

## ART 4.2.4.7 Provide Religious Management and Administration Support

Manage and administer chaplaincy personnel, facilities, equipment, materiel, funds, and logistics.

NO.	Scale	Measure
01	Yes/No	Unit ministry team understood chaplain life cycle.
02	Yes/No	Unit ministry team updated table of organization and equipment and Table of Distribution and Allowances requirements.
03	Yes/No	Unit ministry team developed quarterly training guidance for the command training guidance.
04	Yes/No	Unit ministry team maintained hand receipts for all facilities and equipment.
05	Yes/No	Unit ministry team planned for resupply and distribution of essential ecclesiastical supplies.
06	Time	To spend on personnel management.
07	Time	To spend on internal management and administrative activities.

### Supporting Collective Tasks:

Task No.	Title	Proponent	Echelon