

Training and Evaluation Outline Report

Status: Approved

21 Dec 2022

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Task Number: 71-JNT-5590

Task Title: Develop a Joint Mission Essential Task List (JMETL)

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 Leavenworth, KS, 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	Source Information
	(DO NOT USE SUPEREDED) JP 3-33	Joint Task Force Headquarters	Yes	No	
	CJCSM 3500.03E	Joint Training Manual for the Armed Forces of the United States	Yes	Yes	
	JP 3-0	Joint Campaigns and Operations	Yes	No	
	JP 5-0	Joint Planning	Yes	No	
	UNIT SOP	Unit / Unit's Standard Operating Procedure SOP	Yes	No	

Conditions: The joint task force (JTF) [see Note 2 below] receives a prepare-to-deploy order (PTDO) or other order from higher headquarters that establishes it as a JTF headquarters (JTF HQ) that will develop a joint mission essential task list (JMETL), or the joint force commander (JFC) determines the JTF must develop a JMETL as part of a larger operation. Hybrid threat(s) contest the joint forces objectives throughout the physical domains (land, maritime, air, and space), the information environment (IE) [which includes cyberspace], and the electromagnetic operational environment (EMOE). All eight operational variables of PMESII- PT are present and dynamic. The order from higher headquarters includes all applicable overlays and or graphics, area of operation (AO) boundaries, control measures and criteria for subsequent tactical actions. The command has communications with subordinate units, adjacent units, and higher headquarters. The commander has organized the four components of the command and control (C2) system to support decision making, facilitate communication, and conduct operations.

Note 1: The conditions statement for this task reflects the training conditions required for the evaluated unit to receive a trained (T) rating. However, a unit can only receive a T rating if the task is executed under these conditions during an external evaluation.

Note 2: While this task uses "joint task force," it is intended for use by Army general officer-commanded headquarters designated to perform a number of roles, including combined joint task force (CJTf), multinational force (MNF), joint force land component command (JFLCC), combined joint force land component command (CJFLCC), combined task force (CTF), or similar missions involving joint and/or MNFs under the operational or tactical control of the command.

Note 3: References necessary for the JTF to conduct operations could include the following, based on the specific joint role the commander is fulfilling:

- Combatant command (CCMD) campaign plan.
- Department of State (DOS) country plans.
- Host nation (HN) internal defense and development (IDAD) plans.
- Country team plans for supporting the IDAD.
- Guidance for the employment of force (GEF).
- Theater strategy.
- CCMD theater campaign plan.
- CCMD theater security cooperation plan.
- Combatant command policies, procedures, and orders.
- Standing rules for the use of force (SRUF).
- Rules of engagement (ROE) for this operation.
- The combatant command component campaign support plans (e.g., the theater army campaign support plan).

Note 4: Conduct the task using mission partner network (MPN) for foreign-partner information-sharing, or conduct the operation as if foreign partners are on the network, realistically portraying an environment where the Army will likely conduct operations in a combined theater. Produce orders and other staff products on the SECRET//RELEASABLE (S//REL) network while retaining non-releasable or not releasable to foreign nationals (NOFORN) information on the secret internet protocol router network (SIPRNET). Deployed units regularly operate mission-specific multinational information

networks, and the Army will soon migrate most operations and training to the Releasable-Training Environment (R-TE).

Note 5: The JTF may execute some iterations of this task with a multinational component to the force. Exercise planners should coordinate for a multinational partner to participate in the exercise as a component of the multinational task force or should resource training support to role play and replicate a multinational force in simulation. When the unit is executing this task in a scenario without a multinational component, evaluators should rate steps in this task that only apply to multinational operations scenarios as N/A.

Environment: Some iterations of this task should be performed with degraded C2 networks, degraded conditions in the electromagnetic spectrum, and/or with a degraded, denied, and disrupted space operations environment (D3SOE). This task should not be trained in MOPP 4.

Standards: The JFC, with input from the staff, develops a JMETL to ensure provided forces attain and maintain the desired readiness to support CCMD mission requirements. Develop a JMETL is accomplished in accordance with (IAW) CJCSM 3500.03E, the Army Ethic, established timelines, the commander's intent, orders from higher headquarters, and standard operating procedures (SOPs).

The Objective Task Evaluation Criteria Matrix (below) is the Army's standard evaluation criteria used by commanders to objectively assess their unit's collective task training conducted during collective training events. Task assessment is determined by the environment, percentages of leaders and Soldiers present at training, task performance, and external task evaluation. For example, in order to receive a fully trained (T) rating, a unit must perform this task incorporating the identified training environment; with 75% of unit leaders and 80% of Soldiers present for training; attaining 80% on performance measures, 100% on critical performance measures, and 85% on leader performance measures; and with an external evaluation. Failure to meet any one of these criteria will result in a lower than (T).

Note: Leader is defined as the joint force commander (JFC); deputy commander(s); chief of staff (COS); command senior enlisted leader (CSEL); J-1; J-2; J-3; J-4; J-5; J-6; J-9; chief of current operations; current operations senior noncommissioned officer; chief of fires; air liaison officer (ALO); chemical, biological, radiological, and nuclear (CBRN) officer; engineer; staff judge advocate (SJA); chief of protection; information operations (IO) officer; the command teams of subordinate commands; and other leaders on the JMD that the JFC deems essential to developing a JMETL.

Live Fire: No

Objective Task Evaluation Criteria Matrix:

Plan and Prepare		Execute					Evaluate		
Operational Environment	Training Environment (L/V/C)	% Leaders present at training/authorized	% Present at training/authorized	External evaluation	Performance measures	Critical performance measures	Leader performance measures	Evaluator's observed task proficiency rating	Commander's assessment
BDE & Above									
Dynamic and Complex (All OE Variables and Hybrid Threat)	Night	>=75%	>=80%	Yes	>=80% GO	All	>=85% GO	T	T
Dynamic and Complex (All OE Variables and Single Threat)	Day	60-74%	60-79%	No	65-79% GO	<All	75-84% GO	P	P
Dynamic and Complex (<All OE Variables and Single Threat)		<=59%	<=59%		<65% GO		<=74% GO	U	U

Remarks: For questions, concerns, or comments, please contact usarmy.leavenworth.tradoc.list.mission-command-coe-dot-ted@army.mil.

Notes: None

Safety Risk: Low

Task Statements

Cue: The JTF receives a PTDO or other order from higher headquarters that establishes it as a JTF HQ that will develop a JMETL, or the JFC determines the JTF must develop a JMETL as part of a larger operation.

DANGER

Leaders have an inherent responsibility to conduct risk management to ensure the safety of all Soldiers and promote mission accomplishment.

WARNING

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.

Performance Steps and Measures

NOTE: Assess task proficiency using the task evaluation criteria matrix.

NOTE: Asterisks (*) indicate leader steps; plus signs (+) indicate critical steps.

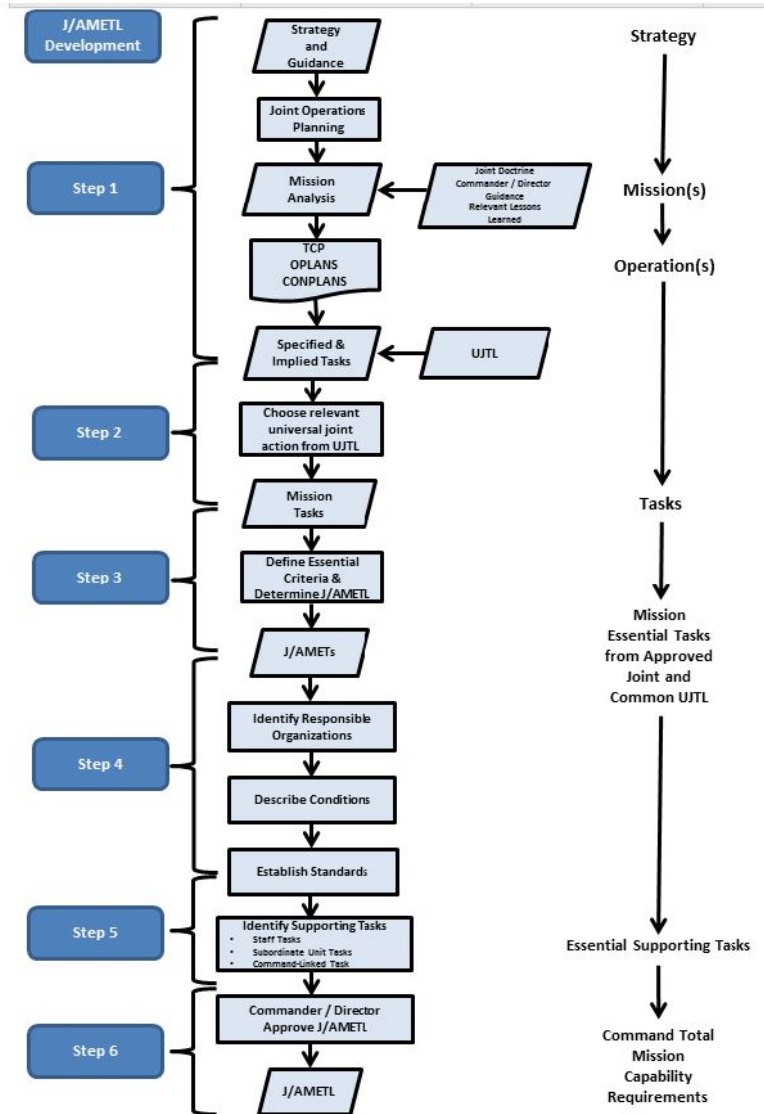
STEP/MEASURE

+* 1. The joint force commander (JFC) fulfills command responsibilities for developing a joint mission essential task list (JMETL).

- Provides planning guidance to the staff.
- Communicates commander's intent to the staff.
- Defines/approves "essentiality criteria" (see step two below).

+* 2. The JFC leads the staff through the six step JMETL development process.

GO	NO-GO	N/A



CJCSM 3500.03E Figure 8
JMETL Development Process

+ a. Step 1: Conduct mission analysis. The J-3, supported by plans staff, conducts mission analysis to:

- Identify specified and implied tasks.
- Develop a mission statement that includes the "who, what, where, when (task parameters) and why" (task purpose).

Note: The mission statement should frame a clear, concise statement of the mission objectives to be accomplished and the purpose to be achieved and should provide planning guidance for the staff and subordinate commanders.

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+ b. Step 2. Select mission tasks from the universal joint task list (UJTL). The J-3 selects mission tasks from the UJTL containing specified and implied task actions to document required capabilities and identify resources in the Defense Readiness Reporting System-Strategic (DRRS-S). This step ends with development of a mission task list.

Note: Universal joint tasks (UJT) are customized for the mission essential task list (METL) through the application of standards and conditions. If relevant tasks cannot be found in the UJTL, the staff can develop a candidate or urgent UJTL task and submit it for approval following procedures established in CJCSM 3500.03e.

+ c. Step 3. Determine essential tasks from mission tasks. The J-3 determines which tasks are essential by applying the commander/director approved definition of essentiality for each mission. This definition is then applied to each mission task identified during mission analysis.

Note: Once the commander approves the essentiality criteria, it is applied to the mission tasks and the essential tasks are identified for each mission. The commander must determine the "essential standard" in deciding and identifying which tasks are essential (i.e., determine if the task must meet all criteria or a percentage of the criteria). Collectively, those tasks identified as mission essential to accomplishment of the command's missions become the command's JMETL.

+* d. Step 4: Identify organizations/conditions/standards. The JFC (or J-3) identifies offices of primary responsibility (OPR) for each MET on the JMETL, which will develop the following for assigned tasks:

- Task performance.
- Conditions effecting performance.
- Standards that will constitute successful mission accomplishment.
- Supporting collective tasks.

Note: Once determined for all assigned missions, the list of joint mission essential tasks (JMETs) with organization, conditions, and standards, plus supporting tasks, constitutes a command's JMETL.

+ e. Step 5. Identify staff task, subordinate unit task, and command-linked task linkages. The J-3 determines which subordinate joint forces, service components, or other supporting commanders, both external and internal to the command, support accomplishing JMETs to link task relationships with the commands.

Note: See CJCSI 3500.03E, pages C9-C10, for definitions of staff task, subordinate unit task, and command-linked task.

+* f. Step 6. Commander/director approves JMETL. The JFC approves the JMETL consisting of the collective METs with conditions, standards, responsible organizations, and supporting tasks, required for the organization to successfully execute its assigned mission.

- The J-3 enters JMETs into the Defense Readiness Reporting System (DRRS).
- The command JMETL is published and available in DRRS once JMETs are entered.

+* 3. The JFC, with support of the staff, reviews the JMETL as the situation changes or annually to determine currency.

* 4. The commander and staff assess operations to determine progress and make adjustments to operations by executing assessment activities.

Note: There is no single way to conduct an assessment. Every mission and operational environment (OE) has its own challenges, and every commander assimilates information differently, making every assessment plan unique. The following steps can help develop an assessment plan.

* a. Monitor indicators to observe conditions relevant to the current operation.

* b. Evaluate indicators to judge progress toward desired conditions.

* c. Staff and subordinate commanders identify variances and recommend corrective actions specific to assigned tasks.

* 5. The JFC and staff adapt the 6-step assessment process to the current operation to answer six general questions:

- How has the OE changed?
- Where are we?
- Why do we think the change happened?
- Is the current plan still suitable to achieve the objectives?
- Do changes in the OE impose additional risk or provide additional opportunities?
- What do we need to do?

a. Step 1: Develop the assessment approach during planning by identifying specific information needed to monitor and analyze conditions associated with attaining the operation's end state, achieving objectives, and accomplishing tasks.

b. Step 2: Develop the assessment plan to monitor and collect necessary information and intelligence to inform decision making.

c. Step 3: Collect relevant information through routine procedures and reporting, such as maintaining running estimates, through directed information collection, and through recognition of exceptional information.

d. Step 4: Analyze information and intelligence to identify positive or negative movement toward achieving objectives or attaining end state conditions, identify the causes for the changes, and to generate recommendations.

e. Step 5: Communicate feedback and recommendations to the commander.

* f. Step 6: The JFC directs changes to operations according to visualization and recommendations to improve operations or take advantage of opportunities.

6. The staff, led by the COS, implements changes directed by the JFC by issuing orders and coordinating with all unified action partners (UAPs).

Note: When time permits following the operation, the commander leads an after action review (AAR) to learn from the experience and improve future operations. Unit SOPs should be updated as applicable.

Task Performance Summary Block										
Training Unit			ITERATION							
			1		2		3		4	
Date of Training per Iteration:										
Day or Night Training:			Day / Night		Day / Night		Day / Night		Day / Night	
			#	%	#	%	#	%	#	%
Total Leaders Authorized		% Leaders Present								
Total Soldiers Authorized		% Soldiers Present								
Total Number of Performance Measures		% Performance Measures 'GO'								
Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Live Fire, Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Total Number of Leader Performance Measures		% Leader Performance Measures 'GO'								
MOPP LEVEL										
Evaluated Rating per Iteration T, P, U										

Missions(s) supported:

Mission ID	Mission Title	Frequency	Recommended Interval
ESTABLISH A JTF HQ	Establish a Joint Task Force Headquarters	0	Not Selected

MOPP 4: Never

MOPP 4 Statement: None

NVG: Never

NVG Statement: None

Prerequisite Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-JNT-5570	Conduct Joint Force Staff Operations	71 - Mission Command (Collective)	Approved

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
1.	71-JNT-5440	Control Joint Operations	71 - Mission Command (Collective)	Approved
2.	71-JNT-5102	Conduct Joint Planning Process	71 - Mission Command (Collective)	Approved
4.	71-JNT-5129	Assess the Operational Situation	71 - Mission Command (Collective)	Approved

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	150-LDR-5004	Communicate the Commander's Intent	150 - Mission Command (Individual)	Approved
	150-LDR-5009	Issue Commander's Guidance	150 - Mission Command (Individual)	Approved
	150-LDR-5013	Organize the Staff for Operations	150 - Mission Command (Individual)	Approved
	150-LDR-5321	Establish Planning Guidance	150 - Mission Command (Individual)	Approved

Supporting Drill(s): None

Supported AUTL/UJTL Task(s):

Task ID	Title
ST 7.1.7	Develop a Joint Mission-Essential Task List (JMETL)
OP 5.5.7	Conduct Joint Force Staff Operations

TADSS

TADSS ID	Title	Product Type	Quantity
71-20	Common Hardware Platform (CHP)	DVC	1
20-101	Joint Land Component Constructive Training Capability - Multi-Resolution Federation - Standard Configuration	DVC	1

Equipment (LIN)

LIN	Nomenclature	Qty
No equipment specified		

Material 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. Refer to GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with current Risk Management Doctrine. 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 current CBRN doctrine. Refer to GTA 05-08-012 INDIVIDUAL SAFETY CARD.