

Training and Evaluation Outline Report

Status: Approved

27 Nov 2007

Effective Date: 14 Sep 2016

Task Number: 14-EAC-8017

Task Title: Conduct Audit Readiness Compliance Operations (Financial Management Support Unit (FMSU))

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, South Carolina 29207 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 11-2	Managers' Internal Control Program	Yes	No
	AR 11-37	ARMY FINANCE AND ACCOUNTING QUALITY ASSURANCE PROGRAM	Yes	Yes
	AR 11-7	Internal Review Program	Yes	No
	DFAS-IN REG 37-1	Finance and Accounting Policy Implementation.	Yes	No
	DOD 7000.14-R	Department of Defense Financial Management Regulations (DODFMR) (Volumes 1-15)	Yes	No
	FM 1-06	Financial Management Operations http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_06.pdf	Yes	No
	JTR	JOINT TRAVEL REGULATIONS UNIFORMED SERVICE MEMBERS AND DOD CIVILIAN EMPLOYEES Chapters 1-10 with dices (http://www.defensetravel.dod.mil/site/travelreg.cfm)	Yes	No

Conditions: The Sustainment Brigade has deployed in support of units engaged in Unified Land Operations and directed the FMSU to conduct audit readiness compliance operations. The FMSU has stationed its subordinate Financial Management Support Detachments (FMSD) throughout the unit's area of responsibility. Finance elements are providing the full range of financial support for Soldiers, Department of Defense (DOD) Civilians, local nationals and allied units, as appropriate. Funds are provided for local procurement contracts and commercial vending operations. Internal audit controls are implemented to ensure proper accounting of all funds and expenditures. The Financial Management Tactical Platform (FMTP) and other automated systems and software will be employed in support of operations, as applicable. Connectivity to the SIPRNET and NIPRNET have been established. The FMSU is conducting operations in a dynamic and complex operational environment (OE) against a hybrid threat. Local standing operating procedures (SOP), AR 11-37, AR 11-2, AR 11-7, DFAS-IN REG 37-1, DODFMR 7000.14-R, FM 1-06, and JTR are available. Conventional attacks by hostile aircraft and operations by ground elements are possible. 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.

Standards: All internal control procedures are in place and fully operational within 48 hours of the unit commencing financial operations or as the tactical situation allows in accordance with (IAW) local SOP and AR 11-37. Control procedures are used in accordance with the unit standing operating procedures, governing regulations, and command guidance. Reasonable assurance that obligations and costs are in compliance with applicable laws; funds, property, and other assets are safeguarded against waste, loss, unauthorized use, or misappropriation; revenues and expenditures are properly recorded and accounted for; and programs are efficiently and effectively carried out according to the applicable law and internal control policy. Based on FMSUs authorized strength, 85% of the FMSU leaders and 80% of Soldiers are present at training. The FMSU attains 90% on performance measures, 100% on critical performance measures, and 90% on leader performance measures achieving a T fully trained.

NOTE: Leaders are defined as Commander, FMSU and FM Inspector, Internal Control (IC) Section.

Live Fire Required: No

Objective Task Evaluation Criteria Matrix:

Plan and Prepare		Execute					Assess		
Operational Environment	Training Environment (L/W/C)	Training/Authorized	% of Leaders Present at	% of Soldiers Present at	External Eval	% Performance Measures 'GO'	% Critical Performance Measures 'GO'	% Leader Performance Measures 'GO'	Task Assessment
BDE & Above									
Dynamic and Complex (All OE Variables and Hybrid Threat)	IAW unit CATS statement:		>=85%	>=80%	Yes	>=90%	All	>=90%	T
			75-84%			80-89%		80-89%	T-
Dynamic and Complex (All OE Variables and Single Threat)		65-74%	75-79%	No	65-79%	<All	<=79%	P	
		60-64%	60-74%		51-64%			P-	
Dynamic and Complex (<All OE Variables and Single Threat)		<=59%	<=59%	<=50%	U				

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.

All required non Army Publishing Directorate (APD) financial specific references and technical manuals will be provided by the local Defense Finance and Accounting Services (DFAS).

Safety Risk: Low

Task Statements

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.

MOPP 4 Statement: See Safety Statement below.

NVG: Never

NVG Statement: None

Prerequisite Collective Task(s): None

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-2-5100	Conduct Troop Leading Procedures for Companies	71 - Combined Arms (Collective)	Approved

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	805A-36A-7021	Manage Internal Control Procedures	805A - Financial Management (Individual)	Approved
	805A-36B-3020	Perform Financial Management Review	805A - Financial Management (Individual)	Approved

Supporting Drill(s): None

Supported AUTL/UJTL Task(s):

Task ID	Title
ART 4.2.2.5	PROVIDE SUPPORT TO EXECUTE THE MANAGERS' INTERNAL CONTROL PROGRAMS

TADSS

TADSS ID	Title	Product Type	Quantity
No TADSS specified			

Equipment (LIN)

LIN	Nomenclature	Qty
70209N	Computer, Personal Workstation	1
70347N	FMTF Financial Management Tactical Platform	1

Materiel 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. 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).