

Summary Report for Individual Task
805B-79T-5112
Manage Operational Resources IAW the Command Supply Discipline Program (CSDP)
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - The materials contained in this course have been reviewed by the course developers in coordination with the RRS, Fort Jackson foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

Condition: You have assumed the duties of a company NCOIC and are required to manage operational recourses. You have all applicable recourses available, previous inventories, all applicable regulations, and command guidance. Standard MOPP 4 conditions do not exist for this task. See the MOPP 4 statement for specific conditions.

Standard: Manage Operational Resource by supervising Command Supply Discipline Program CSDP, sub-hand receipt equipment down to subordinates and maintain 100 percent accountability of assigned equipment. Coordinate logistical activities with other staff elements. Conduct assistance visits to subordinate elements.

Special Condition: None

Safety Risk: Low

MOPP 4: N/A

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Conduct 100 percent inventory:
 - a. Individual accountability w/ hand receipt holders.
 - b. Accountability of on-hand supplies IAW State requirements.
2. Receive, store, request, transfer, issue, turn in, and account for property:
 - a. Prepare request documents.
 - b. Inventory receipt of request items.
 - c. Secure items based on sensitivity.
 - d. Distribute items to subordinate personnel.
3. Manage hand receipts:
 - a. Prepare hand receipts for subordinates.
 - b. Inventory items with subordinates.
 - c. File hand receipts.
4. Manage turn-in documents:
 - a. Turn-in unserviceable equipment.
 - b. Adjust hand receipt.
 - c. Receive new hand receipt for new equipment.
 - d. File new hand receipt.
5. Conduct CSDP inspections:
 - a. Conduct on site inspection.
 - b. Annotate deficiencies/ lost equipment.
 - c. Recommend investigations as needed.
 - d. Provide sworn statements as needed addressing:
 - (1) Responsibilities.
 - (2) Guidance for Evaluating.
 - (3) Feedback for Improving.

(4) Follow-up to ensure it is properly maintained.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score "GO" if soldier correctly performs all performance measures. Score "NO GO" if soldier incorrectly performs one or more performance measure. Provide on-the-spot correction, should the Soldier experience minor difficulty. Consider directing self-study or OJT for Soldiers who experience major difficulties in task performance.

Evaluation Preparation: This task may be evaluated by two methods:
 a. Self Evaluation. Perform the task on the job, using the materials listed in the Conditions statement. Evaluate yourself, using the performance measures, graded IAW the Evaluation Guidance section.
 b. Supervisor's Evaluation. Ensure that the soldier(s) have the material shown in the Condition statement to accomplish the task. When you feel they are able to perform the task on the job, have them do it. Grade them, using the Performance Measures, scored IAW the Evaluation Guidance section.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Conducted 100 percent inventory.			
2. Received, stored, requested, transferred, issued, turned in, and accounted for property.			
3. Managed hand receipts.			
4. Managed turn-in documents.			
5. Conducted CSDP Inspections.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 11-1	COMMAND LOGISTICS REVIEW PROGRAM (CLRP)	Yes	No
	AR 190-16	PHYSICAL SECURITY	Yes	No
	AR 710-1	Centralized Inventory Management of the Army Supply System (This item is included on EM 0163)	Yes	No
	AR 710-2	SUPPLY POLICY BELOW THE NATIONAL LEVEL	Yes	No
	AR 710-3	INVENTORY MANAGEMENT ASSET AND TRANSACTION REPORTING SYSTEM	Yes	No
	AR 735-5 (Change 001 08/22/2013)	Property Accountability Policies	Yes	No
	DA PAM 710-2-1	Using Unit Supply System (Manual Procedures)	Yes	No
	PAM 710-2-2	SUPPLY SUPPORT ACTIVITY SUPPLY SYSTEM: MANUAL PROCEDURES	Yes	No
	PAM 710-7	HAZARDOUS MATERIAL MANAGEMENT PROGRAM	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 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.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer 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.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None

ICTL Data :

ICTL Title	Personnel Type	MOS Data
79T-ARNG Recruiting and Retention-SL5	Enlisted	MOS: 79T, Skill Level: SL5, ASI: V7, Duty Pos: REA, SQI: 4