

**Summary Report for Individual Task
805A-36A-8005
Implement e-Commerce Activities
Status: Approved**

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

DESTRUCTION NOTICE: None

Condition: As a Senior Financial Manager in a contingency environment with requirements to reduce cash on the battlefield, increase electronic payments and audit readiness. You have access to 1. DoD Financial Management Regulation 7000.14-R, Volume 5 , Disbursing Policy, and 2. FM 1-06, Financial Management Operations. This task should not be trained in MOPP.

Standard: Implement e-Commerce activities appropriate for the theater of operations.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: All required references and technical manuals will be provided by the local Command.

Performance Steps

1. Determine e-Commerce systems to implement within the theatre of operations.
 - a. Conduct economic analysis of area of operations (AO).
 - (1) Identify current banking facilities, capabilities, and linkages with FRB.
 - (2) Identify current e-Commerce systems in place.
 - b. Conduct e-Commerce requirements analysis of the force.
 - (1) Coordinate with the Contingency Contracting Office and Commercial Vendor Services to ensure adequate linkages for vendor payments.
 - (2) Coordinate with Financial Management Support Center (FMSC) and Financial Management Support Unit (FMSU) to ensure e-Commerce systems support providing casual pay and cash operations within the AO.
 - (3) Coordinate with key enablers, i.e., Postal and AAFES, to ensure e-Commerce systems are complementary.
 - (4) Coordinate with signal community to ensure local bandwidth availability supports e-Commerce programs and to ensure protection of Personally Identifiable Information (PII) during the execution of financial transactions.
2. Coordinate with the proper e-Commerce agency partners to create, implement, and field new and available systems.
 - a. Identify gaps between existing e-Commerce programs and the e-Commerce requirements of the force.
 - (1) Identify all current and prospective e-Commerce partners.
 - (2) Identify current commercial applications that fix gaps, all or in part.
 - (3) Determine life cycle costs of e-Commerce technology.
 - (4) Conduct cost-benefit analysis (CBA) of creating/implementing e-Commerce.
 - b. Create new e-Commerce capability by:
 - (1) Working with e-Commerce partners to enhance shortfalls in applications to fully support requirements.
 - (2) Working with e-Commerce partners to create new technology, hardware, or software to resolve current gaps between existing e-Commerce.
 - (3) Ensure new capability successfully links with existing financial management systems, as required.
 - c. Develop implementation plan for e-Commerce.
 - (1) Coordinate with theater headquarters to include e-Commerce in theater campaign plan/order.
 - (2) Coordinate with current providers on technology delivery.
 - (3) Coordinate with appropriate units to implement training strategy.

(4) Coordinate with appropriate agencies, as applicable, to modify current business practices to synchronize with existing e-Commerce applications Commercial Off-the-shelf (COTS).

(5) Conduct proof-of-principle/pilot program to validate e-Commerce program.

(6) Coordinate updates to applicable regulations (i.e. DoDFMR Vol. 5, and FM 1-06).

d. Field e-Commerce systems.

(1) Ensure equipment and software fielding timelines are coordinated with training to receiving units.

(2) Deploy support teams to facilitate integration of new technology.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance measures are passed (P). Score the Soldier NO GO if any performance measure is failed (F). If the Soldier fails any performance measure, show what was done wrong and how to perform it correctly.

Evaluation Preparation: This task can be evaluated by use of the performance measures as listed. This method of evaluation is appropriate if the Soldier performs the task on the job. Allow the Soldier to practice until the Soldier feels qualified and prepared for the evaluation. Then have the Soldier perform the task, using the materials listed in the CONDITIONS statement above. Score the Soldier "PASS" or "FAIL" as determined by the performance.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined e-Commerce systems to implement within the theatre of operations.			
a. Conducted economic analysis of AO.			
b. Conducted e-Commerce requirements analysis of the force.			
2. Coordinated with the proper e-Commerce agency partners to create, implement, and field new and available systems.			
a. Identified gaps between existing e-Commerce programs and the e-Commerce requirements of the force.			
b. Created new e-Commerce capability.			
c. Developed implementation plan for e-Commerce.			
d. Fielded e-Commerce systems.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	DODFMR 7000.14-R, VOL 5	Department of Defense Financial Management Regulation, Volume 5, Disbursing Policy and Procedures	Yes	No
	FM 1-06	Financial Management Operations	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.

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.

Prerequisite Individual Tasks : None

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
805A-36A-7022	Establish Army e-Commerce Systems	805A - Financial Management (Individual)	Approved
805A-36A-7023	Develop Financial Management (FM) Planning and Operations	805A - Financial Management (Individual)	Approved
805A-36A-6016	Conduct E-Commerce Operations	805A - Financial Management (Individual)	Approved

Supported Individual Tasks : None

Supported Collective Tasks : None