Training and Evaluation Outline Report

Status: Approved
11 Jun 2024
Effective Date: 11 Jun 2024

Task Number: 14-CTR-8050

Task Title: Establish Finance Systems (AFMC)

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 Sustainment 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
	AR 25-1	INFORMATION MANAGEMENT ARMY INFORMATION TECHNOLOGY	Yes	Yes	
	AR 380-5	Army Information Security Program	Yes	No	
	DOD 7000.14-R VOL 1	Department of Defense Financial Management Regulation Volume 1:General Financial Management Information, Systems, and Requirements	Yes	No	
	FM 1-06	Financial Management Operations http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_06.pdf	Yes	No	

Conditions: The Army Financial Management Center (AFMC) has been notified to support Large Scale Combat Operations (LSCO). The TSC directs the AFMC to plan and execute finance support for United States (U.S.), allied, and coalition forces and other authorized personnel and agencies. Selected team and personnel will deploy. Operation Plans (OPLANs) and Orders (OPORDs) for supported command are received. A tentative deployment window is established. All equipment and required references to plan financial management support for theater operations are on hand and operational. Connectivity to both Non-Classified Internet Protocol Router Network (NIPRNET) and SECRET Internet Protocol Router Network (SIPRNET) has been established. The unit has established alternative methods of communication in the event that access to systems is denied, degraded, and/or disrupted. All required references and regulations are available. The unit is conducting operations in a dynamic and complex Operational Environment (OE) against a peer threat. Threat capabilities include space and cyberspace operations that degrade sustainment information system capabilities as well as employment of conventional, special operations, guerrilla, and insurgent forces to interdict friendly air, land, and maritime operations in a Chemical, Biological, Radiological, Nuclear and high yield Explosives (CBRNE) environment. This task should not be trained in MOPP 4.

Standards: Establish required finance systems ensures that all data is uploaded and downloaded with 100 percent accuracy IAW AR 25-1 and AR 380-5. Access to finance systems equipment is restricted to authorized personnel. Finance systems security practices, policies, and procedures are established and applied.

To obtain a "T" rating, based on the units authorized strength, 75% of the leaders and 80% of Soldiers are present at the training. The unit attains 80% on performance measures, 100% on critical performance measures, and 85% on leader performance measures.

NOTE: Leaders are defined as Director, AFMC and Data Operations Warrant Officer.

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	At the discretion of the Commander.	>=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: None

Notes: Managing risks is the responsibility of all leaders. Regardless of where the task is conducted, field or garrison, the identification of possible hazards for personnel and equipment is essential to mission accomplishment. Risk management activities are continuous and are performed simultaneously with other operational tasks. Once identified potential hazards must be eliminated or reduced to an acceptable level. Leaders must always consider the local constrains and restrictions for their current operating area.

Safety Risk: Low

Task Statements

Cue: The TSC directs the AFMC team to plan and execute finance support for United States, alied, and coalition forces and other authorized personnel and agencies.

<div style="background:black;color:white;">

DANGER

Leaders have an inherent responsibility to conduct Composite Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

</div>

WARNING

Composite 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	GO	NO-GO	N/A

Plan

+* 1. Director, AFMC directs the establishment of automated finance operations.

    a. Approves concept of operations.

    b. Determines actions to be conducted in theater or retrograded to Defense Finance and Accounting Service (DFAS) to support finance systems' access and auditability goals.

    c. Coordinates approval of theater finance automation policy and plans.

+* 2. Data Operations Warrant Officer plans for Finance Information Systems support.

    a. Develops plan to provide Finance elements with network access.

    b. Schedules plan to identify specific systems, software, and timelines for employment within theater.

    c. Develops plan to provide installation of software and hardware updates to all FM systems and to the Financial Management Training Database (FMTDB), an integrated Finance systems training platform encompassing Deployable Disbursing System (DDS), Centralized Account Processing System (CAPS), International Treasury Services (ITS.gov), Over-the-Counter Network (OTC-net), and Eagle Cash Card/Stored Value Card (ECC/SVC).

+* 3. Finance Systems Teams conduct initial planning activities.

    a. Verify that all communications equipment is operational and updated.

    b. Determine requirements for network access within theater.

Prepare

+* 4. Data Operations Warrant Officer prepares for financial automation operations.

    a. Provides supports to finance elements with finance systems access as needed.

    b. Identifies specific systems, software and timelines for employment within theater.

    (1) Identifies components and capabilities of the Basic and Expanded Financial Management Tactical Platform (FMTP) using the Combat Service Support Automated Information Systems Interface (CAISI) and Very Small Aperture Terminal (VSAT).

    (2) Verifies the functionality of all components in FMTP using CAISI/VSAT.

    (3) Provides guidance to Finance Battalions (FIBNs) and Finance Companies (FICOs) on employment of FMTP using CAISI/VSAT.

    c. Develops and recommends policies and procedures for automated systems and data processing within area of operations.

    d. Provides FIBNs and FICOs with approved policies and procedures for finance information systems.

    e. Provides installation of software and hardware updates to all finance information systems.

    f. Provides installation of software and hardware updates to the FMTP.

    g. Supervises security and access controls for finance information equipment hardware, software, and data.

    h. Establishes policies and procedures for continuity of operations plans (COOP).

    i. Trains finance information system personnel, as required.

    j. Administers internal data processing operations.

Execute

  5. Finance Systems Section processes financial data.

    a. Receives data from higher headquarters and finance elements within the theater.

    b. Applies Confidentiality, Integrity, and Availability (CIA) triad to all information.

    c. Verifies accuracy of data uploaded and downloaded.

    d. Applies finance information system security policies and procedures.

    e. Implements COOP procedures.

+ 6. Finance System Section provides finance information systems and communications support.

    a. Manages staff responsibility for information and communications operations.

    b. Issues initial passwords and access level to new users in the AFMC.

    c. Ensures that all new users meet requirements for CAC-enabled access.

    d. Provides primary liaison with supporting communications element.

    e. Ensures that COOP components are maintained for finance information systems.

    f. Ensures system integrity against viruses.

    g. Conducts security and operational inspections of finance information systems.

    h. Coordinates information technology access for internal and external systems (e.g., U.S. Treasury).

    i. Coordinates with G6 for required communications (bandwidth) for both classified and unclassified systems access, and systems maintenance.

j. Coordinates required support for the integration of Enterprise Resource Planning systems (ERPs) and legacy systems to perform finance operations.

k. Provides technical support and guidance to FIBNs and FICOs for operations of all finance information systems.

Assess

* 7. Data Operations Warrant Officer provides advice to the Director, AFMC and FIOC on finance information systems support within the theater.

a. Briefs Director on finance information systems operations within theater.

b. Reports network irregularities.

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								

Mission(s) supported: None

MOPP 4: Never

MOPP 4 Statement: None

NVG: Never

NVG Statement: None

Prerequisite Collective Task(s): None

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
1.	71-BDE-5100	Conduct the Operations Process for Command and Control (C2)	71 - Mission Command (Collective)	Approved
4.	11-CW-7386	Operate a Very Small Aperture Terminal (VSAT) Communications System	11 - Signal (Collective)	Approved
4.	11-CW-8014	Provide Signal Support to Military Operations	11 - Signal (Collective)	Approved
5.	11-CW-7270	Perform Network Operations (NETOPS) For Communications Networks And Systems [Strat Bde/Bn/Co]	11 - Signal (Collective)	Approved
6.	11-CW-8014	Provide Signal Support to Military Operations	11 - Signal (Collective)	Approved
7.	71-BDE-5100	Conduct the Operations Process for Command and Control (C2)	71 - Mission Command (Collective)	Approved

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
4.	113-25A-2000	Plan Signal Sustainment Activities in Preparation for a Mission	113 - Signal (Individual)	Approved
6.	113-25B-3104	Maintain a Database	113 - Signal (Individual)	Approved
6.	113-25B-1103	Perform User Account Management	113 - Signal (Individual)	Approved

Supporting Drill(s): None

Supported AUTL/UJTL Task(s):

Task ID	Title
ART 4.2.2	Provide Financial Management Support

TADSS

TADSS ID	Title	Product Type	Quantity
No TADSS specified			

Equipment (LIN)

LIN	Nomenclature	Qty
70209N	Computer, Personal Workstation	1

Materiel 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. It is the responsibility of all Soldiers and Department of the Army Civilians to protect the environment from damage.

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. Safety in performing tasks and within the work/task environment is everyone's responsibility. Supervisors and leaders must ensure a safe and healthful workplace by inspecting the area for hazards and promptly taking action as required to correct hazards. Leaders increase

safety by ensuring that Soldiers and Army Civilians are trained and competent to perform their work safely, efficiently, and effectively. Counsel and take action as necessary with Soldiers or Army Civilians who fail to follow safety standards, rules and regulations, including the use of personal protective clothing and equipment, and seatbelts. Leaders should hold all personnel accountable for accidents and property damage, occurring in operations under their direct supervision and control. (See AR 385-10, The Army Safety Program).