

Report Date: 28 Apr 2014

**Summary Report for Individual Task
805D-207-4001
Determine Assignment or Reassignment Strategy for Chaplain Assistants
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: Given access to current unit TDA/MTOE documents, valid requisitions, and a list of vacant positions. This task should not be trained in MOPP 4.

Standard: Determine assignment or reassignment strategy for Chaplain Assistants in accordance with TDA/MTOE documents, valid requisitions, a list of prioritized positions and consultation with higher echelon guidance.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Determine required 56M positions.
2. Prepare a consolidated roster of all authorized and assigned chaplain assistants.
3. Match and list projected critical losses and vacancies against projected incoming chaplain assistants.
4. Assess gains and loss rosters.
5. Establish contingency plans for unforeseen losses.
6. Coordinate with Human Resources at the Garrison level or G-1 at the Division level.
7. Coordinate with the Senior Chaplain Assistant in the area of operations.
8. Coordinate with the Human Resource Command (HRC).
9. Request requisitions through Human Resources or G-1.
10. Advise the Human Resources or G-1 and the Soldier's CSM on best assignment decisions.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Soldiers should be evaluated based on their ability to perform the tasks in accordance with the performance measures listed in this manual. Soldiers who miss any performance measure should be retrained and reevaluated.

Evaluation Preparation: Evaluate this task during either garrison training or a field environment. Give the evaluated Soldier guidance, purpose, reference material and situational awareness of the mission so they can accurately demonstrate the 'know how' of Determining Assignment or Reassignment Strategy for Chaplain Assistants. Brief Soldier that he/she will be evaluated on his/her ability to perform the task as outlined in the performance steps discussed in class.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined required 56M positions.			
2. Prepared a consolidated roster of all authorized and assigned chaplain assistants.			
3. Matched and listed projected critical losses and vacancies against projected incoming chaplain assistants.			
4. Assessed gains and loss rosters.			
5. Established contingency plans for unforeseen losses.			
6. Coordinated with Human Resources at the Garrison level or G-1 at the Division level.			
7. Coordinated with the Senior Chaplain Assistant in the area of operations.			
8. Coordinated with the Human Resource Command (HRC).			
9. Requested requisitions through Human Resources or G-1.			
10. Advised the Human Resources or G-1 and the Soldier's CSM on best assignment decisions.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 165-1	Army Chaplain Corps Activities	Yes	No
	AR 614-200	ENLISTED ASSIGNMENTS AND UTILIZATION MANAGEMENT	Yes	No
	FM 1-05	Religious Support	Yes	No
	JP 1-05	Religious Affairs in Joint Operations	Yes	No
	PAM 611-21	MILITARY OCCUPATIONAL CLASSIFICATION AND STRUCTURE	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. Environmental protection is a continual process. Always be alert to ways to protect our environment and reduce waste.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. Everyone is responsible for safety. A thorough risk assessment must be completed prior to every mission or operation.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None