

Summary Report for Individual Task
150-IPO-0007
Conduct an Information Operations Working Group
Status: Approved

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

Destruction Notice: None

Foreign Disclosure: FD5 - This product/publication has been reviewed by the product developers in coordination with the Fort Leavenworth, KS foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

Condition: Given a higher headquarters OPORD, OPLAN or FRAGO or a mission initiated by the Commander and planning guidance, representatives from each information-related capability and staff members (G-3 (S-3), G-2 (S-2), G-9 (S-9), G-4 (S-4), G-5 (S-5) G-6 (S-6), Public Affairs, Targeting Cell, Legal, Fires, STO, EW, Cyber, MILDEC, OPSEC, COMCAM, Counterintelligence, Multinational force and others as required), assessment plan, initial combined information overlay (CIO), Information operations synchronization matrix, Soldier and Leader Engagement plan, MISO products, initial targeting list and portfolios, running estimate and references. Some iterations of this task should be performed in MOPP 4.

Standard: Conduct the information operation working group to synchronize information-related capabilities in support of the units operation and produce refined IO synchronization matrix, assessment plan, Soldier and leader engagement plan, draft MISO products, targeting nominations and the combined information overlay.

Special Condition: Not all units have an information operations officer (Functional Area (FA) 30) assigned. Any member assigned the duties of information operations officer may use this task to conduct an Information Operations Working Group.

Safety Risk: Low

MOPP 4: Sometimes

Task Statements

Cue: Is a regularly scheduled working group within the unit's staff battle rhythm.

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Determine personnel required to participate in the IOWG.
 - a. Identify information-related capabilities representatives.
 - b. Identify key staff sections representatives that need to attend.
 - c. Identify subject matter experts (SME) critical to the support and synchronization of the information-related capabilities.
2. Prepare for an Information Operations Working Group (IOWG).
 - a. Create and distribute an agenda.
 - b. Notify all participants of time and place of the IOWG.
 - c. Coordinate with participants who have formal roles.
 - d. Publish a read ahead packet with input from participants.
 - e. Assign a recorder to take minutes for the working group.
3. Conduct the IOWG.
 - a. Discuss responsibilities or due-outs assigned from the previous working group.
 - b. Review calendars showing host-nation activities, Soldier and leader engagements, media events and the like.
 - (1) Synchronize IRC requirements in support of events if required.
 - (2) Develop information requirements in support of these events if any.
 - (3) Joint Visitors Bureau or a special staff representative provides a schedule of command group engagements over the next two weeks and highlights points of interest from past engagements.
 - (4) A cultural subject matter expert discusses the host-nation calendar to inform other participants of significant dates, holidays, upcoming events, and input on the impact of completed host-nation activities.
 - (5) The public affairs representative discusses upcoming media events, analysis of the media and any significant topics derived from completed events.
 - c. Identify shaping and sustaining information operations tasks in support of the commanders objectives.
 - (1) The G-2 (S-2) representative provides a brief intelligence update with information environment and information operations considerations.
 - (2) The G-3 (S-3) or G-5 (S-5) representative provides the operations or significant activities update that summarizes current operations, future operations and plans.
 - (3) Refine the information operations synchronization matrix, information operations tasks, assessment plan, Soldier and leader engagement plan, MISO products, targeting nominations and the combined information overlay.
 - (a) Refine or change desired effects, target audience, purpose for desired effects.

- (b) Refine or change IRC tasks to create the desired effect.
- (c) Refine measures of effectiveness (MOE) and indicators.
- (d) Refine or change measures of performance (MOP) and indicators.
- (e) Recommend information collection information requirements.

4. Update products from IOWG outcomes.

- a. Refine effects of information-related capabilities nested with the commander's intent.
- b. Update the IO synchronization matrix.
- c. Update messages and talking points.
- d. Update target nominations and targeting portfolios.
- e. Update combined information overlay (CIO).
- f. Asset, resource and task allocation update to plans and orders.
- g. Commander's Critical information requirements (CCIR) input.
- h. Information requirements (IR).
- i. (Optional) Requests to higher headquarters for additional resources and assets.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: The information operations working group's (IOWG) intent is to help information-related capabilities (IRC) personnel to synchronize their plan with other IRCs plans, mitigate redundancies and information fratricide, and forecast second- and third-order effects for the commander. It is a critical planning event integrated into the staff's battle rhythm and ensures that information, as an element of combat power and adds an operational advantage towards the unit's mission accomplishment.

Evaluation Preparation: Provide a staff setting where the individual can plan and call an IOWG. Provide him at a minimum the following products: initial assessment plan, initial combined information overlay (CIO), Information operations synchronization matrix, Soldier and Leader Engagement plan, draft MISO products, initial targeting list and portfolios, running estimate and references.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined personnel required to participate in the IOWG.			
a. Identified IRC representatives.			
b. Identified key staff representatives that need to attend.			
c. Identified Subject Matter Experts.			
2. Prepared for an Information Operations Working Group (IOWG).			
a. Created and distributed the IOWG Agenda.			
b. Notified all participants of time and place of the IOWG.			
c. Coordinated with participants who have formal roles.			
d. Published read ahead package with input from other participants.			
3. Conducted the IOWG.			
a. Discussed responsibilities and due-outs assigned from the previous working group.			
b. Reviewed calendars and synchronized IRC requirements and issued Information requests in support of future events.			
c. Identified shaping and sustaining information operations tasks in support of the commander's objectives.			
(1) Refined or changed desired effects, target audience and purpose for desired effects.			
(2) Refined or changed IRC tasks to create the desired effect.			
(3) Refined MOE, MOP and indicators.			
(4) Recommended intelligence collection information requirements.			
4. Updated products from the IOWG outcomes.			
a. Refined effects of information-related capabilities nested with the commander's intent.			
b. Updated the IO synchronization matrix.			
c. Refined messages and talking points.			
d. Refined target nominations and targeting portfolios.			
e. Updated the combined information overlay (CIO).			
f. Updated asset, resource, and task allocation to plans and orders.			
g. Recommended input to Commander's Critical Information Requirements (CCIR).			
h. Submitted Information/Intelligence Requirements.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ADRP 3-0	Unified Land Operations	No	No
	FM 3-13	Inform and Influence Activities	No	No
	FM 3-60	the Targeting Process	No	No
	FM 6-0	COMMANDER AND STAFF ORGANIZATION AND OPERATIONS	No	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 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
Information Operations Individual Critical Task List	Officer	AOC: 30A