

Summary Report for Individual Task  
805K-79R-7605  
Develop a Future Soldier Training Program (FSTP)  
Status: Approved

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**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 Jackson, SC 29207 foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

**Condition:** Your center has Future Soldiers (FS) pending accession. You have access to Medical Operational Data System (MODS) and Recruiter Management Zone (RMZ) and all applicable references. This task should not be trained in MOPP 4.

**Standard:** Contact Future Soldiers, within 72 hours of board selection and at least every thirty days until departure to BOLC (RA) or receipt of orders (AR), to schedule commissioning ceremony (if required) and review Future Soldiers responsibilities (IAW USAREC Regulation 601-37, paragraph 11-2.a.).

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Never

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

<b>DANGER</b>
None

<b>WARNING</b>
None

<b>CAUTION</b>
None

**Remarks:** None

**Notes:** All required references can be accessed at the following link:<https://sites.google.com/a/goarmy.com/publications-library/home>

## Performance Steps

1. Identify the Future Soldiers in the area of operations.
  - a. Health Professions Scholarship Program in Medical Operational Data System (MODS).
  - b. New accessions awaiting orders in Direct Commissions and Accessions (DCA).
  - c. Scrub MODS and DCA to determine newly arrived FS from other RSIDs.
    - (1) Assign a recruiter and transfer DCA record to them.
    - (2) Complete UF 991.
    - (3) Make contact and welcome/in-process them into Center FS Program.
  - d. Transfer all FS attending out of area schools.
    - (1) Make contact with gaining RSID and inform them of incoming FS.
    - (2) Initiate UF 991.
    - (3) All Scholarship students will have their hard-copy packets sent to the gaining RSID.
    - (4) DCA Records will be transferred to gaining RSIDs.
2. Contact Future Soldiers.
  - a. Ensure Future Soldiers are properly enrolled in appropriate systems in Medical Operational Data System, Army Knowledge Online and all modules are completed at FutureSoldiers.com.
  - b. Conduct and annotate quarterly FSTP events on USAREC Form 496. All Future Soldiers may not be able to attend each event, however maximum participation is highly encouraged. Contact FS's monthly.
    - (1) DD Form 2977 (Deliberate Risk Assessment Worksheet) on every event and maintain for one year.
    - (2) Events include referral generating, training, teambuilding, professional development, etc.
    - (3) Events where funds will be needed require submittal of USAREC Form 1115 (Future Soldier Training Function Request and After Action Report) and USAREC Form 1116 (Future Soldier Training Function Attendance List).
  - c. Ensure FS know the Army Physical Fitness Training (APFT) requirements and the standard for height and weight in accordance with Army Regulation 600-9. Conduct height and weight measurements biannually and within 30 days of Basic Officer Leadership Course (BOLC) departure.
  - d. Have FS complete UF 992 prior to completion of any Army Physical Readiness Training or being administered the APFT.
  - e. Update Direct Commissions and Accessions (DCA) with contact history and FS training status.
    - (1) Sexual Harassment and Assault Response Program (SHARP) training Date and Location.
    - (2) APFT, height/weight.

(3) BOLC brief.

(4) Initial brief.

f. Track FS ship potential by labeling them green, amber or red on the future Soldier screen in DCA.

(1) Red will prevent the FS from entering active duty.

(2) Amber is an issue that will need to be addressed which could hinder the FS from entering active duty.

(3) Green is ready to enter active duty status.

g. Complete BOLC brief and checklist within 30 days of travel date.

(1) Explain DEERS enrollment.

(2) Explain household goods shipment procedure.

h. Ensure professional school graduates are commissioned and complete leave forms.

i. Escort new accessions to obtain ID card, uniforms, and first drill no later than 10 days after orders have been received.

j. Identify potential declines.

k. Annotate contacts with FS in contact history. Every face-to-face contact will be annotated with the appropriate USAREC buddy system comment as to which qualified person was present during the event.

l. Conduct SHARP training IAW current guidance and annotate record of completion on USAREC Form 1196 and upload into DCA.

(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 scores NO GO, show the Soldier what was done wrong and how to do it correctly.

**Evaluation Preparation:** This task may be evaluated by using the evaluation guide and/or administering the performance test Evaluation Guide. If the task is performed on the job, use the materials listed in the CONDITIONS statement above. This task can be evaluated by using the evaluation guide.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Identified the Future Soldiers in the area of operations.			
a. Health Professions Scholarship Program in Medical Operational Data System (MODS).			
b. New accessions awaiting orders in Direct Commissions and Accessions (DCA).			
c. Scrubbed MODS and DCA to determine newly arrived FS from other RSIDs.			
(1) Assigned a recruiter and transfer DCA record to recruiter of credit.			
(2) Completed UF 991.			
(3) Made contact and welcomed/in-processed them into Center FSTP.			
d. Transferred all FS attending out of area schools.			
(1) Made contact with gaining RSID and inform them of incoming FS.			
(2) Initiated UF 991.			
(3) Sent all scholarship students' hard-copy packets to the gaining RSID.			
(4) Transferred all DCA Records to gaining RSIDs.			
2. Contacted Future Soldiers.			
a. Ensured Future Soldiers were properly enrolled in appropriate systems in Medical Operational Data System, Army Knowledge Online and all modules were completed at FutureSoldiers.com.			
b. Conducted and annotated quarterly FSTP events on USAREC Form 496. All Future Soldiers may not be able to attend each event, however maximum participation is highly encouraged.			
(1) DD Form 2977 (Deliberate Risk Assessment Worksheet) on every event and maintain for one year.			
(2) Events included referral generating, training, teambuilding, professional development, etc.			
(3) Funds were requested using USAREC Form 1115 (Future Soldier Training Function Request and After Action Report) and USAREC Form 1116 (Future Soldier Training Function Attendance List).			
c. Ensured FS knew the Army Physical Fitness Training (APFT) requirements and the standard for height and weight in accordance with Army Regulation 600-9. Conduct height and weight measurements biannually and within 30 days of Basic Officer Leadership Course (BOLC) departure.			
d. Had FS complete UF 992 prior to completion of any Army Physical Readiness Training or being administered the APFT.			
e. Updated Direct Commissions and Accessions (DCA) with contact history and FS training status.			
(1) Sexual Harassment and Assault Response Program (SHARP) training.			
(2) APFT, height/weight.			
(3) BOLC brief.			
(4) Initial brief.			
f. Tracked FS ship potential by labeling them green, amber or red on the future Soldier screen in DCA.			
(1) Red will prevent the FS from entering active duty.			
(2) Amber is an issue that will need to be addressed which could hinder the FS from entering active duty.			
(3) Green is ready to enter active duty.			
g. Completed BOLC brief and checklist within 30 days of travel date.			
(1) Explained DEERS enrollment.			
(2) Explained household goods shipment procedure.			
h. Ensured professional school graduates are commissioned and complete leave forms.			
i. Escorted new accessions to obtain ID card, uniforms, and first drill if applicable IAW USAREC Message 13-081, Buddy System, para 7.			
j. Identified potential declines.			
k. Annotated all contacts in DCA and ensured compliance with USAREC buddy system.			

I. Conducted SHARP training IAW current guidance and annotate record of completion on USAREC Form 1196 and upload into DCA.			
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**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	USAREC MANUAL 3-0	Recruiting Operations	Yes	Yes
	USAREC MANUAL 3-01	The Recruiter Handbook	Yes	No
	USAREC Manual 3-30	Recruiting Company Operations V1	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 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. "Everyone is responsible for safety. A thorough risk assessment must be completed prior to every mission or operation."

- Prerequisite Individual Tasks :** None
- Supporting Individual Tasks :** None
- Supported Individual Tasks :** None
- Supported Collective Tasks :** None