

Training and Evaluation Outline Report

Status: Approved

20 Jun 2012

Effective Date: 14 Sep 2016

Task Number: 14-EAC-8008

Task Title: Provide Military Pay Support (Financial Management Support Unit (FMSU))

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 Jackson, South Carolina 29207 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
	DFAS-IN REG 37-1	Finance and Accounting Policy Implementation.	Yes	No
	DOD 7000.14-R	Department of Defense Financial Management Regulations (DODFMR) (Volumes 1-15)	Yes	Yes
	FM 1-06	Financial Management Operations http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm1_06.pdf	Yes	No

Conditions: The Sustainment Brigade has deployed in support of units engaged in Unified Land Operations and directed the FMSU to provide military pay support. The FMSU has stationed its subordinate Financial Management Support Detachments (FMSPD) throughout the unit's area of responsibility. FMSUs and FMSPDs provide support on an area basis to all United States (U.S.) units on military pay administrative documents processing, pay inquiries, and any other military personnel pay related issues. The Financial Management Tactical Platform (FMTP), Deployable Disbursing System (DDS), and other automated systems and software, as applicable, will be employed in support of operations. Connectivity to the SIPRNET and NIPRNET have been established. The FMSU is conducting operations in a dynamic and complex operational environment (OE) against a hybrid threat. DFAS-IN REG 37-1, DODFMR 7000.14-R and FM 1-06 are available. Conventional attacks by hostile aircraft and operations by ground elements are possible. All tactical standing operating procedures, TSOPs, and necessary support agreements with coalition forces are available. Threat capabilities include information gathering, hostile force sympathizers, and terrorist activities in a Chemical, Biological, Radiological, Nuclear and high yield Explosives (CBRNE) environment. Some iterations of this task should be performed in MOPP 4.

Standards: Military pay is provided in accordance with (IAW) DFAS-IN REG 37-1, DODFMR 7000.14-R, FM 1-06, and command directives. A military pay service section is in place. All administrative pay documents and pay inquiries are processed, logged and maintained with 100 percent accountability IAW DODFMR 7000.14-R and FM 1-06. Based on FMSUs authorized strength, 85% of the FMSU leaders and 80% of Soldiers are present at training. The FMSU attains 90% on performance measures, 100% on critical performance measures, and 90% on leader performance measures achieving a T fully trained.

NOTE: Leader is defined as Commander.

Live Fire Required: No

Objective Task Evaluation Criteria Matrix:

Plan and Prepare		Execute						Assess	
Operational Environment	Training Environment (L/V/C)	Training/Authorized	% of Leaders Present at	% of Soldiers Present at	External Eval	% Performance Measures 'GO'	% Critical Performance Measures 'GO'	% Leader Performance Measures 'GO'	Task Assessment
BDE & Above									
Dynamic and Complex (All OE Variables and Hybrid Threat)	IAW unit CATS statement.	>=85%	>=80%	Yes	>=90%	All	>=90%	T	
		75-84%			80-89%		80-89%	T-	
Dynamic and Complex (All OE Variables and Single Threat)		65-74%	75-79%	No	65-79%	<All		P	
		60-64%	60-74%		51-64%		<=79%	P-	
Dynamic and Complex (<All OE Variables and Single Threat)		<=59%	<=59%		<=50%			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 constraints and restrictions for their current operating area.

All required non Army Publishing Directorate (APD) financial specific references and technical manuals will be provided by the local Defense Finance and Accounting Services (DFAS).

Safety Risk: Low

Task Statements

Cue: None

DANGER

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

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.

Prerequisite Collective Task(s): None

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-2-5100	Conduct Troop Leading Procedures for Companies	71 - Combined Arms (Collective)	Approved

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	805A-36B-1002	Research Finance Regulations	805A - Financial Management (Individual)	Approved
	805A-36B-1003	Determine Entitlement to Allowances	805A - Financial Management (Individual)	Approved
	805A-36B-1019	Determine Entitlement to Allowances for Reserve Soldiers	805A - Financial Management (Individual)	Approved
	805A-36B-1209	Research Master Military Pay Account (MMPA)	805A - Financial Management (Individual)	Approved
	805A-36B-3520	Certify Accounts Payable Vouchers	805A - Financial Management (Individual)	Approved
	805A-36B-4001	Conduct Central Funding	805A - Financial Management (Individual)	Approved
	805A-44C-3477	Prepare Transition Payments	805A - Financial Management (Individual)	Approved
	921-UPA-1101	Prepare Army Reserve Unit Pay Administrator Additional Duty Appointment Memorandums	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1102	Adjust Army Reserve Active Duty Pay	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1103	Determine a Pay Entry Basic Date (PEBD)	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1105	Determine Entitlement to Special and/or Incentive Pay for AR Soldiers	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1106	Determine Entitlement to Pay and Allowances for Reserve Soldiers on Active Duty	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1107	Determine Travel Entitlements	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1108	Reconcile the Unit Commander's Pay Management Report (UCPMR)	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1111	Maintain Unit Pay Files	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1112	Process Indebtedness Transaction	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1113	Verify UH022-2405 Master Military Pay Account (MMPA) History Report	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1116	Process USAR Form 26-R, Transmittal	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1117	Process an AR Request for Orders (RFO) in RLAS	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1118	Process an AR Automated 1-29 Day RLAS Order for Payment	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1119	Process AR Mobilization (MOB) Pay	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1120	Process DA Form 5960 in RLAS	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1121	Process Incentives	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1122	Process Individual IDT Pay	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1123	Process Manual Payment of Active Duty Orders	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1124	Process Miscellaneous Pay Actions	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1125	Process Unit AT Pay	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1126	Process Unit IDT Pay	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1127	Reconcile the Personnel/Pay Mismatch Report	921 - 83rd, United States Army Reserve Readiness Training Center	Approved
	921-UPA-1128	Resolve Pay Inquiry	921 - 83rd, United States Army Reserve Readiness Training Center	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
70347N	FMTP Financial Management Tactical Platform	1
70209N	Computer, Personal Workstation	1

Material Items (NSN)

NSN	LIN	Title	Qty
No material 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. None

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. 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).