

# Training and Evaluation Outline Report

**Task Number:** 12-9-1221

**Task Title:** Manage Theater Rest and Recuperation (R&R) Activities

**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 Fort Jackson SC 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
	AR 215-1	Military Morale, Welfare, and Recreation Programs and Nonappropriated Funds	No	Yes
	ATP 1-0.2	Theater-Level Human Resources Support	Yes	No
	ATP 4-93	Sustainment Brigade	Yes	No
	ATP 4-94	THEATER SUSTAINMENT COMMAND	Yes	No
	FM 1-0	Human Resources Support <a href="http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_0.pdf">http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_0.pdf</a>	Yes	Yes

**Condition:** The Human Resources Sustainment Center (HRSC), Human Resources Company (HR CO), and Human Resources Platoon (HR PLT) are deployed and supporting elements within the deployed Theater Army (TA). AR 215-1 and FM 1-0 are on hand. The combatant commander directs the commencement of Rest and Recuperation (R&R). The Theater G1 coordinates for facilities and support. Theater personnel; military, DOD Civilians, and contractors, are proceeding to and returning from R&R areas. Communications between these echelons have been established. Requests for information and access to R&R areas are being received from supported units. Threat capabilities include information gathering, hostile force sympathizers, and terrorist activities in a Chemical, Biological, Radiological, Nuclear and high yield Explosives (CBRNE) environment. Some iterations of this task should be performed in MOPP 4.

**Standard:** Upon arrival of personnel, receive, account for, provide life support and transportation, and brief selected personnel for the R&R programs on R&R area rules of interaction, in accordance with (IAW) AR 215-1 and FM 1-0.

**Safety Risk:** Low

<b>Task Statements</b>
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**Cue:** None

## DANGER

Leaders have an inherent responsibility to conduct Composite Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

## WARNING

Composite Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All Soldiers have the responsibility to learn and understand the risks associated with this task.

## CAUTION

Identifying hazards and controlling risks across the full spectrum of Army functions, operations, and activities is the responsibility of all Soldiers.

**Remarks:** None

**Notes:** Managing risks is the responsibility of all leaders. Regardless of where the task is conducted, field or garrison, the identification of possible hazards for personnel and equipment is essential to mission accomplishment. Risk management activities are continuous and are performed simultaneously with other operational tasks. Once identified potential hazards must be eliminated or reduced to an acceptable level. Leaders must always consider the local constraints and restrictions for their current operating area.

## TASK STEPS

- \* 1. Human Resources Sustainment Center (HRSC) Reception, Staging, Onward Movement, and Integration (RSOI) Division Chief plans for the Rest and Recuperation (R&R) program
  - a. Receives program guidance from combatant commander/G1.
  - b. Determines resources and opportunities available within theater.
  - c. Determines resources and opportunities available outside of theater.
  - d. Recommends R&R programs to theater G1.
- \* 2. HRSC, RSOI Division Chief manages R&R program.
  - a. Establishes R&R allocations in accordance with theater G1 direction.
  - b. Coordinates use of facilities and transportation requirements with appropriate logistical elements.
  - c. Coordinates external R&R requirements with appropriate agencies (Air Force, Departure Airfield Control Group, Movement Control Team) .
  - d. Publishes theater R&R memorandum of instruction.
  - e. Provides human resources company/Personnel Accountability Team (PAT) with technical guidance.
  - f. Disseminates R&R allocations to supported units and supporting PAT.
  - g. Monitors unit participation in R&R program.
  - h. Provides technical guidance to PAT organizations and brigade level units.
  - i. Resolves problem areas, as required.
3. HR Company/HR Platoon conducts R&R activities.
  - a. Coordinates with HRSC RSOI Operations Division to determine R&R mission and resources.
  - b. Directs establishment of operations at designated areas.
  - c. Receives notice of R&R allocations.
  - d. Notifies PAT of personnel flow.
  - e. Coordinates movement of R&R personnel with assigned units, as needed.
  - f. Coordinates with supporting transportation elements and supply personnel for temporary storage of equipment for R&R personnel as established by local policy.
  - g. Reports incidents through appropriate channels.
  - h. Reports R&R allocation usage to HRSC, RSOI Division.



Step Number	Task Number	Title	Proponent	Status
	805C-420-6001	Review Personnel Readiness Data for Unit Status Report (USR)	805C - Adjutant General (Individual)	Approved
	805C-420-6007	Administer Personnel Information Management	805C - Adjutant General (Individual)	Approved
	805C-420-7001	Manage Personnel Accountability	805C - Adjutant General (Individual)	Approved
	805C-42A-1257	Prepare Personnel Accounting Reports	805C - Adjutant General (Individual)	Approved
	805C-42A-3008	Process Strength Reports	805C - Adjutant General (Individual)	Approved
	805C-42A-3030	Coordinate the Deployment Cycle Support (DCS) Program	805C - Adjutant General (Individual)	Approved
	805C-42A-3103	Conduct Personnel Accountability	805C - Adjutant General (Individual)	Approved
	805C-42A-4026	Validate Unit Status Reporting (USR)	805C - Adjutant General (Individual)	Approved
	805C-42B-6101	Coordinate Unit MWR Support	805C - Adjutant General (Individual)	Approved
	805C-42B-6102	Administer Personnel Readiness Management	805C - Adjutant General (Individual)	Approved
	805C-42B-7101	Administer Morale, Welfare, and Recreation (MWR) Program for Deployed Forces	805C - Adjutant General (Individual)	Approved
	805C-42B-7108	Establish Human Resources (HR) Mission Command Nodes	805C - Adjutant General (Individual)	Approved
	805C-42H-8102	Direct Deployed Personnel Accountability	805C - Adjutant General (Individual)	Approved
	805C-42H-8107	Implement Human Resources Planning and Operations Using MDMP	805C - Adjutant General (Individual)	Approved
	805C-LF4-3517	Check Mail Directory Operations	805C - Adjutant General (Individual)	Approved
	805C-LF5-1230	Conduct Postal Directory Functions	805C - Adjutant General (Individual)	Approved

**Supporting Drill Task(s):** None

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

Task ID	Title
ART 4.2.1	Provide Human Resources Support
ART 4.2.1.1.2	Conduct Personnel Accountability
ART 4.2.1.4	Conduct Human Resources Planning and Operations

**TADSS**

Step ID	TADSS ID	Title	Product Type	Quantity
No TADSS specified				

**Equipment (LIN)**

Step ID	LIN	Nomenclature	Qty
	70209N	Computer, Personal Workstation	1

**Material Items (NSN)**

Step ID	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. None

**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. Safety in performing tasks and within the work/task environment is everyone's responsibility. Supervisors and leaders must ensure a safe and healthful workplace by inspecting the area for hazards and promptly taking action as required to correct hazards. Leaders increase safety by ensuring that Soldiers and Army Civilians are trained and competent to perform their work safely, efficiently, and effectively. Counsel and take action as necessary with Soldiers or Army Civilians who fail to follow safety standards, rules and regulations, including the use of personal protective clothing and equipment, and seatbelts. Leaders should hold all personnel accountable for accidents and property damage, occurring in operations under their direct supervision and control. (See AR 385-10, The Army Safety Program).