

Training and Evaluation Outline Report

Status: Approved

10 Oct 2007

Effective Date: 08 May 2024

Task Number: 14-CO-8004

Task Title: Conduct Commercial Vendor Pay Operations (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	Source Information
	(DO NOT USE SUPERSEDED) DOD 7000.14-R	Department of Defense Financial Management (vol 1-16)	Yes	Yes	
	DFAS-IN MANUAL 37-100-16	Financial Management: The Army Management Structure for Fiscal Year 2016	Yes	No	
	DFAS-IN REG 37-1	Finance and Accounting Policy Implementation.	Yes	No	
	FAR	Federal Acquisition Regulation	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 Sustainment Brigade has deployed in support of units engaged in Unified Land Operations and directed the FMSU to conduct commercial vendor pay operations. The FMSU has stationed its subordinate Financial Management Support Detachments (FMSD) throughout the unit's area of responsibility. Requests for support of commercial vendor pay services are being received from theater elements. 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. The Financial Management Tactical Platform (FMTP), Deployable Disbursing System (DDS), Computerized Accounts Payable System (CAPS), General Fund Enterprise Business Systems (GFEBS), and/or other appropriate automated systems and software will be used to make, track, and control commercial transactions, as available, in accordance with (IAW) the Unit Standing Operating Procedures (SOPs), DODFMR 7000.14-R, Federal Acquisition Regulation (FAR), and FM 1-06. Conventional attacks by hostile aircraft and operations by ground elements are possible. 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: All commercial vendor pay transactions are captured and input into GFEBS with 100 percent accuracy IAW SOPs, DODFMR 7000.14-R, FAR, and FM 1-06. Based on FMSUs authorized strength, 75% of the FMSU leaders and 80% of Soldiers in the commercial vendor services section are present at training. The FMSU attains 80% on performance measures, 100% on critical performance measures, and 85% on leader performance measures to achieve a T rating.

NOTE: Leader is defined as Chief Commercial Vendor Services (CVS) Section.

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
CO & BN									
Dynamic and Complex (4+ OE Variables and Hybrid Threat)	IAW unit CATS statement.	>=75%	>=80%	Yes	>=80% GO	All	>=85% GO	T	T
Dynamic (Single Threat)		60-74%	60-79%	No	65-79% GO		75-84% GO	P	P
Static (Single Threat)		<=59%	<=59%		<65% GO	<All	<=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 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.

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: Sometimes

MOPP 4 Statement: See Safety Statement below.

NVG: Sometimes

NVG Statement: None

Prerequisite Collective Task(s): None

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	14-CO-8002	Perform Disbursing Operations (FMSU)	14 - Finance (Collective)	Approved

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	805A-36A-6128	Perform Commercial Vendor Pay Operations	805A - Finance and Comptroller	Approved
	805A-36B-1016	Prepare a Commercial Vendor Services Voucher for Payment	805A - Finance and Comptroller	Approved
	805A-36B-3024	Certify Commercial Vendor Services (CVS) Vouchers	805A - Finance and Comptroller	Approved

Supporting Drill(s): None

Supported AUTL/UJTL Task(s):

Task ID	Title
ART 4.2.2.2.2	Provide Procurement 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. None

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).