

# Training and Evaluation Outline Report

**Status: Approved**

**14 Aug 2023**

**Effective Date: 14 Aug 2023**

**Task Number:** 63-CO-4007

**Task Title:** Occupy Area of Operation

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

**Destruction Notice:** None

**Foreign Disclosure: FD1** - This training product has been reviewed by the training developers in coordination with the CASCOM/Fort Gregg-Adams, Virginia foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

## Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary	Source Information
	ATP 4-11	ARMY MOTOR TRANSPORT OPERATIONS	Yes	No	
	ATP 4-90	Brigade Support Battalion	Yes	Yes	
	ATP 4-91	Division Sustainment Operations	Yes	No	
	FM 3-96	Brigade Combat Team	Yes	No	

**Conditions:** The unit receives an order from higher headquarters or the commander derives a mission. The commander orders the unit to occupy an area of operation in an operational environment that is dynamic and complex, against a hybrid threat. The higher HQ operations order (OPORD), with annex, showing the location and proposed dimensions of the new unit area is available. Reconnaissance information has been received from the higher HQ reconnaissance party, tentative plans are subject to change based on information received. Higher HQ analysis of the AO is available. This task is performed under all day and night environmental conditions.

Threat capabilities cover a full spectrum including information gathering; hostile force sympathizers; terrorist activities including suicide bombings; and conventional, air supported, and reinforced squad operations in a chemical, biological, radiological, and nuclear (CBRN) environment. Must include four or more operational environment conditions that includes a hybrid threat, various types of terrain, time restrictions, social population, cultural & language implications). Four or more operational variables of Political, Military, Economic, Social, Information, Infrastructure, Physical Environment, and Time (PMESIIPT) are present. Some iterations of this task should be performed in MOPP 4.

**Standards:** The company occupies area of operation (AO) according to ATP 4-90, TSOP, the order, and higher commander's guidance. The company enters the AO without stopping or blocking the route of march and moves all personnel and equipment to their assigned positions. The company establishes priorities of work, local security, and maintains appropriate readiness condition levels. The company complies with the ROE.

To obtain a T, this task must be conducted during an external evaluation, in a dynamic and complex operational environment with four or more Operational Environment (OE) variables and a hybrid threat at night with 75% or more leaders present and 80% or more Soldiers present. The unit must receive a GO on 80% of the performance measures, ALL of the critical performance measures, and at least 85% GO on the leader performance measures.

For the purpose of this task, a leader is defined as a Soldier who is in an officer, warrant officer, non-commissioned officer (NCO), or civilian position designated by grade, paragraph, and title on the units Table of Organization and Equipment (TOE). A leader may also be anyone assigned to the unit and designated as such by the unit commander, i.e., subject matter experts (SME) who possess the requisite knowledge and skill sets to perform a particular task (for example, conduct a specific operation, or operate technical equipment).

**Live Fire:** No

**Objective Task Evaluation Criteria Matrix:**

Plan and Prepare		Execute					Evaluate			
Operational Environment	CO & BN	Training Environment (L/V/C)	% Leaders present at training/authorized	% Present at training/authorized	External evaluation	Performance measures	Critical performance measures	Leader performance measures	Evaluator's observed task proficiency rating	Commander's assessment
Dynamic and Complex (4+ OE Variables and Hybrid Threat)										
Dynamic (Single Threat)	Day	60-74%	60-79%	No	65-79% GO	<All	75-84% GO	P	P	
Static (Single Threat)		<=59%	<=59%		<65% GO		<=74% GO	U	U	

**Remarks:** Task steps and performance measures are arranged in a logical order in the Training & Evaluation Outline (TE&O). However, this should not be interpreted as a "required order" for performance. Various task steps are often performed simultaneously. Further, every task step and/or performance measure is not necessarily applicable to every unit. It is the commander's prerogative to add, delete, or reassign the order of task steps and performance measures in order to better fit the unit or the situation.

Prior to evaluation, the commander should coordinate these changes between the unit, the evaluator, and the unit's higher headquarters (if required). However, when evaluating this task, only the CRITICAL performance steps and measures will be used to calculate the overall percentage total in the training evaluation criteria matrix.

Training begins with receipt of the operations order (OPORD). Training ends when designated training objectives for the particular training event or exercise are performed to Army standard. Upon completion of training, the unit commander should conduct an After Action Report (AAR) to determine future training requirements for the unit.

Task Evaluation Criteria Matrix Operational Environment (OE) Definitions:

Static: a static training environment has aspects of operational variables needed to stimulate mission variables that are fixed throughout the units' execution of the task.

Dynamic: a dynamic training environment has operational variables (PMESII-PT), mission variables (METT-TC) and threat Tactics, Techniques, and Procedures (TTP) for assigned counter-tasks that change in response to the execution of friendly force tasks.

Complex: a complex training environment requires a minimum of four or more operational variables (PMESII-PT) impact the chosen friendly course of action / mission.

Single threat: a single threat in a training environment is a conventional force, irregular force, criminal element, or terrorist force.

Hybrid threat: a hybrid threat in a training environment uses a diverse and dynamic combination of conventional forces, irregular forces, terrorist forces, and criminal elements unified to achieve mutually benefiting effects.

**Notes:** 1. DISRUPTED COMMUNICATION NETWORKS: Leaders need to be able to command their formations when communication networks are disrupted, while on the move, and without perfect situational awareness. Training to become proficient in the use of analog data tracking systems, voice communications, and unaided navigation techniques requires significant amounts of repetition, particularly when integrating all of the elements of combat power. Habitual relationships, practiced standard operating procedures, and the use of battle drills can mitigate some of the risk and friction inherent in lost situational awareness.

2. REPORTING ERRORS AND RECOMMENDING IMPROVEMENTS: Feedback is welcome to help improve this collective task. If errors are found, or if someone would like to recommend improvements to the performance steps and procedures in this collective task, please let us know. The preferred method is to submit a DA Form 2028 (Recommended Changes to Publications and Blank Forms) with recommended changes via email to [usarmy.gregg-adams.tradoc.mbx.cascom-g3-collective@army.mil](mailto:usarmy.gregg-adams.tradoc.mbx.cascom-g3-collective@army.mil). Recommended changes will be reviewed, validated to ensure approved Army or joint doctrine supports recommendation(s), and implemented as appropriate.

**Safety Risk:** Low

<b>Task Statements</b>
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**Cue:** The company receives an OPORD or FRAGORD to occupy an area of operation.

## DANGER

Soldiers must constantly be alert for and avoid situations that may result in injury or death. At the training site, leaders must establish training safety overview procedures.

## WARNING

Soldiers must be alert to human error and know the capabilities and limitations of the equipment and vehicles they use. Following the proper safety procedures preserves troop strength by preventing personnel losses through accidents.

## CAUTION

The possibility of personal injury or damage to equipment that may result from long-term failure to follow correct procedures.

## Performance Steps and Measures

**NOTE:** Assess task proficiency using the task evaluation criteria matrix.

**NOTE:** Asterisks (\*) indicate leader steps; plus signs (+) indicate critical steps.

### STEP/MEASURE

GO	NO-GO	N/A
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#### Plan

+\* 1. The company leadership receives the mission to occupy an area of operation (AO), begins execution of troop leading procedures (TLPs) as follows: (Refer to task 71-CO-5100, Conduct Troop Leading Procedures.)

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a. The company leaders issue the warning order (WARNO), which may include the following:

- (1) General location of the AO.
- (2) Initial task organization.
- (3) Initial operational timeline.
- (4) Reconnaissance to initiate.
- (5) Movement to initiate.
- (6) Planning and preparation instructions including planning timeline.
- (7) Commander's critical information requirements.

b. The company leaders conduct mission analysis focusing on the directed mission, enemy, terrain and weather, troops and support available, time available and civil considerations (METT-TC) to make a tentative plan as follows:

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(1) Plans organization of forces to identify personnel to perform quartering party duties according to guidance and the company standard operating procedure (SOP).

- (2) Plans the employment of available weapons systems.
- (3) Conducts reconnaissance.

+ c. Using maps, imagery, UAS, and other available capabilities; if time permits, company reconnaissance team initiate movement to conduct a reconnaissance and select tentative positions for unit headquarters (HQ) and subordinate elements using the following criteria:

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- (1) Provide concealment from air and ground observation.
- (2) Provide cover from direct fire.
- (3) Provide sufficient space for dispersion of subunits and their vehicles consistent with the enemy and friendly tactical situation.
- (4) Provide suitable entrances, exits, and internal routes.
- (5) Identifies tentative dismount points, if applicable.
- (6) Provide good drainage and soil conditions that support unit vehicle movement.
- (7) Provide terrain masking of electromagnetic signal signature.
- (8) Provide terrain allowing the observation of ground and air avenues of approach into the AO.
- (9) Sanctuary from enemy medium-range artillery fires because of its location outside the enemy's range.

d. The company leaders complete the plan to occupy are of operations by considering the following:

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- (1) Develops graphic control measures to include:
  - (a) Movement to the AO.
  - (b) Direct fires throughout the operation.
  - (c) Fire support throughout the operation.

(2) If not within unit SOP, develops contingency plans for actions on contact with the enemy enroute, during occupation and establishment of the AO.

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- (3) Plans for secure communications within the AO.
  - (a) Establish tactical voice communication.
  - (b) Set up generation grid and install power.
  - (c) Emplace and install networking and data equipment.

- (4) Develops the fire support plan that nests with higher HQ fire support plan.
  - (a) Plans to suppress enemy weapon systems that inhibit movement.
  - (b) Plans to fix or neutralize bypassed enemy elements.
  - (c) Plans to obscure enemy observation or screen friendly maneuver.
  - (d) Plans to echelon fires based on weapons systems, as required.

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(5) Develops the protection plan as follows:

(a) Allocates task-organized engineer forces to support position emplacement and obstacle emplacement, as necessary.

(b) Coordinates for and distributes terrain visualization products from higher HQ for possible bypasses, key weapons systems, and enemy locations.

(c) Identifies required mobility tasks throughout the operation.

(d) Plans to employ organic chemical, biological, radiological and nuclear (CBRN) detection kits to maximize protection across the company.

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(e) Disseminates information regarding any detected CBRN threats or hazards throughout the company immediately.

(f) Develops deliberate decontamination plans based on the commander's priorities and vulnerability assessment.

(g) Disseminates information regarding planned and active decontamination sites.

(6) Develops the sustainment plan as follows:

(a) Plans for consumption of Class I, III, IV, V, and Class VIII supplies.

(b) Develops the casualty evacuation plan.

(c) Plans for equipment maintenance requirements.

(d) Develops the resupply plan for routine and emergency situations.

(e) Plans for establishment of sustainment elements (health services, supply support activities, fuel distribution point, maintenance, and field feeding).

\* e. The company commander/OIC provides the higher commander with a consolidated graphics control plan and sustainment layout.

+\* 2. The company commander issues an order, conducts confirmation briefs with subordinates immediately after issuing the OPORD to ensure subordinates understand the commander's intent, specific tasks, concept of the operation, and relationship between their mission and the other units' missions in the operation.

**Prepare**

+\* 3. Company leadership coordinates with higher HQ for enabling assets (engineers, scouts, medics, UAS, and so forth), as required.

+\* 4. The company leadership prepares to conduct an occupation of an AO by taking the following actions.

a. Conducts a backbrief with the higher commander or S-3 prior to the rehearsal, if required.

b. Conducts rehearsals. Actions to consider during rehearsals may include the following.

(1) Actions on enemy contact.

(2) Occupation and actions in the AO.

(3) Fire support.

c. Determines linkup requirements according to the order and unit SOP.

d. Conducts precombat checks and inspections.

e. In accordance with priority of work, supervises subordinate TLPs.

f. Finalizes coordination with adjacent and supporting units, and higher HQ, as required.

g. Issues FRAGORDs, as necessary, to address changes to the plan identified during reconnaissance efforts and the battalion combined arms rehearsal.

**Execute**

+ 5. The company executes occupation of an AO as follows:

+ a. The quartering party conducts tactical movement from the release point to the planned AO: (Refer to task 63-CO-4008, Perform Quartering Party Activities.)

(1) Conducts reconnaissance of the route.

(2) Moves to and occupies the AO.

(3) Establishes security.

(4) Improves and marks entrances, exits, and internal routes.

(5) Conducts CBRN reconnaissance and monitoring.

(6) Selects and marks the following locations and positions (within capabilities of unit.)

(a) Platoon sectors.

(b) Command post (CP).

(c) Company trains.

(d) Supply support activities.

(e) Field feeding site.

(f) Bulk fuel distribution point.

(g) Ammunition transfer holding point and/or ammunition holding area.

(7) Develops an overlay of the AO.

(8) Maintains security of the area until the company arrives.

(9) Establishes a linkup point and posts guides with local security to guide the company to its initial positions.

(10) Establish communications with company elements, higher headquarters, and adjacent units.

AO. b. Company elements conduct linkup with quartering party guides and conduct movement to the

(1) Following directions from guides and moving into marked positions.

(2) Orienting weapon systems to cover sectors of responsibility.

(3) Following proper cool-down procedures and shutting down engines simultaneously, if applicable.

+\* 6. The company commander initiates establishment of AO activities.

a. Reviews organization of the AO with quartering party personnel.

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- b. Assigns each element a sector within the perimeter to ensure mutual support and to cover all gaps by observation and direct fire.
- c. Designates direct fire responsibilities to each element.
- d. Directs element leaders to prepare sector sketches.
- e. Keeps higher HQ informed of the status of the operation.
  - (1) Reporting the company's arrival at the AO.
  - (2) Reporting completion of initial occupation of AO positions.
  - (3) Preparing and forwarding SITREPs to higher HQ throughout the operation, as necessary.

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- + 7. The company establishes and maintains local security under directions from the company commander.
  - a. Establishes patrols to prevent infiltration and to clear possible enemy observation posts (OP) within the assigned sector.
  - b. Designates OPs.
  - c. Ensures the OPs have secure communications with the company CP.
  - d. Camouflages equipment.
  - e. Enforces noise, light, and litter discipline.
  - f. Prepares primary fighting positions.

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- + 8. The company conducts the following based on the priorities of work the company commander establishes.
  - a. Positions/repositions key weapons systems, vehicles, and other assets to cover each sector of fire and observation.
  - b. Establishes secure lines of communications.
  - c. Ensures the company is tied in with adjacent units, if applicable.
  - d. Designates final protective fires and final protective lines.
  - e. Clears fields of fire.
  - f. Prepares range cards/sector sketches.
  - g. Constructs primary defensive positions according to the unit SOP, as directed.
  - h. Emplaces claymore mines and protective obstacles, as required.
  - i. Subordinate elements forward a sector sketch to the company commander and keep one for their use.
  - j. Establish field sanitation positions.

**Assess**

- +\* 9. The commander with company leaders assess operations to determine progress and make adjustments to operations by executing assessment activities:
  - a. Monitor indicators to observe conditions relevant to the current operation.
  - b. Evaluate indicators to judge progress toward desired conditions.
  - c. Directs adjustments to ensure that operations remain aligned with the higher commander's intent.
  - d. Receives updates on the location and status of all elements, to include attachments.

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Task Performance Summary Block										
Training Unit			ITERATION							
			1		2		3		4	
Date of Training per Iteration:										
Day or Night Training:			Day / Night		Day / Night		Day / Night		Day / Night	
			#	%	#	%	#	%	#	%
Total Leaders Authorized		% Leaders Present								
Total Soldiers Authorized		% Soldiers Present								
Total Number of Performance Measures		% Performance Measures 'GO'								
Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Live Fire, Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Total Number of Leader Performance Measures		% Leader Performance Measures 'GO'								
MOPP LEVEL										
Evaluated Rating per Iteration T, P, U										

**Mission(s) supported:** None

**MOPP 4:** Sometimes

**MOPP 4 Statement:** Some iterations of this task may be performed in Mission-Oriented Protective Posture (MOPP) Level 1-4 as directed by the commander and/or unit leaders. At MOPP 4, performance degradation factors increase mission completion time. Enforce compliance with commander's guidance and applicable unit SOPs when conducting operations in all stages of MOPP.

The chemical protective clothing ensemble and field protective mask restrict individual movement and activities, and increase the risk of hot and cold weather injuries. Wear appropriate MOPP gear only as command directed or when threat forces have used Chemical, Biological, Radiological, and Nuclear (CBRN) weapons.

During MOPP training, leaders must monitor unit personnel for hot and cold weather injuries. Command policies, applicable Army regulations, and applicable unit SOPs must be followed during times of increased heat category in order to avoid heat-related injuries. The commander should implement MOPP work/rest cycles and water replacement in accordance with established MOPP and safety procedures during training.

**NVG:** Sometimes

**NVG Statement:** Conduct risk management (RM) procedures prior to executing missions under NVG conditions. See TTP 5-19, Risk Management.

**Prerequisite Collective Task(s):** None

**Supporting Collective Task(s):**

Step Number	Task Number	Title	Proponent	Status
1.	71-CO-5100	Conduct Troop Leading Procedures	71 - Mission Command (Collective)	Approved
5.	63-CO-4008	Perform Quarters Party Activities	63 - Multifunctional Logistics (Collective)	Approved
5.	05-PLT-3003	Camouflage Equipment	05 - Engineers (Collective)	Approved
8.	63-PLT-4017	Establish Communications	63 - Multifunctional Logistics (Collective)	Approved

**OPFOR Task(s):** None

**Supporting Individual Task(s):**

Step Number	Task Number	Title	Proponent	Status
1.	113-620-2051	Operate AN/PRC-150 Radio Set	113 - Signal (Individual)	Approved
4.	551-COM-1221	Plan a Tactical Convoy	551 - Transportation (Individual)	Approved
7.	171-133-5017	Establish Local Security	171 - Armor (Individual)	Approved
8.	081-68W-0005	Enforce Field Sanitation Measures	081 - Medical (Individual)	Approved

**Supporting Drill(s):** None

**Supported AUTL/UJTL Task(s):**

Task ID	Title
ART 1.5	Occupy an Area
ART 1.5.3	Occupy and Establish a Battle or Defensive Position
ART 5.2.2.3	Occupy the New Command Post Location

**TADSS**

TADSS ID	Title	Product Type	Quantity
17-291	Close Combat Tactical Trainer (CCTT) Fixed Site Installation	DVC	1
71-27	Virtual Convoy Combat Trainer - Raydon (VCCT-R)	DVC	1

**Equipment (LIN)**

LIN	Nomenclature	Qty
No equipment specified		

**Material Items (NSN)**

NSN	LIN	Title	Qty
No materiel items specified			

**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 the current Environmental Considerations manual and the current GTA Environmental-related Risk Assessment card. It is the responsibility of all Soldiers and Department of the Army civilians to practice environmental stewardship. All operations conducted on Army installations must comply with federal, state, local, and host nation environmental requirements and applicable Army regulations. Army personnel will maintain compliance at all sites in the U.S. and abroad, which will in turn establish good relationships with environmental officials and local communities.

Environmental risk management consists of the following steps:

- a. Identify Hazards. Leaders identify environmental hazards during METT-TC analysis. An environmental hazard is a condition with the potential of polluting air, soil, or water, or damaging or destroying cultural and historical artifacts.
- b. Assess the Hazard. Leaders analyze potential severity of environmental degradation using the Environmental Risk Assessment. This assessment



implements a risk impact value, which is defined as an indicator of the severity of environmental degradation. This value is applied to an environmental risk assessment matrix and used to quantify environmental risk resulting from the operation as high, medium, or low.

c. Make Environmental Risk Decisions. Leaders make decisions and develop measures to reduce high environmental risks.

d. Brief Chain of Command. Leaders brief the chain of command, to include the installation environmental office, if applicable, on proposed plans and pertinent high-risk environmental matrices. Risk decisions are made at a level of command that corresponds to the degree of risk.

See GTA 05-08-002, Environmental-Related Risk Assessment, for detailed instructions.

Reference: ATP 3-34.5, Environmental Considerations.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with current Risk Management Doctrine. 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 current CBRN doctrine. Leaders must verify the structural soundness of all training and evaluation plans from a safety viewpoint. Leaders must conduct training at levels consistent with the abilities of the Soldiers being trained. They must instill an awareness of individual safety in all subordinate leaders and Soldiers. All Soldiers must constantly be alert for and avoid situations that may result in injury or death.

Be aware of the following:

a. At the training site, leaders must establish training safety overview procedures. Safety procedures should emphasize the adherence to standards, consideration of environmental factors (for example, wet bulb), risk assessment, and factors contributing to and aiding in the prevention of accidents. Responsible individuals must know how to balance the risks against the training requirements and monitor conditions for safety and health hazards (to eliminate or control them). Leaders must ensure the welfare of their Soldiers in all situations.

b. Leaders must establish a buddy system for safety measures. Soldiers should maintain a safety watch on each other, with emphasis on individual safety training, and first aid responsibilities. All unsafe conditions and unsafe acts must be recognized and reported. Soldiers must be alert to human error and know the capabilities and limitations of the equipment and vehicles they use. Following the proper safety procedures preserves troop strength by preventing personnel losses through accidents.