

Report Date: 30 Apr 2012

**Summary Report for Individual Task
150-718-5121
Participate in Course of Action Approval
Status: Approved**

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Condition: The command received a new mission and is conducting the military decision making process. The staff continues to update their running estimates; participated in mission analysis, developed courses of action, and course of action analysis. The staff has received the commanders approved restated mission, intent, and planning guidance, initial critical information requirements, and essential elements of friendly information. The staff officer is participating in the course of action approval process. Communications are established with subordinate and adjacent units, and higher headquarters. Command and control information systems are operational and passing information in accordance with tactical standing operating procedures. Some iterations of this task should be performed in MOPP.

Standard: During the course of action approval step, the staff officer in conjunction with the rest of the staff assist in recommending a COA for approval to assist the commander in selecting a course of action. The staff officer provided information based on the sections running estimate and functional consideration during preparation of the course of action decision briefing. Once the commander selects the course of action the staff officer records the commander's guidance and includes it in the plan or order. Note: Task steps and performance measures may not apply to every unit or echelon. Prior to evaluation, coordination should be made between evaluator and the evaluated units' higher headquarters to determine the task steps and performance measures that may be omitted.

Special Condition: None

Special Standards: None

Special Equipment: None

MOPP: Sometimes

Task Statements

Cue: None

DANGER
None

WARNING
None

CAUTION
None

Remarks: None

Notes: Note: The term "staff officer" refers to any individual member of a staff section (Officer, Warrant Officer, or Noncommissioned Officer) that is responsible for conducting the task action or generating the product required by the task in the absence of the principal staff officer.

Performance Steps

1. Upon conclusion of the analysis and comparison step of the military decision making process (MDMP), the staff officer assists the operations section in recommending a course of action (COA) for the commanders decision.
2. The staff officer assist the plans section with developing the COA decision briefing:
 - a. A COA for the commanders decision.
 - b. The intent of the higher and next higher commander.
 - c. The status of the unit and its components.
 - d. Current intelligence preparation of the battlefield (IPB).
 - e. The COAs considered:
 - (1) Assumptions used.
 - (2) Results of staff running estimates.
 - (3) Summary of COA analysis (wargaming) for each COA to include critical events, modifications to any COA, and wargame results.
 - (4) Advantages and disadvantages (including risk) of each COA. (Discussed in terms of numerical or subjective analysis through a decision matrix).
 - f. A decision matrix or table that compares the COAs.
 - g. The commanders approved restated mission.
3. Obtain the commanders decision on a COA.
4. The staff officer receives and reviews the commander's final planning guidance that includes:
 - a. Refine the commander's intent (If necessary).
 - b. Updated commander's critical information requirements (CCIR) to support execution.
 - c. Additional guidance on priorities for warfighting function activities, orders preparation, rehearsals, and preparation.
 - d. Priorities of resources needed to preserve freedom of action and assure continuous sustainment.
 - e. The risk that the commander is willing to accept.
5. The staff officer assists in preparing the warning order (WARNO) to subordinate headquarters which include:
 - a. Mission.
 - b. Commander's intent.
 - c. Updated CCIR and essential elements of friendly information (EEFI).

- d. Concept of operations.
- e. Area of operations.
- f. Principal tasks assigned to subordinate units.
- g. Preparation and rehearsal instructions not included in tactical standing operating procedures.
- h. Final timeline for the operations.

6. The staff officer in conjunction with the plans section produces the plan or order:

a. Convert the selected COA into a clear, concise concept of operations and supporting information by writing a complete five-paragraph field order/plan with supporting annexes and operational graphics:

(1) Approved COA becomes concept of operation.

(2) Develop COA sketch into operations overlay.

(3) Integrate risk controls.

b. Submit the plan or order to the commander for review and approval, prior to reproduction and dissemination.

c. Brief the plan or order to subordinate commanders.

d. Conduct confirmation briefings with subordinates immediately after orders brief.

e. Review subordinate commander's plans or orders, upon their completion.

(Asterisks indicates a leader performance step.)

Evaluation Preparation: Brief the Soldier: Tell the Soldier what is expected of him by reviewing the task standards. Stress to the Soldier 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. Assisted in recommending a course of action.			
2. Assisted in the development of the COA decision briefing.			
3. Obtained the commanders COA decision.			
4. Reviewed the commander's final planning guidance.			
5. Assisted in preparing the warning order.			
6. Produced the plan or order.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ADP 3-0	Unified Land Operations	No	No
	FM 6-0	MISSION COMMAND	No	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.

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. Everyone is responsible for safety. Conduct composite risk management prior to every mission or operation.

Prerequisite Individual Tasks :

Task Number	Title	Proponent	Status
150-718-5144	Prepare a Running Estimate	150 - Combined Arms (Individual)	Approved
150-718-5116	Participate in Course of Action Comparison	150 - Combined Arms (Individual)	Approved

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
150-718-5117	Prepare a Warning Order	150 - Combined Arms (Individual)	Approved
150-718-5113	Recommend the Commanders Critical Information Requirements	150 - Combined Arms (Individual)	Approved

Supported Individual Tasks :

Task Number	Title	Proponent	Status
150-718-5111	Participate in the Military Decision Making Process	150 - Combined Arms (Individual)	Proposed
150-718-5111	Participate in the Military Decision Making Process	150 - Combined Arms (Individual)	Approved
150-718-5113	Recommend the Commanders Critical Information Requirements	150 - Combined Arms (Individual)	Approved
150-718-5118	Prepare an Annex	150 - Combined Arms (Individual)	Approved
150-718-5113	Recommend the Commanders Critical Information Requirements	150 - Combined Arms (Individual)	Proposed

Supported Collective Tasks :

Task Number	Title	Proponent	Status
34-5-0401	Provide Commander Alternatives to Mitigate or Eliminate Threat Capabilities	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
34-5-3001	Manage Intelligence Support to Unit Deployment	34 - Combat Electronic Warfare and Intelligence (Collective)	Analysis Completed
34-1-0001	Develop the Commander's Estimate	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
34-1-0013	Plan Military Intelligence Battalion Operations	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
06-6-1093	Direct Field Artillery Planning	06 - Field Artillery (Collective)	Approved
34-1-0011	Plan Military Intelligence Battalion (Interrogation) Operations	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
71-9-5590	Establish a Joint Mission Essential Task List (Division Echelon and Above [Operational])	71 - Combined Arms (Collective)	Approved
	Created from Template: Execute the Operations Process (Battalion - Corps)	71 - Combined Arms (Collective)	Proposed
34-5-3004	Provide Intelligence Support to Unit Redeployment	34 - Combat Electronic Warfare and Intelligence (Collective)	Analysis Completed
55-1-0003(Step: 8.)	Plan Internal Convoy Protection	55 - Transportation (Collective)	Analysis

71-8-5110	Plan Operations Using the Military Decision Making Process (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
12-8-0009(Step: 5.)	Develop Future Human Resource Force Requirements	12 - Adjutant General (Collective)	Analysis
34-5-0402	Provide Cultural Perceptions of Coalition Partners or Adversaries in the Planning and Operations Processes	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
12-6-9016(Step: 7.)	Manage Casualty Reporting	12 - Adjutant General (Collective)	Obsolete
71-8-5111	Conduct the Military Decision Making Process (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	Created from Template: Execute the Operations Process (Battalion - Corps)	71 - Combined Arms (Collective)	Proposed
12-8-0002(Step: 2.)	Monitor Transient Personnel Activities	12 - Adjutant General (Collective)	Analysis
34-5-0400	Determine Potential Weaknesses, Gaps, and Vulnerabilities in Plans, Concepts, or Capabilities	34 - Combat Electronic Warfare and Intelligence (Collective)	Approved
71-9-6210	Prepare Operationally Significant Defenses (Division Echelon and Above [Operational])	71 - Combined Arms (Collective)	Approved
	Created from Template: Execute the Operations Process (Battalion - Corps)	71 - Combined Arms (Collective)	Proposed