

Summary Report for Individual Task
921-UMP-0001
Identify Mobilization Key References, Positions and their Functions
Status: Approved

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: You are the Mobilization Planner, with a personal computer (PC) and Forces Command (FORSCOM) Mobilization and Deployment Planning System (FORMDEPS). This task should not be trained in MOPP.

Standard: Communicate mobilization key positions and their functions IAW Forces Command (FORSCOM) Mobilization and Deployment Planning System (FORMDEPS) as it pertains to your mobilization duties.

Special Condition: None

Special Standards: None

Special Equipment:

Safety Level: Low

MOPP: Never

Task Statements

Cue: You were directed by your unit Commander to perform duties of the Unit Mobilization Planner.

DANGER

None

WARNING

None

CAUTION

None

Remarks:

Notes: None

Performance Steps

1. Review Forces Command (FORSCOM) Mobilization and Deployment Planning System (FORMDEPS) to determine how it applies to the Mobilization Planner include:

- a. 500-3-1 FORSCOM Mobilization Plan
- b. 500-3-2 FORSCOM Deployment Guide
- c. 500-3-3 Reserve Component Unit Commanders Handbook
Note: 500-3-3 is the primary reference for the Unit Mobilization Planner.
- d. 500-3-4 Installation Commanders Handbook
- e. 500-3-5 FORSCOM Demobilization plan

2. Give a brief overview of the primary key positions with their responsibilities to include:

- a. Personnel: personnel, medical records, Unit Manning Roster (UMR) and maintenance.
- b. Intelligence: security clearance, antiterrorism, Subversion and Espionage Directed Against the Army (SAEDA)
- c. Plans and Operations: Army Training Requirements and Resources System (ATRRS), Warning order's (WARNO's), Operation order's (OPORD's), Fragmentary order's (FRAGO's)
- d. Logistics and Supply: Unit equipment, property book, subsistence, Kentucky Logistics Operation Center (KYLOC)
- e. Additional duty assignments: i.e. Unit Movement Officer (UMO), Unit Prevention Leaders (UPL), Security Manager.

3. List primary sources documents to include:

- a. Unit Manning Roster (UMR).
- b. FORMDEPS
- c. Standard Operating Procedures (SOP's)
- d. Property Book
- e. Modified Table of Organization and Equipment (MTOE)
- f. Assumption of Command Orders
- g. DA Form 2406 Material Condition Status Report (Electronic Copy)

(Asterisks indicates a leader performance step.)

Evaluation Preparation: SETUP: Provide the student with the equipment and/or materials described in the conditions statement.

Brief the student: Tell the student what is expected by reviewing the task standards. Stress to the student the importance of observing all cautions and warnings to avoid injury to personnel and, if applicable, damage to equipment.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Reviewed FORMDEPS to determine how it applies to the Mobilization Planner FORMDEPS include:			
a. 500-3-1 FORSCOM Mobilization Plan			
b. 500-3-2 FORSCOM Deployment Guide			
c. 500-3-3 Reserve Component Unit Commanders Handbook			
d. 500-3-4 Installation Commanders Handbook			
e. 500-3-5 FORSCOM Demobilization plan			
2. Gave a brief overview of the primary key positions with their responsibilities to include:			
a. Personnel: personnel and medical records. UMR maintenance.			
b. Intelligence: security clearance, antiterrorism, Subversion and Espionage Directed Against the Army (SAEDA).			
c. Plans and Operations: Army Training Requirements and Resources System (ATRRS), WARNO's, OPORD's, FRAGO's			
d. Logistics and Supply: Unit equipment, property book, subsistence, Kentucky Logistics Operations Center (KYLOC).			
e. Additional duty assignments: i.e. Unit Movement Officer (UMO), Unit Prevention Leader (UPL), Security Manager.			
3. Listed primary source documents to include:			
a. Unit Manning Roster (UMR).			
b. FORMDEPS			
c. SOP's			
d. Property Book			
e. Modified Table of Organization and Equipment (MTOE)			
f. Assumption of Command Orders			
g. DA Form 2406 Material Condition Status Report (Electronic Copy)			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	DA FORM 2406	MATERIEL CONDITION STATUS REPORT	No	No
	FORSCOM REG 500-3-1	FORSCOM Mobilization Plan	Yes	No
	FORSCOM REG 500-3-2	Deployment Guide	Yes	No
	FORSCOM REG 500-3-3	Reserve Component Unit Commander's Handbook (Form DEPS)	Yes	No
	FORSCOM REG 500-3-4	The Installation Commanders Handbook	Yes	No
	FORSCOM REG 500-3-5	Demobilization Plan	Yes	No
	UNIT SOP	Unit / Unit's Standing Operating Procedure SOP	No	No

Environment: Leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of assessing; mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC).

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET 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, NBC Protection, FM 3-11.5, CBRN Decontamination. A thorough risk assessment will be completed prior to every course. The course manager will perform a risk assessment in accordance with FM 5-19, Composite Risk Management. The course Manager will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET 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).

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks :

Task Number	Title	Proponent	Status
55-1-9006	Coordinate Movement of Battalion Headquarters and Subordinate Units	55 - Transportation (Collective)	Approved

ICTL Data :

ICTL Title	Personnel Type	MOS Data
Unit Mobilization Planner	Any	LIC: ZZ