

# Training and Evaluation Outline Report

**Status: Approved**

**30 Sep 2021**

**Effective Date: 23 Feb 2022**

**Task Number:** 12-BDE-0011

**Task Title:** Maintain Unit Strength (S1)

**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, SC SSI 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
	AR 220-1	Army Unit Status Reporting and Force Registration - Consolidated Policies	Yes	No	
	AR 600-8-6	Personnel Accounting and Strength Reporting	Yes	No	
	AR 638-8	ARMY CASUALTY PROGRAM	Yes	No	AR-600-8-1
	ATP 1-0.1	G-1/AG and S-1 Operations	Yes	Yes	
	FM 1-0	Human Resources Support	Yes	No	

**Conditions:** The unit (BDE) is deployed to an operational theater conducting unified land operations in support of Large Scale Combat Operations across multiple domains. Casualties are occurring and may continue to occur while deployed. Replacement personnel are assigned and are expected to continue to arrive as required. As the theater matures, unit personnel may participate in rest and recuperation (R&R) programs outside the unit area. As the operational environment stabilizes, unit personnel may also be allowed to take emergency and ordinary leaves and be eligible for reassignment to other operational areas. Replacement actions are conducted during lulls in combat operations. Communications links with subordinate elements and higher headquarters are operational. Standard operating procedures (SOPs) are present. The unit is conducting operations in a dynamic and complex operational environment (OE) against a peer threat. Threat capabilities include space and cyberspace operations that degrade sustainment information system capabilities as well as employment of conventional, special operations, guerilla, and insurgent forces to interdict friendly air, land, and maritime operations in a chemical, biological, radiological, nuclear and high yield explosive (CBRNE) environment. Some iterations of this task should be performed in MOPP 4.

**Standards:** Maintain Unit Strength IAW ATP 1-0.1; account for all assigned, attached, or augmentee personnel, which includes Soldiers, service members from other services, Department of Defense (DOD) Civilians and contractors; integrate newly assigned personnel into appropriate unit elements within 72 hours of arrival or as permitted by the tactical situation; keepmanning/battle rosters current and accurate; submit casualty reports within established timeliness of event or as permitted by the tactical situation; submit consolidated personnel status reports to higher headquarters daily or as required by the SOP.

To obtain a "T" rating, based on the BDE S1 Personnel Readiness Teams authorized strength, 75% of the units leaders and 80% of Soldiers are present at the training. The unit attains 80% on performance measures, 100% on critical performance measures, and 85% on leader performance measures.

**NOTE:** Leaders are defined as S1, Strength Manager and HR NCO.

**Live Fire:** No

**Objective Task Evaluation Criteria Matrix:**

Plan and Prepare		Execute						Assess		
Operational Environment	Training Environment (L/V/C)	Leaders Present at Training/Required	Present at Training/Required	External Eval	Performance Measures	Critical Performance Measures	Leader Performance Measures	Evaluator's Observed Task Proficiency Rating	Commander's Assessment	
BDE & Above										
Dynamic and Complex (All OE Variables and Hybrid Threat)	At the discretion of the Commander.		≥75%	≥80%	Yes	≥80%	≥85%	All	T	T
									T-	T-
									P	P
									P-	P-
Dynamic and Complex (All OE Variables and Single Threat)	Day	60-74%	60-79%	No	65-79%	75-84%	<All	P	P	
P-								P-		
Dynamic and Complex (<All OE Variables and Single Threat)		≤59%	≤59%		≤64%	≤74%		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.

**Safety Risk:** Low

<b>Task Statements</b>
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**Cue:** The unit (BDE) is deployed to an operational theater conducting unified land operations in support of Large Scale Combat Operations across multiple domains. Casualties are occurring and may continue to occur while deployed.

## **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, T-, P, P-, U										

**Missions(s) supported:**

Mission ID	Mission Title	Frequency	Recommended Interval
MP-04	HHC / HHD Operations	1	Annually

**MOPP 4:** Sometimes

**MOPP 4 Statement:** See Safety Statement below.

**NVG:** Never

**NVG Statement:** None

**Prerequisite Collective Task(s):** None

**Supporting Collective Task(s):**

Step Number	Task Number	Title	Proponent	Status
	71-BDE-5100	Conduct the Operations Process for Command and Control (C2)	71 - Mission Command (Collective)	Approved
6.	12-BDE-0037	Conduct Strength Reporting (S1)	12 - Adjutant General (Collective)	Approved
10.	12-BDE-0037	Conduct Strength Reporting (S1)	12 - Adjutant General (Collective)	Approved

**OPFOR Task(s):** None

**Supporting Individual Task(s):**

Step Number	Task Number	Title	Proponent	Status
2.	805C-420-6001	Review Personnel Readiness Data for Unit Status Report	805C - Adjutant General (Individual)	Approved
3.	805C-42B-7104	Evaluate Personnel Strength Data	805C - Adjutant General (Individual)	Approved
3.	805C-42B-6105	Prepare Personnel Readiness Data for USR	805C - Adjutant General (Individual)	Approved
6.	805C-42A-2001	Conduct a Personnel Asset Inventory	805C - Adjutant General (Individual)	Approved
6.	805C-42A-3103	Conduct Personnel Accountability in the System of Record	805C - Adjutant General (Individual)	Approved
6.	805C-42A-3231	Employ the Deployed Theater Accountability System	805C - Adjutant General (Individual)	Approved
6.	805C-42B-6108	Implement Casualty Information Reporting	805C - Adjutant General (Individual)	Approved
6.	805C-42A-1257	Prepare a Strength Accounting Report	805C - Adjutant General (Individual)	Approved
6.	805C-42B-7104	Evaluate Personnel Strength Data	805C - Adjutant General (Individual)	Approved
12.	805C-42A-1257	Prepare a Strength Accounting Report	805C - Adjutant General (Individual)	Approved

**Supporting Drill(s):** None

**Supported AUTL/UJTL Task(s):**

Task ID	Title
ART 4.2.1.1.3	Conduct Strength Reporting

**TADSS**

TADSS ID	Title	Product Type	Quantity
No TADSS specified			

**Equipment (LIN)**

LIN	Nomenclature	Qty
70209N	Computer, Personal Workstation	4

**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. It is the responsibility of all Soldiers and Department of the Army civilians to protect the environment from damage.

**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 insure 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).

