

Summary Report for Individual Task
805K-79R-4200
Implement a Center Recruiting Operations Plan (SORB)
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 Fort Knox, KY foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

Condition: You have received, or anticipate receiving a SORB recruiting mission and have access to: USAREC Manuals 3-0, 3-31, School Zone, BI Zone, and Leader Zone.

Standard: Implement a Recruiting Operations Plan using the four-step process, IAW USAREC Manual 3-31, para 1-28 thru 1-45.

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. Conduct a running estimates analysis on the Recruiting center considering the variables of PMEII-PT both internal and external. (See UM 3-31 Para 1-19).

- a. Facts.
- b. Assumptions.
- c. Specific/implied tasks.
- d. Risks/initial risk mitigation.
- e. Assets available.
- f. Planning factors.
- g. Policy.
- h. Infrastructure.
- i. Physical Environment.
- j. Time.

2. Evaluate the Recruiting Center eight recruiting functions by conducting a Recruiting Functions Analysis (RFA). (See UM 3-0, 1-7).

- a. Mission Command.
- b. Intelligence.
- c. Prospecting.
- d. Interviewing.
- e. Processing.
- f. Training and Leader Development.
- g. Sustaining Operations.

3. Construct the Recruiting Operations Plan (ROP).

a. Formulate the ROP using the data derived from:

- (1) Analysis.
- (2) Assigned Mission.
- (3) Commander's Intent.

b. Review the Running Estimates and RFA separately and compare results to ensure they match.

c. Combine the analysis data and information obtained from the Running Estimates/RFA to form the basis of the ROP.

d. Incorporate the recruiting company's synchronization matrix to capture all available assets.

e. Ensure the ROP identifies and clearly states who, what, when, where and how the plan is to be executed.

Note: Ensure the ROP is flexible and adjustments are easily made.

f. Ensure the ROP meets the Company Commander's intent and is nested into the Company ROP.

g. Forward to the recruiting Company commander for approval.

h. Distribute approved ROP within the recruiting center.

(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: This task may be evaluated by using the evaluation guide and/or administering the performance test Evaluation Guide. If the task is performed on the job, use the materials listed in the CONDITIONS statement above. This task can be evaluated by using the evaluation guide.

PERFORMANCE MEASURES	GO	NO-GO	N/A
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c. Specific/implied tasks.			
d. Risks/initial risk mitigation.			
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h. Distributed approved ROP within the recruiting center.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ADRP 6-22 (Change 1, 10 Sep 2012)	Army Leadership	Yes	No
	USAREC MANUAL 3-0	Recruiting Operations	Yes	Yes
	USAREC MANUAL 3-01	The Recruiter Handbook	Yes	No
	USAREC MANUAL 3-31	Recruiting Center Operations	Yes	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