

Report Date: 21 Feb 2014

**Summary Report for Individual Task
805A-36A-7023
Develop Financial Management (FM) Planning and Operations
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: You are assigned as the Financial Management Support Unit (FMSU) Executive Officer. Your unit is scheduled to deploy in support of full spectrum operations. You have access to FM 1-06 (Financial Management Operations), FM 5-19 (Composite Risk Management), and ADP 5-0 (The Operations Process). This task should not be trained in MOPP.

Standard: Develop FM planning and operations in sequential order without error.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: All required references and technical manuals will be provided by the local Command.

Performance Steps

1. Receive plans, orders, or guidance from higher headquarters.
 - a. Disseminate initial FM planning information and planning considerations.
 - b. Conduct composite risk management (CRM) in all phases of planning.
2. Formulate FM planning considerations.
 - a. Analyze commander's intent to determine FM requirements.
 - b. Determine data and voice communication requirements and resources.
 - (1) Coordinate with battalion S-6 to address anticipated communications shortfalls.
 - (2) Consider Non-Classified Internet Protocol Router (NIPR) and Secret Internet Protocol Router (SIPR) requirements for automated FM systems to support daily operations.
 - c. Determine necessary Command and Control (C2) nodes to track key personnel and main body movements throughout theater.
 - d. List unit, location, and functional area support provided by supporting unit (include all that apply).
 - (1) Determine Area of support.
 - (2) Determine cash holding authority.
 - (3) Determine available support from higher headquarters.
 - (4) Determine Financial Management Support Team (FMST) support.
 - (5) Determine Vendor support.
 - (6) Determine Army and Air Force Exchange System (AAFES) support.
 - e. Determine reporting requirements.
 - (1) Determine reporting requirements for Battalion and Brigade.
 - (2) Determine reporting requirements for Financial Management Center.
 - f. Determine FM support requirements.
 - (1) Develop and maintain the area population estimate(s).
 - (2) Identify FM support constraints.
 - (3) Identify key facts and assumptions impacting FM operations.
 - (4) Formulate the concept of FM support in line with the concept of operation and the commander's intent.
 - (5) Determine FM resources required to support the operation.

(6) Identify specified and implied tasks.

(7) Evaluate organization of the headquarters section to ensure staff support is available during every phase of the operation.

(8) Determine automations requirements and resources throughout every phase of the operation.

g. Coordinate FM planning activities with other staff sections and higher headquarters.

h. Identify and develop training for FM battle drills, i.e., continuity of operations, cash counts, inspections, etc.

i. Coordinate for necessary Deployment Cycle Support tasks for all phases of the deployment.

3. Develop FM support plan for the sustainment of operations.

a. Assess battalion SOP.

b. Prepare estimates for personnel replacements.

c. Plan for rear detachment operations.

d. Revise FM planning guidance as necessary.

e. Review FM plan to ensure it supports the commander's intent.

f. Ensure CRM is included in FM support plan.

4. Apply FM support plan to the battalion's approved deployment course of action (COA).

a. Refine the status of all FM resources in theater.

b. List all critical FM events.

c. Identify FM support shortfalls.

d. Refine FM support plan.

5. Consider redeployment operations.

a. Develop plan for Relief in Place and Transfer of Authority FM considerations.

b. Coordinate with servicing post office to mail documents to Federal Records Center Warehouse.

c. Develop policy for end of tour awards processing.

d. Complete evaluations on personnel attached for deployment.

6. Produce FM planning products.

a. Develop detailed FM support plans.

b. Provide input to Sustainment Annex of the Operations Order (OPORD).

(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 fails any performance measure, show what was done wrong and how to perform it correctly.

Evaluation Preparation: This task can be evaluated by use of the performance measures as listed. This method of evaluation is appropriate if the Soldier performs the task on the job. Allow the Soldier to practice until the Soldier feels qualified and prepared for the evaluation. Then have the Soldier perform the task using the materials listed in the CONDITIONS statement above. Score the Soldier "PASS" or "FAIL" as determined by the performance.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Received plans, orders, or guidance from higher headquarters.			
2. Formulated FM planning considerations.			
3. Developed FM support plan for the sustainment of operations.			
4. Applied FM support plan to the battalion's approved deployment COA.			
5. Considered redeployment operations.			
6. Produced FM planning products.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	FM 1-06	Financial Management Operations	No	No
	FM 5-0	(Superseded 17 May 2012 by ADP 5-0) THE OPERATIONS PROCESS	No	No
	FM 5-19	COMPOSITE RISK MANAGEMENT	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 FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET 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 :

Task Number	Title	Proponent	Status
805A-36A-8006	Manage Theater Banking Operations	805A - Financial Management (Individual)	Approved
805A-36A-8005	Implement e-Commerce Activities	805A - Financial Management (Individual)	Reviewed
805A-36A-8003	Implement FM Planning and Operations	805A - Financial Management (Individual)	Approved

805A-36A-7022	Establish Army e-Commerce Systems	805A - Financial Management (Individual)	Approved
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Supported Collective Tasks : None