

Summary Report for Individual Task
031-503-3003
Manage Unit Level Maintenance Program
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 MSCoE, Fort Leonard Wood, Missouri foreign disclosure authority.

This product is releasable to students from all requesting foreign countries without restrictions.

Condition: Given communications systems TMs listed in DA Pam 25-30, TMDE listed in appropriate TMs, DA Pam 710-2-1, and DA Pam 738-750. This task should not be trained in MOPP.

Standard: Scheduled and performed PMCS, properly completed all maintenance forms, and initiated all required corrective actions or reports.

Special Condition: None

Safety Risk: Low

MOPP 4:

Task Statements

Cue: None

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Determine maintenance requirements.
 - a. Determine equipment requiring preventive maintenance (PM).
 - b. Determine frequency of required PM.
 - c. Determine tools, TMDE, and materials necessary to perform PM.
 - d. Determine level of PM to perform.
 - e. Determine personnel available to perform PM.
2. Schedule PM.
 - a. Coordinate with training officer/NCO.
 - b. Coordinate with higher headquarters.
 - c. Coordinate with applicable section for technical assistance when needed.
 - d. Prepare DD Form 314.
3. Specify duties and responsibilities for personnel performing PM.
4. Establish SOP.
 - a. Establish SOP for ordering repair parts.
 - b. Establish SOP for ordering supplies.
 - c. Establish SOP for use of tools and TMDE.
 - d. Establish SOP for performance of PM.
5. Observe/assist/train personnel in performing PM.
 - a. Ensure correct procedures are followed.
 - b. Ensure correct level of PM is performed.
 - c. Assist personnel during PMCS.
 - d. Train personnel in conducting PM.
6. Evaluate PM performed.
 - a. Check maintenance forms. (Refer to DA Pam 738-750.)
 - b. Check prescribed load list (PLL) usage. (Refer to DA Pam 710-2-1.)

c. Check equipment logbook for accuracy.

d. Check readiness report.

7. Initiate/evaluate corrective actions/PM update.

(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: Provide the Soldier with all material and equipment listed in the condition statement.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined maintenance requirements.			
2. Scheduled PM.			
3. Specified duties and responsibilities for personnel performing PM.			
4. Established SOP.			
5. Observed/assisted/trained personnel in performing PM.			
6. Evaluated PM performed.			
7. Initiated/evaluated corrective actions/PM update.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	PAM 25-30	Consolidated Index of Army Publications and Blank Forms	No	No
	PAM 710-2-1	USING UNIT SUPPLY SYSTEM (MANUAL PROCEDURES)	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
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74A, Officer-Captains Career Course-Version 14.0	Officer	AOC: 74A, Rank: CPT
74A, CBRN Officer BOLC - Version 13	Officer	AOC: 74A, Rank: 1LT