed Leaflets for Volume Dissemination from Aircraft at High Altitude

OPFOR TASKS

None

ELEMENT: Print Detachment

TASK: Provide Graphics Support to a Product Development Center (33-4-8019)
 (FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Given equipment, completed P/AWS, product development detachment (PDD) guidance, and all references. Some iterations should be performed in MOPP4.

TASK STANDARDS: Produce graphic illustrations IAW the P/AWS to support POTF mission and PSYOP programs.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment provides technical advice to PDD.
- *2. The detachment NCOIC assigns graphics project.
 - a. Determines requirements and allocates equipment, supplies, and personnel.
 - b. Ensures P/AWS lists all information needed.
3. The detachment determines best layout or design for project.
 - a. Determines size of picture area.
 - b. Formulates ideas for layout to determine best composition.
4. The detachment produces product by using drawing, clip art, or the product development work station (PDWS).
5. The detachment creates lettering for project
 - a. Determines appropriate media, style, and size for lettering.
 - b. Creates letters with uniformity, proper proportion, and stability.
6. The detachment creates color separation overlays for camera-ready mechanicals (CRMs).
 - a. Creates a separate, registered overlay for each color.
 - b. Places crop marks on the base of the CRM to show where to trim for proper size.
 - c. Annotates color of overlay outside viewing area.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Print Detachment

TASK: Prepare Deployable Print Production Center for Operation (33-4-8021)
(Deployable Print Production Center Operator/Maintenance Manual)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. All necessary equipment and manuals are available. The order to prepare the DPPC for operations has been received. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prepare the DPPC for operation, to include a systems and safety check.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment sets up the trailer.
 - a. Locates the trailer system on level ground.
 - b. Sets the trailer system's parking brake and stabilizing jacks.
 - c. Unloads the accessory equipment.
 - d. Grounds the trailer system.

2. The detachment sets up the DRAS.
 - a. Positions the shelter.
 - b. Locates and grips exterior "lifting hubs."
 - c. Grasps the lifting hubs, lifts upward and steps backward.
 - d. Continues to lift, steps backward and spreads.
 - e. Finds the push poles, locates the red arrow and pushes up.
 - f. Positions personnel for the final push to full height.
 - g. Before final push up to full height, checks for obstructions.
 - h. Performs the final push, positioning, and installation.
 - i. Stakes the DRAS down.
 - j. Connects the boot door to the HMMWV shelter.

3. The detachment unloads the accessories from the HMMWV shelter.

4. The detachment connects the exterior cabling and ECU ducting.
 - a. Grounds the HMMWV shelter.
 - b. Connects the power cable to a shore power source, if available.
 - c. Connects the primary power cables to the HMMWV shelter and DRAS.
 - d. Connects the DC power cables.
 - e. Connects the network interface cables.
 - f. Connects the ECU ducting from the trailer system's ECU to the DRAS.

5. The detachment powers up and runs the ECUs.
 - a. Ensures all airways are unobstructed.
 - b. Sets the ECUs' mode selector switches and thermostats.
 - c. Turns power breakers and switches to ON positions.

6. The detachment powers up the equipment.
 - a. Powers on the AC main and UPS/COND circuit breakers.
 - b. Powers on the monitor, hub, C3962A printer, and ARCUS II scanner.
 - c. Powers on the speaker system, GR-3750, SC7000, and RME-120.
 - d. Waits for the DPPC system to boot up, then logs on.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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7. The detachment operates the system as required.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 5-83F1-SM	051-261-1206	Cut Paper on a Power Paper Cutter
	051-261-1207	Perform Paper Cutter Preventive Maintenance

OPFOR TASKS

None

ELEMENT: Plans And Programs Detachment

TASK: Supervise PSYOP Development (33-4-9001)
 (FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is deployed into and operating in the theater of operations. Approved PSYOP objectives are available. Supported command's OPLAN or OPORD is available. Applicable PSYOP estimate and SPA are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Orchestrate the development of PSYOP plans, products, and programs in support of the supported unit's mission.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The plans and programs detachment (PPD) analyzes the mission.
 - a. Reviews supported unit's mission, concept of operations, and scheme of maneuver.
 - b. Reviews PSYOP objectives and approved target audiences.
 - c. Establishes PSYOP plan and prioritizes target audience (TA) analysis for TAAD.
 - d. Allocates and reallocates resources (personnel) within the PDC to support TA analysis.
 - e. Directs the TAAD analysis.

2. The PPD reviews TAAWS.
 - a. Checks TAAWS for completeness.
 - b. Evaluates analysis conducted by the TAAD.
 - * c. The PDC chief approves or rejects the TAAWS (provides guidance with rejection).
 - d. Provides guidance to the TAAD for product or action conceptual development.

3. The PPD reviews P/AWS.
 - a. Evaluates proposed PSYOP actions and products against TAAWS.
 - b. Checks P/AWS for completeness (sufficient guidance for product and action development).
 - * c. The PDC chief approves or rejects P/AWS (provides guidance with rejection).
 - d. Provides guidance to PDD for product development.
 - e. Allocates and reallocates PDC resources to support product and action development.

4. The PPD develops proposed PSYOP actions.
 - a. Identifies proposed actions.
 - b. Identifies proposed agents of action (units or individuals).
 - c. Identifies timelines for implementation.
 - d. Completes P/AWS for proposed actions.
 - * e. The PDC chief approves or rejects P/AWS for PSYOP actions (provides guidance with rejection).

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
<p>5. The PPD reviews prototype PSYOP products.</p> <p>a. Evaluates proposed PSYOP actions and products against TAAWS and P/AWS.</p> <p>b. Checks P/AWS for completeness (identifies implementation instructions and timeline for implementation).</p> <p>* c. The PDC chief approves or rejects the prototype product and completed P/AWS (provides guidance with rejection).</p> <p>d. Passes PDC chief-approved P/AWS to TAAD for evaluation plan development.</p>		
<p>6. The PPD reviews evaluation plan.</p> <p>a. Assesses evaluation plan against TAAWS and P/AWS.</p> <p>b. Checks evaluation plan for completeness by identifying methods and means for pretesting, posttesting, and measuring effectiveness (impact indicators).</p> <p>* c. The PDC chief approves or rejects the evaluation plan (provides guidance with rejection).</p> <p>d. Passes PDC chief-approved evaluation plan to TED for pretesting.</p>		
<p>7. The PPD reviews evaluation report.</p> <p>a. Assesses validity of report.</p> <p>b. The PDC chief approves or rejects the evaluation report (provides guidance with rejection and directs additional pretests).</p> <p>c. Passes evaluation report to TAAD and PDD.</p> <p>d. Directs modifications to products and actions IAW evaluation report.</p>		
<p>8. The PPD forwards proposed actions and prototype products to POTF S3 for coordination and approval (by approval authority).</p> <p>a. Prepares briefing package.</p> <p>b. Integrates proposed actions and prototype product implementation instructions into applicable PCSs and campaign control sheets (CCSs).</p>		
<p>9. The PPD, ICW the S3 section, monitors implementation of approved PSYOP programs and the PSYOP campaign.</p>		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare PSYOP PIR/IR

331-205-1004	Prepare a Target Audience Analysis Work Sheet (TAAWS)
331-205-1005	Select Themes/Symbols
331-205-1031	Supervise the Operation of the Product Development Center (PDC)
331-205-1006	Select Psychological Actions and Agents of Action to Achieve a Psychological Objective
331-205-1026	Supervise the Conduct of a Pretest/Posttest
331-205-1012	Prepare Pretest/Posttest Questionnaires
331-205-1013	Conduct a Pretest/Posttest
331-205-1018	Prepare a Program Control Sheet (PCS)
331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Plans and Programs Detachment

TASK: Develop PSYOP Programs (33-4-9002)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The PDC is a component of the POTF. The supported HQ' plan or order is available. Current PSYOP estimate and SPAs are available. Completed TAAWSs are available. P/AWSs are provided (PDD portions completed). Approved PSYOP objectives and themes are identified and available. The joint task force (JTF) commander is designated PSYOP approval authority. Some iterations should be performed in MOPP4.

TASK STANDARDS: Integrate PSYOP products or actions into coordinated PSYOP program and receive JTF commander's approval of a refined program.

TRAINING NOTE: *The OIC or NCOIC of the PPD is usually the PDC chief.*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The PPD reviews P/AWS.
 - a. Reviews supported unit's mission.
 - b. Reviews PSYOP objectives.
 - c. Reviews target audiences.
 - d. Reviews currently approved PSYOP programs to determine if P/AWS supports a current PSYOP program.

2. The PPD completes implementation and dissemination instructions for proposed PSYOP products and actions.
 - a. Identifies mechanism for disseminating products to intended target audiences.
 - b. Identifies action agent for accomplishing dissemination or action.
 - c. Develops implementation timeline for proposed dissemination or action.
 - d. Identifies quantity of products required and suspenses.
 - e. Develops implementation or dissemination instructions for approval by appropriate approval authority.

3. The PPD completes the P/AWS.
 - a. Gathers input from the TAAD, TED, and PDD.
 - b. Integrates implementation instructions developed by PPD.
 - c. Completes the P/AWS for each product concept.

4. The PPD develops and updates the PCS.
 - a. Completes one PCS for each PSYOP objective.
 - b. Completes one PCS for each target audience.
 - c. Ensures there is a media mix if appropriate.
 - d. Computes the number of products of each type to be produced.
 - e. Determines intensity and timing of each product or action.
 - f. Reflects the date and time for dissemination of each product or action.

- * 5. The PDC chief obtains the POTF commander's approval of the PSYOP program or modification to the program.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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6. The PPD submits the program or modification through the S3 section for submission to the approval authority. It includes—
 - a. Proposed PSYOP products and actions.
 - b. P/AWSs.
 - c. PCSs.
 - d. Implementation instructions or taskings for approval.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1004	Prepare Target Audience Analysis Work Sheet (TAAWS)
	331-205-1005	Select Themes/Symbols
	331-205-1031	Supervise the Operation of the Product Development Center (PDC)
	331-205-1006	Select Psychological Actions and Agents of Action to Achieve a Psychological Objective
	331-205-1026	Supervise the Conduct of a Pretest/Posttest
	331-205-1012	Prepare Pretest/Posttest Questionnaires
	331-205-1013	Conduct a Pretest/Posttest
	331-205-1018	Prepare a Program Control Sheet (PCS)
	331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Plans and Programs Detachment

TASK: Provide PPD Commander's Critical Information Requirements (33-4-9003)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects the status of PSYOP plans and programs within the established time frames. Ensure the information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The PPD reports the status of PSYOP program development.
 - a. Reports currently approved programs by identifying TA, PSYOP objectives, dissemination techniques or actions, and implementation plans.
 - b. Reports programs under development by identifying TA and PSYOP objectives.
2. The PPD reports status of current PSYOP product development.
 - a. Reports currently approved PSYOP products by identifying programs supported, dissemination techniques or actions, and implementation plans.
 - b. Reports products under development by identifying TA, PSYOP objectives, and PSYOP program supported.
3. The PPD reports enemy propaganda efforts.
 - a. Reports source, content, audience, media, effect (SCAME) analysis results.
 - b. Reports recommended counteraction techniques for enemy propaganda efforts.
4. The PPD monitors and reports other information IAW commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Target Audience Analysis Detachment

TASK: Conduct Target Audience Analysis (33-4-9004)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The TAAD is a component of a POTF and coordinates its activities with the SSD civilian analysts. The supported HQ' plan or order is available. Current PSYOP estimate, PSYOP studies, and SPAs are available. Approved PSYOP objectives and themes are identified and available. The TAAD has been tasked by the PPD to conduct or update the TA analysis in support of PSYOP objectives. Some iterations should be performed in MOPP4.

TASK STANDARDS: Identify target audiences that are accessible and vulnerable and would be effective in accomplishing approved PSYOP objectives.

TRAINING NOTE: *This collective task may be accomplished as an initial analysis of a potential TA/PSYOP objective or could be conducted as a periodic or directed update of analysis.*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The TAAD NCOIC, ICW civilian SSD analysts and using relevant PSYOP studies, selects tentative TAs.
 - a. Considers all potential TAs in the supported unit's operational area.
 - b. Selects TAs with common interests.
 - c. Selects TAs that relate to approved PSYOP objectives.

2. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, analyzes the TAs as they relate to the PSYOP objective.
 - a. Lists responses desired of the TAs.
 - b. Determines which responses are measurable.

3. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, identifies or updates conditions that affect the TA.
 - a. Identifies the social, political, economic, and military conditions.
 - b. Identifies physical environmental conditions.
 - c. Identifies positive influences.
 - d. Identifies negative influences.

4. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, determines or updates the effectiveness of each TA.
 - a. Identifies TA key communicators.
 - b. Determines the influence of each key communicator towards achievement of PSYOP objectives.
 - c. Selects key communicators that represent diverse segments of the TA.

5. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, determines or updates the vulnerabilities of the TA.
 - a. Identifies vulnerabilities based on perceptions.
 - b. Identifies vulnerabilities based on motivations.
 - c. Identifies vulnerabilities based on stresses.
 - d. Identifies vulnerabilities based on attitudes.
 - e. Stops TA analysis if there are no vulnerabilities identified.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
6. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, identifies or updates themes and symbols relevant to the TA.		
7. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, determines or updates the degree of susceptibility of each vulnerability. <ul style="list-style-type: none"> a. Identifies those not susceptible. b. Identifies those moderately susceptible. c. Identifies those highly susceptible. d. Stops TA analysis if no vulnerabilities are susceptible. 		
8. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, determines or updates the accessibility of the TA. <ul style="list-style-type: none"> a. Determines what dissemination means can reach TA. b. Determines that ROE do not prohibit targeting. c. Stops TA analysis if the audience is determined to be inaccessible. 		
9. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, determines or updates impact indicators. <ul style="list-style-type: none"> a. Lists direct and indirect indicators. b. Selects indicators that relate to the PSYOP objectives. 		
10. The TAAD, ICW civilian SSD analysts and using relevant PSYOP studies, prepares a TAAWS. <ul style="list-style-type: none"> a. Completes the heading. b. Records results of the target analysis in the appropriate columns. c. Obtains the PDC chief's approval of the TAAWS. d. Updates the TAAWS when changes occur. 		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1002	Supervise the Preparation of PSYOP Work Sheets
	331-205-1004	Prepare a Target Audience Analysis Work Sheet (TAAWS)
	331-205-1005	Select Themes/Symbols
	331-205-1006	Select Psychological Actions and Agents of Action to Achieve a Psychological Objective
	331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Target Audience Analysis Detachment

TASK: Select Counteraction Measures (33-4-9005)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Hostile propaganda samples or indicators are available. SCAME analysis is provided by reporting TPU or conducted by TAAD members. Some iterations should be performed in MOPP4.

TASK STANDARDS: Select an appropriate counteraction measure IAW FM 33-1-1.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TAAD recommends counteraction technique.
 - a. Reviews results of the SCAME analysis of propaganda.
 - b. Consults with civilian area experts in SSD.
 - c. Considers impact of propaganda on supported commander's mission accomplishment.
 - d. Evaluates possible counteraction techniques.
 - e. Conducts an analysis of the target audience for anticipated response to the proposed counteraction.
 - f. Evaluates the timeliness of counteraction.
 - g. Determines effect of proposed counteraction on the existing PSYOP programs.
 - h. Determines resources required for the proposed counteraction measures.
- * 2. The TAAD sergeant recommends a suitable counteraction technique to the PPD.
 - a. Selects a measure that is supported by the propaganda analysis.
 - b. Selects a measure that minimizes or neutralizes the effect of propaganda.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1020	Supervise the Collection of PSYOP-Relevant Information
	331-205-1003	Determine PSYOP-Relevant Information
	331-205-1021	Categorize Incoming PSYOP-Relevant Information
	331-205-1032	Prepare a PSYOP PIR/IR
	331-205-1001	Supervise the Preparation of PSYOP Work Sheets
	331-205-1004	Prepare a Target Audience Analysis Work Sheet (TAAWS)
	331-205-1031	Supervise the Operation of the Product Development Center (PDC)

331-205-1010	Prepare a Product/Action Work Sheet (P/AWS)
331-205-1018	Prepare a Program Control Sheet (PCS)

OPFOR TASKS

None

ELEMENT: Target Audience Analysis Detachment

TASK: Assess Product and Program Impact (33-4-9006)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into and operating in theater of operations. Approved PSYOP programs are being implemented. Posttesting mechanisms are available. Linguist support is available. Civilian analyst from SSD is available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Assess impact of PSYOP products and programs, compile the results, and recommend modifications to PSYOP.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The TAAD, ICW the SSD, prepares evaluation plan for product and program assessment.
 - a. Reviews TA and PSYOP objectives that the product and program support.
 - b. Identifies mechanisms for assessing product and program effectiveness (pretest, posttest, and impact indicators) in the evaluation plan.
 - c. Identifies pretest and posttest method to be used (survey sample, panel of representatives, or panel of experts) in the evaluation plan.
 - d. Identifies impact (direct and indirect) indicators and collection plan for collecting feedback in impact indicators in the evaluation plan.
 - e. Provides sufficient detail for TED implementation in the evaluation plan.
2. The TAAD presents the evaluation plan to PPD for review, approval, and implementation.
3. The TAAD evaluates collected intelligence.
 - a. Analyzes direct indicators using the criteria contained in the PCS.
 - b. Analyzes indirect indicators using the criteria contained in the PCS.
 - c. Ensures that changes in the conditions, vulnerabilities, susceptibilities, effectiveness, attitudes, and behavior of target audience are noted on relevant TAAWSs.
4. The TAAD reports the effectiveness of the PSYOP program to the POTF command group.
5. The TAAD recommends revision of the PSYOP program if necessary.
 - a. Analyzes results of the posttest for possible modifications to the PSYOP program.
 - b. Analyzes results of the feedback for possible modifications to PSYOP program.
 - c. Lists changes on the P/AWS.
 - d. Obtains approval for program changes or additional products.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1026	Supervise the Conduct of a Pretest/Posttest
	331-205-1012	Prepare Pretest/Posttest Questionnaires
	331-205-1013	Conduct a Pretest/Posttest
	331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Product Development Detachment

TASK: Develop PSYOP Products (33-4-9007)
(FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The PDD is a component of a POTF. The supported HQ' plan or order is available. Current PSYOP estimate, current PSYOP studies, and SPAs are available. Completed TAAWSs are available. Approved PSYOP objectives and themes are identified and available. Civilian analyst from SSD is available. The JTF commander is designated PSYOP approval authority. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prepare a prototype product that is supported by pertinent TAAWSs.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The PDC chief prioritizes PDC efforts ICW TAAD, PDD, TED, and PPD sergeants.
- 2. The PDD analyzes the mission or tasking.
 - * a. The PDD NCOIC allocates or reallocates resources as required.
 - * b. The PDD NCOIC requests additional assistance and resources if required.
 - c. Reviews TAAWSs to identify TAs, PSYOP objectives, and TA conditions, vulnerabilities, susceptibilities, and effectiveness.
 - d. Determines appropriate media.
 - e. Identifies additional requirements for information to TAAD.
- 3. The PDD develops concepts for PSYOP products.
 - a. Coordinates concepts with SSD and TAAD.
 - b. Completes PDD portion of P/AWS.
 - c. Obtains PDC chief's approval of product concept.
- 4. The PDD develops prototype products.
 - a. Develops camera-ready artwork for review.
 - b. Coordinates prototype products with SSD and TAAD.
 - c. Conducts a formal board of subject matter experts to review all products.
 - d. Obtains PDC chief's approval of prototype products.
 - e. Translates products into the appropriate language.
 - f. Provides prototype products to TED for pretesting.

TRAINING NOTE: Upon PDC chief's approval of PSYOP action concept or proposal, the PPD assumes responsibility for completing the action plan or P/AWS.

- 5. The PDD finalizes prototype products.
 - a. Incorporates recommendations of SSD, TED, PDC chief, and TAAD.
 - b. Completes PDD portion of P/AWS.
 - c. Presents work sheet to PDC chief for approval.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1002	Supervise the Preparation of PSYOP Work Sheets
	331-205-1010	Prepare a Product/Action Work Sheet (PAWS)
	331-205-1007	Develop a Visual PSYOP Product Prototype
	331-205-1008	Develop an Audiovisual PSYOP Product Prototype
	331-205-1009	Develop an Audio PSYOP Product Prototype

OPFOR TASKS

None

ELEMENT: Testing and Evaluation Detachment or Enemy Prisoner of War/Civilian Internee Team

TASK: Pretest/Posttest Product Prototypes and Proposed Actions (33-5-9008)
 (FM 33-1-1) (FM 33-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The detachment or team, ICW with the civilian analyst from SSD, has been directed to conduct pretest and posttest of specific products or proposed actions. The evaluation plan (to include questionnaires) is provided by TAAD. Proposed products or actions are provided with a P/AWS. Pretesting mechanisms are available (members of the target audience, panel of experts, panel of representatives, and survey sample questionnaire). Linguistic support is available. All documents, manuals, formats, files, ADP equipment, and communications equipment are available. Some iterations should be performed in MOPP4.

TASK STANDARDS: Conduct pretest of product prototypes and proposed actions and posttest of disseminated products. Analyze results IAW FM 33-1-1.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The detachment or team identifies pretest and posttest methods (from Evaluation Plan).
 - a. Determines the time available to conduct a pretest.
 - b. Determines if members of the target audience can be used.
2. The detachment or team selects pretest and posttest participants.
 - a. Selects participants who are representative of or knowledgeable of the target audience.
 - b. Selects participants who are accessible.
3. The detachment or team coordinates activities.
 - a. Coordinates for location and participants.
 - b. Coordinates through (ICW POTF S3) the camp commander.
 - c. Coordinates for linguistic support if required.
4. The detachment or team conducts pretest and posttest.
 - a. Creates a relaxing atmosphere.
 - b. Explains the reason for the test.
 - c. Promises participants anonymity.
 - d. Informs the participants that their cooperation will not affect their status, if applicable.
 - e. Asks the participants to act as members of the target audience.
 - f. Asks the participants to answer the questions according to their own emotions.
 - g. Tells the participants no reward will be given.
5. The detachment or team analyzes results.
 - a. Confirms the validity of the results.
 - b. Confirms the reliability of the results.
6. The detachment or team provides feedback on pretest and posttest to TAAD, PDD, and PPD.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1026	Supervise the Conduct of a Pretest/Posttest
	331-205-1012	Prepare Pretest/Posttest Questionnaire
	331-205-1013	Conduct a Pretest/Posttest
	331-205-1014	Analyze Propaganda Using the SCAME Approach

OPFOR TASKS

None

ELEMENT: Enemy Prisoner of War/Civilian Internee Team

TASK: Conduct PSYOP in Support of EPW/CI Operations (33-5-9009)
 (FM 34-52) (AR 380-5) (FM 22-100)
 (FM 27-10) (FM 33-1) (FM 33-1-1)
 (FM 34-1) (FM 34-3) (FM 34-35)
 (FM 101-5) (STANAG 1059) (STANAG 2033)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: A PSYOP EPW/CI company is detached from the POTF and placed under OPCON to the command managing EPW/CI compounds. Internment facilities have received enemy soldiers and civilian internees. Some iterations should be performed in MOPP4.

TASK STANDARDS: Control the flow of information to internees, identify key communicators, control illicit activities of internees, and ensure the internees know and understand the camp rules.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The team indoctrinates EPWs/CIs to accept camp environment.
 - a. Conducts face-to-face communication with EPWs/CIs in camp enclosures.
 - b. Identifies key communicators in the EPW/CI population.
 - c. Exploits key communicators.
 - d. Identifies indicators of possible unrest, disturbance, or negative EPW/CI behavior.
 - e. Identifies PSYOP susceptibilities of EPWs/CIs.
2. The team assists camp commander in maintaining control of EPWs/CIs.
 - a. Conducts PSYOP in support of reestablishing control during disturbances, riots, or escapes by EPWs/CIs.
 - b. Advises camp commander concerning regional, cultural, and religious considerations.
 - c. Advises camp commander on recommended camp procedures.
 - d. Supervises production of camp-related PSYOP products.
3. The team screens information directed to EPWs/CIs.
4. The team advises camp commander of the importance of controlling the flow of information to EPWs/CIs.
5. The team identifies illicit activities in the EPW/CI camp.
6. The team identifies commodities used on the black market by EPWs/CIs.
7. The team coordinates with camp commander to control access to commodities used on the black market.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title	
ASAT Database	331-205-1029	Supervise PSYOP in Support of EPW/CI Operations Supervise the Conduct of PSYOP-Relevant Interviews of EPWs/CIs	
	331-205-1023	Conduct PSYOP-Relevant Screening of EPWs/Cis Conduct PSYOP-Relevant Interviews of EPWs/CIs	
	331-205-1026	Supervise the Conduct of a Pretest/Posttest	
	331-205-1012	Prepare Pretest/Posttest Questionnaires	
	331-205-1013	Conduct a Pretest/Posttest	
STP 34-97E1-SM	301-337-1321	Account for Captured Enemy Documents of Intelligence Value	
	301-337-1322	Screen and Categorize Captured Enemy Documents of Intelligence Value	
	301-337-1323	Translate and Extract Information from Documents	
	301-337-1350	Collect Information for the Interrogation Plan	
	301-337-1351	Develop and Prepare the Interrogation Plan	
	301-337-1400	Implement Approach Strategies	
	301-337-1401	Question Source for Intelligence Information	
	301-337-1403	Terminate Interrogation	
	301-337-1450	Brief the Interpreter	
	301-337-1451	Conduct an Interrogation Using an Interpreter	
	301-337-1500	Prepare a Tactical Translation Report	
	301-337-1501	Prepare a SPOT Report	
	301-337-1502	Prepare a Tactical Interrogation Report	
	STP 34-97E24-SM-TG	301-337-2306	Screen EPW/Detainees
		301-337-2307	Prepare a Screening Report
301-337-2309		Edit a Tactical Translation Report	
301-337-2310		Edit a Tactical Interrogation Report	
301-337-3305		Select Sources and Assign Priority of Interrogation	
301-337-3308		Assign Interrogators	
301-337-4307		Supervise Interrogation Activities	
301-337-4308		Supervise Document Processing and Translation Activities	
301-337-4309		Supervise Interpretation Activities	

OPFOR TASKS

None

ELEMENT: Rear Detachment

TASK: Conduct Rear Detachment Predeployment Activities (33-2-0010)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF supporting plan has been approved. The POTF has been established and a WARNORD, EXORD, or DEPORD has been received directing POTF deployment. The rear detachment commander has been designated. Strategic movement assets are provided IAW the TPFDD list. Either the POTF or an RPB, TPB, or PDB has been designated to conduct predeployment activities for the deploying POTF. This task should not be performed in MOPP4.

TASK STANDARDS: Execute predeployment activities within the time specified in the order. Ensure the POTF and subelements are prepared to deploy IAW the TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The RDC or 1SG organizes the POTF rear detachment.
 - a. Integrates assigned personnel into detachment organization.
 - b. Fixes responsibilities for rear detachment functions on assigned individuals.
- 2. The rear detachment identifies shortages in required equipment and personnel.
- 3. The rear detachment requests adjustments to personnel and equipment authorizations ICW HQ commandant through the POTF S3.
- 4. The rear detachment (ICW HQ commandant and S1) identifies personnel assigned to or deploying with the POTF.
- 5. The rear detachment (ICW POTF S1 and group S1) identifies nondeploying personnel assigned to the POTF rear detachment.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Rear Detachment

TASK: Conduct Rear Detachment Operations (33-2-0011)
 (FM 12-6) (AR 56-75) (FM 33-1)
 (FM 101-5) (TC 12-17)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF commander has received a WARNORD. The commander and staff have completed mission analysis, commander’s estimate, and staff estimates. The commander has issued his concept of operation. The current status of the POTF elements is available. The unit has designated an RDC. Service members require personnel service support (PSS) at home station for their dependents. This task should not be performed in MOPP4.

TASK STANDARDS: Identify, organize, and brief a rear detachment concerning administrative and operational requirements. Prepare a dependent assistance plan and brief family members before the main body deploys. Ensure the RDC supervises operations to include safeguarding station, personal, and installation property. Commander also implements the unit’s family assistance program.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The S1 coordinates rear detachment requirements based on the commander’s planning guidance.
 - a. Identifies personnel (MOS and number of personnel) required for the mission from the OPORD to provide rear detachment support.
 - b. Identifies appropriate agencies (installation, special and personal staff support, SJA, chaplain, finance, medical, dental, PA, and provost marshal) where information can be obtained.
 - c. Briefs the RDC on administrative requirements and the dependent assistance plan.

2. The S1 presents the dependent assistance plan to dependents.
 - a. Explains support mechanisms in place.
 - b. Identifies emergency notification procedures.
 - c. Provides briefing to spouses and dependents on support available in sponsor’s absence.

- *3. The RDC conducts mission analysis.
 - a. Identifies specified and implied tasks.
 - b. Identifies resources available.
 - c. Task organizes.
 - d. Fixes responsibilities for functional requirements.
 - e. Supervises civilian analyst (from SSD) replacement activities.

- *4. The RDC supervises rear detachment operations.
 - a. Maintains a notebook containing documents and guidance required for the position.
 - b. Verifies the rear detachment personnel roster to ensure it accurately reflects those personnel remaining in the rear detachment.
 - c. Secures POVs. (RDC has access to all POV packets, list of personnel authorized to sign for vehicles, and vehicles to be inspected prior to release.)
 - d. Implements a security plan to ensure the safeguarding of station, personal, and organizational property left behind when the unit deploys.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- e. Dispatches mail to the deployed units within 24 hours after receipt in the rear detachment area. (At least one individual in the rear detachment should possess a valid Mail Clerk Appointment Card (DD Form 285). RDCs, as well as primary and alternate mail clerks, should be appointed in a unit postal letter of appointment). (See AR 56-75.)
- f. Implements the unit family members' assistance plan.
- g. Manages unit fund property and administrative files.
- h. Briefs all rear detachment personnel of the following:
 - (1) Alert and recall procedures.
 - (2) Recovery and redeployment procedures.
 - (3) Rear detachment chain-of-command and operating procedures.
 - (4) Procedures for guiding news media to the proper authorities.
- i. Ensures all containers authorized for the storage of classified files are routinely checked and consolidated as necessary or practical.
- j. Monitors the tactical situation and particular needs or priorities of the field commander.
- k. Maintains an updated shelf requisition. (Shelf requisitions are updated every 6 months.)
- l. Manages family support group (FSG) activities.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: Rear Detachment

TASK: Provide Rear Detachment Commander's Critical Information Requirements (33-2-0012)
 (FM 101-5) (AR 220-1) (FM 3-4)
 (FM 3-5) (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has deployed into theater. POTF or supported command may or may not be involved in combat operations. Some iterations should be performed in MOPP4.

TASK STANDARDS: Provide the commander and other staff sections all routine and requested information that accurately reflects rear detachment activities and issues that impact on the POTF within the established time frames. Ensure the information appropriately supports the decision-making process. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The rear detachment monitors the family support group.
 - a. Reports conducted activities (past 2 weeks)
 - b. Reports planned activities (next 2 to 4 weeks).
 - c. Reports status of families of deployed POTF personnel.
2. The rear detachment monitors status of nondeployed POTF personnel.
 - a. Reports duty status of all personnel assigned to rear detachment.
 - b. Identifies personnel currently available for deployment.
3. The rear detachment monitors rear detachment activities.
 - a. Reports current activities (past 24 hours).
 - b. Reports projected activities (next 24 to 48 hours).
4. The rear detachment monitors and reports other information IAW the commander's guidance.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Conduct Displacement (33-1-0101)
(FM 55-65) (TC 12-17)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Operational requirements necessitate displacement of POTF elements from current location (to include initial deployment into theater and redeployment back to CONUS). A UMO has been designated and has developed and published a movement order. POTF may be operating in a hostile, uncertain, or benign environment. The NBC environment may or may not be active. Some iterations should be performed in MOPP4.

TASK STANDARDS: Move IAW the movement order and arrive at the destination on time with all required equipment. Resume normal operations with minimal degradation in operations.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element OICs or NCOICs receive unit movement order, analyze mission, and delegate responsibilities.
2. The element plans for conducting split operations, with one element displacing, while another continues operations if necessary.
3. The element loads equipment into organic vehicles IAW load plans.
 - a. Prepares load plans that include all equipment, personnel, and personal effects.
 - b. Modifies load plans as required.
 - c. Provides load plans to UMO.
4. The element informs UMO of transportation requirements that exceed its organic capabilities.
5. The element maintains accountability for all equipment.
6. The element loads and secures secondary loads for movement.
7. The element attaches LOGMARS labels to all vehicles and containers in the appropriate locations, if required.
8. The element adheres to the road movement order.
 - a. Follows routes and rest halts as defined in the road clearance.
 - b. Provides reports IAW movement order.
 - c. Maintains appropriate levels of security.
9. The element reestablishes operations at new site expeditiously.
- *10. The element OICs or NCOICs confirm accountability for all personnel and equipment.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Conduct Convoy Operations (33-1-0102)
(FM 55-65) (TC 12-17)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Operational requirements necessitate motor or overland movement of POTF elements. A UMO has been designated. POTF may be operating in a hostile, uncertain, or benign environment. The NBC environment may or may not be active. Some iterations should be performed in MOPP4.

TASK STANDARDS: Move IAW the movement order and arrive at the destination on time.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The UMO develops movement plan for all POTF personnel and equipment.
 - a. Identifies (ICW S3 and S4) all vehicles, equipment and personnel to move.
 - b. Publishes (ICW S3, S4, and maintenance officer) movement order providing for movement of all POTF personnel, equipment, and vehicles. Movement order—
 - (1) Identifies requirements for security and air guards, and response to attack.
 - (2) Provides timetable or road movement table.
 - (3) Provides instructions for vehicle breakdown.
 - (4) Assigns vehicles to a march unit by bumper number.
 - (5) Establishes convoy control procedures.
 - (6) Designates convoy and march unit commanders.
 - (7) Establishes reporting procedures for start points (SPs), checkpoints, and release points (RPs) and records departure and arrival data.
 - (8) Addresses maintenance, recovery, and accident procedures in order.
- *2. The UMO (through S3) coordinates for staging areas near the SP.
 - a. Ensures staging areas are large enough to accommodate planned vehicles and personnel.
 - b. Ensures staging areas provide for dispersion and concealment of vehicles (if warranted by threat environment).
 - c. Ensures staging areas are close enough to SP to facilitate ease of movement from staging areas to and through the SP.
- *3. The UMO (through S3) coordinates routes and en route rest, refuel, and maintenance halt stops with appropriate military and civilian authorities.
 - a. Identifies special requirements when submitting convoy clearance, if required.
 - b. Submits convoy clearance requests to proper agency, if required.
- *4. The UMO coordinates through the POTF S3 for nonorganic vehicles and equipment required to move personnel and equipment (to include outsized and oversized equipment) to destinations.
- *5. The UMO conducts route reconnaissance and adjusts the movement order, if required.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *6. The UMO briefs serial or unit commanders and drivers or assistant drivers prior to convoy operations.
 - a. Provides strip maps to all drivers that contain SPs, checkpoints, rest stops, RPs, and emergency phone numbers in case of breakdown.
 - b. Covers vehicle spacing, march speed, catch-up speed, and actions on enemy contact.
 - c. Covers emergency procedures, breakdown procedures, and actions at rest halts in the briefing.

- *7. The UMO monitors and controls movement.
 - a. Establishes and maintains communications between staging areas and the operations center (OPCEN).
 - b. Keeps OPCEN posted on movement status.
 - c. Establishes procedures at staging areas to—
 - (1) Ensure secondary loads are loaded and secured for movement.
 - (2) Ensure LOGMARS labels are attached to all vehicles and containers in the appropriate locations, if required.
 - (3) Ensure containers are marked with weights before departing the staging areas.
 - (4) Ensure lead and trail vehicles are marked with “Convoy Ahead” and “Convoy Follows” placards, if required.
 - (5) Enforce safety procedures as outlined in briefing.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Deploy (33-1-0103)
 (FM 55-12) (FM 33-1) (FM 101-5)

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF has been established and directed to deploy in total or to deploy a subordinate element by strategic airlift. Movement order and out-load of equipment and vehicles has been completed. USTRANSCOM assets are available IAW TPFDD list. The S3 has been notified of aircraft arrival and anticipated load time. The S3 initiated recall or notification of deploying personnel IAW unit movement plan. Deployment is conducted in a permissive environment. This task should not be performed in MOPP4.

TASK STANDARDS: Ensure the designated equipment and personnel deploy IAW TPFDD.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The element notifies deploying personnel of location, time, and uniform for initial manifest call IAW recall or notification plan.
2. The element ensures personnel, equipment, and vehicles are assembled at the designated time and place.
- *3. The UMO segregates deploying personnel and equipment into chalks or march serials IAW the movement plan.
 - a. Designates chalk leaders.
 - b. Conducts final inspections and manifest calls for each chalk at designated times.
 - c. Moves to load site IAW the movement plan.
 - d. Coordinates with loadmaster for final load times and instructions.
 - e. Meets published load times.
- *4. The UMO keeps the OPCEN abreast of accountability and status.
5. The S3 notifies receiving units of departure of deploying units and anticipated arrival times.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS AND OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Treat Casualties (33-1-0104)

(FM 21-11)	(AR 600-8-1)	(FM 3-4)
(FM 3-5)	(FM 8-10)	(FM 8-10-6)
(FM 8-10-7)	(FM 8-35)	(FM 8-55)
(FM 8-285)		

ITERATION: 1 2 3 4 5 (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit has sustained casualties and has no organic medical personnel. There is currently no contact with threat forces. Soldiers are wounded and may have chemical contamination or non-battle injuries. Unit members are treating the wounded. Some unit members are assigned the additional duty of combat lifesaver (CL). This task is performed simultaneously with other reorganization tasks. The POTF OPOD is available. Field-expedient and natural shelters are available. General condition applies. This task should not be performed in MOPP4 except when treating NBC casualties.

TASK STANDARDS: Provide treatment for casualties IAW FM 21-11, FM 8-285, and combat lifesaver certification standards. At MOPP4, performance degradation factors increase the time required to treat casualties and limit the type of treatment provided.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader supervises treatment of casualties.
 - a. Develops treatment plan.
 - b. Monitors treatment for compliance with FM 21-11 and ensures all casualties are treated.
 - c. Directs employment of combat lifesavers to treat casualties.
 - d. Reports casualties, as required.
 - e. Coordinates replenishment of Class VIII supplies through the S4.
 - f. Directs distribution of Class VIII supplies and equipment.
 - g. Enforces quality control procedures for Class VIII items to be issued to subordinate elements.

- 2. The element surveys casualties.
 - a. Checks for responsiveness.
 - b. Checks for breathing.
 - c. Checks for bleeding.
 - d. Checks for head injury.
 - e. Checks for shock.
 - f. Checks for fractures, to include cervical spine and back fractures.
 - g. Checks for burns.

- 3. The element administers life-saving treatment.
 - a. Clears all objects from throat of casualty.
 - b. Uses jaw thrust method to open airway if cervical spine injury is suspected.
 - c. Performs mouth-to-mouth resuscitation to restore casualty's breathing IAW cardiovascular pulmonary resuscitation procedures.

- 4. The element controls hemorrhage.
 - a. Applies manual direct pressure to wound.
 - b. Elevates extremities.
 - c. Applies pressure dressing to wound.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- d. Applies digital pressure to pressure points.
 - e. Applies tourniquet as last resort.
5. The element dresses wounds.
 - a. Applies dressing to an open chest wound.
 - b. Applies dressing to an open abdominal wound.
 - c. Applies dressing to an open head wound.
 6. The element splints suspected fractures.
 - a. Employs available materials to splint injury.
 - b. Splints fracture in position found.
 - c. Restricts movement of extremities.
 - d. Checks circulation for impairment.
 7. The element treats casualties with burns.
 - a. Extinguishes thermal burn agents.
 - b. Removes chemical burn agents.
 - c. Eliminates electrical burn source.
 - d. Uncovers burn unless stuck to clothing or a chemical environment exists.
 - e. Applies field dressing.
 8. The element treats environmental injuries.
 - a. Administers first aid for heat injuries.
 - b. Administers first aid for frostbite.
 9. The element treats chemical casualties.
 - a. Takes immediate protective steps IAW FM 8-285 to protect self and warn others.
 - b. Protects casualties from further contamination.
 - c. Administers nerve agent antidote IAW FM 21-11 and FM 8-285.
 - d. Decontaminates casualties IAW FM 8-285, if necessary.
 10. The element acts to prevent shock.
 - a. Positions the casualties in the correct antishock position IAW FM 21-11.
 - b. Loosens clothing and equipment.
 - c. Prevents casualties from chilling or overheating.
 - d. Calms casualties by reassuring them.
 11. The element combat lifesavers perform advanced treatment.
 - a. Evaluate casualties for condition and type treatment needed.
 - b. Measure casualties' vital signs.
 - c. Record casualties' vital signs.

TRAINING NOTE: Vital signs are monitored throughout treatment for abnormalities and require immediate action.

- d. Insert oropharyngeal airway in an unconscious casualty.
- e. Apply a splint to a fractured limb.
- f. Administer first aid to chemical agent casualties.
- g. Initiate an intravenous infusion for hypovolemic shock.
- h. Identify cold injuries.
- i. Treat cold injuries.
- j. Manage battle-fatigued casualties.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1	2	3	4	5	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 8-67II-MQS	O1-8310.06-4024	Supervise the Evacuation of Casualties and Patients
STP 8-91-SM	081-831-0010	Measure and Record a Patient's Respirations
	081-831-0011	Measure and Record a Patient's Pulse
	081-831-0012	Measure and Record a Patient's Blood Pressure
	081-831-0013	Measure and Record a Patient's Temperature
	081-831-0039	Treat a Casualty for a Cold Injury
	081-831-0047	Evaluate a Patient
STP 8-91B15-SM-TG	081-833-0016	Insert an Oropharyngeal Airway (J Tube)
	081-833-0033	Initiate an Intravenous Infusion
	081-833-0083	Treat a Nerve Agent Casualty in the Field
	081-833-0084	Treat a Blood Agent (Hydrogen Cyanide) Casualty in the Field
	081-833-0085	Treat a Choking Agent Casualty in the Field
	081-833-0086	Treat a Blister Agent Casualty (Mustard, Lewisite, Phosgene Oxime) in the Field
STP 21-I-MQS	O4-8310.00-3007	Evaluate a Casualty
	O4-8310.00-3008	Clear an Object from the Throat of a Conscious Casualty
	O4-8310.00-3009	Perform Mouth-to-Mouth Resuscitation
	O4-8310.00-3010	Put on a Field or Pressure Dressing
	O4-8310.00-3011	Put on a Tourniquet
	O4-8310.00-3012	Prevent Shock
	O4-8310.00-3013	Splint a Suspected Fracture
	O4-8310.00-3014	Give First Aid for Burns
	O4-8310.00-3016	Administer First Aid to a Nerve Agent Casualty (Buddy-Aid)
	O4-8310.00-3018	Give First Aid for Frostbite
	O4-8310.00-3020	Give First Aid for Heat Injuries
	O4-8310.00-3024	Apply a Dressing to an Open Chest Wound
	O4-8310.00-3025	Apply a Dressing to an Open Head Wound
	O4-8310.00-3026	Apply a Dressing to an Open Abdominal Wound
STP 21-1-SMCT	081-831-1000	Evaluate a Casualty
	081-831-1003	Clear an Object from the Throat of a Conscious Casualty
	081-831-1005	Prevent Shock
	081-831-1007	Give First Aid for Burns
	081-831-1008	Give First Aid for Heat Injuries
	081-831-1009	Give First Aid for Frostbite
	081-831-1016	Put on a Field or Pressure Dressing
	081-831-1017	Put on a Tourniquet
	081-831-1025	Apply a Dressing to an Open Abdominal Wound
	081-831-1026	Apply a Dressing to an Open Chest Wound

081-831-1031	Administer First Aid to a Nerve Agent Casualty (Buddy-Aid)
081-831-1033	Apply a Dressing to an Open Head Wound
081-831-1034	Splint a Suspected Fracture
081-831-1042	Perform Mouth-to-Mouth Resuscitation

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Evacuate Casualties (33-1-0105)
 (FM 8-10-6) (AR 380-41) (AR 600-8-1)
 (FM 3-4) (FM 3-5) (FM 8-10)
 (FM 8-35) (FM 8-55) (FM 8-285)
 (FM 12-6) (FM 21-11) (FM 57-38)
 (FM 100-5)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Unit personnel are wounded and some may be chemically contaminated. Threat force contact is broken. Unit defenses are reorganized. Casualties are evacuated from defensive positions to designated medical collection point. All methods of evacuation are employed. Some EPW casualties may require evacuation. This task is performed simultaneously with other reorganization tasks. POTF OPORD is available. Field-expedient and natural shelters are available. General condition applies. Some iterations should be performed in MOPP4.

TASK STANDARDS: Evacuate casualties as soon as tactical situation permits IAW OPORD, the provision of the Geneva Conventions, and FM 8-10-6. MOPP4 performance degradation factors increase the time required to evacuate casualties.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders supervise evacuation of casualties.
 - a. Identify casualty collection points.
 - b. Identify evacuation requirements.
 - c. Supervise the preparation of casualties for evacuation.
 - d. Coordinate evacuation of casualties from the unit area with higher HQ.
 - e. Coordinate security requirements for the pick-up site with higher HQ, subelements, and the S2 and S3.
 - f. Disseminate evacuation information to unit personnel.
 - g. Forward casualty feeder report and witness statements to personnel section IAW OPORD and FM 12-6.

- 2. The element prepares casualties for evacuation.
 - a. Treats casualties.
 - b. Reports casualties, as required.
 - c. Collects classified documents such as SOI or standing signal instructions (SSI), maps, overlays, and key lists.
 - d. Secures custody of organizational equipment.
 - e. Forwards casualty feeder reports to unit HQ.

- 3. The element evacuates casualties to collection points using manual or litter carries.
 - a. Selects type of manual carry appropriate to situation and injury.
 - b. Identifies litter teams.
 - c. Constructs improvised litters from available material as required.
 - d. Secures casualty on litter.
 - e. Transports casualties without causing further injury IAW FM 8-10-6.

- 4. The element transports casualties to a medical treatment facility using available vehicles.
 - a. Loads maximum number of casualties IAW FM 8-10-6.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- b. Secures casualties in vehicle.
- c. Transports casualties without causing further injury.
- * 5. The element leaders request aeromedical evacuation, if required.
 - a. Transmit request IAW OPORD and FM 8-10-6.
 - b. Select a landing site that provides sufficient space for helicopter hover, landing, and take-off IAW FM 8-10-6 and FM 57-38.
 - c. Supervise removal, prior to aircraft arrival, of all dangerous objects likely to be blown about.
 - d. Supervise security of landing.
- 6. The element assists in loading ambulance.
 - a. Employs proper carrying and loading techniques IAW FM 8-10-6.
 - b. Loads casualties in the sequence directed by the crew.
 - c. Loads casualties without causing unnecessary discomfort.
 - d. Employs all safety procedures IAW FM 8-10-6.
- 7. The element personnel evacuate chemically contaminated casualties.
 - a. Assume MOPPP4.
 - b. Mark contaminated casualties.
 - c. Notify supporting MTF that contaminated casualties are en route to their location.
 - d. Transport casualties directly to a designated decontamination and treatment station.
 - e. Protect casualties from further contamination during transport.
- 8. The element personnel evacuate EPW casualties.
 - a. Maintain security of EPW casualties.
 - b. Search EPW casualties for weapons and ordnance prior to evacuation.
 - c. Evacuate EPW casualties IAW Geneva Conventions.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-I-MQS	O1-5030.00-1004	Use Your M17-Series Protective Mask with Hood
	O4-8310.00-3027	Transport a Casualty Using a One-Man Carry
	O4-8310.00-3028	Transport a Casualty Using a Two-Man Carry or an Improvised Litter
STP 21-1-SMCT	031-503-1004	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M17-Series Protective Mask with Hood

	031-503-1012	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M24 or M25-Series Protective Mask with Hood
	031-503-1015	Protect Yourself From NBC Injury/Contamination With Mission-Oriented Protective Posture (MOPP) Gear
	031-503-1025	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M40-Series Protective Mask with Hood
	031-503-1028	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M42 Protective Mask with Hood
	081-831-1040	Transport a Casualty Using a One-Man Carry
	081-831-1041	Transport a Casualty Using a Two-Man Carry or an Improvised Litter
STP 21-24-SMCT	081-831-0101	Request Medical Evacuation

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Perform Unit Graves Registration Operations (33-1-0106)
 (FM 10-63) (AR 350-1) (FM 3-4)
 (FM 3-5) (FM 5-25) (FM 5-34)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit has sustained fatalities. The tactical situation permits performing GRREG operations. Some remains may be contaminated. There are no GRREG personnel available. The task is performed by nonmortuary affairs personnel. The theater commander has authorized emergency burials. Some iterations should be performed in MOPP4.

TASK STANDARDS: Recover the killed in action and evacuate them to a designated mortuary affairs collection point or perform an emergency burial. Ensure personal possessions are not lost. Record locations of emergency graves and report to higher HQ.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader designates a search and recovery team.
 - a. Selects team leaders.
 - b. Issues guidance.
- *2. The search and recovery team leaders prepare for the search.
 - a. Perform a map or aerial reconnaissance of the search area.
 - b. Identify additional support requirements.
 - c. Request additional support requirements from higher HQ.
 - d. Identify search pattern to be used.
 - e. Coordinate NBC and explosive ordnance disposal assistance with higher HQ.
 - f. Coordinate security of area with higher HQ.
- *3. The search and recovery team leaders supervise the search, recovery, and evacuation operations.
 - a. Brief search and recovery teams on operational procedures.
 - b. Issue personal effects bags, human remains pouches, if available, and NBC agent tags.
 - c. Assign area of search.
 - d. Monitor search and recovery teams operations for compliance with commander's guidance.
 - e. Coordinate evacuation operations with higher HQ.
 - f. Forward SITREPs to higher HQ.
- 4. The search and recovery team conducts the search.
 - a. Checks immediate area for mines or booby traps (if enemy has occupied the area for any length of time).
 - b. Searches assigned areas for remains and personal effects.
 - c. Marks terrain locations of remains with pegs.
 - d. Collects all disassociated personal effects.
 - e. Records the eight-digit grid coordinates of the recovery site.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
<p>5. The search and recovery team recovers remains.</p> <p>a. Establishes tentative identification.</p> <p>b. Attaches NBC tag or tag marked with a large "C" to contaminated or contagious remains.</p> <p>c. Attaches personal effects to remains.</p> <p>d. Shrouds remains with available materials.</p> <p>e. Prepares a recovery site sketch of the recovery site.</p> <p>f. Prepares a map overlay of the recovery site.</p>		
<p>6. The search and recovery team evacuates remains.</p> <p>a. Verifies personal effects are attached to remains.</p> <p>b. Loads remains in ground transportation feet first, in aircraft head first.</p> <p>c. Transports remains in a covered vehicle or aircraft to a designated mortuary affairs collection point.</p>		
<p>*7. The search and recovery team leaders supervise emergency burials.</p> <p>a. Identify specific burial site.</p> <p>b. Supervise marking of grave site.</p> <p>c. Supervise the burying of all recovered remains and their personal effects.</p>		
<p>8. The search and recovery team performs emergency burials.</p> <p>a. Prepares the grave site.</p> <p>b. Places remains in the grave.</p> <p>c. Marks all grave sites.</p> <p>d. Buries U.S., allied, and enemy forces remains and personal effects in separate grave sites.</p>		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O3-5101.00-0007	Supervise Graves Registration Support

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Perform Unit-Level Maintenance (33-1-0107)
 (FM 43-5) (AR 220-1) (AR 385-10)
 (AR 385-40) (AR 700-138) (AR 750-1)
 (DA PAM 738-750) (DA PAM 750-35) (FM 3-4)
 (FM 3-5) (FM 8-35) (FM 8-230)
 (FM 8-285) (FM 20-22)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is deployed and engaged in operations. Maintenance responsibilities and procedures have been established in POTF supporting plan. A maintenance section has been established in the POTF . A maintenance officer has been designated as a primary staff position or additional duty. The unit maintenance area is established. Required tools, repair parts, equipment, and personnel are available. Operators are performing PMCS on the equipment. Recovery operations with injured operators on board may be required. Some iterations should be performed in MOPP4.

TASK STANDARDS: Maintain unit vehicles and equipment in an operational-ready status IAW Department of the Army (DA) standards. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders supervise operator maintenance.
 - a. Monitor performance of PMCS.
 - b. Ensure appropriate TMs are used in performance of PMCS.
 - c. Inspect vehicle, weapons, and equipment.
 - d. Coordinate maintenance assistance with the unit maintenance section.
 - e. Monitor equipment repair parts status.
 - f. Request approval for emergency field repairs.
 - g. Maintain maintenance status of vehicle, weapons, and equipment.
 - h. Provide input for materiel condition status report.

2. The element personnel perform operator maintenance on assigned equipment.
 - a. Perform PMCS IAW pertinent TMs.
 - b. Notify supervisor of maintenance problems beyond operator's capability.
 - c. Perform emergency field repairs.
 - d. Assist unit maintenance personnel with repairs and services.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O1-4965.90-0001	Supervise Unit Maintenance Operations
	O3-4995.90-0010	Direct Vehicle and Equipment Recovery Operations
	O4-4966.90-0010	Supervise PMCS

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Maintain Operations Security (33-1-0108)
 (AR 530-1) (AR 380-5) (FM 19-30)
 (FM 20-3) (FM 34-60)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The element is operating where it can be detected by the enemy. The enemy can employ EW measures and air and ground reconnaissance units. The enemy has air and ground surveillance capability, to include infrared sensors. Camouflage resources are available. The enemy can use the local populace and enemy intelligence agencies. Some iterations should be performed in MOPP4.

TASK STANDARDS: Prevent the enemy from learning the element’s strength, dispositions, and intentions. Prevent the enemy from learning any IRs or PIRs. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader implements OPSEC protective measures.
 - a. Ensures OPSEC measures are properly implemented.
 - b. Ensures OPSEC is integrated in all operations and activities.
 - c. Maintains awareness of all activities that are OPSEC sensitive.

- *2. The element leaders supervise or perform information security measures.
 - a. Control information on a need-to-know basis.
 - b. Prohibit fraternization with civilians (as applicable).
 - c. Conduct alert, deployment preparation, and loading to minimize detection.
 - d. Ensure maps contain only minimum-essential information.
 - e. Inspect and give briefings to ensure personnel do not carry details of military activities in personal materials such as letters, diaries, notes, drawings, sketches, or photographs.
 - f. Sanitize all planning areas and positions before departure.

- *3. The element leaders select concealed vehicle positions and traffic routes.
 - a. Ensure vehicle operators use concealed routes whenever possible, following and paralleling hedges, woods, fences, cultivated fields, and other natural terrain features.
 - b. Ensure vehicle’s track signature continues past the park location to another logical spot.

- 4. The element performs camouflage discipline.
 - a. Uses natural concealment and natural camouflage materials, whenever possible, to prevent ground and air observation.
 - b. Moves on covered and concealed routes.
 - c. Covers all reflective surfaces and unit markings with nonreflective material such as cloth, mud, or camouflage stick.
 - d. Covers or removes all vehicle markings.
 - e. Uses existing tracks.
 - f. Avoids movement near terrain features that may be used as reference points by enemy ground and aerial fires, such as hilltops and road intersections.
 - g. Obliterates vehicle tracks where they turn to concealed positions.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. The element personnel conceal vehicles and equipment.
 - a. Position under natural cover or in shadows.
 - b. Position so the shape blends with surroundings.
 - c. Use natural materials to break up the shape or shadow.
 - d. Blend natural materials with the surrounding area.
 - e. Replace cut vegetation when it withers or changes color.
 - f. Use nets to create shadows.
 - g. Use camouflage screening systems to enhance natural materials.
 - h. Keep heat source (for example, generators, engines, and mess area) under screening systems even when using natural concealment.
 - i. Cover shiny objects such as windshields, headlights, cab windows, and wet vehicle bodies.
 - j. Dig in (if in desert or open terrain) when the situation permits.
 - k. Conceal vehicle's track signature in snow-covered terrain.
 - l. Disguise vehicle and equipment to change appearance or resemble something of lesser or greater threat to the enemy.

6. The element camouflages individual positions and equipment to prevent detection from 35 meters or greater and camouflages vehicles to prevent detection from 100 meters or greater.
 - a. Ensures foliage is not stripped near positions.
 - b. Camouflages earth berms.
 - c. Ensures camouflage nets (if used) are hung properly.
 - d. Avoids crossing near footpaths, trails, and roads, where possible.
 - e. Erases tracks leading into the positions.
 - f. Makes sure vehicles parked in shadows are moved as shadows shift.
 - g. Replaces and replenishes camouflage as needed.
 - h. Avoids movement in the area to prevent ground and air detection.

- *7. The element leaders enforce camouflage discipline.
 - a. Direct avoidance of activity that changes the area's appearance or reveals the presence of military equipment.
 - b. Enforce measures to maintain blackout conditions at night.
 - c. Ensure measures are taken to eliminate or reduce noise by muffling or masking with terrain, defilade positions, or shields.
 - d. Ensure the prompt and complete police of debris from the area.

- *8. The element leaders know when OPFOR surveillance are overhead.
 - a. Receive satellite transmissions (SATRAN) report from higher HQ.
 - b. Disseminate pertinent SATRAN information to subordinates.
 - c. Incorporate this information into their tactical plan.

9. The net control stations (NCSs) enforce communications procedures.
 - a. Enforce SOI and SSI procedures (challenge, authentication and decode, call signs, and frequencies).
 - b. Enforce approved radiotelephone operator (RATELO) procedures.
 - c. Enforce COMSEC procedures (short transmissions, lowest power settings possible, directional antennas, avoid transmission patterns, maintain radio silence) as directed.

10. The element employs COMSEC.
 - a. Uses SOI and SSI procedures (challenge, authentication and decode, call signs, and frequencies).
 - b. Uses approved RATELO procedures.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- c. Uses COMSEC procedures (short transmissions, lowest power setting possible, directional antennas, avoid transmission patterns, maintain radio silence) as directed.
 - d. Employs ECCM procedures for operations during jamming.
 - e. Uses messenger and wire to the maximum extent.
 - f. Uses visual signals.
11. The element employs physical security measures.
- a. Establishes observation and security posts.
 - b. Uses counter-reconnaissance patrols.
 - c. Employs stand-to procedures.
 - d. Emplaces mines and obstacles.
 - e. Ties in with adjacent units (coordination and fire).
 - f. Uses challenge and password.
 - g. Limits access into the element area.
 - h. Safeguards weapons, ammunition, sensitive items, and classified documents.
 - i. Employs air guards.
 - j. Uses noise and light discipline.
 - k. Uses proper litter discipline.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 5-21II-MQS	O1-1910.10.1001	Plan for the Construction Survivability Positions
STP 21-II -MQS	O1-5700.02-0001	Enforce Platoon/Company Level Communications Security Measures
	O3-9003.03-0001	Supervise the Management of Accident Risk in Unit Operations
STP 21-1-SMCT	051-191-1501	Perform Individual Camouflage
	071-331-0801	Challenge Persons Entering Your Area
	071-331-0815	Practice Noise, Light, and Litter Discipline
STP 21-24-SMCT	071-326-0515	Select a Movement Route Using a Map

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Process Enemy Prisoners of War (33-1-0109)
 (FM 19-40) (FM 19-4) (FM 21-75) (FM 27-10)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The OPFOR soldiers surrender or are captured. Some iterations should be performed in MOPP4.

TASK STANDARDS: Evacuate EPWs IAW the POTF supporting plan and the five Ss (search, segregate, silence, speed, and safeguard).

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The element **searches** EPWs.
 - a. Removes all weapons and documents.
 - b. Returns personal items of no military intelligence (MI) value.
 - c. Gives prisoners receipts for personal property taken.
 - d. Tags each EPW and each item removed from him with date-time group (DTG) of location of capture, capturing unit, and circumstances of capture.

2. The element **segregates** EPWs.
 - a. Segregates EPWs by rank, sex, deserters, civilians, nationality, and ideology when possible.
 - b. Turns wounded EPWs over to medical personnel for evacuation through medical channels.

3. The element **silences** EPWs.
 - a. Prevents EPW leaders from giving orders.
 - b. Prevents EPWs from planning escape.
 - c. Does not talk in front of EPWs except to issue orders and maintain discipline.

4. The element **speeds** EPWs to the nearest collection point.
 - a. Notifies POTF operations center that the element has EPWs.
 - b. Removes EPWs to the designated collection point.
 - c. Exploits intelligence information.

5. The element **safeguards** EPWs.
 - a. Treats EPWs firmly.
 - b. Prevents abuse against EPWs.
 - c. Prevents reprisals against EPWs.
 - d. Treats EPWs without intimidation.
 - e. Protects EPWs against insults.
 - f. Protects EPWs against public curiosity.
 - g. Provides first aid to sick and wounded EPWs.
 - h. Evacuates sick and wounded EPWs through medical channels.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
ASAT Database	331-205-1029	Supervise PSYOP in Support of EPW/CI Operations
	331-205-1022	Supervise the Conduct of PSYOP-Relevant Interviews of EPW/CI
	331-205-1023	Conduct PSYOP-Relevant Screening of EPWs/CI
	331-205-1024	Conduct PSYOP-Relevant Interviews of EPWs/CI
	331-205-1026	Supervise the Conduct of a Pretest/Posttest
	331-205-1012	Prepare Pretest/Posttest Questionnaires
STP 21-II-MQS	331-205-1013	Conduct a Pretest/Posttest
	O3-3711.13-0001	Process Captive Materials
STP 21-24-SMCT	O3-3751.01-0101	Supervise Processing of Captives at Unit Level
	301-337-6001	Process Captured Material

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Process Captures Documents and Equipment (33-1-0110)
(FM 19-4) (FM 19-4)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: OPFOR equipment and documents are captured. Some iterations should be performed in MOPP4.

TASK STANDARDS: Process all captured documents and equipment based on disposition instructions and within the time standards established by higher HQ.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The element tags documents and all captured equipment.
 - a. Annotates type of document or equipment (maps, photos, rifle, radio).
 - b. Annotates date and time of capture.
 - c. Annotates place of capture (grid coordinates).
 - d. Annotates capturing unit.
 - e. Annotates circumstances of capture.
 - f. Annotates prisoner’s name (if taken from EPW).
- *2. The element leader reports capture of documents or equipment to the POTF operations center.
 - a. Reports type of document or equipment.
 - b. Reports date and time of capture.
 - c. Reports place of capture (grid coordinates).
- *3. The element leader requests disposition of captured equipment.
 - a. Destroys, secures, evacuates, or abandons the captured equipment according to disposition instructions.
 - b. Evacuates documents through the chain of command to the S2.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O3-3711.13-0001	Process Captive Materials
	O3-3751.01-0101	Supervise Processing of Captives at Unit Level
STP 21-24-SMCT	301-337-6001	Process Captured Material

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Prepare for Operations Under Nuclear, Biological, and Chemical Conditions (33-1-0111)
 (FM 3-4) (AR 350-41) (FM 3-3) (FM 3-5)
 (FM 3-7) (FM 20-3) (FM 21-10) (FM 21-10-1)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Higher HQ informs the POTF that the OPFOR are using NBC warfare. The POTF has its NBC equipment and the individual soldiers have the protective masks, MOPP gear, and load-carrying equipment readily available in the area. All iterations should be performed in MOPP4.

TASK STANDARDS: Use collective protection or take measures to limit the effects of NBC contamination and continue the mission. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element's NBC NCO ensures the accountability and serviceability of NBC defense equipment is checked.
 - a. Ensures NBC defense equipment is issued.
 - b. Ensures NBC detection equipment is issued to train operators.
 - c. Ensures NBC detection equipment is employed and operating within 15 minutes.
 - d. Identifies equipment shortages and takes action to obtain replacement equipment.

- *2. The HQ commandant and element supervisor direct collective protection action (if available).
 - a. Ensure soldiers use collective protection shelters (if available) before contamination arrives.
 - b. Ensure the POTF sets up collective protection shelters.

- *3. The POTF commander orders the element to assume MOPP4 and construct field-expedient shelters such as foxholes with overhead covers (if collective protection is not available).
 - a. Erects shelters in areas that provide cover and concealment such as dense woods and urban areas.
 - b. Designates communications systems emplacement.
 - c. Ensures battery-powered lights are available for emergency use.
 - d. Constructs sanitation facilities.
 - e. Camouflages shelter areas.
 - f. Conceals actions during construction.

- *4. The POTF commander and element supervisor adjust actions based on the situation.
 - a. Ensure individuals maintain the required or higher MOPP level.
 - b. Adjust MOPP level based on contamination hazards, OPFOR activity, work requirements, and weather conditions.
 - c. Identify and inform personnel of field-expedient protective shelter locations.
 - d. Ensure personnel improve individual fighting positions with overhead cover.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-2013	Use and Perform Operator Maintenance on the IM174 Series Radiacmeter
	031-503 -2020	Use and Perform Operator Maintenance on the IM93 or IM147 Dosimeter and PP-1578 Series Charger
	031-504-1008	Use and Maintain M8/M8A1 Alarm System
STP 3-54B2-SM	031-506-2019	Supervise Preparations of Vehicles, Equipment, and Personnel for NBC Recon
	031-506-2059	Supervise Performance of Organizational Maintenance and Troubleshooting of M8A1 Alarm System
STP 3-74II-MQS	O1-5040.02-2011	Supervise the Use and Maintenance of the M25 Series Protective Mask w/Hood
	O1-5040.02-2013	Supervise the Use of M8/M9 Chemical Agent Detector Paper
	O1-5040.02-2020	Supervise the Use and Maintenance of the M17 Series Protective Mask w/Hood
	O1-5050.02-2017	Supervise the Use and Maintenance of the IM93 or IM147 Dosimeter and PP-1578/PD Charger
	O1-5050.02-2018	Supervise the Use and Maintenance of the IM174 Series Radiacmeter
	O1-5050.02-2019	Recommend Defensive Measures Against Nuclear Weapons Effects
	O1-5050.02-2037	Supervise Maintenance of the M8/M8A1 Automatic Chemical Agent Alarm System
STP 21-1-SMCT	O3-5060.01-2137	Supervise Preparation of Vehicles, Supplies, and Equipment for NBC Attack
	031-503-1005	Maintain Your M17 Series Protective Mask w/Hood
	031-503-1011	Maintain Your M24 or M25-Series Protective Mask with Hood
	031-503-1012	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M24 or M25-Series Protective Mask with Hood
	031-503-1015	Protect Yourself from NBC Injury/Contamination with Mission-Oriented Protective Posture (MOPP) Gear
	031-503-1020	Detect Chemical Agents Using M9 Detector Paper

ARTEP 33-725-60-MTP

STP 21-24-SMCT

031-503-3008
031-504-3001

Implement Mission-Oriented Protective Posture
Supervise Positioning of the Chemical Agent
Alarm

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Prepare for a Nuclear Attack (33-1-0112)

(FM 3-4)
(FM 3-7)

(AR 350-41)
(FM 3-100)

(FM 3-3)
(FM 20-3)

(FM 3-5)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF receives notice that a nuclear attack is probable and that the POTF must implement actions to minimize casualties and damage to equipment. All iterations should be performed in MOPP4.

TASK STANDARDS: Harden positions and equipment, assume MOPP4 before contamination arrives, and conduct periodic monitoring. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders issue FRAGOs to the unit.
 - a. Ensure all personnel receive the warning order.
 - b. Ensure all personnel understand the warning order.

2. The element begins defensive preparation for a nuclear attack.
 - a. Places vehicles and equipment for best terrain shielding (hill masses, slopes, culverts, depressions).
 - b. Turns off and disconnects nonessential electronic equipment.
 - c. Ties down essential antennas.
 - d. Takes down nonessential antenna leads.
 - e. Improves shelters with consideration for blast, thermal, and radiation effects.
 - f. Zeros dosimeters.
 - g. Secures loose, flammable, or explosive items, and food or water containers, to protect them from nuclear weapons effects.
 - h. Takes cover in hardened shelters if available.
 - i. Uses field-expedient shelters.

3. The element takes additional actions consistent with the tactical situation.
 - a. Continues periodic monitoring.
 - b. Reports all dose rate and dosimeter readings to higher HQ.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O4-5030.00-2017	Prepare for Nuclear, Biological, or Chemical Attack
STP 21-1-SMCT	031-503-1018	React to Nuclear Hazard

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Prepare for a Friendly Nuclear Strike (33-1-0113)

(FM 3-4)	(AR 350-41)	(FM 3-3)	(FM 3-5)
(FM 3-6)	(FM 3-7)	(FM 20-3)	(FM 24-19)
(FM 24-35)	(FM 24-35-1)		

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF receives notice of a nuclear warning (NUCWARN) from higher HQ directing specific actions to be implemented. All iterations should be performed in MOPP4.

TASK STANDARDS: Complete preparations within 30 minutes of friendly NUCWARN. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The designated radio operators acknowledge warning.
 - a. Authenticate the call signs IAW the SOI or SSI.
 - b. Acknowledge warning by return messages.

2. The S3 issues warning order.
 - a. Warns subordinate elements and affected units.
 - b. Ensures subordinates execute actions as directed.

3. The element completes actions before detonation occurs.
 - a. Places vehicles and equipment for best terrain shielding.
 - b. Disconnects nonessential electronic equipment.
 - c. Ties down essential antennas.
 - d. Takes down nonessential antennas and antenna leads.
 - e. Improves shelters with consideration for blast, thermal, and radiation effects.

TRAINING NOTE: Add sandbags to shelters, foxholes, or tents in the direction of the strike. Cover openings or position them away from the strike.

- f. Zeros dosimeters (one or two are normally issued to each section or element).
- g. Secures loose, flammable, or explosive items and food or water containers, to protect them from nuclear weapons effects.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B34-SM-TG	031-503-3007	Direct Preparation for NBC Attack
STP 21-II-MQS	S4-5030.00-2024	Describe Mitigation Techniques for Nuclear Weapons Effects

ARTEP 33-725-60-MTP

STP 21-1-SMCT

031-503-1018

React to Nuclear Hazard

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Prepare for a Chemical Attack (33-1-0114)

(FM 3-4)

(AR 350-41)

(FM 3-5)

(FM 3-7)

(FM 3-100)

(FM 20-3)

(FM 21-10)

(FM 21-10-1)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: OPFOR are using chemical warfare and intelligence indicates its use is imminent. Higher HQ directs implementation of actions to minimize casualties and equipment. All iterations should be performed in MOPP4.

TASK STANDARDS: Assume designated MOPP level and complete its preparation efforts before the attack or before the effects of the attack reach the unit's location. Protect personnel, equipment, food, and water and continue the mission. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders issue FRAGOs to the unit.
 - a. Ensure all personnel receive the order.
 - b. Ensure all personnel understand the order.

- 2. The element starts defensive preparation for a chemical attack.
 - a. Assumes MOPP4 within 8 minutes after notification.
 - b. Attaches M9 detector paper to their right arm and left wrist and to either the left or right ankle.
 - c. Enforces field sanitation procedures.
 - d. Positions chemical agent alarm upwind of position.

- 3. The element prepares fighting positions and shelters.
 - a. Uses existing natural or manmade facilities as fighting positions and shelters (such as caves, ditches, culverts, and tunnels).
 - b. Digs fighting positions and bunkers with overhead cover.

- *4. The element leaders or supervisors check personnel and fighting positions.
 - a. Ensure personnel are at MOPP4.
 - b. Ensure personnel practice proper field sanitation measures and personal hygiene.
 - c. Ensure individual and platoon fighting positions are hardened with sandbags and overhead cover.

- *5. The POTF commander takes additional actions consistent with the tactical situation.
 - a. Increases MOPP level based upon tactical situation.
 - b. Decreases MOPP level based upon tactical situation.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B2-SM	031-503-3008	Implement Mission-Oriented Protective Posture
STP 3-74II-MQS	O3-5060.01-2137	Supervise Preparation of Vehicles, Supplies, and Equipment for NBC Attack
STP 21-1-SMCT	031-503-1019	React to Chemical or Biological Hazard/Attack
STP 21-24-SMCT	031-503-3008	Implement Mission-Oriented Protective Posture

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Respond to a Chemical Attack (33-1-0115)

(FM 3-4)	(AR 350-41)	(AR 600-8-1)	(FM 3-3)
(FM 3-5)	(FM 3-7)	(FM 3-100)	(FM 8-230)
(FM 8-285)	(FM 20-3)		

ITERATION: 1M 2M 3M 4M 5M Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The element is tactically deployed in MOPP2. Intelligence reports OPFOR have initiated chemical warfare. Automatic alarm sounds or detector paper changes color causing the element to react. All iterations should be performed in MOPP4.

TASK STANDARDS: Sound the alarm (vocal or nonvocal), go immediately to MOPP4, and use available shelter immediately to prevent further exposure to contamination. React to the chemical alarm within 15 seconds. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders ensure members react to the sound of the chemical agent alarm or recognize the indicators for a chemical or biological attack.
 - a. Put on protective mask with hood within 15 seconds.
 - b. Give the alarm (vocal or nonvocal).
 - c. Go to MOPP4 as soon as possible.
 - d. Seek additional shelter if available.
 - e. Administer a nerve agent antidote (buddy-aid) to other members with symptoms of nerve agent poisoning, if applicable.
 - f. Administer nerve agent antidote to self, if applicable.
 - g. Check personnel to ensure protective measures are followed.

2. The element takes additional protective measures.
 - a. Protects exposed equipment and supplies.
 - b. Monitors the area by testing with detector kits.
 - c. Uses prevention procedures such as marking contaminated areas.

3. The element conducts basic decontamination skills.
 - a. Conducts skin decontamination.
 - b. Conducts wipe-down of personnel equipment with M258A1 decontamination kit.
 - c. Conducts operator's spray-down of equipment.

- *4. The element leaders initiate unmasking procedures ICW S3-NBC and report to higher HQ.
 - a. Ensure casualties are provided medical care.
 - b. Report casualties.
 - c. Submit NBC 1 report to higher HQ immediately.
 - d. Continue mission or request movement to alternate location.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-2001	Use M256 or M256A1 Chemical Agent Detector Kit
STP 3-74II-MQS	O1-5060.02-0001	Plan and Supervise NBC Detection and Identification Operations
	O1-5060.02-2057	Prepare/Disseminate NBC 1 Report
	O1-5070.02-2015	Supervise Basic Skills Decontamination
STP 21-I-MQS	O1-5030.00-1008	React to a Chemical or Biological Hazard
STP 21-II-MQS	O1-5030.00-2017	Prepare for a Nuclear, Biological, or Chemical Attack
	O4-5030.00-2006	Supervise Unit Response to a Chemical or Biological Attack
	O4-5030.00-2008	Prepare and Submit NBC 1 Report
STP 21-1-SMCT	031-503-1004	Protect Yourself From Chemical and Biological Injury/Contamination Using Your M17-Series Protective Mask With Hood
	031-503-1007	Decontaminate Your Skin and Personal Equipment Using an M258A1 Decontamination Kit
	031-503-1012	Protect Yourself From Chemical and Biological Injury/Contamination Using your M24 or M25-Series Protective Mask With Hood
	031-503-1014	Identify Chemical Agent Using M8 Detector Paper
	031-503-1015	Protect Yourself From NBC Injury/Contamination With Mission-Oriented Protective Posture (MOPP) Gear
	031-503-1019	React to Chemical or Biological Hazard/Attack
	031-503-1020	Detect Chemical Agent Using M9 Detector Paper
STP 21-24-SMCT	031-503-2001	Use M256 or M256A1 Chemical Agent Detector Kit
	121-030-3534	Report Casualties

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Respond to the Initial Effects of a Nuclear Attack (33-1-0116)
 (FM 3-4) (AR 350-41) (AR 600-8-1) (FM 3-3)
 (FM 3-5) (FM 3-7) (FM 3-100) (FM 8-285)
 (FM 20-3)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: Unit members observe a brilliant flash of light and a mushroom-shaped cloud. Some iterations should be performed in MOPP4.

TASK STANDARDS: Take actions to minimize the exposure to the initial effects of a nuclear detonation in the area and continue the mission. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. All personnel take immediate protective actions to a nuclear attack without warning.
 - a. Close eyes and immediately drop face down, with head toward blast, if possible.
 - b. Keep head down and helmet on.
 - c. Remain down until all debris stops falling.

2. All personnel take immediate protective actions to a nuclear attack with warning.
 - a. Identify the best shelter (foxholes and inside shelters).
 - b. Assume MOPP4 immediately while under shelter.
 - c. Keep clothing loosely fitted with headgear on at all times.
 - d. Protect eyes and minimize exposed skin areas.

- *3. The element leaders reorganize the unit.
 - a. Reestablish chain of command.
 - b. Reestablish communications.
 - c. Send NBC 1 (nuclear) report.
 - d. Treat casualties.
 - e. Evacuate casualties.
 - f. Report casualties.
 - g. Evaluate facilities for protection.
 - h. Implement continuous monitoring.
 - i. Submit damage assessment to higher HQ.
 - j. Initiate area damage control plan as required.
 - k. Extinguish all fires before they spread out of control.

- *4. The element leaders ensure weapon systems are operational.
 - a. Perform field-strip.
 - b. Clean.
 - d. Inspect for serviceability.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. All personnel right overturned vehicles.
 - a. Check loss of coolant, fuel, and battery fluids.
 - b. Perform operator's maintenance to restore moderately damaged vehicles to combat use.

6. All personnel improve cover, if applicable.
 - a. Choose dense covering material.
 - b. Cover in-depth.
 - c. Provide strong support.
 - d. Cover as much of the opening as practical.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-506-1051	Record Data on DA Form 1971-R or 1971-1-R
STP 3-54B2-SM	031-503-3005	Prepare and Submit NBC 1 Reports
	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Collect and Report Total Radiation Dose
STP 21-I-MQS	O1-5030.00-1009	React to a Nuclear Hazard
STP 21-II-MQS	O4-5030.00-2007	Supervise Unit Response to Nuclear Attack or Radiological Hazard
	O4-5030.00-2008	Prepare and Submit NBC 1 Report
	O4-5030.00-2015	Supervise Radiation Monitoring
STP 21-1-SMCT	031-503-1018	React to Nuclear Hazard
	081-831-1005	Prevent Shock
	081-831-1007	Give First Aid for Burns
	081-831-1016	Put On a Field or Pressure Dressing
	081-831-1017	Put On a Tourniquet
	081-831-1025	Apply a Dressing to an Open Abdominal Wound
	081-831-1033	Apply a Dressing to an Open Head Wound
	081-831-1034	Splint a Suspected Fracture
STP 21-24-SMCT	031-503-3005	Prepare and Submit NBC 1 Reports
	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Control Unit Radiation Exposure
	121-030-3534	Report Casualties

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Respond to the Residual Effects of a Nuclear Attack (33-1-0117)

(FM 3-4) (AR 350-41) (FM 3-3) (FM 3-5)
 (FM 3-7) (FM 3-100) (FM 20-3)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is located within a predicted fallout area. The mission does not allow movement from the predicted fallout area. Some iterations should be performed in MOPP4.

TASK STANDARDS: Take actions to minimize exposure to residual radiation. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leaders prepare unit for fallout.
 - a. Ensure individuals cover their noses and mouths with handkerchiefs or clean rags, roll sleeves down, and wear gloves.
 - b. Cover equipment, munitions, POL, food, and water containers or place them inside shelters or vehicles.
 - c. Use shelters, closed vehicles, or available shielding to protect personnel from fallout.
 - d. Ensure continuous monitoring is maintained using available NBC detection and identification equipment.

- 2. Designated element members monitor fallout.
 - a. Maintain total dose information, using available total dose instruments.
 - b. Ensure exposure is minimized while commander determines if relocation to a clean area is necessary or possible.
 - c. Calculate optimum time of exit.
 - d. Send NBC 4 reports to higher HQ as required, using secure means when possible.

- *3. The S3 or element leaders develop contingency plans to minimize exposure to fallout.
 - a. Use guidance from higher HQ based on the mission and previous radiation exposure.
 - b. Plan for rotation of individuals to minimize exposure.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-506-1051	Record Data on DA Form 1971-R or 1971-1-R
	031-503-2022	Use and Maintain the AN/VDR-2 Radiac Set
STP 3-54B2-SM	031-506-2015	Compute Total Dose for Fallout Area
	031-506-2010	Calculate Time of Entry/Time of Stay for Fallout Areas
	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Collect and Report Total Radiation Dose
STP 21-I-MQS	O4-5030.00-1009	React to a Nuclear Hazard
STP 21-II-MQS	O4-5030.00-2007	Supervise Unit Response to Nuclear Attack or Radiological Hazard
	O4-5030.00-2015	Supervise Radiation Monitoring
	O4-5030.00-2019	Control Unit Radiation Exposure
STP 21-24-SMCT	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Control Unit Radiation Exposure

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Cross a Chemically Contaminated Area (33-1-0118)

(FM 3-3) (AR 350-41) (AR 600-8-1) (FM 3-4)
 (FM 3-5) (FM 3-7) (FM 3-100) (FM 20-3)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit is en route to a new location. The designated route is established and cannot be bypassed without mission degradation. The unit is directed to cross the contaminated area. All iterations should be performed in MOPP4.

TASK STANDARDS: Cross the contaminated area suffering no chemical agent casualties. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader selects a route.
 - a. Uses NBC 5 (chemical) report or reconnaissance reports to select a route.
 - b. Selects route that minimizes exposure consistent with the mission.
 - c. Obtains route clearance and approval.

- 2. The element prepares for crossing the area.
 - a. Assumes MOPP4 for crossing the area.
 - b. Ensures all drivers, vehicle commanders, and leaders know route of march or have strip maps.
 - c. Ensures vehicles are buttoned up (mounted movement).
 - d. Places externally stored equipment inside or covers with available material.
 - e. Attaches M9 detector paper to personnel and vehicles to provide warning of contamination.

- 3. The element crosses the area.
 - a. Avoids low ground, overhanging branches, and brush to the extent allowed by the tactical situation.
 - b. Conducts dismounted movement, if necessary, as rapidly as possible.
 - c. Crosses area as quickly and carefully as possible.

- 4. The element exits the contaminated area.
 - a. Checks for casualties.
 - b. Reports casualties (if applicable).
 - c. Conducts necessary decontamination.
 - d. Continues the mission.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-1014	Use M8 Detector Paper to Identify Chemical Agent
	031-503-1015	Put On and Wear MOPP Gear
	031-503-1030	Prepare the Chemical Agent Monitor for Operation
	031-503-1031	Put the Chemical Agent Monitor into Operation
	031-503-1032	Prepare the Chemical Agent Monitor for Movement or Storage
STP 3-54B2-SM	031-504-1008	Use and Maintain M8 or M8A1 Alarm System
	031-503-2004	Prepare and Submit NBC 4 Reports
	031-503-3004	Supervise the Crossing of a Contaminated Area
STP 21-I-MQS	O1-5030.00-1007	Decontaminate Your Skin and Equipment
	O4-3306.01-0003	Move Over, Through, or Around Obstacles (Except Minefields)
STP 21-II-MQS	O4-3303.02-0040	Navigate With a Compass and a Map
STP 21-1-SMCT	031-503-1014	Identify Chemical Agents Using M8 Detector Paper
	031-503-1015	Protect Yourself From NBC Injury/Contamination With Mission-Oriented Protective Posture (MOPP) Gear
	031-503-1020	Detect Chemical Agents Using M9 Detector Paper
	071-326-0503	Move Over, Through, or Around Obstacles (Except Minefields)
	071-329-1005	Determine a Location on the Ground by Terrain Association
STP 21-24-SMCT	121-030-3534	Report Casualties

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Cross a Radiologically Contaminated Area (33-1-0119)
 (FM 3-3) (AR 350-41) (AR 600-8-1) (FM 3-4)
 (FM 3-5) (FM 3-6) (FM 3-7) (FM 3-100)
 (FM 20-3)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF or an element of the POTF receives orders to prepare for crossing a radiologically contaminated area. Approximate area boundaries are known or marked. Some iterations should be performed in MOPP4.

TASK STANDARDS: Cross the contaminated area by the shortest, fastest route available without receiving radiation casualties or spreading contamination. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader prepares the personnel for the crossing.
 - a. Directs individuals who may be exposed to radioactive dust particles to cover their noses and mouths with handkerchiefs or clean rags, roll sleeves down, and wear gloves.
 - b. Receives operational exposure guidance (OEG) from commander (turn back dose or turn back dose rate).
 - c. Ensures radiac equipment operators check instruments.
- 2. The element prepares for crossing.
 - a. Identifies extra shielding requirements (for example, sandbags on floor of vehicles).
 - b. Places externally stored equipment inside or covers it with available material.
 - c. Starts continuous monitoring.
- 3. The element crosses the area.
 - a. Avoids stirring up dust.
 - b. Keeps out of dust cloud by increasing the distance between vehicles.
 - c. Conducts movement as rapidly as possible (tracked vehicles should be buttoned up).
- 4. The element performs operational decontamination of personnel and equipment.
 - a. Checks for casualties.
 - b. Reports casualties (if applicable).
 - c. Conducts necessary decontamination.
 - d. Evacuates casualties.
 - e. Continues the mission.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-2013	Use and Perform Operator Maintenance on the IM174 Series Radiacmeter
	031-503-2020	Use and Perform Operator Maintenance on the IM93 or IM147 Dosimeter and PP-1578 Series Charger
	031-503-2022	Use and Maintain the AN/VDR-2 Radiac Set
STP 3-54B2-SM	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Collect and Report Total Radiation Dose
STP 21-II-MQS	O4-5030.00-2007	Supervise Unit Response to Nuclear Attack or Radiological Hazard
	O4-5030.00-2015	Supervise Radiation Monitoring
	O4-5030.00-2019	Control Unit Radiation Exposure
STP 21-24-SMCT	031-503-2013	Use and Perform Operator Maintenance on the IM174-Series Radiacmeter
	031-503-2020	Use and Perform Operator Maintenance on the IM93 or IM147 Dosimeter and PP1578-Series Charger
	031-503-2022	Use and Maintain the AN/VDR-2 Radiac Set
	031-503-3006	Supervise Radiation Monitoring
	031-503-4003	Control Unit Radiation Exposure
	121-030-3534	Report Casualties

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Conduct Thorough Decontamination Operations (33-1-0120)
 (FM 3-5) (AR 350-41) (FM 3-3) (FM 3-4)
 (FM 3-7) (FM 3-100) (FM 20-3)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit has just completed operations in a contaminated area. The tactical situation allows the unit time to conduct thorough decontamination en route to a new location. A chemical decontamination platoon is available to assist the POTF. All iterations should be performed in MOPP4.

TASK STANDARDS: Remove contamination so personnel can operate equipment safely for extended periods of time at reduced MOPP levels.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The S3-NBC leader coordinates for thorough decontamination.
 - a. Coordinates with higher HQ and decontamination element for the location of the decontamination site.
 - b. Coordinates with higher HQ for routes to the decontamination site.
 - c. Ensures immediate decontamination is complete (personal wipe-down and operator spray-down) prior to leaving AO.

- *2. The S3-NBC leader coordinates with the S3 and HQ commandant for a quartering party and dispatches it to rendezvous with the decontamination platoon at the decontamination site.
 - a. Ensures decontamination platoon sets up the detailed troop decontamination station.
 - b. Ensures the quartering party guides the contaminated unit to predecontamination staging area.

- 3. The element arrives at the predecontamination staging area.
 - a. Determines priorities and segregates vehicles based on mission requirements.
 - b. Checks vehicles and equipment for contamination.
 - c. Ensures crews (except drivers) dismount vehicles.
 - d. Checks personnel for contamination and segregates accordingly.
 - e. Prepares vehicles for decontamination (for example, button up and remove items that cannot be contaminated using decontamination solution number 2).
 - f. Ensures drivers move vehicles and equipment through the site.
 - g. Ensures dismounted crews move to troop decontamination site.

- 4. The element processes vehicle and equipment through the site.
 - a. Ensures contaminated units follow directions of chemical unit personnel.
 - b. Ensures contaminated unit provides traffic control.
 - c. Ensures contaminated unit provides site security for decontamination site.

TRAINING NOTED:

- Halfway through the equipment decontamination site, a decontaminated assistant driver replaces the contaminated driver who moves to the troop decontamination station. Assistant drivers should be the first through the troop decontamination site so they will be available for this exchange.*
- After decontamination, soldiers from the troop area and vehicles from the equipment decontamination area are reunited.*

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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5. The element clears the site.
 - a. Assists chemical unit as required.
 - b. Provides necessary labor for clean up.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*) indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-1020	Use and Maintain M12A1 Decontaminating Apparatus
	031-503-1030	Prepare the Chemical Agent Monitor for Operations
	031-503-1031	Put the Chemical Agent Monitor into Operation
	031-503-2022	Use and Maintain the AN/VDR-2 Radiac Set
	031-504-1008	Use and Maintain M8 or M8A1 Alarm System
	031-505-1011	Use and Perform Operator Maintenance on the AN/VDR-27 Radiac Set
	031-507-1021	Mark NBC Contaminated Area
	031-507-1022	Decontaminate Equipment Using M13 Decontaminating Apparatus Portable
	031-507-1041	Use and Maintain M17 Lightweight Decontaminating System
STP 3-54B2-SM	031-503-3009	Lead MOPP Gear Exchange
	031-507-2006	Conduct Operational Decontamination
	031-507-2038	Control Contaminated Waste
STP 3-54B34-SM-TG	071-326-3049	Conduct Troop-Leading Procedures for an Operation
STP 21-II-MQS	O4-5030.00-2020	Supervise Nuclear, Biological, or Chemical Decontamination
STP 21-1-SMCT	031-503-1008	Protect Yourself From Chemical and Biological Injury/Contamination While Eliminating Body Waste When Wearing MOPP4
	031-503-1020	Detect Chemical Agents Using M9 Detector Paper
STP 21-24-SMCT	031-503-3009	Lead MOPP Gear Exchange

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Perform Operational Decontamination Operations (Vehicle Washdown) (33-1-0121)
 (FM 3-5) (AR 350-41) (FM 3-3) (FM 3-4)
 (FM 3-7) (FM 3-100) (FM 20-3)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The unit has completed operations in a contaminated area. Fallout has ceased or contamination was picked up from a contaminated area. The unit is required to perform operational decontamination en route to a new site. Unit decontamination assets are available. All iterations should be performed in MOPP4.

TASK STANDARDS: Remove gross contamination from vehicles and equipment. Properly dispose of contaminated material to limit spread of contamination. If radiological contamination exists, bring contamination to below 0.33 centigrade (cGy) per hour. Continue mission without sustaining additional casualties from contamination. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader conducts essential coordination with the POTF operations center.
 - a. Requests operational decontamination support.
 - b. Notifies the POTF operations center of the area for operational decontamination.
 - c. Establishes communications with power-driven decontamination equipment (PDDE) crew (POTF maintenance section).
 - d. Ensures PDDE crew knows the location of operational rendezvous area and the selected decontamination site.

- *2. The element's NBC NCO ensures the decontamination site is set up and operating efficiently.
 - a. Ensures the PDDE crew prepares and operates the vehicle washdown area.
 - b. Ensures site control and security is maintained.

- 3. The contaminated element prepares decontamination site.
 - a. Operates MOPP gear exchange area.
 - b. Assists the PDDE crew in operating the vehicle washdown station.

TRAINING NOTE: *If radiological contamination exists, then the unit determines the degree and extent of the hazard by using the AN/PDR-27. (Negligible risk is 0.33 cGy per hour.)*

- 4. The element conducts operational decontamination.
 - a. Vehicle commanders maintain the proper interval between vehicles while processing through vehicle washdown station.
 - b. Vehicle commanders ensure vehicle operators maintain visual contact with each other to know when to move from concealment to wash-down area.
 - c. Personnel in armored vehicles secure doors and hatches and remain in the vehicles during the washing process.
 - d. Personnel in wheeled vehicles dismount vehicles during washing process to avoid getting wet. (Personnel get back into the vehicles after the washing process.)

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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TRAINING NOTE: *Field-expedient techniques, such as driving through a stream or using a fire hydrant, may be used so long as effect of contaminated runoff is acceptable.*

- e. Conducts MOPP gear exchange (if time permits).
- f. Ensures PDDE crew covers, marks, and reports the contaminated area.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 3-54B1-SM	031-503-2022	Use and Maintain the AN/VDR-2 Radiac Set
	031-504-1008	Use and Maintain M8 or M8A1 Alarm System
	031-505-1011	Use and Perform Operator Maintenance on the AN/VDR-27 Radiac Set
	031-507-1020	Use and Maintain M12A1 Decontaminating Apparatus
	031-507-1021	Mark NBC Contaminated Area
	031-507-1022	Decontaminate Equipment Using M13 Decontaminating Apparatus Portable
	031-503-1030	Prepare the Chemical Agent Monitor for Operations
	031-503-1031	Put the Chemical Agent Monitor into Operation
	031-507-1041	Use and Maintain M17 Lightweight Decontaminating System
	STP 3-54B2-SM	031-503-3009
031-507-2006		Conduct Operational Decontamination
031-507-2038		Control Contaminated Waste
STP 3-54B34-SM-TG	071-326-3049	Conduct Troop-Leading Procedures for an Operation
STP 21-II-MQS	O4-5030.00-2020	Supervise Nuclear, Biological, or Chemical Decontamination
STP 21-1-SMCT	031-503-1008	Protect Yourself From Chemical and Biological Injury/Contamination While Eliminating Body Waste When Wearing MOPP4

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Perform Operational Decontamination (MOPP Gear Exchange) (33-1-0122)
 (FM 3-5) (AR 350-41) (FM 3-4) (FM 3-7)
 (FM 3-19) (FM 3-100) (FM 20-3)

ITERATION: 1M 2M 3M 4M 5M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is operating within an NBC contaminated area. Time and the tactical situation permit the POTF to conduct MOPP gear exchange. Site security is established. All iterations should be performed in MOPP4.

TASK STANDARDS: Decontaminate individual gear, conduct the MOPP gear exchange (using the buddy system) without sustaining additional casualties from NBC contamination, and continue the mission.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The element moves to a clear area (rendezvous point) selected by S3-NBC.
 - a. Selects site for MOPP gear exchange.
 - b. Selects site large enough to accommodate elements involved in the MOPP gear exchange (1- to 3-meter spacing is sufficient for each buddy team).
 - c. Selects site with overhead concealment.
2. The element prepares to implement MOPP gear exchange.
 - a. Coordinates with S4 for delivery of replenishment supplies (MOPP gear and decontaminants) to a selected site.
 - b. Directs the S4 to unload new supplies.
3. The element decontaminates individual fighting gear.
 - a. Prepares equipment decontaminant with a mixture of 2 parts super tropical bleach and 3 parts earth.
 - b. Places decontaminated individual fighting equipment on an uncontaminated surface (plastics, poncho, or other similar material).
- *4. The element leader implements the procedures for the MOPP gear exchange.
 - a. Directs personnel to pick up new MOPP gear.
 - b. Directs personnel to pair up as buddy teams (buddy #1 and buddy #2) in a circle.
 - c. Directs the MOPP gear exchange from the center of the circle.
- *5. The element leader directs procedures for hood removal.
 - a. Directs buddy #1 to prepare or undo buddy #2's hood for decontamination and hood roll.
 - b. Directs buddy #1 to decontaminate the hood and exposed parts of buddy #2's mask (including canister and hose on M24/25 series). Using decontaminant, wipes buddy #2 first; decontaminates and wipes buddy #1 last.
 - c. Directs buddy #1 to start with buddy #2's mask eye lens outserts. Using decontaminant, wipes buddy #2 first. Then starts at the top of the hood and works toward bottom of the hood, repeating the same procedure with decontaminants and wipes buddy #1.
 - d. Directs buddy #1 to roll buddy #2's hood.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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TRAINING NOTED:

- **Buddy #1 decontaminates his own gloves.**
- **Buddy #1 will assist buddy #2 with hood roll.**
- **For radiological contamination, use hot soapy water and clean rinse water.**

- *6. The element leader directs procedures for overgarment removal.
- a. Directs buddy #1 to unbutton the snaps on the back and front of buddy #2's jacket, to include the cord and zipper.
 - b. Directs buddy #1 to pull buddy #2's jacket off one arm at a time, turning the jacket inside out. Have buddy #2 to make a fist as each sleeve is removed to prevent the gloves from coming off.
 - c. Directs buddy #1 to place buddy #2's jacket on the ground nearby with the black side (uncontaminated side) up. Buddy #2 will use it to stand on later while redressing.
 - d. Directs buddy #1 to remove buddy #2's trousers by opening the trouser cuffs, the waist snap, zipper, and if necessary, the waist tabs.
 - e. Directs buddy #1 to grab buddy #2's trousers by the cuff while buddy #2 removes one leg at a time from the trousers.
 - f. Directs buddy #1 to discard buddy #2's trousers.

TRAINING NOTE: DO NOT reverse roles at this time.

- *7. The element leader directs procedures for removal of the overboots and gloves.
- a. Directs buddy #2 to stand next to his jacket.
 - b. Directs buddy #1 to untie or cut the strings of buddy #2's overboots.
 - c. Directs buddy #1 to remove the overboots from buddy #2's feet one at a time. As buddy #1 removes a boot, have buddy #2 step onto his own jacket.
 - d. Directs buddy #2 to remove his gloves. (Buddy #1 will assist buddy #2, if necessary, to prevent buddy #2 from touching the outside of the gloves.)

TRAINING NOTE: DO NOT reverse roles at this time.

- *8. The element leader directs procedures for new overgarment replacement.
- a. Directs buddy #1 to open new package of overgarment without touching the inside of package or the new overgarment.
 - b. Directs buddy #1 to hold the new package of overgarment firmly while buddy #2 removes the new overgarment from the package without touching the outside of the package.
 - c. Directs buddy #2 to put on his trousers and jacket and fastens the overgarment, leaving the trouser legs open.

TRAINING NOTE: DO NOT reverse roles at this time.

- *9. The element leader directs procedures for new overboot and glove replacements.
- a. Directs buddy #1 to open a new package of overboots without touching the inside of the package or the new overboots.
 - b. Directs buddy #1 to hold the new package of overboots firmly while buddy #2 removes the new overboots from the package without touching the outside of the package.
 - c. Directs buddy #2 to put on his overboots and fastens the trouser leg.
 - d. Directs buddy #1 to open a new package of gloves without touching the inside of the package or the new gloves.
 - e. Directs buddy #1 to hold the new package of gloves firmly while buddy #2 removes a new pair of gloves from the package without touching the outside of the package.
 - f. Directs buddy #2 to put on his new gloves.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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TRAINING NOTED:

- **DO NOT reverse roles at this time.**
- **Buddy #1 decontaminates his own rubber gloves with an M258A1 skin decontamination kit.**
- **Buddy #1 completes this step before securing buddy #2's hood.**

- *10. The element leader directs procedures for new hood replacement.
- a. Directs buddy #1 to secure buddy #2's hood by unrolling the hood and attaching the straps and tightening the neck cord.
 - b. Directs buddy #1 to check buddy #2's hood and overgarment to ensure all zippers, ties, and snaps are closed.

TRAINING NOTE: At this point, buddy #1 and buddy #2 will reverse roles and repeat steps 5 through 10.

11. The element clears the decontamination site.
- a. Cleans up site.
 - b. Marks the site.
 - c. Secures individual equipment.
 - d. Reports completion of MOPP gear exchange to higher HQ.
 - e. Moves to the assembly area.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK						
ITERATION	1M	2M	3M	4M	5M	TOTAL
TOTAL TASK STEPS EVALUATED						
TOTAL TASK STEPS GO						
TRAINING STATUS GO/NO GO						

“(*)” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	O4-3303.02-0040	Navigate with Compass and Map
STP 21-1-SMCT	031-503-1007	Decontaminate Your Skin and Personal Equipment Using an M258A1 Decontamination Kit
	031-503-1023	Protect Yourself From NBC Injury/Contamination When Changing Mission-Oriented Protective Posture (MOPP) Gear

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Combat Battlefield Stress (33-1-0123)
(FM 22-9) (FM 26-2)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The POTF is performing its combat mission on a continuous or near-continuous basis over prolonged periods of time. Some iterations should be done in MOPP4.

TASK STANDARDS: Apply techniques to counter degradation of morale, training, and physical condition of personnel. The preparation time increases in MOPP4.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element OIC or NCOIC performs leader actions.
 - a. Keeps personnel informed.
 - b. Issues WARNORDs, OPORDs, and FRAGOs to the lowest possible level.
 - c. Provides personnel an accurate assessment of the friendly and OPFOR situation.
 - d. Tells personnel of the leader’s intention.
 - e. Speaks positively concerning the unit’s mission, purpose, and abilities.
 - f. Maintains a positive attitude throughout the section or element.
 - g. Quells and prevents rumors.

- *2. The element OIC or NCOIC implements the sleep plan.
 - a. Develops and enforces a specific work-rest-sleep plan.
 - b. Provides safe, secure areas for sleep away from vehicles and activities.
 - c. Provides opportunity for the maximum number of personnel to sleep or rest when possible.
 - d. Specifies and provides time for leaders to sleep or rest.
 - e. Adjusts the plan to the tactical situation.
 - f. Ensures all personnel receive a minimum of 4 hours uninterrupted sleep or 5 hours interrupted sleep per 24-hour periods, preferably between 2400 and 0600. **(NOTE: This amount is the minimum requirement for sustained operations).**
 - g. Gives priority for sleep to those whose judgment and decision-making are critical to mission accomplishment.

TRAINING NOTE: *If mission permits, allow 6 to 8 hours of interrupted sleep per 24 hours.*

- *3. The element OIC or NCOIC implements task rotation or restructuring procedures.
 - a. Cross-trains personnel on critical tasks.
 - b. Develops a plan for rotation of personnel between demanding and nondemanding tasks.
 - c. Assigns two members to function independently on tasks requiring a high degree of accuracy, such as mathematical computations.

- *4. The element OIC or NCOIC implements stress-coping and management techniques.
 - a. Implements the buddy system to observe signs of stress or battle fatigue among personnel and leaders.

TRAINING NOTE: *Indicators of stress or battle fatigue (list is not all inclusive):*

- (1) Shaking, constant moving around.
- (2) Physical exhaustion.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- (3) Tension, headache, and backache.
- (4) Vacant stare.
- (5) Rapid talking, constant suggesting.
- (6) Memory loss (time, place, orders).
- (7) Social withdrawal, silence.
- (8) Rapid emotional shifts.
- (9) Arguing, starting fights.
- (10) Inattention to personal hygiene.

b. Ensures personnel use relaxation techniques.

TRAINING NOTE: Relaxation techniques include the following actions:

- (1) Take deep breaths, shrug shoulders.
- (2) Stretch your entire body.
- (3) Tense muscles for 5 seconds, then relax; start with toes and work upward to your head.
- (4) Think "relax," practice self-suggestion techniques.

c. Orients and ensures acceptance of newly arrived personnel into the element.

TRAINING NOTE: Possible actions include the following:

- (1) Show him where he works.
- (2) Introduce him to coworkers.
- (3) Make him feel like he's part of the team.
- (4) Inventory his equipment.
- (5) Issue any shortages.
- (6) Brief him on present situation.
- (7) Furnish him and brief SOP.
- (8) Inquire about personal data and/or training skills.

d. Reintegrates returned-to-duty, stressed, or battle-fatigued personnel into the element.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

"*" indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-II-MQS	S3-9001.18-0002	Minimize Combat Stress

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: React to Unexploded Ordnance (33-1-0124)
 (FM 5-250) (FM 3-4) (FM 3-5) (STP 21-24-SMCT)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: During operations, the unit encounters unexploded ordnance (UXO). Some iterations should be performed in MOPP4.

TASK STANDARDS: React to UXO hazard while continuing the mission and without loss of personnel or equipment. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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1. The element recognizes UXO hazard.
 - a. Identifies UXO by type.
 - b. Identifies UXO by subgroup.
 - c. Observes all safety precautions.
- *2. The element leader takes immediate action for UXO hazard.
 - a. Evacuates area as appropriate.
 - b. Determines appropriate action.
 - (1) Avoids UXO hazard.
 - (2) Institutes protective measures.
- *3. The element leader designates personnel to mark area.
 - a. Chooses leaders to mark area.
 - b. Briefs leaders on area to be marked.
- *4. The designated members mark UXO hazard.
 - a. Mark all logical approach routes.
 - b. Ensure UXO is visible from all markers.
- *5. The element leader reports UXO hazard.
 - a. Initiates UXO spot report (SPOTREP).
 - b. Determines priority based on current situation.
 - c. Forwards report to next higher HQ by fastest means available.

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“**” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-24-SMCT	093-403-5010	Recognize Military Explosive Ordnance by Type
	093-403-5020	Take Immediate Action Based on Confirmation of an Explosive Hazard

093-403-5030

Report Explosive Hazard

OPFOR TASKS

None

ELEMENT: All POTF Elements

TASK: Occupy Assembly Area (33-1-0125)
 (FM 7-10) (AR 350-1)
 (FM 3-7) (FM 5-36)
 (FM 9-16) (FM 20-3)
 (FM 21-60) (TC 24-20)

(FM 3-4) (FM 3-5)
 (FM 7-7) (FM 7-8)
 (FM 21-10) (FM 21-10-1)

ITERATION: 1 2 3 4 5 M (Circle)

COMMANDER/LEADER ASSESSMENT: T P U (Circle)

CONDITIONS: The element is given the order to move and occupy an assembly area in preparation for combat operations. The enemy is capable of attacking with indirect fire, CAS, and platoon-sized elements. Some iterations should be performed in MOPP4.

TASK STANDARDS: Complete assembly area preparations and guide the element's main body into its respective position no later than the time specified in the OPORD. Prevent interruption during movement into the assembly area and ensure elements are not held up outside the assembly area. Ensure the element's main body is not surprised by the enemy. Performance in MOPP4 increases the time required to complete the task.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
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- *1. The element leader organizes a quartering party.
 - a. Selects quartering party personnel.
 - b. Determines requirement for a combat vehicle and crew based on transportation and security requirements.
 - c. Determines essential equipment needed.
- *2. The element leader briefs the quartering party.
 - a. Identifies the location of the assembly area.
 - b. Gives specific instructions upon arrival at assembly area.
 - c. States arrival time of main body at the assembly area.
 - d. Identifies order of march.
 - e. States NBC conditions.
 - f. Issues a contingency plan in case of enemy contact.
 - g. Establishes MOPP level.
- 3. The quartering party moves along the route of march.
 - a. Maintains security.
 - b. Reconnoiters the route of march from SP to RP.
 - c. Monitors for NBC contamination.
 - d. Marks obstacles and bypass routes.
 - e. Reports critical information to the element quartering party leader.
- 4. The quartering party moves into and prepares the assembly area for the element's arrival.
 - a. Selects and marks routes from the RP to the new location.
 - b. Selects and posts guides in time to meet the main body.
 - c. Marks entrances, exits, and internal routes.
 - d. Marks vehicle positions where maximum cover, concealment, and dispersion provides 360-degree security.
 - e. Marks or removes mines and obstacles.
 - f. Organizes and posts local security.

TASK STEPS AND PERFORMANCE MEASURES	GO	NO GO
5. The element occupies the assembly area. <ul style="list-style-type: none"> a. Moves with the quartering party guides (waiting in covered and concealed positions) to selected or designated areas without halting. b. Establishes and maintains local security from air and ground forces. 		
6. The element establishes the assembly area's perimeter. <ul style="list-style-type: none"> a. Establishes the priority of work (may vary by unit mission, enemy, terrain, troops, and time available). b. Positions vehicles and crew-served weapons to cover the sectors of fire. c. Establishes OPs on critical avenues of approach. d. Establishes communications between all positions. (Use wire communications if time and situation permits.). e. Prepares range cards. f. Constructs individual- and crew-served fighting positions. g. Clears fields of fire. h. Camouflages positions. i. Emplaces the chemical agent alarms and the early warning devices. 		
7. The element performs internal operation of the assembly area. <ul style="list-style-type: none"> a. Conducts PMCS on vehicles and equipment. b. Distributes ammunition, rations, water, supplies, and special equipment. c. Establishes personal hygiene and field sanitation site. d. Maintains noise, light, and camouflage discipline. e. Institutes rest plan for element members and leaders. f. Inspects assembly area. 		
*8. The element leader coordinates, as a minimum, with the element on the left and the right. <ul style="list-style-type: none"> a. Establishes responsibility for overlapping enemy avenues of approach between adjacent elements. b. Exchanges information on OP locations and element's signals. c. Coordinates local counterattacks. d. Develops a defensive plan and forwards to higher HQ. 		
9. The element leaders develop contingency plans. <ul style="list-style-type: none"> a. Develop evacuation plan. b. Develop plan of action on enemy contact. 		
10. The element conducts rehearsals. <ul style="list-style-type: none"> a. Rehearses evacuation plan. b. Rehearses actions on enemy contact. 		

TASK PERFORMANCE/EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL TASK STEPS EVALUATED							
TOTAL TASK STEPS GO							
TRAINING STATUS GO/NO GO							

“*” indicates a leader task step.

SUPPORTING INDIVIDUAL TASKS

Reference	Task Number	Task Title
STP 21-I-MQS	O4-3302.01-0003	Conduct a Reconnaissance
	O4-3306.01-0007	Practice Noise, Light and Litter Discipline
STP 21-II-MQS	O1-4965.90-0001	Supervise Unit Maintenance Operations
	O3-8310.00-9000	Supervise Unit Preventive Medicine and Field Sanitation Procedures
	O4-3303.02-0029	Plan and Execute a Route
	O4-4966.90-9919	Supervise Preventive Maintenance Checks and Services
	O4-5030.00-2013	Implement Mission-Oriented Protection Posture Based on Threat or Direction
	S3-9001.18-0002	Minimize Combat Stress
STP 21-1-SMCT	051-191-1501	Perform Individual Camouflage
	051-192-1135	Locate Mines by Probing
	071-326-0503	Move Over, Through, or Around Obstacles (Except Minefields)
	071-326-0513	Select Temporary Fighting Positions
	071-326-5703	Construct an Individual Fighting Position
	071-331-0815	Practice Noise, Light, and Litter Discipline
STP 21-24-SMCT	071-331-0852	Clear a Field of Fire
	031-503-2001	Use M256 or M256A1 Chemical Agent Detector Kit
	031-503-3008	Implement Mission-Oriented Protection Posture
	071-326-0515	Select a Movement Route Using a Map
	071-326-5704	Supervise Construction of a Fighting Position
	071-326-5705	Establish Observation Post
	071-326-5775	Coordinate with Adjacent Platoon
	071-329-1006	Navigate from One Point on the Ground to Another Point While Dismounted

OPFOR TASKS

None

CHAPTER 6

EXTERNAL EVALUATIONS

6-1. **General.** The POTF commander uses external evaluations to assess the unit's capability to accomplish its critical wartime mission—**Conduct Psychological Operations**. This chapter contains guidance and examples for how to prepare and conduct a POTF external evaluation. The commander can use the evaluation as a diagnostic tool for developing future training plans. The T&EOs in Chapter 5 are the basis of the evaluation.

6-2. **Preparing the Evaluation.** The commander must standardize evaluation procedures to accurately measure the POTF's capabilities.

a. The method used to complete the evaluation depends on the intent of the commander administering the evaluation. If the evaluation is to determine the POTF's ability to execute its wartime missions, the evaluation should be a mirror of those missions required by contingency plans. If the evaluation is to be a diagnostic tool for the PSYOP unit or POTF commander to develop future training plans, the emphasis should be on devising an evaluation that will allow the commander the opportunity to see his unit perform as many tasks or subtasks as possible in the given time, with as little redundancy as possible.

(1) As a start point, if the commander's intent is to determine the POTF's capability to accomplish its wartime missions, the evaluation is based on the unit's METL. The nature of the POTF's critical wartime mission dictates that the supported unit's wartime mission also be considered.

(2) In formulating a diagnostic evaluation to develop future training plans, the POTF commander identifies the missions that his unit might execute. He selects supporting missions with limited amounts of collective tasks and subtasks redundancies. By using the matrix in Chapter 2, the POTF commander can minimize redundancy.

(3) Rarely is the situation so well defined as stated above. The POTF evaluation will probably be a combination of missions selected because of the unit's wartime contingency mission and some missions selected because of the value of the tasks and the contribution of the tasks to a well-rounded evaluation. After the supporting missions and collective tasks are identified, they are arranged in a logical sequence based on the order of occurrence in the detailed scenario. The selected supporting missions and collective tasks are then grouped into events. The end of each event represents a breakpoint where the MTP scenario can be interrupted, if required, for assessment, AAR, or a change in the scenario. After the supporting missions and collective tasks are subdivided into events, they may be listed on an OC's Unit Proficiency Work Sheet (UPWS) (Figure 6-1, page 6-2). The UPWS serves as both a MIL and the base document for the AAR.

b. The commander or operations officer develops enemy situations, friendly situations, WARNORDs, FRAGOs, OPORDs, overlays, milestones, and message input to support the scenarios. The production of these documents, which are a vital requirement for a well-coordinated MTP, affords an outstanding opportunity for staff training (FM 25-4).

Unit Proficiency Work Sheet						
Unit:			Date:			
No.	Unit Mission/Task	(Element)	(Element)	(Element)	(Element)	Unit Overall Rating and Remarks
		GO NO GO	GO NO GO	GO NO GO	GO NO GO	
		GO NO GO	GO NO GO	GO NO GO	GO NO GO	
		GO NO GO	GO NO GO	GO NO GO	GO NO GO	
		GO NO GO	GO NO GO	GO NO GO	GO NO GO	
		GO NO GO	GO NO GO	GO NO GO	GO NO GO	

Figure 6-1. Example POTF unit proficiency work sheet.

- c. The senior OC or the operations officer develops OC organization and OC information packets (FM 25-4). These packets contain the MIL, the OC AAR work sheets, meeting requirements, and the milestone schedule.
- d. The master events list describes the events that cue the unit to perform the METL tasks. When developing the master events list, the POTF commander must ensure that these events are incorporated and directly correlate to ARTEP MTP collective tasks. When planning and developing the exercise, the primary focus must be on ensuring the evaluation provides the unit the opportunity to perform its mission-essential tasks to the standard specified in this ARTEP MTP.
- e. In preparing the evaluation for the POTF, the evaluating headquarters exercises control and arranges the OPFOR, role players, OCs, and support personnel into an organizational structure that allows for C². This structure should allow for equitable use of support personnel, facilities, and equipment.
- f. The sample evaluation scenario in Table 6-1, page 6-3, contains the tasks necessary to develop the scenario and execute the evaluation. Figure 6-2, page 6-4, is a graphic representation of the scenario. Selective tailoring may be required because it is not always possible to evaluate every collective task.

Table 6-1. Example POTF evaluation scenario.

Sequence	Event	Maximum Time Allotted	Day	Proposed Time Frame
1	Prepare administrative requirements	Before start time		
2	Ensure EOC receives CJCS planning order	.5 hrs	1	0300-0330 hrs
3	Initiate recall procedures (battle/planning staff)	.5 hrs		0330-0400 hrs
4	Battle/planning staff moves to EOC	1 hr		0400-0500 hrs
5	Perform initial mission analysis (by battle/planning staff)	1 hr		0500-0600 hrs
6	Issue initial warning order	.5 hrs		0600-0630 hrs
*7	Designate the planning staff	.5 hrs		0600-0630 hrs
8	Conduct mission analysis	4 hrs		0630-1030 hrs
*9	Conduct PSYOP assessment/deploy POAT	102 hrs	1-5	0630-1230 hrs
*10	COA development	6 hrs		1030-1630 hrs
11	Conduct PSYOP development (TA analysis initiated)	216.5 hrs	1-10	1030-1100 hrs
*12	Brief COA decision	1 hr		1630-1730 hrs
*13	Develop POTF plan	38 hrs	1 - 3	1730-0830 hrs
*14	Present POTF plan for approval	1 hr	3	0730-0830 hrs
*15	Publish POTF plan	2 hrs		1000-1200 hrs
*16	Establish POTF (ASOC Order)	18 hrs	3-4	1200-0600 hrs
*17	Conduct intermediate AAR (pre-mission)	2 hrs		1630-1830 hrs
*18	Ensure EOC receives CJCS DEPORD/EXORD	.5 hrs	4	0530-0600 hrs
*19	Initiate recall procedures	.5 hrs		0600-0630 hrs
*20	Conduct quartering party activities and deploy the quartering party	24 hrs	4-5	0630-0630 hrs
*21	Conduct deployment activities	30 hrs	4-5	0630-1230 hrs
*22	Conduct rear detachment activities	148.5 hrs	4-10	0630-1100 hrs
*23	Conduct sustainment and protection activities	123.5 hrs	4-9	1230-1600 hrs
*24	Conduct PSYOP production activities	99.5 hrs	5-9	1230-1600 hrs
*25	Conduct intermediate AAR (pre-mission/infiltration)	2 hrs	5	1630-1830 hrs
*26	Conduct PSYOP dissemination activities	64 hrs	6-9	2400-1600 hrs
*27	Conduct intermediate AAR (rear detachment)	2 hrs	6	1400-1600 hrs
*28	Conduct intermediate AAR (development/production)	2 hrs	7	1330-1530 hrs
*29	Conduct intermediate AAR (sustainment/protection)	2 hrs	7	1900-2100 hrs
*30	Conduct intermediate AAR (dissemination)	2 hrs	8	1630-1830 hrs
*31	Conduct intermediate AAR (development/production[#2])	2 hrs	9	1300-1500 hrs
*32	Conduct intermediate AAR (rear detachment)	2 hrs	9	1400-1600 hrs
*33	Receive redeployment order	.5 hrs	9	1500-1530 hrs
*34	Conduct redeployment activities	20 hrs	9-10	1500-1100 hrs
*35	Perform rear party activities	20 hrs	9-10	1500-1100 hrs
*36	Conduct intermediate AAR (sustainment/protection[#2])	2 hrs	10	0900-1100 hrs
37	Conduct intermediate AAR (dissemination[#2])	2 hrs	10	1300-1500 hrs
38	Conduct final AAR	2 hrs	10	1700-1900 hrs
	TOTAL TIME:	228 hrs		

NOTE: *Event occurs concurrent with other events.

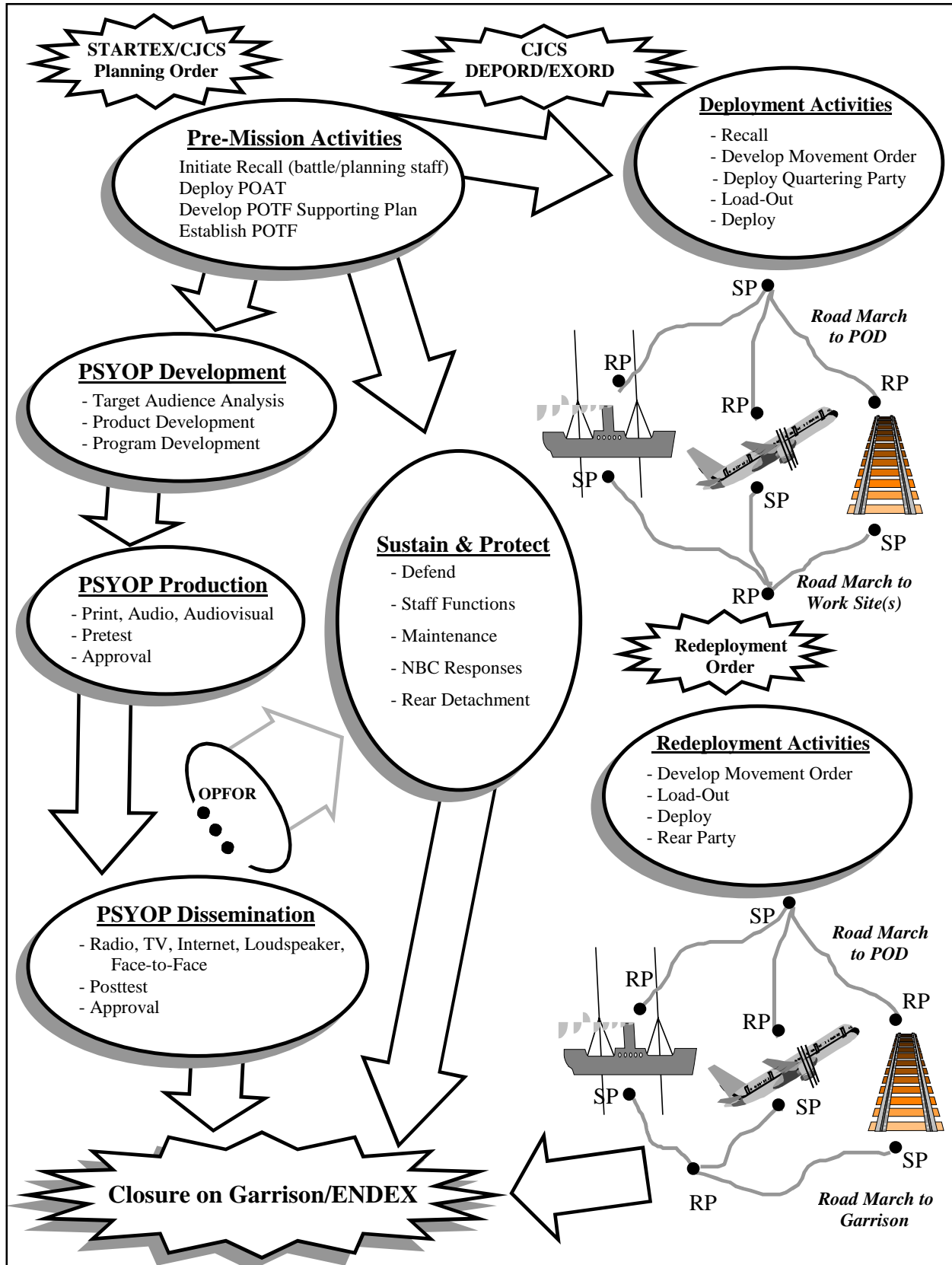


Figure 6-2. Example graphic scenario.

- (1) Identify the supporting missions for evaluating each echelon or element. Record the selected missions in the UPWS (Figure 6-1, page 6-2).
- (2) List each mission on a Task Summary Sheet (Figure 6-3, page 6-5).

Task Summary Sheet			
Mission:			
Task Titles	T&EO Number	Evaluation	
		GO	NO GO
Observer Controller's Signature:			
NOTES:			
1. OC should prepare a separate task summary sheet for each mission evaluated.			
2. OC can place comments on an enclosure to the task summary sheet.			

Figure 6-3. Example POTF task summary sheet.

- (3) Select the tasks for the evaluation of every mission. List the selected tasks on the task summary sheets that are used for recording the results of the evaluation.
- (4) Compile the selected missions and tasks in the order they logically occur in the detailed scenario. Group the selected missions and tasks in parts for continuous operations (Table 6-1, page 6-3). Parts can be interrupted at logical points to assess casualties, analyze the impact of PSYOP programs, and conduct in-progress AARs.

6-3. Determining Resource Requirements and Planning Considerations. Commanders must forecast and requisition adequate training ammunition, supplies, and equipment. The evaluating headquarters will prepare its own consolidated support requirements. Additional tasks that are accomplished and considered include:

- a. Schedule training areas.
- b. Prepare a calendar of events and key milestones leading through the evaluation to the final AAR and into the preparation of the after-action report.
- c. Identify individual and unit support requirements and task the applicable agencies. Include personnel and units required to perform OC, safety, support, OPFOR, and all other functions.
- d. Requisition training ammunition, training aids, other training materials, fuel, rations, and other required supplies.
- e. Coordinate unit movement and transportation support requirements.
- f. Identify equipment requirements and coordinate support.
- g. Notify supporting and supported units of the planned evaluation dates. Coordinate adjustments to include personnel and unit support required to perform the unit's mission while it is undergoing evaluation.
- h. Schedule and conduct safety training.
- i. Schedule OC training and orientation sessions.
- j. Identify and schedule OPFOR training, if required.

6-4. Selecting and Training Observer-Controllers. An accurate evaluation depends heavily on selecting OCs with the proper experience, training them to fulfill their responsibilities, and supervising them while conducting the evaluation.

- a. OCs fulfill the following functions during an evaluation:
 - (1) Control the pace of the evaluation.

- (2) Ensure safety.
- (3) Perform as an evaluator.

b. To ensure standardized administration of the evaluation, OCs must thoroughly understand the following items:

(1) The Evaluation Design. Each event is designed to evaluate specific supporting missions or collective tasks within the overall scenario. The OCs must know the evaluation design thoroughly to implement it correctly.

(2) Training and Evaluation Outlines. The OCs must understand the task, the doctrine required to execute the task, the standards, and the methods used to measure a supporting mission and task accomplishment.

(3) Evaluation System. Evaluators use this system to ensure the evaluation is administered in a consistent and standardized manner and the correct data are collected for the final evaluation. The evaluation system includes the following:

(a) OC duties and responsibilities.

(b) OC organization apparatus. An OC organization apparatus—usually a wiring diagram—is used to ensure that OC coverage is sufficient and in proper depth.

(c) The communication system. Normally, a separate radio net and SOI are provided for the OCs. The SOI include call signs and frequencies for the element or unit, OCs, role players, and OPFOR, as well as all evaluators.

(d) The evaluation data collection plan. The plan states how data are to be reported, collected, consolidated, and briefed. It should include the time and location of the OCs' meetings and when they should debrief their counterparts.

c. The number of required OCs varies, depending on the technique of the evaluation, the complexity of the exercise, and the use of the required control center. However, for the sample FTX provided in this MTP, the following OCs should suffice: Senior OC, S1 OC, S2 OC, S4 OC, PDC OC, TPB OC (per TPB), PDD OC (per PDD), TPD OC (per TPD), TPT OC (per TPT), Rear Detachment OC, Print OC, and Audiovisual OC.

d. Ideally, OCs should be at least equal in rank to the staff officer being evaluated. They should have previous experience in the duties of the position being evaluated.

e. Regardless of the evaluation organization employed, OCs must have intimate familiarity with the POTF's mission, organization, equipment, and doctrinal employment.

f. OC training focuses on providing a general understanding of the overall evaluation, providing each OC a detailed understanding of specific duties and responsibilities, and building a spirit of teamwork. OC training should include the following:

(1) The overall evaluation design, general scenario, master events list, and specific evaluation purposes and objectives.

(2) The unit METL and how it is linked to the T&EOs and other materials contained in this MTP.

(3) The team composition and general duties and responsibilities of each team member.

(4) Detailed responsibilities of individual team members with special emphasis on the master events list items assigned to each member.

(5) A review of the written instructions and materials contained in the OC's folders.

(6) The command, control, and communications (C³) system.

(7) Safety procedures.

(8) Evaluation data collection plan and procedures.

(9) AAR procedures and techniques.

g. The OCs perform a talk-through of the entire evaluation. The evaluation team “war-games” all items of the master events list in order of execution. The OCs review the objectives of each team member to identify responsibilities and anticipated problems.

h. The senior OC supervises the team’s operation. He provides the team leadership and focuses his efforts on assuring evaluation personnel fulfill their responsibilities and adhere to the evaluation plan. He performs the following functions:

- (1) Resolves problems.
- (2) Serves as the approval authority for the PSYOP plan and products.
- (3) Synchronizes the efforts of team members.
- (4) Ensures close coordination among team members.
- (5) Holds periodic team coordination meetings.
- (6) Plans and orchestrates the unit AAR.
- (7) Conducts specific evaluation team AARs.

6-5. Selecting and Training Opposing Forces and Role Players. Selecting and training the OPFOR and role players is crucial to the success of a standardized evaluation. They provide one of the control measures that influences the conditions under which the evaluation is administered. While it is impossible to have the same unit for OPFOR each time, the better trained the OPFOR are to a stated standard, the more uniform and more effective the evaluation will be. The OPFOR for a POTF exercise should replicate the most likely threat force they will encounter. The role players for a POTF exercise should replicate the most likely civilian and interagency personnel that a POTF will encounter when operating in a specific area or in support of conventional forces deployed in a foreign nation (FN).

a. The OPFOR must receive thorough training and indoctrinating in the following areas:

- (1) Rules of engagement.
- (2) Threat tactics.
- (3) OPFOR tasks and standards for each mission.
- (4) Evaluation scenario (Who does what? When?).
- (5) Threat weapons and equipment, if available.

b. The OPFOR should have sufficient strength, weapons, and equipment based on sound threat doctrine, yet provide a realistic indication of the POTF’s reaction. Sabotage or terrorism attacks in a probing or harassing action would be realistic.

c. The role players must receive thorough training and indoctrination in the following areas:

- (1) Culture of the nation in which the scenario is executed.
- (2) Political, economic, and social attributes of the nation in which the scenario is executed.
- (3) Role player tasks and standards for each mission.
- (4) Evaluation of the scenario (Who does what? When?).

d. The role players should have sufficient strength and equipment to provide realistic interaction between the POTF and civilian populace as well as other agencies and the supported unit.

6-6. Conducting the Evaluation. The senior OC has overall responsibility for conducting the evaluation. He orchestrates the overall evaluation and support provided by the various individuals and elements that are specially selected and trained to fulfill designated functions, responsibilities, and roles.

a. The OCs must be free to observe, report, and record the actions of the unit. Their selection, training, and functioning have been covered earlier in this chapter.

b. The OCs serve as the control elements for the evaluation. They issue orders, receive reports, provide feeder information, and control the OPFOR. Their selection, training, and functioning have been covered earlier in this chapter.

c. All exercise participants and supporting personnel have a continuing mission to ensure every facet of the evaluation is conducted in a safe manner. Personnel observing unsafe actions must take prompt action to halt them and advise the appropriate superiors of the situation.

6-7. Recording External Evaluation Information. The senior OC has overall responsibility for preparing and implementing the evaluation scoring system. He makes the final evaluation; however, the full team participates in this process. Their report reflects the POTF's overall proficiency in accomplishing its wartime mission. Standardizing evaluation procedures is essential to ensure that the evaluation is administered fairly and correctly for all units commanded by the evaluating headquarters.

a. The evaluation scoring system is based on an evaluation of the unit's performance of each mission-essential task and all other collective tasks contained in the overall evaluation plan. The OCs use the following steps to record the evaluation:

- (1) Identify the T&EOs (Chapter 5) that correspond to each of the evaluation plan tasks.
- (2) Use T&EO standards to evaluate the unit's performance of each task.
- (3) Record on the T&EO a GO for each performance measure performed to standard and a NO GO for each one not performed to standard.
- (4) Use the GO/NO GO information recorded and the task standard on the T&EOs to record the unit's overall capability to perform the task.
- (5) Record the GO/NO GO ratings for each collective task. Then use the OC's UPWS (Figure 6-1, page 6-2) to list these evaluated tasks.

b. The OCs use other locally designed reports approved by the senior OC and prescribed in the evaluation plan to collect evaluation information. These reports assist the team in recording the information concerning the unit's capability to perform its critical wartime mission IAW the established standards. The senior OC uses this information to assess the unit's overall final rating. These reports may include the following:

- (1) **Unit Data Sheet** consists of pertinent personnel and equipment status information.
- (2) **Environmental Data Sheet** contains information concerning weather and terrain conditions present during the evaluation period.
- (3) **Personnel and Equipment Loss Report** contains data concerning POTF personnel and equipment losses during OPFOR engagements.

c. The evaluating headquarters designs, distributes, and collects the OCs' work sheets and determines which demographic work sheets (for example, unit personnel figures, unit turnover rates) to use in the report.

d. The senior OC ensures that the evaluation is standardized. He also determines the POTF's overall training status or the ability to conduct the critical wartime mission.

6-8. Conducting After-Action Reviews. AARs provide direct feedback to unit members by involving them in the training diagnosis process and enabling them to discover for themselves what happened during the evaluation and why. This method allows participants to identify errors and seek solutions that increase the value of the training and reinforce learning. Through the AAR process, soldiers and leaders gain a better understanding of their individual and collective strengths and weaknesses. They become more proficient in training and performing their combat critical tasks.

a. The senior OC conducts the AAR process. He will coordinate the entire AAR program from the initial planning of the evaluation through after-action phases.

b. The key steps in the AAR process are—

(1) **Planning.** The senior OC initiates the planning for AARs during the exercise preparation activities long before the start of the actual evaluation. He integrates the AARs into the general scenario at logical breakpoints and into the detailed evaluation scenario that is developed subsequently. The senior OC selects and trains qualified OCs in the AAR processes. In this phase, he also identifies potential AAR sites and needed equipment and supplies required to conduct the AAR.

(2) **Preparation.** Preparing for the AAR starts with the beginning of the actual evaluation. In addition to observing the unit perform its combat critical tasks, the OCs must review training objectives, orders, and doctrine. The senior OC completes the final AAR site selection and establishes times and attendance. After the AAR information is gathered from applicable OCs and unit personnel, the senior OC organizes and rehearses the AAR. He uses the following steps to prepare for the AAR:

(a) *Reviews training requirements and objectives.* The training objectives are the focus of the discussion during the AAR. The OPLAN or OPORD in the exercise design starts the actions to accomplish the objectives. The OCs should be familiar with the training requirements and objectives to evaluate the tasks performed by the unit in a particular situation.

(b) *Observes the exercise.* This step requires active participation. The emphasis is on noting the actions that make the difference in the unit's success or failure. Since the OPORD and subsequent mission performance may identify important activities and checkpoints, the OC is present when these events occur. Therefore, during performance of supporting missions, the OC is present and in a position to observe the performance of the tasks.

(c) *Selects the site and assembles the participants.* After the exercise, the senior OC selects a site for the AAR and assembles the participants. He selects a site that is as free as possible from outside distractions. He also ensures that the selected site can support any special requirements of the training aids to be used. This site should be close to the training area with space for the participants to gather in easy sight and hearing range of the AAR leader.

(d) *Debriefs the OCs.* The senior OC discusses the events of the exercise with the other OCs to gain a complete understanding of what happened. Also, the senior OC reviews the major events and ranks them in terms of their relevance to the training objectives and their contribution to the outcome of the exercise. He selects and places in sequence as many major events as possible to discuss in detail during the allotted time for the AAR.

(3) **Conduct.** The senior OC conducts the AAR at logical breakpoints in the exercise and at the end of the evaluation. Once the AAR participants are assembled, the AAR begins. The senior OC introduces the session with a statement of the AAR purpose and the ground rules and procedures. He restates the training and evaluation objectives. AARs are not critiques but a professional discussion of training events. The senior OC limits the number of teaching points to three or four key points to keep the AAR in focus and to prevent it from becoming excessively long.

(a) The POTF commander and senior OC ensure all individuals who participated in the evaluation are present for the AAR if at all possible. As a minimum, they ensure that every unit or element that participated in the exercise is represented.

(b) The senior OC guides the discussion of major events in sequential order. Each major event is discussed in detail to make teaching points about the unit's performance during the exercise. In an AAR, the senior OC—

1. Avoids giving a critique or lecture.
2. Asks leading questions to guide the discussion.
3. Guides the discussion in a manner that ensures participants themselves openly discuss important lessons.

4. Has the unit members describe what happened in their own terms. They discuss not only what happened but also how it happened and how it could have been done better. They do not offer self-serving excuses for inappropriate actions. Neither do they examine events that were not directly related to the major training objectives.

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5. Focuses the discussion so that important operational lessons learned are explicit and reinforce learning.

6. Relates events to subsequent results.

7. Encourages the participants to use diagrams to illustrate teaching points.

c. The senior OC may also use specific operating systems (see TRADOC Pam 11-9 and FM 100-5) to organize and conduct the AAR.

GLOSSARY

SECTION I: ABBREVIATIONS AND ACRONYMS

AAR	after-action review
AC	Active Component
A/DACG	arrival/departure airfield control group
ADC	automatic data controller
ADP	automated data processing
ALCE	airlift control element
ALS	aerial loudspeaker system
AM	amplitude modulated
AO	area of operations
AOAP	Army Oil Analysis Program
AOR	area of responsibility
AR	Army regulation
ARTEP	Army Training and Evaluation Program
ASAT	Automated Systems Approach to Training
ASL	authorized stockage list
ASP	ammunition supply point
AT	annual training
ATU	antenna tuner unit
AUEL	automated unit equipment list
AV	audiovisual
AWOL	absent without leave
BCTP	Battle Command Training Program
BDAR	battlefield damage assessment and repair
BLTM	battalion-level training model
C ²	command and control
C ² W	command and control warfare
C ³	command, control, and communications
CAS	close air support
CATS	Combined Arms Training Strategy
CCIR	commander's critical information requirement
CCS	campaign control sheet
CDC	compact data controller
CFX	command field exercise
CGy	centigrade
CINC	commander in chief
CJCS	Chairman, Joint Chief of Staff
CL	combat lifesaver
CMO	civil-military operations
CMTC	Command Maneuver Training Center
COA	course of action
COMSEC	communications security
CONEX	container express
CONPLAN	contingency plan
CONUS	continental United States
CP	command post
CPX	command post exercise
CRM	camera-rady mechanical
CS	combat support
CSM	command sergeant major
CTC	combat training center
DA	Department of the Army
DACG	departure airfield control group

DEPORD	deployment order
DMX	decision-making exercise
DNA	deoxyribonucleic acid
DNVT	digital nonsecure voice telephone
DOD	Department of Defense
DODAAC	Department of Defense Activity Code
DPPC	deployable print production center
DRAS	deployable rapid assembly shelter
DS	direct support
DSVT	digital secure voice telephone
DTG	date-time group
DZ	drop zone
ECCM	electronic counter-countermeasures
ECM	electronic countermeasures
ECU	environmental control unit
ELPA	Eyring low profile antenna
ELSEC	electronic security
E-mail	electronic mail
ENDEX	end exercise
ENG	Electronic News Gathering
EPW	enemy prisoner of war
EPW/CI	enemy prisoner of war/civilian internee
EW	electronic warfare
EXORD	execution order
EXPLAN	exercise plan
FM	field manual, frequency modulated
FN	foreign nation
FRAGO	fragmentary order
FS	fire support
FSE	fire support element
FSG	family support group
FST	field sanitation team
FTX	field training exercise
GRREG	graves registration
HF	high frequency
HHC	headquarters and headquarters company
HMMWV	highly mobile multipurpose wheeled vehicle
HN	host nation
HQ	headquarters
HSC	headquarters and support company
HSS	health services support
IAW	in accordance with
ICW	in coordination with
ID	identification
IDT	inactive duty for training
INMARSAT-B	international maritime satellite-B
INTSUM	intelligence summary
IO	information operations
IP	internet protocol
IPB	intelligence preparation of the battlespace
IR	information requirement
ITO	installation transportation officer
JRTC	Joint Readiness Training Center
JSCP	Joint Strategic Capabilities Plan
JSOA	joint special operations area
JTF	joint task force

LACC	Loading Area Control Center
LAN	local area network
LDS	leaflet delivery system
LNO	liaison officer
LOGMARS	Logistics Marking System
LOI	letter of instruction
LP	listening post
LTA	local training area
LZ	landing zone
MAPEX	map exercise
METL	mission-essential task list
METT-TC	mission, enemy, terrain, troops, time available, and civilians
MI	military intelligence
MIL	master incident list
MO	movement order
MOOTW	military operations other than war
MOPP	mission-oriented protective posture
MOS	military occupational specialty
MP	military police
MPS	modular print system
MRBS	Mobile Radio Broadcast System
MRE	meals, ready to eat
MRM	maintenance reporting and management
MSE	mobile subscriber equipment
MTA	major training area
MTBS	Mobile Television Broadcast System
MTP	mission training plan
MUG	microcomputer users' group
MWR	morale, welfare, and recreation
NAI	named area of interest
NBC	nuclear, biological, and chemical
NCA	National Command Authorities
NCO	noncommissioned officer
NCOER	noncommissioned officer evaluation report
NCOIC	noncommissioned officer in charge
NCS	net control station
NTC	National Training Center
NUCWARN	nuclear warning
NVIS	near vertical incidence skywave
OC	observer-controller
OCIE	organizational clothing and individual equipment
OEG	operational exposure guidance
OER	officer evaluation report
OIC	officer in charge
OP	observation post
OPCEN	operations center
OPCON	operational control
OPFOR	opposing forces
OPLAN	operation plan
OPORD	operation order
OPSEC	operations security
OPSUM	operations summary
OPTEMPO	operating tempo
OR	operational readiness
P/AWS	product/action work sheet
PA	public affairs

PANAREX	panoramic x-ray
PAO	public affairs officer
PCS	program control sheet
PDB	PSYOP dissemination battalion
PDC	Product Development Center—includes plans and programs detachment, testing and evaluation detachment, target audience analysis detachment, and product development detachment.
PDD	product development detachment
PDDE	power-driven decontamination equipment
PDWS	product development work station
PERSTEMPO	personnel tempo
PIR	priority intelligence requirement
PLL	prescribed load list
PM	preventive maintenance
PMCS	preventive maintenance checks and services
POAS	PSYOP automated system
POAT	psychological operations assessment team
POC	point of contact
POD	port of debarkation
POE	port of embarkation
POG EOC	PSYOP Group Emergency Operations Center
POL	petroleum, oils, and lubricants
POLAD	political advisor
POM	preparation for overseas movement
POR	preparation of replacements for overseas movement
POTF	PSYOP task force
POV	privately-owned vehicle
PPD	plans and programs detachment
PRC	populace and resources control
PRECOM	preliminary communications
PSNCO	personnel service noncommissioned officer
PSS	personnel service support
PSYOP	psychological operations
RATELO	radiotelephone operator
RC	Reserve Component
RDC	rear detachment commander
RF	radio frequency
RMO	resource management office
ROE	rules of engagement
RP	release point
RPB	regional PSYOP battalion
S1	adjutant
S2	intelligence officer
S3	operations and training officer
S4	supply officer
SATCOM	satellite communications
SATRAN	satellite transmissions
SATS	Standard Army Training System
SCAME	source, content, audience, media, effect
SIDPERS	Standard Installation/Division Personnel System
SIGSEC	signal security
SINCGARS	single-channel ground and airborne radio system
SITREP	situation report
SJA	staff judge advocate
SO	special operations
SODARS	special operations data retrieval system

SOI	signal operation instructions
SOP	standing operating procedure
SOR	statement of requirements
SP	start point
SPA	special PSYOP assessment
SSD	strategic studies detachment
SSI	standing signal instructions
STARTEX	start exercise
STP	soldier training publications
STRAC	Standards in Training Commission
STX	situational training exercise
SW	short wave
T&EO	training and evaluation outline
TA	target audience
TAA	target audience analysis
TAAD	Target Audience Analysis Detachment
TAAWS	target audience analysis work sheet
TAI	target area of interest
TAMMS	The Army Maintenance Management System
TAT	to accompany troops
TC	training circular
TCC	Telecommunications Center
TED	testing and evaluation detachment
TEWT	tactical exercise without troops
THREATCON	threat condition
TM	technical manual
TMDE	test, measurement, and diagnostic equipment
tng	training
TOC	tactical operations center
TOE	table of organization and equipment
TPB	tactical PSYOP battalion
TPD	tactical PSYOP detachment
TPFDD	time-phased force and deployment data
TPT	tactical PSYOP team
TPU	tactical PSYOP unit
TRADOC	United States Army Training and Doctrine Command
TSOP	tactical standing operating procedure
UAV	unmanned aerial vehicle
UC	unified command
UHF	ultrahigh frequency
UIC	unit identification code
ULM	unit level maintenance
UMO	unit movement officer
UPWS	unit proficiency work sheet
U.S.	United States
USAJFKSWCS	United States Army John F. Kennedy Special Warfare Center and School
USASOC	United States Army Special Operations Command
USSOCOM	United States Special Operations Command
USTRANSCOM	United States Transportation Command
UW	unconventional warfare
UXO	unexploded ordnance
WARNORD	warning order
XO	executive officer

SECTION II: DEFINITIONS

attach (JP 1-02)—1. The placement of units or personnel in an organization where such placement is relatively temporary. 2. The detailing of individuals to specific functions where such functions are secondary or relatively temporary, for example, attached for quarters and rations; attached for flying duty. (Army)—Subject to limitations imposed by the attachment order, the commander of the formation, unit, or organization receiving the attachment has the responsibility to provide the attached units with sustainment support above its organic capability. However, the responsibility for transfer, promotion of personnel, nonjudicial punishment, courts martial, and administrative actions, such as SIDPERS transactions and unit strength reporting, are normally retained by the parent formation, unit, or organization. (See also assign, operational command (OPCOM), operational control (OPCON), and organic.) See FM 101-5.

command and control warfare (C²W) (JP 1-02)—The integrated use of operations security (OPSEC), military deception, psychological operations (PSYOP), electronic warfare (EW), and physical destruction, mutually supported by intelligence, to deny information to, influence, degrade, or destroy adversary command and control capabilities, while protecting friendly command and control capabilities against such actions. Command and control warfare is an application of information warfare in military operations and is a subset of information warfare. Command and control warfare applies across the range of military operations and all levels of conflict. C²W is both offensive and defensive: **a. C²-attack.** Prevent effective C¹ of adversary forces by denying information to, influencing, degrading or destroying the adversary C¹ system. **b. C²-protect.** Maintain effective command and control of own forces by turning to friendly advantage or negating adversary efforts to deny information to, influence, degrade, or destroy the friendly C¹ system. (See also information warfare (IW).) See FMs 34-1, 71-100, 100-5, 100-15, and JP 3-13.1.

Combined Arms Training Strategy (CATS)—This training strategy integrates combined arms training for heavy, light, and special operations forces; the AC and RC; and in the unit and institution environments. It provides an azimuth to guide Army training and identifies the resources required to support that training. It enables the Army to identify, manage, and program the acquisition of training resources.

counterpropaganda—Programs of products and actions designed to nullify propaganda or mitigate its effects.

direct support—1) A mission requiring a force to support another specific force and authorizing it to answer to the supported force's request for assistance. 2) In NATO, the support provided by a unit or formation, but required to give priority to the support required by that unit or formation. (Also called DS.) (FM 101-5-1)

electronic counter-countermeasures—The division of electronic warfare involving actions taken to ensure friendly effective use of the electromagnetic spectrum despite the enemy's use of electronic warfare. (Also called ECCM.) (Joint Pub 1-02)

electronic countermeasures—The division of electronic warfare involving actions taken to prevent or reduce an enemy's effective use of the electromagnetic spectrum. (Also called ECM.) (Joint Pub 1-02)

electronic warfare—Military action involving the use of electronic energy to determine, exploit, reduce, or prevent hostile use of the electromagnetic spectrum and action which retains friendly use of the electromagnetic spectrum. (Also called EW.) (Joint Pub 1-02)

foreign internal defense—Participation by civilian and military agencies of a government in any of the actions or programs taken by another government to free and protect its society from subversion, lawlessness, and insurgency. (Also called FID.) (Joint Pub 1-02)

foreign nation support—The identification, coordination, and acquisition of foreign nation resources, such as supplies, material, and labor, to support U.S. military forces and operations. (Joint Pub 3-57)

FORMDEPS—A ten-volume set of documents that provides guidance, procedures, and responsibilities for planning with forces command, other major Army commands, subordinate commands, mobilization stations, and Reserve Component units.

general support—Support that is given to the supported force as a whole and not to any particular subdivision thereof. (Also called GS.) (FM 101-5-1)

information operations—Continuous military operations within the military information environment that enable, enhance, and protect the friendly force's ability to collect, process, and act on information to achieve an advantage across the full range of military operations; information operations include interacting with the global information environment and exploiting or denying an adversary's information and decision capabilities. (Also called IO.) (FM 100-6)

information warfare (Army)—Actions taken to achieve information superiority by affecting a hostile's information, information-based processes, and information systems, while defending one's own information, information-based processes, and information systems. See FM 100-6.

media—Transmitters of information and psychological products.

military operations other than war—Military activities during peace and conflict that do not necessarily involve armed clashes between two organized forces.

National Command Authorities—The President and the Secretary of Defense or their duly deputized alternates or successors. Commonly referred to as NCA. (Joint Pub 1-02)

observer-controller—An individual tasked to evaluate training. He provides administrative control and gives constructive feedback to participants during a training exercise.

operational continuum—The general states of peace, conflict, and war within which various types of military operations are conducted.

product—Any visual, audio, or audiovisual item generated and disseminated in support of a PSYOP program.

psychological operations—Planned operations to convey selected information and indicators to foreign audiences to influence their emotions, motives, objective reasoning, and ultimately the behavior of foreign government, organizations, groups and individuals. The purpose of psychological operations is to induce or reinforce foreign attitudes and behavior favorable to the originator's objectives. (Also called PSYOP.) (Joint Pub 1-02)

PSYOP campaign—A series of PSYOP programs conducted at the theater level to achieve short- and mid-term objectives in support of a CINC's goals.

PSYOP objective—A statement of a measurable response that reflects the desired attitude or behavior change of a selected foreign target audience as a result of psychological operations.

symbol—A visual or aural means used to convey a theme.

target audience—An individual or group selected for influence or attack by means of psychological operations.

terrorism—The unlawful use or threatened use of force or violence against individuals or property to coerce or intimidate governments or societies, often to achieve political, religious, or ideological objectives. See also antiterrorism. (Joint Pub 1-02)

theme—A theme is a subject, topic, or line of persuasion used to achieve a psychological objective.

U.S. country team—The senior, in-country, U.S. coordinating and supervising body, headed by the Chief of the U.S. diplomatic mission, usually an ambassador, and composed of the senior member of each represented U.S. department or agency. (Joint Pub 1-02)

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Questionnaire

ARTEP MISSION TRAINING PLAN
USER FEEDBACK

MTP Number _____ Date _____

MTP Title _____

User feedback is an important link in the process of improving training publications. Because we value your comments and recommendations, we have designed a questionnaire that should simplify the feedback process for you. Please take a moment to complete this questionnaire; then, mail it to: Commander, USAJFKSWCS, ATTN: AOJK-DT-PO, Fort Bragg, NC 28310-5000.

The following questions pertain to you.

1. What is your position? _____

2. How long have you served in this position? _____

3. What is your component?

_____ AC

_____ RC

4. What is your unit?

_____ CONUS

_____ SOCEUR

_____ PACOM

_____ SOUTHCOM

Other (Identify). _____

5. How long have you served in this unit? _____

The following questions are about the MTP in general.

6. How do you believe this document has assisted training development and execution in your unit when compared to other training products?

a. Has made training worse.

b. Has made training better.

c. Has had no effect on training.

d. Other (Specify). _____

7. How easy is the document to use when compared to other training products?

- a. More difficult.
- b. Easier.
- c. About the same.
- d. Other (Specify). _____

8. What chapter of this MTP was the most useful? _____

the easiest to understand? _____

the least useful? _____

the most difficult to understand? _____

- a. Chapter 1, Unit Training.
- b. Chapter 2, Training Matrixes.
- c. Chapter 3, Mission Plans.
- d. Chapter 4, Training Exercises.
- e. Chapter 5, Training and Evaluation Outlines.
- f. Chapter 6, External Evaluations.
- g. Other (Specify). _____

The following questions pertain to the training exercises (CPXs, FTXs, and STXs).

9. The purpose of the exercise is to prepare the unit to accomplish its critical wartime mission. In your opinion, how well do the exercises accomplish their intended purpose?

- a. They do not prepare the unit at all.
- b. They help but only provide 20 percent or less of my unit's training requirements.
- c. They help but only provide 21 to 50 percent or less of my unit's training requirements.
- d. They help but only provide 51 to 80 percent or less of my unit's training requirements.
- e. They help but only provide 81 percent of my unit's training requirements.
- f. Other (Specify). _____

10. Do you recommend the addition or deletion of any exercise from this MTP? If so, explain.

11. What problem experienced with these exercises was the greatest? _____ second greatest? _____

- a. Have too many pages.
- b. Are hard to read and understand.
- c. Need more illustrations.
- d. Need more illustrations on how to set up the exercise.
- e. Need more information on leader training.
- f. Need more information on how to conduct the exercise.
- g. Need more information on support and resources.
- h. Need more information on normally attached elements.
- i. Do not interface well with other training products, such as drills.
- j. Other (Specify). _____

12. How many training exercises have you trained or participated in personally?

The following questions apply to Chapters 5 and 6 of the MTP.

13. What changes would you make to Chapter 5, Training and Evaluation Outlines?

- a. Leave it out altogether.
 - b. Clarify how to use this chapter with the training exercises.
 - c. Clarify how to use this chapter with test.
 - d. Define standards in less detail.
 - e. Define standards in more detail.
 - f. Establish standards for those elements that are normally attached in wartime.
 - g. Do not change; chapter is fine.
 - h. Other (Specify). _____
-

14. What changes would you make to Chapter 6, External Evaluations?

- a. Leave it out altogether.
- b. Clarify how to use this chapter.
- c. Clarify how this chapter relates to the MTP.
- d. Explain how to determine my unit's proficiency for its critical wartime mission.

ARTEP 33-725-60-MTP
31 JULY 1998

By Order of the Secretary of the Army:

Official:



Handwritten signature of Joel B. Hudson in cursive script.

JOEL B. HUDSON
*Administrative Assistant to the
Secretary of the Army*

0106601

ERIC K. SHINSEKI
*General, United States Army
Chief of Staff*

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