

Army Regulation 220-1

Field Organizations

Unit Status Reporting

**Headquarters
Department of the Army
Washington, DC
10 June 2003**

UNCLASSIFIED

SUMMARY of CHANGE

AR 220-1

Unit Status Reporting

This revision--

- Updates unit status reporting policy, procedures, and references and clarifies terminology and acronyms (throughout).
- Eliminates provisions for using DA Form 2715 and provides Personal Computer-Army Status of Resource and Training System "screen shots" to graphically illustrate unit status reporting data entry instructions (throughout).
- Discusses the relationship between the unit status report and the Army Status of Resource and Training System database (chap 1).
- Establishes responsibilities for major Army commands and Army component commands to assist Army reporting units that are located or operating in their areas of responsibility (chap 1).
- Establishes that Personal Computer-Army Status of Resource and Training System is the only means for unit status report submission (chap 1).
- Changes approval authority of consolidated reporting by multiple units from major Army commands to headquarters, Department of the Army (chap 2).
- Clarifies that deployable TDAs are required to submit unit status reports and establishes major Army command responsibility to identify deployable table of distribution and allowance units and to oversee compliance (chap 2).
- Updates and clarifies unit status report channels for Army units (chap 2).
- Adds information and guidance for transmitting reports to headquarters, Department of the Army via the unit status report mailbox (chap 2).
- Clarifies unit status report policy guidance regarding the availability of units deployed in their parent unit's area of responsibility (chap 3).
- Modifies deployed reporting procedures to provide options for commanders to report additional unit status data, if desired or directed (chap 3).
- Adds specific warrant officer grades to the data entry requirements for basic unit information (chap 3).
- Clarifies officer and enlisted Professional Filler System status reporting criteria (chap 4).
- Clarifies how personnel strength is determined and provides decision support flow charts to illustrate the application of various criteria (chap 4).

- Updates personnel status reporting requirements in light of changes to the development of personnel turbulence metrics (chap 4).
- Clarifies special duty personnel (SDPER) instructions and provides examples of SDPER data calculations (chap 4).
- Revises military occupational specialty shortage report guidelines to require identifying the 5-digit military occupational specialty code and eliminates the limit on the number of critical military occupational specialty codes that the commander may identify (chap 4).
- Clarifies reportable equipment criteria for S-level calculations, to include guidance applicable to obsolete line item numbers and Z-LIN pacing items listed on the military table of equivalents, and provides a decision support chart to graphically illustrate the application of criteria (chap 5).
- Adds requirement to report the location of pacing items if they are not co-located with the unit (chap 5).
- Adds requirement for commanders to list ERC B/C line item numbers at the S4 level of fill (chap 5).
- Clarifies reportable equipment criteria for determining equipment readiness and provides a decision support chart to graphically illustrate the application of criteria (chap 6).
- Establishes military occupational specialty qualified as criteria for determining squad/crew-manning status and clarifies qualification requirements for "key" individuals (chap 7).
- Clarifies that unit status report manning and qualification status reporting requirements for selected squads, crews, and teams are applicable to each selected squad, crew, or team authorized or required on the military table of equivalents, to include those special cases where the number of authorized or required crews exceeds the number of authorized and required systems (chap 7).
- Corrects and updates the manning and qualification criteria for selected squads, crews, and teams (chap 7).
- Replaces the training level review process with the training events execution review (chap 7).
- Establishes that, unless specifically instructed otherwise, headquarters, Department of the Army is the status of resources and training system reporting authority for Army units and eliminates discussion of other reporting channels during wartime (chap 11).
- Updates and clarifies deployment tempo categories, instructions, and unit status report requirements that have been moved from chapter 7 (chap 11).
- Revises provisions for status reporting by multiple component units to be consistent with terminology, policy, and procedures in HQDA Letter 220-01-1 (chap 12).

- o Updates policy guidance for establishing equipment readiness codes and designating pacing items (app B and app C).
- o Clarifies personnel availability categories and example situations (app D).
- o Updates listing of the exempt line item numbers approved by headquarters, Department of the Army and clarifies that line item number exemptions apply to EOH (S-level) status reporting only (app F).
- o Lists the names of data fields and sets associated with ASORTS (app G).
- o Lists reportable NBC equipment items (app H).
- o Updates terms and acronyms needed to clarify unit status report policy and procedures (glossary).

Effective 1 August 2003

Field Organizations

Unit Status Reporting

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:



JOEL B. HUDSON
Administrative Assistant to the
Secretary of the Army

History. This publication is a major revision.

Summary. This regulation on U.S. Army unit status reporting has been revised to include pertinent information on unit readiness reporting requirements as well as instructions on the completion and submission of reports. This regulation establishes a single-source document for obtaining an assessment of the status of Army units in terms of their personnel,

equipment, and training. It implements instructions in the Chairman of the Joint Chiefs of Staff Manual 3150.02.

Applicability. This regulation applies to the Active Army, the Army National Guard of the United States (ARNGUS), including periods when operating in an Army National Guard (ARNG) capacity, and the United States Army Reserve (USAR). During mobilization, the proponent may modify chapters and policies contained in this regulation.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G-3. The proponent has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. The Deputy Chief of Staff, G-3 may delegate this authority, in writing, to a division chief within the proponent agency who holds the grade of colonel or the civilian equivalent.

Army management control process. This regulation contains management control provisions, but it does not contain checklists for conducting management control reviews. Alternative management

control reviews are used to assess management controls.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from Headquarters, Department of the Army (DAMO-ODR), Washington, DC 20310-0440.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA (DAMO-ODR), Washington, DC 20310-0440.

Distribution. This regulation is available in electronic media only and is intended for command levels A, B, C, D, and E for the Active Army, the Army National Guard of the United States, and the U.S. Army Reserve.

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Glossary

Chapter 1 Overview

1-1. Purpose

a. This regulation establishes the Army's unit status reporting system. It explains, in detail, what status information Army units are required to report, how reports are prepared, and how reports are submitted. This regulation complements the Department of the Army (DA) policy guidance for the Army Status of Resource and Training System (ASORTS). ASORTS supports the Army's unit status reporting system and serves as the central registry of all Army organizations and units. ASORTS also contains attribute data consisting of location, chain of operational and administrative command, mobilization, personnel and major equipment information for Army units. This regulation must be used in conjunction with DA policy guidance for ASORTS.

b. Reporting units using the Personal Computer-Army Status of Resources and Training System (PC-ASORTS) submit army unit status reports (USRs). Submitted reports are processed in ASORTS, which updates the Global Status of Resources and Training System (GSORTS). GSORTS is the authoritative database of record used by the Chairman, Joint Chiefs of Staff (CJCS), the Joint Staff, the Services, the unified commands, and the combat support agencies as an internal management tool and for other purposes. GSORTS is the single automated reporting system within the Department of Defense that is the central registry of all operational units of the U.S. Armed Forces and certain foreign organizations. GSORTS indicates the status level of selected resources and training required to undertake the mission for which a unit was organized or designed. GSORTS provides this information on measured units at a specific point in time. This information supports, in priority order, crisis response planning; deliberate or peacetime planning; and management responsibilities to organize, train, and equip combat-ready forces for the unified commands. Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3150.02 requires the commanders of all reporting units to report their units' status in the areas of personnel, equipment on-hand, equipment readiness, and training. The Army requires additional data that increases the value of the USR as a resource management and operations tool for Headquarters, Department of the Army (HQDA). The supplemental data required by the Army enables the commanders of reporting units to more clearly portray the effects of resource application in their units. Commanders of reporting units submit their USR information through their MACOM, or through the National Guard Bureau (NGB) for Army National Guard (ARNG) units not in federal service, and HQDA to the Joint Staff. The information also is made available to interested commands, agencies, and combatant commanders. The information and data contained in the USR enables commanders and staffs at all levels to analyze and address key unit status indicators. At installation level and below, the USR assists commanders to identify resource shortfalls to allow cross-leveling actions, if appropriate, to alleviate the shortfall. At HQDA and at the MACOM level, USRs provide information that can be used as the basis for resourcing requests and decisions. For joint planners and combatant commanders, the USR provides an important assessment of the ability of individual units to undertake their assigned wartime or primary missions. The USR is not a unit report card and should not be used as a tool to evaluate or compare the accomplishments of subordinate units or their commanders.

c. The Army's USR system is intended to enable the commanders of reporting organizations to uniformly determine and accurately report an overall level or category level (C-level) that indicates the degree to which a unit has achieved prescribed levels of fill for personnel and equipment, the training proficiency status (individual and collective) of those personnel, and the operational readiness (OR) status of the equipment. The C-level is based on objective and subjective assessments in the following measured areas—

(1) *Personnel (PER)*. The personnel status of the unit (P-level) is based upon the number and type of required personnel assigned to the unit who are available for the execution of the reporting unit's wartime or primary mission (see chap 4).

(2) *Equipment-on-hand (EOH)*. The equipment supply status of the unit (the S-level) is based on the quantity and type of required equipment that is available for the execution of the reporting unit's wartime or primary mission (see chap 5).

(3) *Equipment readiness (ER)*. The readiness status of the unit's equipment (the R-level) is based on the operational readiness condition (serviceability) of the unit's on-hand and reportable equipment (see chap 6).

(4) *Training*. The training status of the unit's personnel (the T-level) is based upon the commander's assessment of unit's training proficiency on mission-essential tasks and the commander's estimate of the number of training days required to achieve or sustain full mission-essential task list (METL) proficiency. For selected squads, sections, crews, and teams, commanders at all levels also determine and report, if applicable, for information and analysis at higher levels, the number of these elements that meet established standards and criteria for manning and qualification (see chap 7).

d. Additionally, the Army's USR system provides information to HQDA that—

- (1) Assists in the portrayal of Army-wide conditions and trends.
- (2) Assists in the identification of factors that degrade unit status.
- (3) Assists in the identification of resource shortfalls, if any, by comparing the actual levels of personnel and equipment assets in units with the wartime or primary mission requirements.
- (4) Assists HQDA and intermediate commands in making resource allocation decisions.

(5) Assists senior decision makers' assessment of the employability and deployability of reporting units.

e. Reports submitted in accordance with this regulation satisfy—

(1) The requirements of the Army portions of the Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3401.02 and CJCSM 3150.02.

(2) HQDA requirements for timely operational and management information.

(3) Unit status information requirements established by Section 117, Title 10, United States Code.

f. Because USRs in GSORTS are part of the Joint Staff/Department of Defense (DOD) readiness reporting system, reporting criteria and guidelines are standardized for all Services to the extent possible. A major goal of GSORTS is to provide useful and accurate information to the combatant commanders regarding the status of the units they will receive in theater, to include accurate estimates of how long it will take for those units to become fully METL trained. The prescribed standard that each reporting unit commander must use as the basis for determining unit status or for estimating required training days is the wartime or primary mission requirement for which the reporting unit was organized or designed. The procedures and standards for measuring and reporting unit status are fixed by JCS and Service policy and cannot be modified by MACOMs or reporting units without authorization.

(1) Accordingly, for USR purposes, the determination of the levels of a unit's measured areas and the overall level (the category level) will be accomplished only by measuring current resource and training status levels against assigned wartime or primary mission requirements. Furthermore, unit status determinations will be based only on the unit's designed organization as established by the applicable modification table of organization and equipment (MTOE) or the table of distribution and allowance (TDA).

(2) When deployed as a task force (TF) or other ad hoc organization in support of current Army operational requirements (for example, smaller-scale contingencies (SSC), military operations other than war (MOOTW), and stability and support operations (SASO)), commanders of reporting units will continue to report (in the USR) the status of resources and training in their units measured against the wartime or primary mission for which the unit is apportioned in Army deliberate planning documents and based upon the actual MTOE/TDA unit organization. Ad hoc organizations are those forces/elements that have been tailored and oriented toward a specific contingency or current operational requirement. Even if the ad hoc unit is operating under a derivative unit identification code (DUIC) and is reporting its status in accordance with DUIC reporting procedures established in paragraph 11-5, the status of resources and training will be reported by the parent UIC organization from which the subordinate elements came, and these reports will reflect the status of resources and training measured against the unit's wartime or primary mission requirements.

(3) In accordance with CJCSI/CJCSM policy requirements, the category level (C-level) reported in the USR is not used to indicate a unit's ability to accomplish or sustain currently assigned operational deployments. Commanders of units that have been assigned or that are currently conducting an operational deployment will use the "percent effective" (PCTEF) data field to report their assessments of the status of their units to undertake the operational deployment in accordance with the provisions of paragraph 11-3.

(4) Guidance for unit status reporting contained in the Army's disengagement plan has been incorporated into provisions of AR 220-1 where applicable. This guidance requires that commanders of Army units, in coordination with their MACOM, will consider the timelines established for the recovery, reconstitution, and redeployment of their units when determining the availability of subordinate elements (includes personnel and equipment) for USR purposes (see para 3-3). Additionally, commanders of major combat units that are preparing for, conducting, or recovering from operational deployments will use the policy guidance in paragraph 11-4f to determine their units' training levels.

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. Responsibilities

a. The Deputy Chief of Staff (DCS), G-3 will—

(1) Develop policies, standards, and procedures for reporting unit status.

(2) Collect unit status data, make audit checks for accuracy, and maintain automated historical records.

(3) Ensure that required reports are submitted to the Joint Staff in a timely manner.

(4) Process and distribute unit status data in a usable format to requesting Department of the Army agencies and commands.

(5) Establish and maintain an automated methodology for collecting, reviewing, and analyzing unit status data.

(6) Develop and issue guidance for the use of unit status data during mobilization, contingency operations, the deliberate planning process, and post mobilization.

(7) Act as focal point for developing procedures to use unit status data as part of the Army Readiness Management System (ARMS) and to improve the status of Army units.

- (8) Consider the impact on unit status when making planning, programming, and budgeting decisions.
- (9) Keep the Army leadership apprised of the status of Army units.
- (10) Task Army staff agencies and MACOMs to provide supplemental data, analyses of unit status data, and recommendations on how to improve unit status levels and the Army's unit status reporting system.
- (11) Incorporate unit status reporting into exercises.
- (12) Approve unit inactivation, activation, conversion, reorganization, and similar actions to minimize adverse impact to unit readiness status.
- (13) Ensure that hardware procurement required to process status reports and monitor unit status data follows the standard bottom-up process and is based on the specific software and infrastructure requirements of individual units. Top-down push of automatic data processing (ADP) hardware will be accomplished in highly exceptional situations only.
- (14) Issue timely guidance after the initiation of a small-scale contingency (SSC) that identifies unit status reporting requirements for employed/deployed units, to include personnel and equipment availability criteria and guidance for disengagement.
- (15) Develop and implement a training program for ASORTS and for PC-ASORTS.
 - b.* The Deputy Chiefs of Staff, the Assistant Secretaries of the Army, The Inspector General, The Auditor General, The Surgeon General, the Chief of Chaplains, The Judge Advocate General, the Assistant Chief of Staff for Installation Management, the Chief of Engineers, the Sergeant Major of the Army, the Chief, U.S. Army Reserve (CAR) and the Director, Army National Guard (DARNG) will—
 - (1) Assign specific staff responsibilities for monitoring and using unit status data within their respective areas of responsibility.
 - (2) Use unit status data to identify problem areas and perform analyses to determine root causes and possible solutions.
 - (3) Set and meet milestone dates for correcting problem areas.
 - (4) Consider problems identified in unit status reports and the status of Army units when developing plans and programs.
 - (5) Assist the Office of the Deputy Chief of Staff (ODCS) Army G-3, in the development of procedures for using unit status data as part of the ARMS and improving the status of Army units and the Army's unit status reporting system.
 - (6) Review unit status reporting policy guidance and submit recommended changes, as appropriate.
 - c.* Commanders of major Army commands (MACOMs) and the Chief, National Guard Bureau (CNGB) will—
 - (1) Assign specific staff responsibilities for supervising and coordinating the USR within their commands.
 - (2) Ensure that subordinate units comply with unit status reporting requirements, to include the submission of accurate reports in a timely manner.
 - (3) Monitor the status of assigned units, and analyze and correct noted problem areas.
 - (4) Report unresolved unit status conditions to the appropriate Army staff agency.
 - (5) Manage resources to improve the status of assigned units.
 - (6) Consider problems identified in unit status reports and the status of assigned units when developing plans and programs.
 - (7) In coordination with HQDA ODCS, G-3, manage unit activations, inactivations/discontinuations, conversions, reorganizations, and similar actions to minimize the impact on unit status.
 - (8) Review unit status reporting policy guidance and submit recommended changes as appropriate.
 - (9) Incorporate unit status reporting into exercises.
 - (10) Assist U.S. Army Training and Doctrine Command (TRADOC) and HQDA to determine the squads, sections, crews and teams that should be reported in USR training data and the manning and qualification criteria for these elements.
 - (11) Assist Army reporting units, to include units from other MACOMs, that are stationed or operating in the MACOM's geographical area of responsibility, in preparing and submitting their unit status reports.
 - d.* Commanders of Army Component Commands, in coordination with HQDA and the responsible MACOM, will assist Army reporting units operating under their purview to prepare and submit their unit status reports as required or directed by HQDA.
 - e.* Commander, U.S. Army Training and Doctrine Command (TRADOC) will—
 - (1) Recommend to HQDA (DAMO-ODR), the equipment readiness code (ERC) criteria for appendix B of this regulation based upon a unit's primary mission or wartime tasks and the criticality of equipment to accomplish that mission or those tasks. (As a general policy, all equipment listed on the unit's table of organization and equipment (TOE) is considered the minimum mission-essential equipment required for the unit to execute its primary mission or wartime tasks and provide sustainment capability.)
 - (2) Establish the criteria for pacing items to be listed as a guideline in appendix C of this regulation for use by the

U.S. Army Force Management Support Agency (USAFMSA) in appropriate requirements and/or authorization documents, such as the TOE, MTOE, and TDA.

(3) Provide input to determine minimum TOE personnel requirements for combat support/combat service support (CS/CSS) functions through the manpower requirements criteria (MARC) program. (These requirements are included in the MTOE required strength column against which the unit's personnel status is measured.)

(4) Recommend to HQDA, ODACS, G-3, (DAMO-TRC), the squads, sections, crews and teams that should be reported in USR training data and the manning and qualification criteria for these elements and systems.

f. Commander, U.S. Army Force Management Support Agency will—

(1) Develop and document, in coordination with the TRADOC proponent, TOE, MTOE, and TDA for Army units.

(2) Use the guidelines established in appendix C, to determine equipment-pacing items for units by type and identify these pacing items in the appropriate requirements and authorization documents (MTOE, TOE, and TDA). As a general policy, all equipment listed on the unit TOE is considered the minimum mission-essential equipment to allow the unit to execute its primary or wartime mission and provide sustainment capability.

(3) Determine minimum TOE personnel requirements for CS/CSS functions through the manpower requirements criteria (MARC) program in conjunction with the TRADOC proponent. These requirements are included in the MTOE required strength column against which the unit's personnel status is measured.)

g. Unit commanders will—

(1) Maintain the highest unit status level possible with the resources provided.

(2) Review the status reports of subordinate units for accuracy and for compliance with applicable requirements.

(3) Distribute unit equipment and resources against mission-essential requirements on a priority basis.

(4) Train to the highest level possible with the resources that are available.

(5) Submit changes to unit status levels between regular reports, as required.

(6) Ensure that the unit has the necessary computer hardware, software, and trained personnel to process and submit the USR and related ASORTS reports.

1-5. Concept

a. Designated MTOE and TDA units will submit recurring unit status reports in accordance with the policy guidance contained in this regulation. These reports reflect the reporting unit commander's assessment of his or her unit's overall status determined by using established procedures to compare selected personnel, equipment, and training factors to wartime or primary mission requirements. These reports are reviewed by commanders at higher levels and are placed into the ASORTS database. Currently, ASORTS is not electronically linked to any other unit-level system, and no such linkages are planned. The primary purpose of the ASORTS database is to report and maintain unit status information; however, ASORTS also serves to record unit identification codes (UICs) derivative unit identification codes (DUICs) and as the central registry and master database for Army organizations and units. Instructions and procedures for UIC/DUIC registration are provided in separate DA policy guidance for ASORTS.

(1) Unit status reports are designed to measure the status of resources and training in a unit at a specific point in time. The report should not be used in isolation when assessing overall unit readiness; it is only one aspect in the broader concepts of operational and strategic readiness.

(2) Unit status reports provide a timely single source document for assessing key elements of a unit's status. However, these reports do not contain all of the information needed to manage resources. They identify potential problem areas, but in many cases these problem areas must be examined using more detailed personnel, logistical, and training management systems to determine causes and solutions.

(3) When a unit is alerted, activated, mobilized, or deployed, some USR requirements are modified. While on active duty status, reserve component (RC) units (Army National Guard of the United States (ARNGUS) and USAR) will comply with USR requirements prescribed for active component units (see chap 2 and para 9-8).

b. The Army's unit status objective is to develop and maintain units at optimum status levels, considering contingency requirements and available resources. To conserve resources, early deploying units that support contingency plans are normally resourced to achieve the highest status levels. Other units are resourced at lower levels in consonance with their deployment timelines and their assigned authorized levels of organization (ALO). (ALOs are discussed in paragraph 2-10 and AR 71-31.) No unit is expected to attain a unit status level that exceeds the level at which it is resourced. For example, a unit resourced at ALO 3 would not be expected to achieve an overall level (category level) better than C-3 if ALO-related constraints on its personnel or equipment authorizations precluded status determinations of level 1 or level 2 in these measured areas.

1-6. Unit status levels

a. The status of each of the four measured areas (personnel, equipment-on-hand, equipment readiness and the training) for USR purposes is determined by using the criteria provided in this regulation. Each commander also determines an overall unit level by considering the status of the four measured areas and by applying his professional judgment. Commanders may upgrade or downgrade the overall level (see para 9-1) and must submit clarifying

remarks. The MTOE or TDA is the unit's basic authorization document. This document will be the basis for USR computations.

b. The commander has the authority to determine and report his or her unit's status using the current MTOE/TDA or, with MACOM approval, a new MTOE/TDA (prior to its effective date (e-date)), if, in the opinion of the unit commander, the unit more closely resembles the new MTOE/TDA than the current MTOE/TDA. However, reporting against future MTOE/TDA is not allowed if it will result in a degraded overall level below C-3. (Note that ARNG unit commanders require NGB approval to report unit status against a new MTOE/TDA prior to e-date.) Once a commander reports the unit's status based on a new MTOE/TDA, he or she must continue to do so and will not revert to unit status reporting using the earlier structure, unless specifically directed by the MACOM or NGB, as appropriate.

c. Numerous automated systems are available to assist in the preparation of USRs and should be used whenever possible. These systems create and update their databases from The Army Authorization Documents System-Redesign (TAADS-R) database, which enables centralized management. The logistics systems are the Distribution Execution System (DES), Requisition Validation (REQVAL) System, the LOGTAADS file, Standard Property Book System-Redesign (SPBS-R), and the Unit Level Logistics System (ULLS). The personnel system is the Standard Installation Division Personnel System (SIDPERS). Each command is responsible for the accuracy of these automated systems.

d. In case of a conflict between the hard-copy-approved TAADS and the LOGTAADS provided to Standard Army Property Book System, use the paper copy MTOE/TDA until the final resolution of the differences.

1-7. Personal Computer-Army Status of Resources and Training System

a. PC-ASORTS is the primary means for preparing the USR and the only means for submitting the USR. DA Form 2715 (Unit Status Report) no longer will be used. The PC-ASORTS system provides an automated means for the responsible personnel in any Army unit to input, update, and/or calculate USR data. PC-ASORTS enhances accuracy and efficiency for each report that is generated. PC-ASORTS is an interactive system that provides immediate feedback and error detection.

b. Reporting instructions contained in this regulation refer to figures that are PC-ASORTS screen shots. These PC-ASORTS screen shots replicate selected PC-ASORTS menu screens and are used to illustrate correct data entry actions. The screen shot examples used in this regulation portray data for a notional unit and, therefore, are UNCLASSIFIED. Based on their content, actual PC-ASORTS menu screens are classified in accordance with the provisions of paragraph 2-7. Printed copies of PC-ASORTS can be used by reporting units as either a feeder report or as a hard copy record for filing or coordination. Printed copies of screen shots will be classified in accordance with paragraph 2-7.

c. The reports generated using the PC-ASORTS software also will be classified in accordance with paragraph 2-7. The computer where this software is resident and the magnetic media (hard drives and floppy disks) must be accredited, marked, and protected in accordance with applicable provisions of AR 380-5 and AR 380-19.

d. HQDA (DAMO-ODR) distributes the PC-ASORTS application to the MACOMs. Additionally, the Army Readiness Division's home page at http://www.hqda-aoc.army.pentagon.mil/AOC_Org/ODR/index.htm (unclassified) and at <http://www.hqda.army.smil.mil/index.htm> (classified) provides detailed instructions for downloading and installing updated versions of the PC-ASORTS application. Commanders of reporting units may obtain the PC-ASORTS application from their MACOMs, or they may download PC-ASORTS materials in accordance with the instructions at the aforementioned Web sites.

Chapter 2 General Instructions

2-1. The unit status report

a. Reporting units will use PC-ASORTS to submit the unit status report. Printed copies of PC-ASORTS screen shots can be used for internal feeder reports and to preserve USR data in hard copy format for retention in unit files or for coordination. All USR data submitted by reporting units will be submitted electronically via PC-ASORTS.

b. Chapters 3 and 9 provide additional instructions for reporting units. The chapters applicable to each measured area (personnel, equipment-on-hand, equipment readiness, and training), and to other USR requirements, like the mission accomplishment estimate (MAE), composite reporting, deployed reporting, and so forth, provide useful examples and specific instructions for entering data in the PC-ASORTS format that are related to the subject matter addressed in that chapter. Report types are explained in paragraph 2-4.

2-2. Units required to submit unit status reports

a. Military table of equivalent units, such as battalions, separate companies, separate detachments, or equivalent size units (parent units), that are organic to a division, regiment, separate brigade, or Army special operations forces (ARSOF) groups, regiments and commands are required to submit USRs. These units are identified by a unit identification code (UIC) ending in "AA."

(1) Military table of equivalent units not organic to a division, regiment, separate brigade, or SOF group/regiment/command that are company-size units or larger and are parent units (AA-level UIC) are required to submit USRs. Parent-level detachments and parent-level MTOE units that are deployable under any joint operations plan will submit reports.

(2) Major Army commands, in coordination with HQDA, DAMO-ODR, can designate additional MTOE units/elements or detachments as reporting units. For example, a MACOM, after coordinating with HQDA, can designate a subordinate MTOE element with a subunit UIC as a reporting unit. Subsequently, these subunit UICs designated as reporting units must comply with USR policy and procedures established in this regulation for parent units (AA-level UICs). Reports from such designated units will be forwarded to HQDA.

b. Combat support (CS), combat service support (CSS), and certain medical detachments (identified by an AA-level UIC) that are like-type units may, with HQDA approval, submit a single consolidated report under a designated AA-level UIC. Such consolidated reports must be identified to HQDA, and the units covered by the consolidated report must be identified by UIC in READY/(GENTEXT) remarks.

c. Divisions, regiments, separate brigades, SOF groups/regiments/commands, divisional brigades operating separately, and armored cavalry regiments will prepare composite reports. These units are normally identified by a UIC ending in "FF."

d. Multiple-component units, regardless of the force structure component (COMPO), will submit a single consolidated report through the headquarters exercising command and control (COMPO 1 - Active Army, COMPO 2 - ARNG or COMPO 3 - USAR). AA-level and FF-level reports will be submitted in accordance with the instructions in table 2-1.

e. ARNG units (AA-level) report through the National Guard Bureau (NGB) when not on active duty in Federal service. USAR units report through the United States Army Reserve Command (USARC) when not on active duty. Following mobilization, units in each of these reserve components report through the Active Army MACOM in accordance with the applicable policy guidance and instructions in table 2-1. (Also see the figures illustrating reporting channels following paragraph 2-5.)

f. All TDA units (parent units) that are deployable or apportioned to a joint operations plan or contingency plan will report against the unit's current TDA authorization. MACOMs will identify TDA units under their purview that are required to report and will ensure compliance with USR requirements. MACOMs, in coordination with HQDA, DAMO-ODR, can designate additional TDA units/elements or detachments (includes AUGTDA) as reporting units. For example, a MACOM, after coordinating with HQDA, can designate as a reporting unit either a subordinate TDA element with a derivative unit identification code (DUIC) or a subordinate TDA unit (parent unit) that is not required to report under the provisions of this regulation (for example, a TDA unit that is not deployable or apportioned to a joint operations plan or contingency plan). Subsequently, these TDA units designated to report must comply with USR policy and procedures established in this regulation for parent units (AA-level UICs). Reports from such TDA units designated to report will be forwarded to HQDA.

g. MTOE headquarters units whose subordinate units report individually will submit a report for the unit headquarters only if it is a separate company or unit of equivalent size.

h. Training divisions and training brigades will submit a report annually in October. Company-size or larger (AA-level) units subordinate to a USAR training division or brigade will submit one report annually in October.

i. Units that are parent (AA-level) units and organized at ALO Z will submit one report annually in October. ALO Z units are authorized to report C-5 status without prior approval. (See paragraph 2-10 for additional information regarding ALO.)

j. All USAR TDA medical (including augmentation) units with an "AA" UIC will submit reports.

k. For Army pre-positioned stocks (APS) with a UIC ending in "FF", responsible APS custodians will submit a composite report. For MTOE unit sets within the APS with UICs ending in "AA," responsible APS custodians will submit a quarterly unit status report, monthly validations, and change reports, as necessary (see para 2-4c).

**Table 2–1
Report submission timelines**

Type report	Active Component (AC)	Reserve Component (RC) ¹	Army pre-positioned stocks (APS)
Regular—Provides key status of AA-level units	AC units submit a regular report as of the 15th of the month (96-hour reporting ²).	RC units submit a regular report as of the 15th of January, April, July, and October (96-hour reporting ²).	APS custodians submit a regular report as of 15th of January, April, July, and October (96-hour reporting ²).
Initial-1st regular report	Newly activated AC units submit an initial as of the 15th of the month after activation (96-hour reporting ²).	Newly activated RC units submit an initial report as of the 15th of the month after activation (96-hour reporting ²).	Following establishment of the stocks, APS custodians submit an initial report as of the 15th of January, April, July, and October (96-hour reporting ²).
Composite—Provides key status of FF-level units	AC units submit a composite report as of the 15th of the month (96-hour reporting ²).	RC units submit a composite report as of the 15th of January, April, July, and October (96-hour reporting ²).	APS custodians submit a composite report as of the 15th of January, April, July, and October (96-hour reporting ²).
Change—Required when C-level changes are determined	AC units submit a change report within 24 hours of the event requiring the change report (24-hour reporting ³).	RC units submit a change report within 24 hours of the event requiring the change report (24-hour reporting ³).	APS custodians submit a change report within 24-hours of the event requiring the change report (24 hour reporting ³).
Change—(See note 5.) Required when changes to the level of a measured area (not affecting the C-level) are determined	AC units submit a change report within 24 hours of the event requiring the change report. (24-hour reporting ³).	RC units submit a change report when the next monthly report is due (96-hour reporting ^{2,5}).	APS custodians submit a change report when the next monthly report is due (96-hour reporting ^{2,5}).
Validation—Submitted by RC units and APS units		RC units submit a validation report as of the 15th of February, March, May, June, August, September, November, and December, if status has not changed since the last USR was submitted (96-hour reporting ²).	APS custodians submit a validation report as of the 15th of February, March, May, June, August, September, November, and December, if status has not changed since the last report was submitted (96-hour reporting ²).
Deployed—Submitted by AA & FF-level reporting units deployed away from home station and when directed (see chap 11).	AC units submit USR as of the 15th of THE month (96-hour reporting ²).	RC units submit a deployed report as of the 15th of month (96-hour reporting ²).	

Notes:

¹ Activated or mobilized RC units submit a regular report within 24 hours of the arrival of the advance party at the mobilization station and, subsequently, must comply with AC submission requirements while on active duty.

² 96-hour reporting means that the report is due to HQDA within 96 hours of the as-of date of the report.

³ 24-hour reporting means that the report is due to HQDA within 24 hours of the as-of date of the report.

⁴ Augmentation carrier units or units activated under a carrier UIC do not submit reports.

⁵ RC units and APS custodians will report any changes to the levels of measured areas that do not affect the overall C-level in the next monthly report that is due.

2–3. Units excused from submitting unit status reports

a. In highly unusual cases (for example, complex unit relocation or other special situation when exceptional circumstances degrade or temporarily prevent the unit commander from accurately assessing the status of his or her unit), units or elements of units may be excused from recurring reporting requirements. Forward all requests for exemption through the responsible MACOM to HQDA, ODCS, G–3, Army Readiness Division, ATTN: DAMO–ODR, 440 Army Pentagon, Washington, DC 20310–0440. The Army Readiness Division will coordinate the request for exemption with J–3, JCS for concurrence prior to granting final approval. Units will continue to submit required reports until they receive final approval of their request for exemption. Change and validation reports will be submitted as required by table 2–1.

b. Units submitting composite reports will include exempted units in their reports. The following rules apply—

(1) To determine composite C-level, use the data submitted by the excused unit in its most recent regular or change report.

(2) Composite strength figures will include data from excused subordinate units.

(3) Units will explain in the READY/GENTEXT remarks set on the PC–ASORTS menu screen when one or more

subordinate elements are excused from reporting. The ability of the parent unit to link up with the subordinate elements will be addressed.

c. Units are not automatically excused from materiel condition status reporting, as required in AR 700–138, even if they have been granted an exemption from unit status reporting under provisions of AR 220–1. A separate request for exemption from equipment reporting requirements under AR 700–138 is required. Approval authority is HQDA, DALO–SMR, for units of battalion size and larger. The MACOM is the approval authority for units smaller than battalion size.

2–4. Types of reports

There are six types of reports: regular, initial, change, composite, validation, and deployed. All units required to submit USRs in accordance with paragraph 2–2 of this regulation will report monthly. This monthly reporting requirement encompasses validation and change reports submitted by RC units during months when regular reports are not due. (Table 2–1 provides report submission timelines.)

a. Regular report.

(1) Provides key status indicators for all AA-level units, to include status changes in AA-level RC units that do not meet criteria requiring the immediate submission (within 24 hours) of a change report (see para 2–4c).

(2) Is sent to HQDA by all AA-level UIC units within 96 hours of the 15th of each month for AC units and within 96 hours of the 15th of January, April, July, and October for RC units and Army pre-positioned stocks (APS). Note that a regular report also is used by RC AA-level units and APS to report status changes to measured areas not affecting the C-level that are determined during the monthly reporting periods preceding regular report submission.

(3) Complete all portions of RPTDUIC (Joint Reporting Requirements) and the ARMYRPT set (Army Unique Requirements) that are reflected on PC–ASORTS menu screens.

(4) Applicable portions of GENTEXT remarks in the other sets on the PC–ASORTS menu screen must be completed.

(5) Submit APS initial and regular reports for equipment on hand and equipment readiness data only in accordance with chapters 5 and 6, respectively.

b. Initial report.

(1) The first unit status report submitted to HQDA by a unit is the initial report.

(2) Units submitting an initial report will place an "A" in the transaction type field in the RPTDUIC set: OVERALL set; and the ARMYRPT set: EQOHDATA, EQMCDAT, TRAINDAT set; READY & REASN remark to distinguish the initial report from subsequent regular reports.

c. Change report.

(1) A change report is required when a change occurs to the overall level (C-level) of an Army reporting unit (AC and RC reporting units; AA-level and FF-level UIC reporting units). When the overall C-level changes, submit a change report within 24 hours of the occurrence of the change by all Army reporting units to report the C-level change.

(2) A change report also is required when a change occurs to a measured area level (P-level, S-level, R-level or T-level), even if the C-level does not change. AC units will submit a change report within 24 hours of the occurrence of such changes. RC units and APS custodians will report changes to measured area levels not affecting the C-level by submitting a change report when the next monthly report is due (on the 15th of the month), unless the next monthly report due is a regular report, which also can be used to report such changes.

(3) A change report is prepared and submitted in accordance with the instructions in table 2–1. Units will advise their MACOMs when they have to submit a change report.

d. Composite report.

(1) Major combat units submit composite reports with UICs ending in "FF" (divisions, regiments, separate brigades, and combat units of equivalent size, and SOF groups/regiments/commands) within 96 hours of the as-of date.

(2) The composite report provides an assessment of the status of the major combat unit based on the status of its subordinate elements.

(3) Both Active Component (AC) and Reserve Component (RC) FF-level major combat units and FF-level APS units will submit composite reports.

e. Validation report.

(1) Validation reports are submitted by ARNG, USAR and APS units in order to meet the requirement for monthly reporting when there is no change in unit status from the last report submitted.

(2) The validation report cannot be used if there is any change in the unit's overall status (C-level), change in the status level of any measured area (P-level, S-level, R-level, and T-level).

(3) The validation report is specifically designed to recognize the reduced time and resources available to RC units for both training and administration. RC units and APS units submit regular reports on a quarterly basis and validation reports during months when quarterly reporting is not required and no status changes have occurred that require submitting a change report.

f. Deployed report.

(1) Units may use the deployed report format when deployed away from home station for operational requirements or for training exercises (see chap 11). Combatant commanders/MACOMs may require deployed/employed units to submit a regular report instead of a deployed report.

(2) The deployed report allows the commander to continue to assess and report the status of resources and training in the deployed unit measured against the unit's ability to perform the wartime or primary mission for which it was organized or designed while, concurrently, subjectively assessing and reporting the unit's ability to undertake the current operational deployment by reporting a percent effective level.

(3) Special instructions that address when a unit is called-up, mobilized, deployed, or employed are provided in chapter 9. Detailed instructions for deployed reporting are provided in chapter 11.

2-5. Reporting channels

a. Reporting units will submit their unit status report by sending a PC-ASORTS file to the installation or division level. (Note that electronic files of PC-ASORTS submissions or paper copies of PC-ASORTS screen shots may be used by reporting units to comply with requirements to provide information and coordination copies of their reports to other commands/agencies.) The reports are converted to U.S. message text format (MTF) at the installation/division level and forwarded through the chain of command to the responsible Active Army MACOM for AC units, through the responsible state adjutant general to the NGB for ARNG (not in Federal service), and to the USARC for USAR units not on active duty. The reports are then transmitted to HQDA where, in turn, they are transmitted to JCS (see figures 2-1 through 2-6 following para 2-5).

b. Units that are organic to major (FF-level UIC) organizations required to submit a composite report (see paragraph 2-4d and chapter 10) and that are at installations or locations separate from their parent unit will submit their unit status reports through their parent unit for inclusion in the composite report. The operations and/or readiness elements of all installations are required to provide support to tenant units in submitting their unit status reports. Reporting procedures will be specified in memorandums of understanding or agreement when appropriate.

c. Company- or detachment-size units based in the continental United States (CONUS), organic to a parent unit but permanently assigned to a location or installation separate from the parent unit, will report through the installation to which assigned unless the reporting unit is an AC unit located on an installation under the control of a RC headquarters or is a subordinate unit/element of a multiple-component unit. (AC reporting units that are located on installations controlled by a RC headquarters will report through their actual AC chain of command and provide a copy of their report to the installation for information only. Subordinate units/elements of multi-component units will report through the multi-component unit, regardless of the component exercising command and control). The composite report that is submitted by the parent unit will not include these separate subordinate units, unless these units are expected to deploy with the parent unit. A copy of the unit status report will be provided to the parent unit for information only.

d. Multi-component reporting units will submit a single unit status report through the applicable higher headquarters within their respective component in accordance with the reporting channels depicted at figure 2-6. Organizations and elements not at the AA-level will submit appropriate feeder reports to the responsible AA-level reporting unit.

e. ARNG reporting units (FF- and AA-level UIC) of integrated divisions will submit their USRs through their respective State adjutants general and provide copies to the integrated division headquarters for review.

f. APS custodians will submit their unit status reports to the Army Materiel Command (USAMC), which will forward the reports to HQDA.

g. File transfer protocol (FTP) is the primary means for MACOMs and other responsible agencies to transmit USR data to HQDA. MACOMs/agencies unable to submit their reports due to FTP failure may submit USR data via secure e-mail (SIPRNET) to the USR mailbox at HQDA. The e-mail address is unitreporting@hqda.army.smil.mil (SIPRNET).

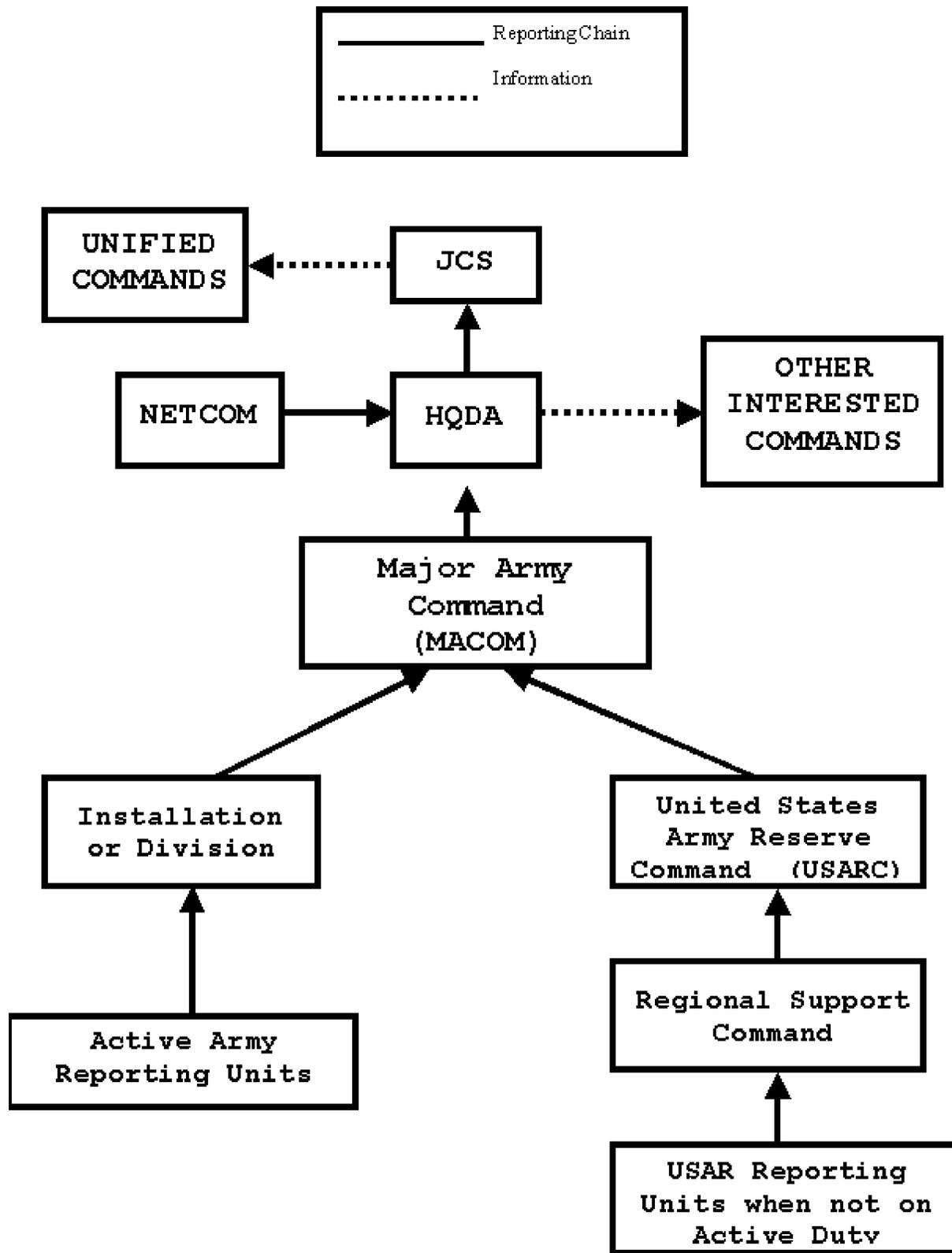


Figure 2-1. USR channels, Active Army, and USAR (when not on active duty) reporting units

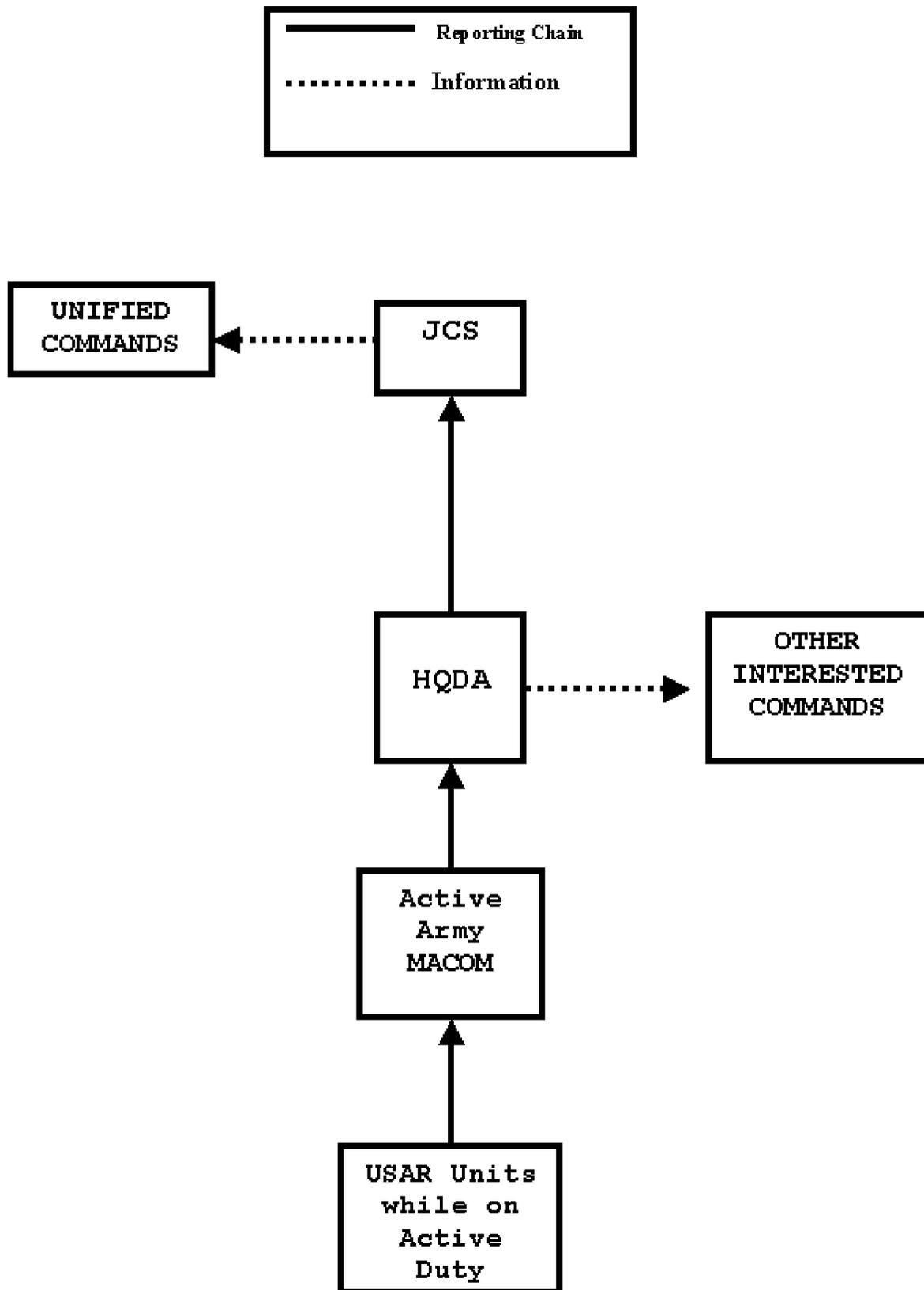


Figure 2-2. USAR channels, USAR reporting units while on active duty

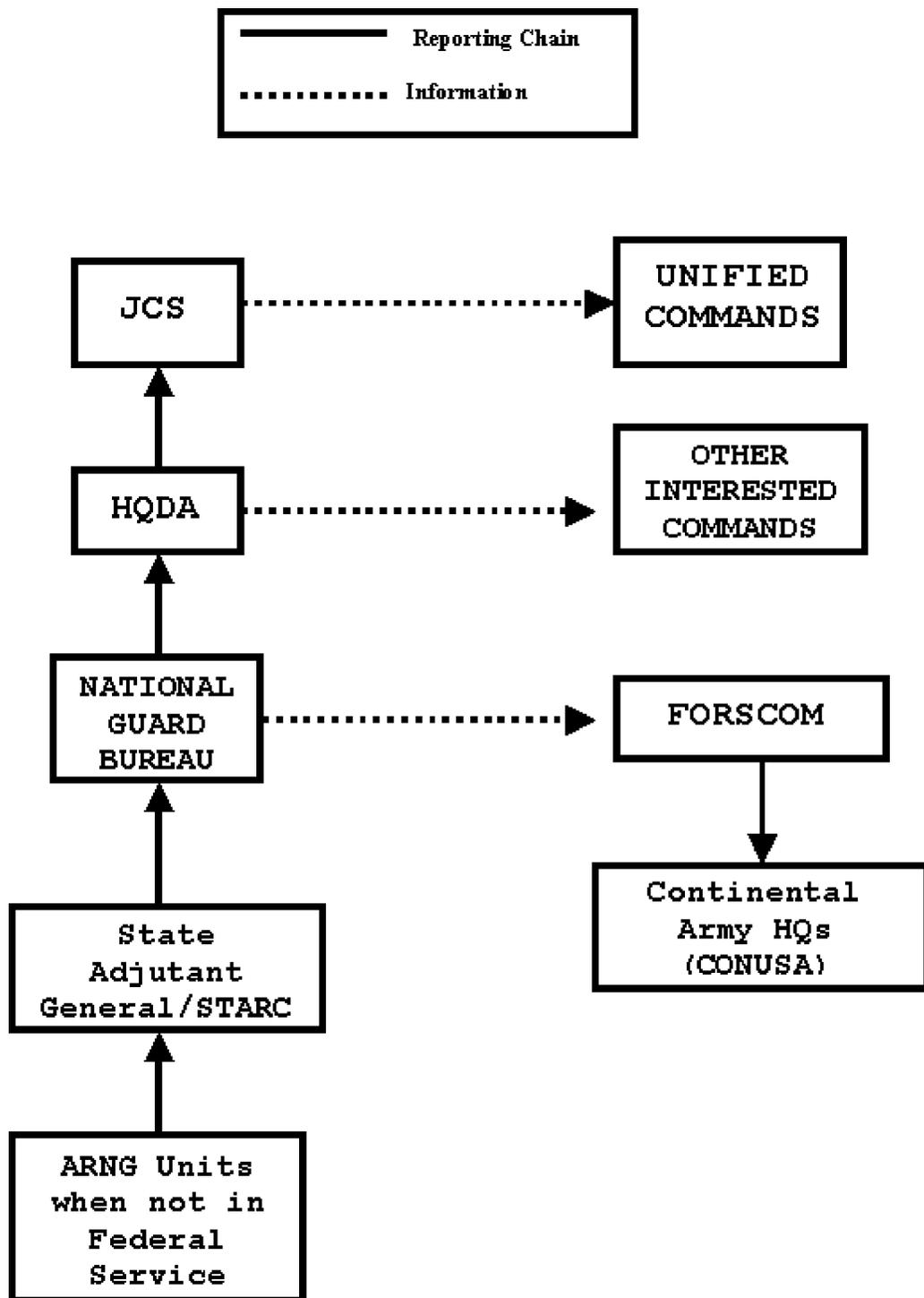


Figure 2-3. USR channels, ARNG when not in Federal Service

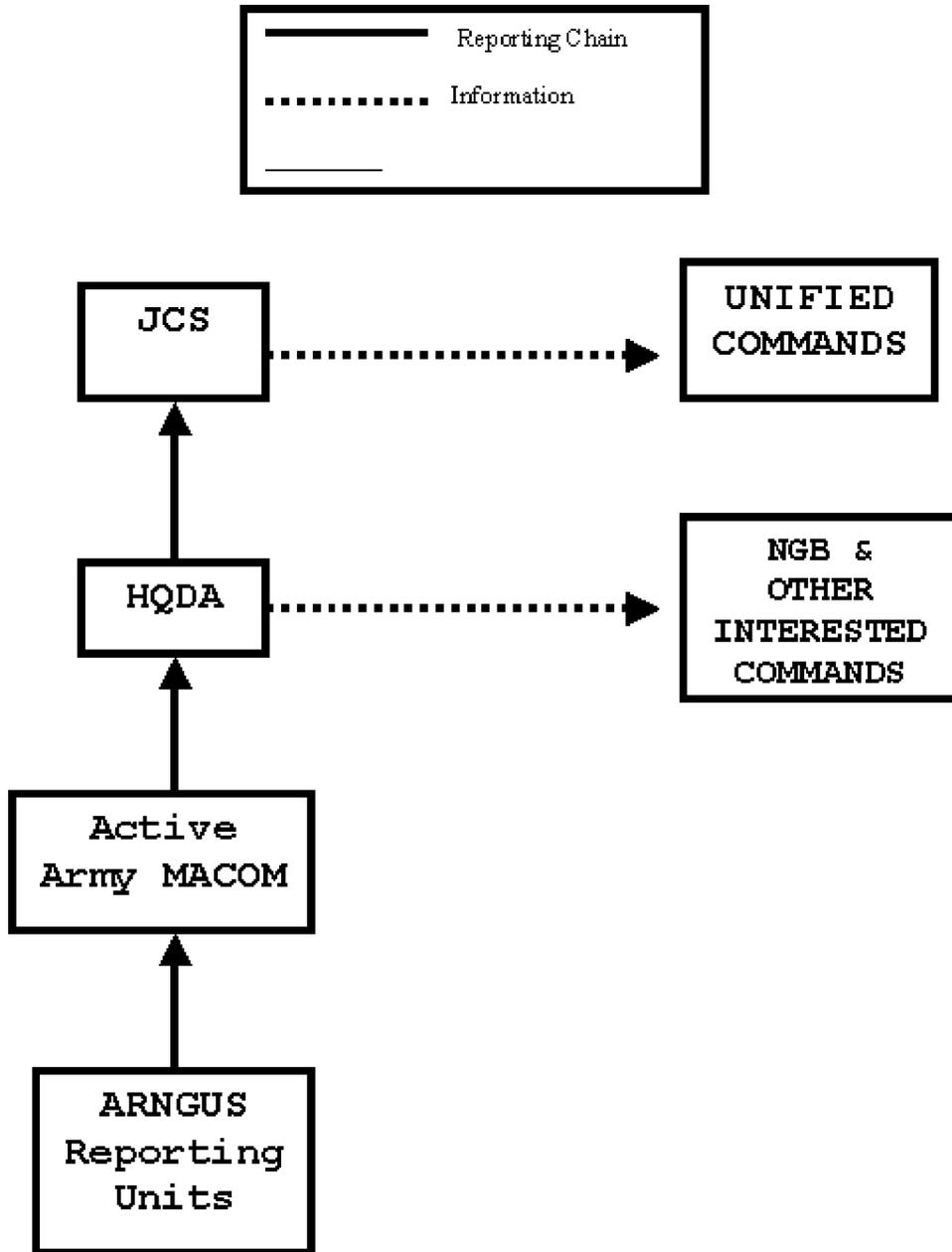


Figure 2-4. USAR channels, ARNGUS while in Federal Service

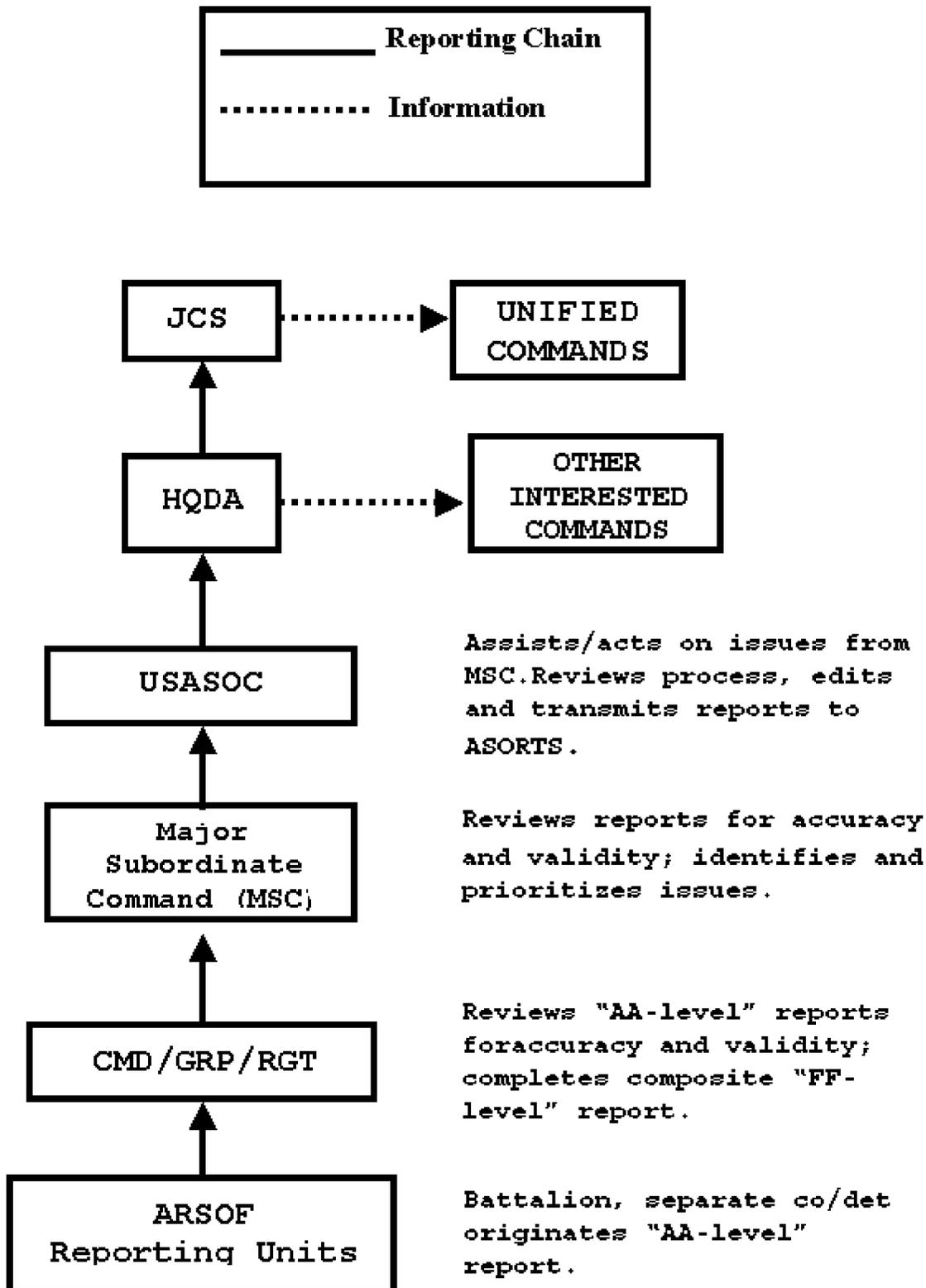


Figure 2-5. USR channels, ARSOF

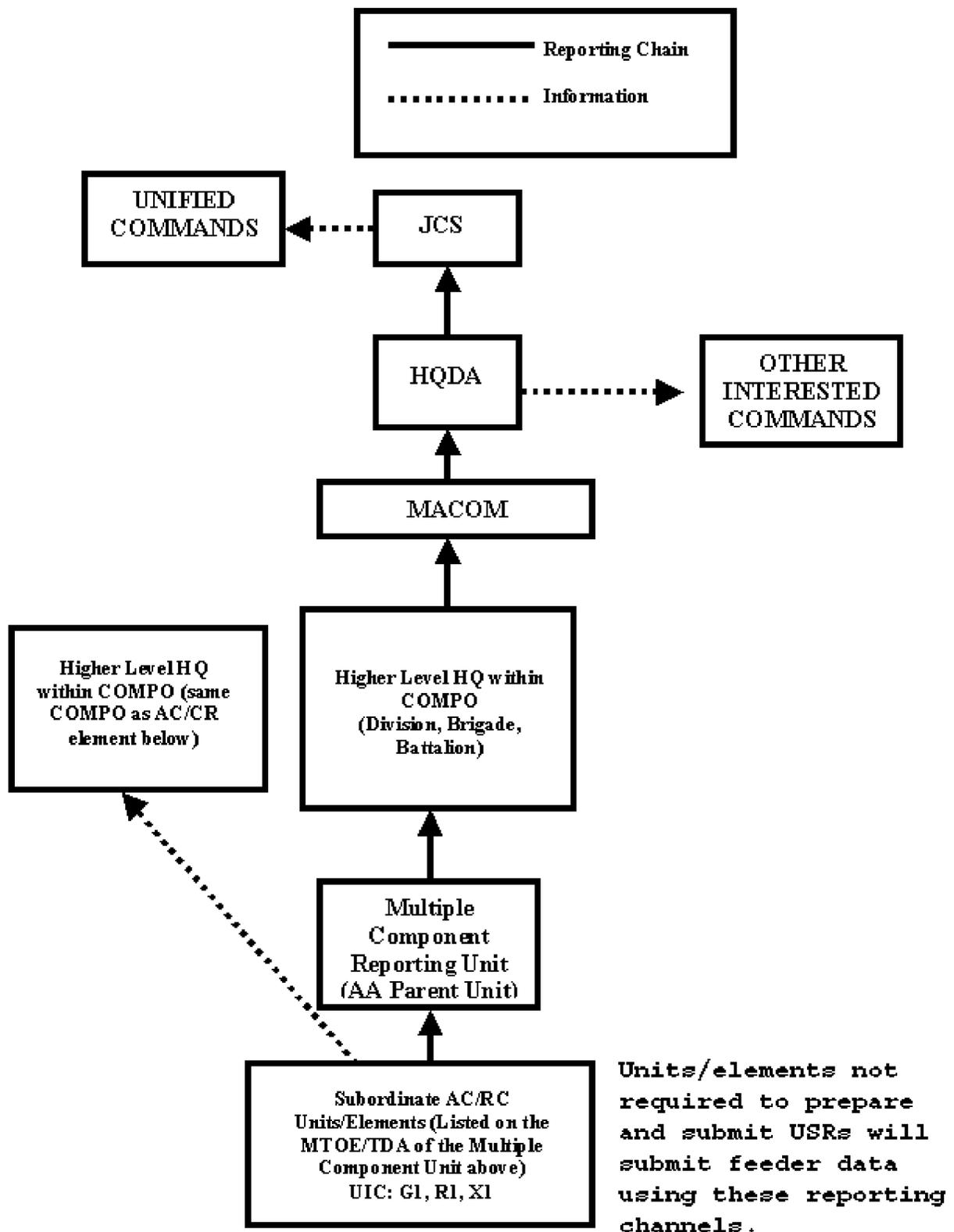


Figure 2-6. USR channels, multiple component units

2-6. Actions by higher commanders

a. Commanders above the level of the reporting unit will not change the reported status levels of subordinate units except to correct computation errors or administrative defects. The USR is intended to reflect the assessment of the commander and will not be revised in any manner that will distort the report.

b. Next higher commanders (at installation/state, division level, or below) will review reports of subordinate units for accuracy. They may provide additional information regarding the status of subordinate units on the narrative remarks set (NARR/GENTEXT/RML set) on the PC-ASORTS menu screen.

c. Commanders above installation or division level who wish to submit comments on the status of reporting units will send them through the chain of command by separate communication.

d. For USR purposes, the State adjutant general will be considered the installation commander for ARNG units not in Federal service. USAR major subordinate commands (MSCs) will be considered installation commanders for USAR units not on active duty. For CONUS-based AC/USAR ARSOF units not on active duty, the U.S. Army Special Operations Command (USASOC) will be considered the installation equivalent. U.S. Army Special Forces Command (USASFC) and U.S. Army Civil Affairs and Psychological Operations Command (USACAPOC) will be considered the USAR MSC equivalents. ARSOF units based outside the continental United States will submit USRs per current memoranda of understanding/agreement.

2-7. Security classification and declassification of reports

a. The originator will ensure that the appropriate security classification, authority for classification, and the duration of classification are assigned to each report.

b. The current or projected C-levels, the mission accomplishment estimate (MAE), the status level of a measured area, and/or references to deployability, employability, or inability to accomplish an assigned mission will be SECRET when applicable to the entire Army, ARNG, USAR, or other large groupings (that is, a listing of 10 or more AA-level units).

c. The classification of the USR is based on the number/size of the units represented in the USR, not on the number of reports. The security classification of squad/crew manning and qualification data reported in the USR and the classification of requests for and approvals of C-5 status are derived similarly. The overall C-level, the level for any measured area and for any portion of the USR that reflects current or projected unit status measurement or assessment, to include squad/crew manning and qualification data; MAE; and/or references to deployability, employability, or inability to accomplish an assigned mission will be classified as follows—

(1) SECRET for any major combat units of divisions, separate brigades, ARSOF groups, regiments, and commands, divisional brigades (operating separately), armored cavalry regiments or larger units (FF-level UIC).

(2) SECRET for 10 or more battalion-sized, company-sized, or separate companies/detachments (AA-level UIC).

(3) CONFIDENTIAL for one to nine battalions, two to nine company-sized or separate companies/detachments (AA-level UIC).

(4) UNCLASSIFIED (FOR OFFICIAL USE ONLY) for individual (that is, one) AA-level company, battery, troop, or detachment.

d. The classification of requests for and approvals of C-5 status also is based on the number/size of the units addressed in an individual request/approval.

(1) Requests/approvals will be classified SECRET if 10 or more battalion-sized, company-sized, or separate companies/detachments are addressed in the request/approval or if the request/approval addresses a major combat unit (division, separate brigade, ARSOF group/regiment/command, divisional brigade operating separately, armored cavalry regiment or larger Army organization assigned to an FF-level UIC.)

(2) Requests/approvals will be classified CONFIDENTIAL if one to nine battalions or two to nine company-sized or separate companies/detachments (AA-level UICs) are addressed in the request/approval.

(3) Requests/approvals will be considered UNCLASSIFIED (FOR OFFICIAL USE ONLY) (FOUO) if only one AA-level company, battery, troop or detachment is addressed in the request/approval.

e. Reports associated with specific operations or exercises will be classified either with the classification of the operation or exercise, or with the criteria established above, whichever results in the higher classification.

f. Classified and FOUO information will be marked in accordance with the provisions of AR 380-5 and protected and transmitted in accordance with the provisions of AR 380-19 and AR 380-5.

g. Reports will be declassified as follows—

(1) Information classified by authority of a system security classification guide (SCG) or similar authority will be declassified in accordance with the SCG instructions.

(2) Reports and levels described in paragraphs a, b, c, and e, above will be marked with a specific declassification

date. Classification will be downgraded, one level every 4 years. The intent is to make all data UNCLASSIFIED within 8 years.

h. This regulation may be cited as the classification authority for USRs and all associated data.

2-8. Retention of reports

a. Unit status reports will be retained on file for no less than 2 years at the installation and composite reporting level and for not less than 6 months at individual reporting units. Electronic files of USR data submitted via PC-ASORTS or printed copies of PC-ASORTS screen shots may be retained to satisfy this requirement. USRs will be destroyed in accordance with AR 380-5.

b. Commanders at all levels may direct the retention of reports for a longer period of time. Storage of reports in either paper or electronic form is permitted.

c. Currently, HQDA retains unit status reports and the associated comments submitted by Army units to HQDA after 1989. The Presidio Archive Center in California maintains data submitted earlier than 1989 on tape and in Bernoulli disk format. Submit all requests for USR data that is not in the possession of the unit to HQDA, ODCS, G-3, Army Readiness Division (ATTN: DAMO-ODR), 440 Army Pentagon, Washington, D.C. 20310-0440.

2-9. Release of and access to Global Status of Resources and Training System/Army Status of Resource and Training System information

a. JCS Policy. The Joint staff, Services, unified commands, and combat support agencies may release GSORTS data to members of DOD having a valid need to know and the appropriate clearance. Services may only release information on their units and only that amount of information required to satisfy the requirement. JCS approval is required prior to the release of any GSORTS data to any non-DOD requester or to any foreign agency.

b. HQDA requires Army units to obtain approval to release USR information outside of Army channels, to include release to both DOD and non-DOD agencies and to their sub-elements (that is, to other Services, Joint organizations, Members of Congress, and so forth). USASOC is authorized to release USR information to Special Operations Command. Requests for other approvals to release Army USR information outside of Army channels will be made in writing and will be forwarded to HQDA, ATTN: ODCS, G-3, Army Readiness Division (DAMO-ODR), 440 Army Pentagon, Washington, DC 20310-0440. The Army Readiness Division will obtain concurrence from J-3, Joint Staff, before approving release of GSORTS/ASORTS information to non-DOD agencies.

2-10. Authorized level of organization

The ALO is an alphanumeric character that identifies the percentage of required personnel and equipment authorized to a unit. The authorized personnel percentage is based on the TOE requirement, while the equipment authorizations are specified by item, based on the personnel authorizations. The equipment authorization is 100 percent of requirements, except for personal items (weapons, protective masks, and so forth). If the personnel authorizations are decremented to the point where equipment could not be properly maintained/supported, then equipment authorizations may be decremented from 100 percent of that required. The determination of ALOs for Army units is directly related to the policies contained in AR 71-32. A chart establishing the current percentages for the various ALOs resides on the Force Management Bulletin Board (FMBB), which can be accessed via the home page of the U.S. Army Force Management Support Agency (USAFMSA) at the following Web address: <https://www.usafmsaradd.army.mil/home.cfm>.

Chapter 3

Instructions for Reporting Units

3-1. General

a. USR System Output. By completing the unit status report, unit commanders develop and report assessments of their units' ability to accomplish the wartime or primary missions for which the units were organized or designed. Additionally, commanders of units assigned to conduct operational deployments use the percent effective (PCTEF) level to report the status of their units' ability to execute their current missions.

b. There are five (5) overall levels (C-1, C-2, C-3, C-4 and C-5) and Level 6. These levels reflect the status of war-fighting resources required by the unit and the commander's training assessment. Together, they indicate the reporting unit's tactical-level capability.

3-2. C-level definitions

a. CJCSM 3150.02 establishes five C-levels to show how well the reporting unit meets prescribed levels of personnel strength, equipment availability and unit training for the wartime mission.

b. C-1: The C-1 level indicates that the unit possesses the required resources and is trained to undertake the full wartime mission for which it is organized or designed. The status of resources and training will neither limit flexibility

in methods for mission accomplishment nor increase vulnerability of unit personnel and equipment. The unit does not require any compensation for deficiencies.

c. C-2: The C-2 level indicates that the unit possesses the required resources and is trained to undertake most of its wartime mission for which it is organized or designed. The status of resources and training may cause isolated decreases in flexibility in methods for mission accomplishment but will not increase the vulnerability of the unit under most envisioned operational scenarios. The unit would require little, if any, compensation for deficiencies.

d. C-3: The C-3 level indicates that the unit possesses the required resources and is trained to undertake many, but not all, portions of the wartime mission for which it is organized or designed. The status of resources or training will result in a significant decrease in flexibility for mission accomplishment and will increase the vulnerability of the unit under many, but not all, envisioned operational scenarios. The unit would require significant compensation for deficiencies.

e. C-4: The C-4 level indicates that the unit requires additional resources or training to undertake its wartime mission, but it may be directed to undertake portions of its wartime mission with resources on hand.

f. C-5: The C-5 level indicates that the unit is undergoing a service-directed resource action and is not prepared, at this time, to undertake the wartime mission for which it is organized or designed. HQDA employs the force development process with the goal of "standing-up" units at the overall level of C-3 or better. In many cases, actions impacting on unit status can be synchronized so that transitioning units can shorten the time period in C-5 status or avoid C-5 status entirely (see para 1-6c). C-5 units are restricted to the following:

- (1) Units that are undergoing activation, inactivation, or conversion.
- (2) Units that are manned or equipped below ALO-3 level.
- (3) Units that are not manned or equipped but are required in the wartime structure (that is, COMPO 4 units).
- (4) Units placed in cadre status by HQDA.

g. Level 6 indicates that one or more of the measured areas are not measurable, or by Service direction is not measured. (For example, the equipment readiness of a unit cannot be measured because a civilian contractor performs maintenance for the unit or the unit is an Opposing Force (OPFOR) unit at a training center that has no organic reportable equipment). Level 6 is not used as an overall category level. Although unmeasured areas are not reportable for USR purposes, commanders remain responsible for accountability and management of any Army personnel and equipment.

3-3. Standard rules and procedures

a. Units will calculate all measured levels against the established wartime or primary mission requirements (cadre column for cadre units; TOE Type B column for Type B units, MTOE authorized column for APS; and MTOE/TDA required column for all other units) as stated in applicable authorization documents. The only exception to this basic rule is the equipment readiness determination that is calculated against equipment-on-hand.

b. Activation/reorganization (within 12 months of E-date).

(1) The objective of the Army force development process is to modernize the force without significantly degrading unit readiness. Therefore, force development actions must be synchronized with and complemented by the availability of sufficient modernization equipment. Decisions regarding out-of-cycle reorganization and modernization must consider the potential of those actions to adversely impact the readiness of the units involved. In other than highly exceptional circumstances, reorganization should not occur unless the personnel and equipment that are required to support the new organization are reasonably available. The force validation process exists to ensure that, under normal circumstances, units are activated and reorganized at the C-3 level.

(2) Parent (AA-level) units that activate/reorganize incrementally will report against their current full MTOE structure. (For example, a support battalion that activates one company at a time would report against its full battalion structure). When the AA unit more closely resembles the new organization than the old organization regarding structure, manning and equipment, the unit will obtain approval from the responsible MACOM (NGB for ARNG units) to report as the new organization.

(3) Major combat (FF-level) units that activate/reorganize incrementally will include the additional subordinate units that would be part of their force structure under a full wartime structure (less forward deployed brigades or battalions).

c. Availability of units. In some instances, commanders of reporting units/elements that are deployed will receive specific guidance from their MACOMs based on strategic planning decisions by HQDA regarding timelines for disengagement, recovery, post-deployment training, reconstitution and redeployment to assist them in determining the availability of their units, personnel and equipment for USR purposes. The type or format of the unit deployment order is not a factor in making this determination. Other general policy guidelines established for unit availability are as follows.

(1) Reporting units at the AA and FF-levels will report deployed subordinate units/elements available when the subordinate units/elements are on operational deployments at locations within the reporting unit's areas of operation as defined to provide support of the primary missions for which the unit is apportioned in Army deliberate planning documents or as designated by HQDA or the responsible MACOM.

(2) Subordinate units/elements (that is, non AA-level or FF-level units) deployed outside of all of the parent unit's

areas of operations will be considered non-available if, in the opinion of the parent unit commander, the deployed subordinate units/elements could not rejoin the parent unit in an assigned area of operations as required by timelines established by the time phased force deployment data (TPFDD) tables constructed for specific JCS approved OPLAN schedules (for example, sub-elements could not rejoin the parent unit at home station and meet "available to load date" (ALD) or could not join the parent unit in an area of operations in time to meet the "required delivery date" (RDD)).

(3) Reporting units at the AA and FF-levels that are deployed outside of their designated areas of operations will be considered non-available if, in the opinion of the reporting unit commander, re-deployment to meet OPLAN schedule requirements is not feasible.

(4) Parent units and subordinate units/elements away from home station to participate in training will be considered available.

d. Use the rounding rule for decimals when you use a table or accomplish calculations in accordance with status level guidelines provided in this regulation; round numbers ending in ".5" or more to the next higher whole number and round numbers less than ".5" to the next lower whole number.

(1) When calculating percentages, perform the required division and multiply the number by 100, then round off to the nearest whole number.

(2) When converting hours to days, divide the number of hours by 24 and round to the nearest whole number.

3-4. C-5 reporting instruction

a. Units not READY due to HQDA actions or programs will report C-5 in accordance with the instructions in table 3-1 below.

Item	Inactivate	Activate	Conversion	Other
Orders	Required	Required	Required	N/A
E-date set	Required	Required	Required	N/A
Approval Authorization	MACOM Note 1	MACOM Note 1	MACOM Note 1	HQDA
Earliest date that C-5 reporting can begin	365 days prior to E-date	Note 2	When level 4 in a measured area.	Note 2
Latest date that C-5 reporting will begin	90 days prior to E-date	Note 2	N/A	N/A
Maximum duration	N/A	Note 3	Note 3	Note 4
Report until	Inactivation	C-3	C-3	N/A

Notes:

¹ MACOM approval of C-5 reporting must comply with the criteria and policy guidance in paragraph 3-4.

² The first possible report date. (For activations/reactivations also see para 3-4b.)

³ One year for Active Army, three years for Reserve Component.

⁴ Reviewed by MACOMs monthly to ensure compliance with established milestones by their C-5 reporting subordinate units and to identify requirements for extension requests.

b. Activations/reactivations: MACOMs will direct units undergoing activation/reactivation at an overall level of less than C-3 (that is, C-4) to report C-5 until they attain a minimum level of C-3 in all measured areas (P-level, S-level, R-level, and T-level). Using C-5 begins when the unit initially activates or reactivates, and continues until it has achieved and can report an overall status level of C-3 (except authorized 6s). After achieving and reporting a C-3 status level, the unit must report C-4 and cannot report C-5 if unit status subsequently deteriorates below the C-3 level (that is, falls to C-4). The maximum time that a unit may report C-5 is one year for AC units and three years for RC units.

c. Inactivations/discontinuations: MACOMs may direct units programmed for inactivation/discontinuation to report C-5 when the unit reaches Level 4 in any measured area level (except authorized 6s) and is within 365 days of the effective date (E-date) of inactivation/conversion. The unit must possess orders directing the action or be on a HQDA approved command plan (RC only), and have a confirmed E-date prior to reporting C-5. (Note that TDA units do not inactivate; they discontinue.)

(1) All units will report C-5 at 90 days from E-date and will continue to report until the unit has been inactivated/discontinued.

(2) C-5 inactivating/discontinuing units may be excluded from composite unit reports if they are within 180 days of their E-date. The unit rendering the composite report will continue to report the number of C-5 units in their READYSEG Set, ARMYRPT set on the PC-ASORTS menu screen. This allows for continued accountability of C-5 units. C-5 reporting units will continue to report in accordance with this regulation.

d. Conversions: MACOMs will direct units undergoing conversion to report C-5 when they reach Level 4, in any measured area, as a result of the conversion. They will continue to report C-5 until they again achieve at least a Level 3 in all measured areas or on a date set by HQDA. The maximum time that a unit may report C-5 is one year for AC units and three years for RC units. Conversions are defined as a major unit change to another MTOE, or a complete change in the type of unit or branch.

e. Units, which have their levels for authorized personnel and/or equipment established so that, even when filled to the authorized level, the established level does not allow the unit to achieve a Level 3 or higher (includes Type B, medical, transportation, and cadre units), will report under one of the two options explained below:

(1) Unit may subjectively upgrade the overall C-level to a C-3 or higher C-level, and report measured areas at their computed levels if, in the commander's judgment, the unit is resourced sufficiently to perform major portions of its wartime or primary mission. If the commander later decides not to upgrade subjectively, the commander must notify his or her MACOM and request to revert to C-5 status reporting.

(2) The unit may report C-5 overall and Level 5 for the appropriate measured areas. Units that report C-5 overall must also report the appropriate driving measured areas as Level 5.

f. MACOMs will inform HQDA of units that they have approved to report C-5 as a result of undergoing a HQDA directed action or program. A C-5 level will be reported until the unit is able to report C-3 or higher in all four measured areas. MACOMs, installations, and units will determine the effect of HQDA directed program/actions prior to E-date. If a C-4 level will result, MACOMs may approve C-5 reporting, or request a change to the E-date from HQDA, or continue the action at a C-4 level. MACOMs must review the status of units designated C-5 every 3 months to determine if a C-5 level is still warranted and to evaluate actions being taken to improve the status of the unit.

g. Units reporting C-5 must provide reasons in their READY/GENTEXT remarks indicating why the unit is C-5, to include a brief description of the reason or action that caused the Level 5 to occur in a measured area. Also state the anticipated date of resolution (for example, fielding date if a modernization program is pending) or authority for continued C-5 reporting. A unit that reports Level 5 in any measured area must also report C-5 overall. In addition the code "N" must be used in the REASN field of the OVERALL Set of the RPTDUIC set on the PC-ASORTS menu screen. Units must provide E-date of MTOE/TDA of the initial action.

h. MACOMs must submit a request to HQDA for their units to continue to report C-5 beyond the time limits established for C-5 reporting in table 3-1. Requests will be forwarded to HQDA, ODCS, G-3, Army Readiness Division, (ATTN: DAMO-ODR), 440 Army Pentagon, Washington, DC 20310-0440. DAMO-ODR will coordinate with JCS regarding the request.

3-5. Level 6 reporting

a. When it is not possible to determine personnel or equipment levels (for example, maintenance records are accidentally destroyed or the unit maintenance system does not provide the required records) report level 6 and consider the area when determining the overall unit level. Level 6 may not be used for the READY (OVERALL set in the RPTDUIC set). When level 6 is reported in a measured area, a Level 6 cannot be reported in the OVERALL set. Use regular procedures for other measured areas and provide narrative comments in the NARR/GENTEXT/RMKS set of the report on the unit's ability to accomplish assigned missions.

b. Units submitting composite reports will omit subordinate units reporting Level 6 from specific measured area computations when the unit commander determines that this will produce a more accurate reported level.

3-6. Reporting data

a. Reporting units use PC-ASORTS to prepare the unit status report. Data entered on the PC-ASORTS menu screens is converted to MTF format for transmission to MACOMs, HQDA, and JCS. The relationship between report types and data fields is shown at table 3-2.

Table 3–2
Relationships between report types and report forms/sets/remarks

PC–ASORTS menu screen	Regular reports	Change reports	Deployed reports
RPTDUIC set (JCS Data)	RPTDUIC set (all sets)	RPTDUIC set (all sets)	RPTDUIC set (all sets)
ARMYRPT set	KA1 (item/rpt type)	KA2 (item/rpt type)	KA3 (item/rpt type)
Army Data	All sets	All sets	Unit name, UIC, MAE, PERSDATA set, EOHDATA set, EQMCRDAT set, TRAINDAT set, GENTEXT Rmk set
Remaining sets	READY, 2PSPER, 2PIESTAT, 2ERCFOUR, 2EOHSHRT, NBCEQPT, 2PIERRAT, 2ERCERRT, TRRAT, PSPER, GENTEXT remarks, 2RQPER, 2ADDSKILL. Others as required	Appropriate remarks set corresponding with changed data.	Appropriate remarks set to clarify/explain significant resource shortfalls and/or to address significant unit readiness issues (see para 11–2).
Other	DEPTEMPO PCTEF-level	Changed data Changed data	DEPTEMPO data in accordance with paragraph 9–10. PCTEF-level IAW paragraph 11–3 (when applicable).

b. The RPTDUIC set on the PC–ASORTS menu screen is used to report standard JCS data. All units submitting readiness reports, to include composite reports use these data elements.

c. The ARMYRPT set on the PC–ASORTS menu screen is used to report Army unique data. This part of the report provides essential supplemental data to help Army agencies analyze a unit’s status. Army peculiar data is reported but currently is not stored by JCS.

d. The READY/GENTEXT/RMK set and the REASN/GENTEXT/RMK set on the PC–ASORTS menu screen are used to report unit commander’s READY and REASN GENTEXT remarks.

e. Other sets (such as the PSPER set, RQPER set, 2ADDSKILL set, 2LANGAGE set, and so forth) on the PC–ASORTS menu screen are used to report all measured area remarks and free text remarks.

f. The NARR/GENTEXT/RMK set is used by the reporting unit’s next higher commander to comment on any data field (such as ASPER, MSPER, etc.).

3–7. Basic unit information

Refer to figure 3–1.

a. Select the appropriate menu items in PC–ASORTS to access/edit the Basic Unit Information (BUI) screen (see USRSUM.doc file included with the software for more detailed instructions).

b. Information entered in the Basic Unit Information screen helps to track unit information, limit keystrokes, and aids in auto-calculations throughout the reporting process. The BUI screen is also used to determine what data screens are needed to meet the unit’s data entry requirements. Use unit information contained in the unit’s MTOE or other authorized documents to populate the appropriate data fields on the Basic Unit Information screen.

(1) *Required/authorized*. Enter the number of required and authorized personnel according to the appropriate grade shown.

(2) *Pacing*. Enter Y or N to show whether unit has pacing items.

(3) *Aviation*. Enter Y or N to show if unit is an aviation unit with aircraft.

(4) *Hospital*. Enter Y or N to show if unit has hospital assets.

(5) *MSG–Class*. Enter U, C, S to show the message classification.

(6) *NBC*. Enter Y or N to show if unit is equipped for NBC operations.

(7) *TPSN*. Enter the unit’s Troop Program Sequence Number (from MTOE or other documentation).

(8) *EDATE*. Enter unit’s effective date in yyymmdd format (from MTOE or other documentation).

(9) *CCNUM*. Enter unit’s command and control number (from MTOE or other documentation).

(10) *SRC*. Enter unit’s Standard Requirements Code (from MTOE or other documentation).

(11) *MTOE/TDA*. Enter unit's modified table of organization and equipment (MTOE) or table of distribution and allowance (TDA) number (from appropriate documentation).

(12) *COMPO*. Enter unit's Force Structure Component designation. (1 for Active Army, 2 for National Guard, 3 for Army Reserves and 6 for Army pre-positioned sets (APS).

(13) *Squad/crew rptng*. Enter Y to N to report unit squad/crews (see table 7-3).

(14) *Unit name*. Enter the unit's name.

(15) *Auth level of organization (ALO)*. Enter the unit's ALO.

(16) *Reason organization less than ALO 1 (RLIM)*. Enter code why unit is not at ALO 1.

(17) *ADDSKIL requirements*. Enter Y or N if unit has MOS skill requirements.

(18) *LANGUAGE requirements*. Enter Y or N if unit has language requirements.

(19) *Multi-Compo FF/AA*. Enter Y or N if unit has multiple components and allow pre-mobilization data to be entered.

c. As unit information changes through updated MTOEs, it is important that the data in the basic unit information is updated to ensure the most accurate data.

GRADE	REQ	AUTH		
06	[1]	[1]	Pacing	[Y] (Y/N)
05	[2]	[2]	Aviation	[N] (Y/N) (With AirCraft)
04	[6]	[6]	Hospital	[N] (Y/N)
03	[2]	[2]	MSG-CLASS	[U] (U/C/S) <--- REQUIRED
0102	[0]	[0]	NBC	[Y] (Y/N)
W5	[0]	[0]	TPSN	[20608]
W4	[0]	[0]	EDATE	[20010915] <----- REQUIRED
W3	[0]	[0]	CCNUM	[FC9009] <----- REQUIRED
W2	[2]	[2]	SRC	[06455A000100]
W1	[0]	[0]	MTOE/TDA	[C5525L1001] <--- REQUIRED
E9	[1]	[1]	COMPO	[1] (1/2/3/6) < REQUIRED
E8	[3]	[3]	SQUAD/CREW RPTNG	[Y] (Y/N) <--- REQUIRED
E7	[10]	[10]	Unit Name	[0021 FA BN HOWITZER 109]
E6	[20]	[20]	ALO	[2] <----- REQUIRED
E5	[10]	[10]	RLIM	[P]
E1E4	[205]	[205]	ADDSKIL Req.	[Y] (Y/N)
Attached	[0]		LANGAGE Req.	[Y] (Y/N)
ESC=RETURN TO MENU/NO SAVE			MULTI-COMPO FF/AA	[N] (Y/N) Allow PreMob Data
ENTER=NEXT FIELD/LINE			F10=SAVE/RETURN TO MENU	

Figure 3-1. Basic unit information (unclassified example)

Chapter 4 Personnel Data

4-1. General

The personnel resource area is one of the four measured areas that is a factor in determining a unit's overall level (category level). The personnel factor (P-level) is calculated by determining assigned strength, then assessing the available strength, the available military occupational specialty qualified (MOSQ) strength, and the available senior grade strength against required MTOE/TDA unit strength. In the computation of personnel data, commanders are directed not to move soldiers from one unit to another, breaking up cohesive groups solely to cross-level for unit status reporting purposes.

4-2. Determine required strength

Use your unit's MTOE/TDA to determine required strength (cadre column for cadre units, TOE type B column for type B units, and MTOE/TDA required column for all other units). For MTOE organizations, additions provided by augmentation TDA for non-TOE missions are excluded from required strength computations (see fig 4-1).

Note. AR 71-32 describes the purpose for and use of an AUGTDA.

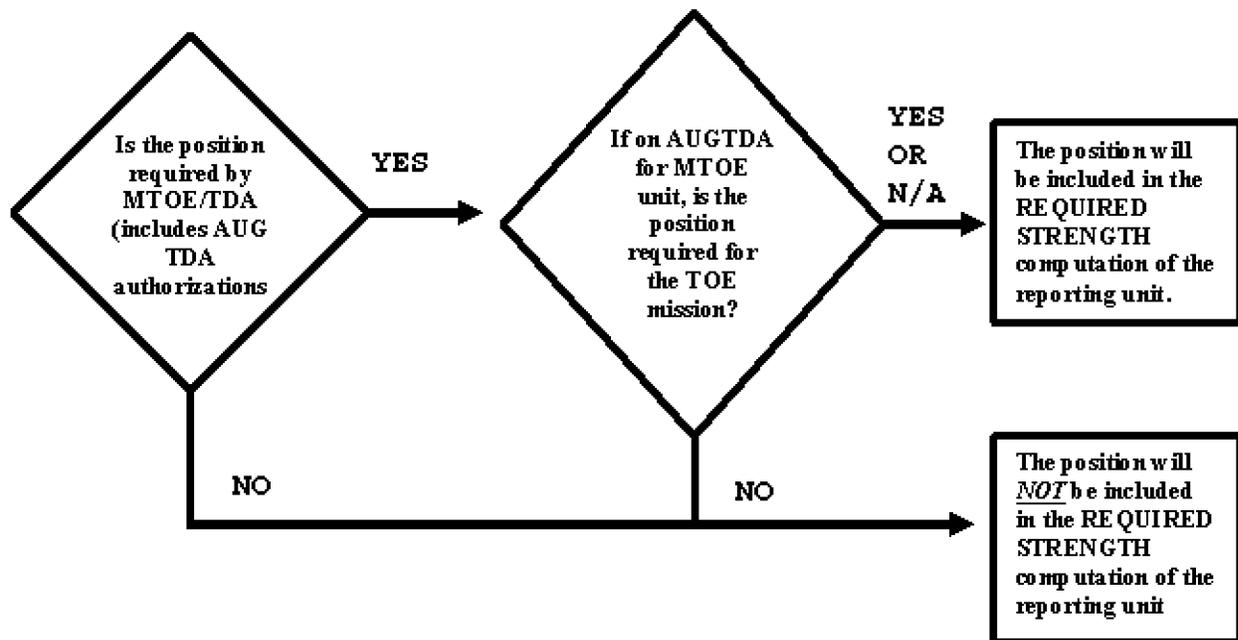


Figure 4-1. Determining required strength (unclassified example)

4-3. Determine assigned strength percentage

a. Assigned strength percentage (ASPER) equals assigned strength divided by required strength. Assigned strength for Active Army units equals the accountable strength of the latest personnel control number (PCN) (AAA-162, unit personnel accountability report), adjusted to the "as-of" date of the status report by adding gains and subtracting losses occurring since the date of the unit strength RECAP, part II. (See table 2-1 of chap 2 for additional information.)

b. Reports from SIDPERS ARNG and TAPDB-R USAR will be used to obtain assigned strength data for RC units. Assigned strength for USAR units includes Active Guard and Reserve (AGR) and AC personnel assigned on a separate TDA who would deploy with the unit if it was mobilized on the "as of" date of the report. Inactive National Guard (ING) personnel will not be included in strength computations or figures in this report.

c. Army units that are scheduled to receive Army Medical Department (AMEDD) Professional Filler System (PROFIS) personnel (in accordance with AR 601-142) will include them (officer and enlisted) in assigned strength computations as follows—

(1) Compute assigned percentage on the basis of assigned personnel and PROFIS personnel who are designated, by name, for assignment to the reporting unit under alert, deployment, or combat conditions. Individual personnel attached to another unit under TCS orders for deployment will be counted as assigned, but not available by the parent unit. The deploying/mobilizing unit will not count attached soldiers as assigned, but it will count them as available.

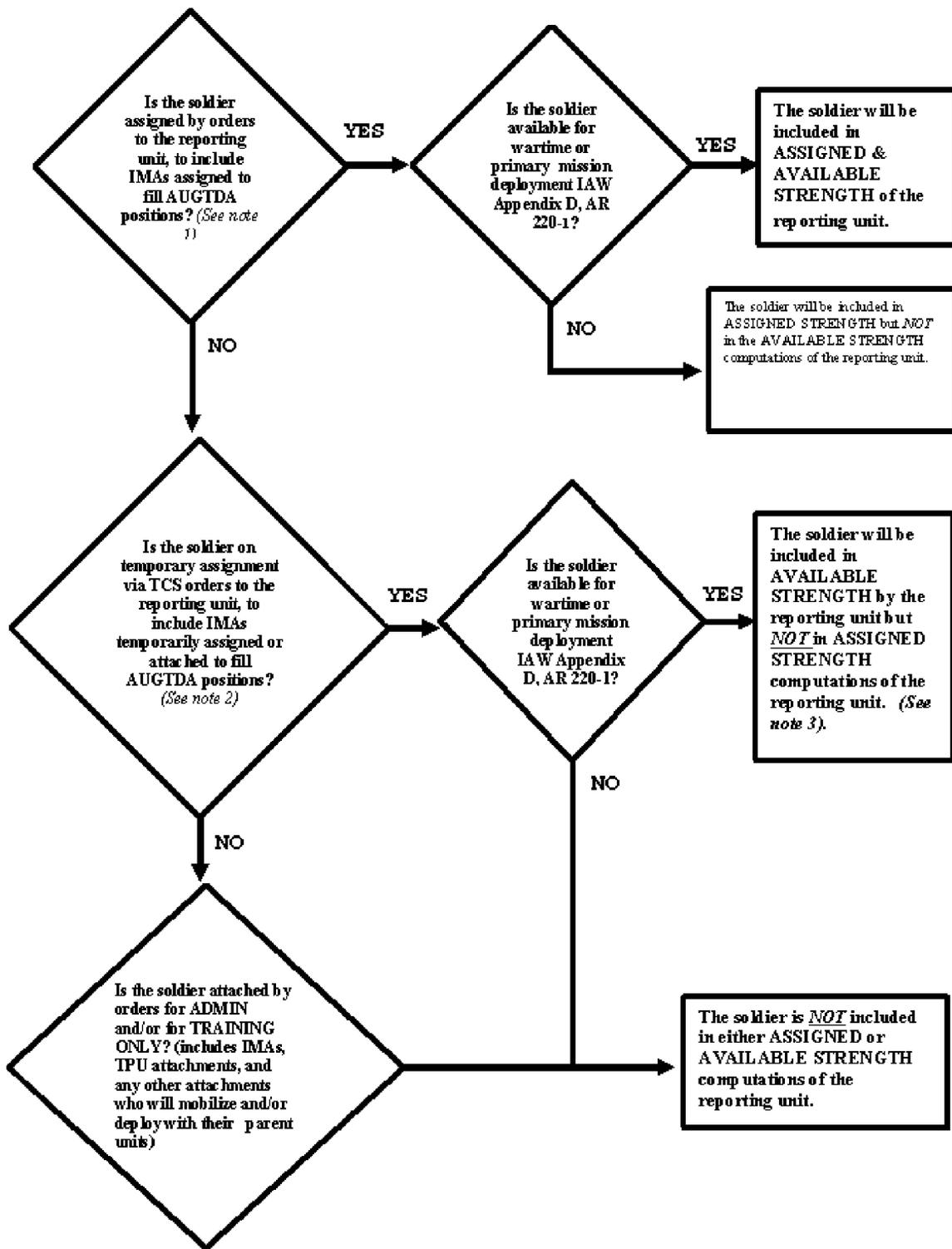
(2) Commanders will use the current PROFIS roster from the Office of The Surgeon General (OTSG) Medical Occupational Data System (MODS)-approved PROFIS automated database to identify PROFIS individuals designated for required MTOE positions. The PROFIS roster must be updated monthly and must be dated within 30 days of the USR "as-of" date. The same individual will not be identified in more than one unit.

(3) USAR AMEDD units with personnel assigned and attached to the national AMEDD augmentee detachment (NAAD) will count those personnel as assigned and available for alert and deployment.

4-4. Determine available strength percentage

a. Available strength percentage (AVPER) equals available strength divided by required strength. Available strength is the portion of a unit's assigned and attached strength available for deployment or employment with the unit to accomplish its wartime or primary mission. Commanders of reporting units/elements that are deployed will obtain specific guidance from their MACOMs regarding timelines for disengagement, recovery, post-deployment training, reconstitution and redeployment to assist them in determining the availability of their units, personnel and equipment for USR purposes (see para 3-3). Unless HQDA or the responsible MACOM specifies otherwise in formal guidance, individual personnel attached to another unit under temporary change of station (TCS) orders, or deployment, will be

counted as assigned but not available by the parent unit. (Note that this TCS criterion is applicable to the deployment of individual soldiers only. The availability of deploying/deployed units/elements will be determined in coordination with the MACOM by the commander of the reporting unit in accordance with paragraph 3-3. The type or format of the unit deployment order is not a factor in making this determination.) The deploying/mobilizing (gaining) unit will not count TCS soldiers as assigned, but it will count them as available. Available strength may exceed assigned strength in units with personnel attached via TCS orders. Individual mobilization augmentees (IMAs) assigned by orders to the reporting unit (includes IMAs assigned to fill AUGTDA positions but does not include IMAs assigned for training only) will be reported as assigned and available by the unit of assignment, unless they are determined to be not available based upon personnel availability criteria in appendix D. USAR troop-program unit (TPU) attachments and RC soldiers attached to units for training only will be counted and reported by their parent units as assigned and available for deployment and mobilization; the unit of attachment will not count or report USAR TPU attachments or RC soldiers attached for training only as either assigned or available. See figure 4-2 for a decision support chart that was developed to illustrate the proper consideration of individual assignment and availability criteria.



Notes:

¹ AR 71-32 describes the purpose for and use of an AUGTDA.

² AR 600-8-105 establishes Army personnel policy and procedures regarding the use of temporary change of station (TCS) orders.

³ The soldier's parent unit (the unit of assignment) will include the soldier in assigned strength but not in its available strength computations.

Figure 4-2. Determining assigned strength and available strength

b. AA-level and FF-level units will consider deployed subordinate units/elements available when the subordinate units/elements are on operational deployments within any of the parent unit's designated areas of responsibility (AORs) and will provide mandatory AVPER remarks to address these situations. In general, subordinate units/elements deployed outside the parent unit's AORs are considered as not available. However, commanders of such units will consider the specific guidance provided by their MACOMs regarding timelines for disengagement when determining personnel availability for USR purposes. Subordinate units/elements away from home station participating in training exercises will be considered available (see para 3–3). Commanders with units/elements deployed within the designated AOR will provide the number of soldiers deployed in the mandatory personnel reporting remarks as AVPER remarks.

c. Appendix D provides criteria for determining personnel availability. PROFIS and NAAD personnel will be considered available if they meet the requirements of paragraph 4–5c(1). Soldiers stabilized in accordance with the Army stabilization policy will be considered available.

d. Chapter 11 establishes USR requirements for units before, during, and after deployment. Commanders of AA-level units that have subordinate elements or individual soldiers absent from their units because of an operational deployment will use the reason codes in table E–2 in accordance with the instructions in paragraph 11–3 to report the percent of their units' personnel that is operationally deployed.

4–5. Determine available military occupational specialty qualified percentage

a. Available military occupational specialty (MOS) qualified (MOSQ) personnel percentage (MSPER) is based on a comparison of available MOS-qualified personnel and required MOS-qualified personnel. Available MOSQ strength cannot exceed available strength.

b. Determine the number of MTOE/TDA personnel spaces required by rank (commissioned officer, warrant officer (WO), and enlisted) and by military occupational specialty code (MOSC).

c. Determine the number of personnel included in the available strength of the unit by rank and MOSC. Match the qualified available personnel against requirements. Personnel are considered MOS-qualified for purposes of the unit status report as follows:

(1) Match officers to officer spaces on a one-for-one basis. Officers may be considered MOS-qualified, when they have completed an officer basic course, and the commander feels that they have the minimum skills needed to perform the mission required duties of their assigned position. AMEDD officers must be qualified in their area of concentration (AOC) for their positions. Additionally, AMEDD officers in clinical specialties, including PROFIS, will not be considered qualified for a position unless they have been awarded the AOC. Furthermore, for clinical positions that normally require licensure or other authorizing documentation, AMEDD officers must be credentialed and demonstrate current clinical competency for the specific position per AR 40–68. For AMEDD officers, the special qualification identifier (SQI) and ASI will be considered in determining the MOSQ level. If shortages of SQIs and ASIs are degrading readiness, remarks are required in the 2ADDSKILL set of the report.

(2) Using the first four characters of the MOSC, consider warrant officers MOS-qualified when they can be used in their primary MOSC (PMOSC), secondary MOSC (SMOSC), additional MOSC (AMOSC), or a MOSC that can be substituted for the above in accordance with AR 600–100. AMEDD warrant officers must be area of concentration (AOC) qualified for their position. Warrant officers PROFIS will be considered qualified for the position to which they are assigned.

(3) Using the first three characters of the MOSC, consider enlisted soldiers MOS-qualified when they can be used in their PMOSC, SMOSC, AMOSC, or a MOSC that can be substituted for the above, and the commander feels that they possess the minimum skills required to perform the mission required duties for their assigned positions. AMEDD enlisted soldiers must be MOS qualified for their position. Enlisted PROFIS will be considered qualified for the position to which they are assigned. Use utilization guidance as outlined in AR 614–200, paragraphs 3–10a(10) and d(7), for considering soldiers as MOSQ.

d. If a SQI or ASI is specified in authorization documents, it will not be considered in determining a unit's MOSQ level, except in the case of AMEDD units and personnel, where it will be considered.

(1) However, if a commander considers the SQI, or ASI, to be essential to the completion of assigned wartime or primary missions, and the soldier in this position does not have the required skill, this issue will be considered in determining a unit's training and overall category level.

(2) If shortages of SQI and ASI soldiers are degrading the readiness of a reporting unit, this will be addressed in the 2ADDSKILL set of the report.

e. During the transition period (AC: 2001–2004; RC: 2001–2006) for implementing the Army Language Master Plan (ALMP), reporting units with officer and enlisted language requirements will determine language proficiency (MOSQ) and report linguist status in accordance with the following guidelines:

(1) Linguists will be considered military occupational specialty qualified (MOSQ), provided they meet the Army minimum language proficiency standard in accordance with AR 611–6, in any language other than English. This

standard is measured by maintaining a current (within 12 months) score of 2 in listening and 2 in either reading or speaking on the defense language proficiency test (DLPT) or oral proficiency interview (OPI) in any foreign language.

(2) Soldiers in career management fields (CMFs) 18, 37, or 38, area of concentration 180, functional area (FA)/branch 38 or 39, are not required to demonstrate proficiency in any language in order to be considered MOSQ.

(3) The proficiency status of assigned linguists by language identification code (LIC) and the unit's current assigned language requirements will be reported in the 2LANGAGE set of the USR. This data is reported in the USR for information and analysis at higher levels, to include HQDA. Completion of the 2LANGAGE report is mandatory for all reporting units with officer or enlisted language requirements, to include ARSOF MOSs/CMFs/FAs (see para 4-10d).

(4) If a commander considers the LIC to be essential to the completion of assigned wartime or primary missions and the soldier in this position does not have the required skill, this may be considered in determining a unit's training and overall category level.

f. RC personnel awaiting initial active duty training (IADT) and prior service personnel in MOS-producing training will not be considered available MOS-qualified for the duty position until they have successfully completed the required training for the assigned duty position.

g. Personnel who have successfully completed a MOS awarding program for the assigned duty position may be counted as MOSQ for unit status reporting purposes. This includes soldiers who have submitted a proper request for the granting of a MOS based on civilian-acquired skills in accordance with AR 601-210, paragraph 7, DA Pam 600-3, or similar guidance. RC personnel who have not been officially awarded the MOS owing to administrative delays may be counted as MOSQ. RC prior service personnel in MOS-producing training will not be considered MOSQ until they have successfully completed the required training.

(1) For a soldier who has completed MOS training but has not been granted the security clearance required for award of the MOS, the commander will report the soldier as MOS-unqualified for the assigned position unless, in the commander's assessment, the absence of the security clearance does not prevent the soldier from accomplishing the requirements of the duty position. Commanders will include a general text (GENTEXT) remark labeled "MSPER" to explain such assessments.

(2) Similarly, for a soldier assigned to a position or to a site requiring a security clearance, the commander will report a soldier in such a position MOS-unqualified pending receipt of the final required security clearance unless, in the commander's assessment, the absence of the security clearance does not prevent the soldier from accomplishing the requirements of the duty position. Commanders will use a GENTEXT remark labeled "MSPER" to explain such assessments.

h. Personnel who are over strength in a specific skill will not be counted as MOS qualified. Any personnel holding a PMOS that is surplus to reporting unit requirements and who have been awarded an SMOSC, AMOSC, or a substitute MOSC that matches a unit required vacancy will be counted against that vacancy as MOS qualified. For example, if a unit requires four cooks and has six MOS-qualified cooks in its available strength, count only four against the requirement for cooks. Additionally, if any of the cooks have an SMOSC or AMOSC of truck driver, and if truck driver required vacancies exist, then count the two remaining cooks as available MOS-qualified drivers.

i. PROFIS personnel will be considered MOS qualified per criteria in paragraph 4-5c(1).

4-6. Determine available senior-grade percentage

a. Available senior-grade percentage (SGPER) is based on a comparison of the number of available commissioned officers, WOs, and noncommissioned officers (NCOs) (grades E-5 through E-9) to required senior-grade personnel.

b. PROFIS personnel will be counted when determining available SGPER, but only if MOSQ criteria are satisfied in accordance with paragraph 4-5c (1).

4-7. Calculate personnel level (P-level)

Calculate the personnel level by using table 4-1 and the outline below.

a. Step 1. Identify your unit's required strength.

b. Step 2. Identify assigned strength.

c. Step 3. Compute assigned strength percentage. Assigned strength percentage=Assigned strength/Required strength X 100.

d. Step 4. Identify available strength.

e. Step 5. Compute available strength percentage. Available strength percentage=Available strength/Required strength X 100. Determine P-level using table 4-1.

f. Step 6. Identify available MOS-qualified strength.

g. Step 7. Compute available MOSQ percentage. Available MOSQ percentage=Available MOSQ personnel/Required strength X 100. Determine P-level using table 4-1.

h. Step 8. Identify available senior-grade strength.

i. Step 9. Compute available senior-grade percentage. Available senior-grade percentage=Available senior-grade/Required senior-grade x 100. Determine P-level using table 4-1.

j. Step 10. Determine your unit's overall P-level. The lowest P-level determined in steps 5, 7, and 9 above is your overall personnel P-level unless HQDA and/or the MACOM directs or approves use of a P-level of P-5.

Table 4-1
Level for available, MOSQ, and senior-grade strengths

P LEVEL	Available	MOSQ/senior-grade
1	100-90%	100-85%
2	89-80%	84-75%
3	79-70%	74-65%
4	69% or less	64% or less

4-8. Determine personnel turnover percentage

a. Personnel turnover percentage (APERT) provides an indicator of unit turmoil (degradation of unit capability). Compute personnel turnover percentage by comparing the total number of departures during the 3 months preceding the as-of date of the report against assigned strength on the as-of date. Total of personnel departed (90 days) divided by Assigned strength X 100.

b. Reassignments of personnel within the reporting unit are not included in turnover computations.

4-9. Instructions for completing the RPTDUIC Section (Joint Reporting Requirements) and the ARMYRPT Section (Army Unique Requirements) on PC-ASORTS menu screens

a. PERSONNEL set in RPTDUIC section (see fig 4-3).

(1) PRRAT (personnel level). Use the computed P-level from step 10. APS custodians always report "6."

(2) PRRES (reason personnel level not 1). If PRRAT field is not P-1, enter the personnel code from appendix E that shows the main reason the personnel level is not 1; otherwise, leave blank. APS custodians always report "P78." If the PRRAT corresponds to the ALO for the unit (for example ALO 3 and P3), "P65" is an appropriate reason code for not achieving a P-level of 1.

Figure 4-3. Personnel set in RPTDUIC section (Joint reporting)

- b. PERSDATA set in ARMYRPT section (see fig 4-4).
- (1) ASPER (assigned strength percentage). Use percentage calculated in step 3. Enter "0" for APS.
 - (2) AVPER (available strength percentage). Use percentage calculated in step 5. Enter "0" for APS.
 - (3) MSPER (available MOS-qualified percentage). Use percentage calculated in step 7. Enter "0" for APS.
 - (4) SGPER (available senior-grade percentage). Use percentage calculated in step 9. Enter "0" for APS.
 - (5) APERT (personnel turnover percentage).
- (a) LOSSES (# losses). Enter the number of losses from the last 90 days.
- (b) APERT (T/O percentage). Use percentage calculated in paragraph 4-8.
- c. PROFIS set in ARMYRPT section.
- (1) For PROFREQ (professional fillers required), enter the number of PROFIS personnel the unit requires.
 - (2) For PROAVAL (professional fillers available), enter the number of PROFIS available.
 - (3) Enter "0" for APS.
- d. FEMALE set in ARMYRPT set.
- (1) For FEMASGD (female assigned), enter the total number of female personnel assigned to the unit.
 - (2) For FEMPREG (female pregnant), enter the total number of female personnel pregnant (prenatal and postpartum).
 - (3) Enter "0" for APS.
- e. ACTGURES set in ARMYRPT section.
- (1) For AGRASGD (number of guardsmen and reservists), enter the number of RC personnel on active duty assigned to a unit.
 - (2) Enter "0" for APS.
- f. GENTEXT remarks in ARMYRPT section. Units can submit additional detailed data and remarks on any field above, to provide focus on specific problem areas or additional information. Example of how data will be entered on the FREE GENTEXT remark format is as follows: security classification-enter C, transaction type-enter A, label-enter MSPER, then enter text. Information should be concise and able to stand alone.

UNCLASSIFIED			
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915		√=Remark in USR	
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER:[95]% SGPER= 91 % APERT: [5]%	EQOHDATA Set ERC A LINS EHRDN: 70 EHRD1:[68] EHRD2:[] EHRD3:[] EHRD4:[2] PIRAT: [1]	EQMCRDAT Set PERRY:[85]% PIEMC:[095]% TMETL Data Task Trained [3] Needs Practice [3] Untrained [1] Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76% < See AR220 7-2 >	TRAINDAT Set TWRC1:[29] ITAUS:[A] ITSDR:[B] ITAFT:[A] ITAEM:[A] ITAQL:[A] ITATF:[C] ITAFL:[A] ITATA:[A] ITATM:[A]
PROFIS Set PROFREQ:[] PROAVAL:[]	ERC B & C LINS EHRDNBC: 10 EHRDBC1:[8] EHRDBC2:[2] EHRDBC3:[] EHRDBC4:[]		READYSEG Set MAE:[85] C5:[] MTOE/TDA: C5525L1001 EDATE: 20010915 CCNUM: FC9009
FEMALE Set FEMASGD:[20] FEMPREG:[1]			
ACTGURES Set AGRASGD:[]			
ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field			

Figure 4-4. PERSDATA set in ARMYRPT Section (Army unique requirements) (unclassified example)

g. SDPER (special duty personnel). Additionally, all MTOE units will enter the number of total man-days positions in the unit that were vacant during the reporting period because of BMM and TD requirements. The SDTOTAL must be the sum of each individual service member's BMM or TD time, in days, during the reporting period. The term "special duty" (SD) is defined as the performance of duty with a unit or organization other than the one to which a soldier is assigned, while continuing to be accounted for and administered by the unit of assignment. SD applies to personnel in either borrowed military manpower (BMM) or troop diversion (TD) categories. Examples of and distinctions between these two categories of SD are provided and explained in AR 570-4.

(1) BMM includes all soldiers assigned to MTOE units who have been temporarily assigned duties within TDA activities where a MACOM-approved manpower requirement exists but for which no manpower space has been authorized. Additionally, BMM may be employed in those cases in which manpower spaces have been authorized, but the positions are vacant.

(2) TD includes all soldiers (not qualifying as BMM) from units (TDA or MTOE) tasked to perform recurring duties with an organization or unit other than that to which they are assigned while they continue to be administered by the unit of assignment. The manpower requirements may or may not have been approved at the MACOM level.

(3) An example illustrating how to calculate the total man-days that positions in the unit were vacant is provided in figure 4-5:

Determining man-days that required MTOE positions in the unit were vacant due to SD (BMM & TD) requirements.

Example scenario:

19 soldiers in unit A were SD during the USR period 16 July to 15 August (31 days) as follows:

- BMM: 3 soldiers were in BMM status for the entire USR period and also were in BMM status on the as of date of the USR (Group A in this example).
- BMM: 5 soldiers were in BMM status for 16 days each during the USR period; however, the BMM requirement was terminated on 31 July, and the soldiers were not in BMM status on the as of date of the USR. One of the BMM soldiers was double slotted in a position during the 16-day time period while in BMM status. (Group B in this example).
- TD: 9 soldiers were in TD status for 7 days each during the USR period, but the TD requirement was terminated on 9 August and the soldiers were not in TD status on the as of date of the USR (Group C in this example).
- TD: 2 soldiers were in TD status for 3 days each during the USR period; however, both of these soldiers were reassigned effective 1 August and were not in the unit on the as of date of the report. (Group D in this example).

Due to the unit's SD requirements during the USR period, the required positions on the unit's MTOE that were vacant due to BMM and TD requirements as follows:

- BMM: 3 positions for soldiers in Group A were vacant for 31 days each.
- BMM: 4 positions for soldiers in Group B were vacant for 16 days each. Note that the position of the remaining soldier in Group B was not vacant because the soldier was double slotted with another soldier who actually filled the MTOE required position during the time period of the BMM.
- TD: 9 positions for soldiers in Group C were vacant for 7 days each.
- TD: 2 positions for soldiers in Group D were vacant for 3 days each. Note that these man-days positions were vacant are included in the TD calculations for the USR period even though the TD soldiers were not assigned to the unit on the as of date of the report (15 August).

STEP 1: Determine the number of soldiers that were BMM and TD respectively, during the USR period while they were assigned to the reporting unit and the number of man-days that each soldier was BMM or TD.

Determination of BMM and TD man-days (based on the above example scenario):

- BMM man-days for Group A are: 3 BMM soldiers X 31 days BMM = 93 BMM man-days.
- BMM man-days for Group B are: 5 BMM soldiers X 16 days BMM = 80 BMM man-days.
- TD man-days for Group C are: 9 TD soldiers X 7 days TD = 63 TD man-days.

Figure 4-5A. Calculating total man-days for SDPER

- TD man-days for Group D are: 2 TD soldiers X 3 days TD = 6 TD man-days.

Total BMM man-days for the unit during the USR period is: $93 + 80 = 173$
BMM man-days.

Total TD man-days for the unit during the USR period is: $63 + 6 = 69$ TD man-days.

STEP 2: Determine the number of man-days that positions in the reporting unit were vacant because of the absence of the SD soldiers reflected by the BMM and TD man-days determined during Step 1. Note that this number cannot be more than the result of multiplying the number of soldiers SD during the reporting period by the number of days in the reporting period. Also note that MTOE required positions in the unit were not vacant in cases where the soldier was double slotted in a position that was filled by another soldier during the time period of the SD and in cases where the SD soldier was not slotted against a required MTOE position.

Determination of the BMM and TD man-days that positions in the unit were vacant due to SD requirements (based on the above example scenario):

BMM determination:

- 173 man-days: Total BMM man-days for unit
- 16 man-days: Total BMM man-days for which required MTOE positions were *not* vacant due to BMM requirements during the USR period. (1 soldier in Group B was double slotted; therefore, the position was not vacant.)
- 157 man-days: Total BMM man-days that positions in the unit were vacant during the USR period due to BMM requirements.
(173 man-days - 16 man-days = 157 man-days)

TD determination:

- 69 man-days: Total TD man-days for unit.
- 0 man-days: Total TD man-days for which required MTOE positions were *not* vacant due to TD requirements during the USR period.
- 69 man-days: Total TD man-days that positions in the unit were vacant during the USR period due to TD requirements.

Total SD determination (total man-days that MTOE required positions in the unit were vacant during the USR period due to SD requirements.)

- 157 man-days (due to BMM requirements during the USR period)
- 69 man-days (due to TD requirements during the USR period)
- 226 man-days (due to total SD requirements during the USR period ; BMM + TD requirements = total SD requirements)

Figure 4-5B. Calculating total man-days for SDPER

PC-ASORTS v116

UNCLASSIFIED
Misc. Items For New AR220

WAAAAA < Unit Identification Code > 20030215 < Date of Report >

PREMOB data is optional if unit is deployed performing wartime mission
Unit is deployed performing wartime mission <Y/N> [N]

PREMOB_OUL:[] PREMOB_LUL: PREMOB_DYS:[] TWRC1 = 29

ITSDR GENTEXT:
BMM:[00157] TD:[00067] SDTOTAL: 00224

EHRD1 GENTEXT: AUPER GENTEXT:
ESRAT2:[] PRRAT2:[]

ESC=Return To Menu/No Save F10=Save/Return To Menu
ENTER=Next Field/Line

Figure 4-6. Miscellaneous items for new AR 220

h. Enter the number of the unit's soldiers in BMM and TD status and the SDTOTAL on the "Misc. items for new AR 220" PC-ASORTS menu screen (see fig 4-6).

4-10. Mandatory personnel reporting remarks

a. *2PSPER set (personnel grade strength of the unit)*. This set provides personnel strength by grade. All reporting units will submit 2PSPER data. Personnel data will be entered as shown in figure 4-7. Required, authorized, assigned, and available strength will be entered after the appropriate preprinted grade for each component as applicable. If no personnel are assigned in a particular grade, leave blank. All units' aggregate strength, and senior-grade breakout data will be generated by PC-ASORTS from the 2PSPER Set. Commanders with soldiers on operational deployments at locations within the parent unit's areas of operation as defined to provide support of the primary missions for which the unit is apportioned in Army deliberate planning documents or as designated by HQDA or the responsible MACOM will enter that mandatory remark here (as AVPER remarks) in accordance with paragraph 4-4b. Commanders with soldiers on operational deployments at locations outside of the parent unit's areas of operation as defined to provide support of the primary missions for which the unit is apportioned in Army deliberate planning documents or as designated by HQDA or the responsible MACOM, but available to meet deployment timelines and counted as available, will specify location and number of soldiers deployed (see fig 4-7).

UNCLASSIFIED									
Section D-2PSPER: Personnel Grade Strength of the Unit									
WAAAAA < Unit Identification Code >					20030215 < Date of Report >				
DE	GRADE	REQ	AUTH	ASGD	AVAIL	Total ASGD	Total AVAIL		
01	06	1	1	[1]	[1]	260	254		
02	05	2	2	[2]	[2]				
03	04	6	6	[6]	[5]	ATTACHED <BUI> , < F8 >			
04	03	2	2	[2]	[2]				
05	0102	0	0	[]	[]	Total NON-AVAILABLE			
06	W5	0	0	[]	[]	Need	Entered		
07	W4	0	0	[]	[]	6	6		
08	W3	0	0	[]	[]				
09	W2	2	2	[2]	[1]	AUMOS [] [] AUMOSG			
10	W1	0	0	[]	[]	SMP [] [] OBC			
11	E9	1	1	[1]	[1]	IADI []			
12	E8	3	3	[3]	[2]	These fields are reported by			
13	E7	10	10	[10]	[10]	FORSCOM, NGB, USAREUR & USARSO			
14	E6	20	20	[20]	[19]				
15	E5	10	10	[10]	[9]	Total Non-AVAILABLE = <Total-ASGD			
16	E1E4	205	205	[203]	[202]	- Total-AVAIL) + ATTACHED			

ESC=RETURN TO MENU/NO SAVE F9=NON AVAILABLE F10=SAVE/RETURN TO MENU
Use Cursor Keys & Tab Key ENTER=NEXT FIELD/LINE F7=Re-Compute Numbers

Figure 4-7. 2PSPER set (unclassified example)

b. *2RQPER set (military occupational specialty shortage report)*. This set provides a list of critical MOSs. The unit commander will list his critical MOS shortages using five-digit MOS codes. Listing specific critical MOSs is mandatory for units that are P4 in personnel. The 2RQPER remarks are optional for units reporting P3 or better and for units organized at ALO 4-9. Commanders of RC units will use the ASGD/NQUAL data field to identify the number of soldiers that are assigned to MTOE/TDA positions for which they are not MOS qualified (see fig 4-8).

UNCLASSIFIED						
Section D-2RQPER: Military Occupational Specialty Shortage Report						
WAAAAA < Unit Identification Code >				20030215 < Date of Report >		
DE	MOS	REQ	AUTH	ASGD/QUAL	ASGD/NQUAL	
1	[13B30]	[96]	[96]	[94]	[2]	
2	[]	[]	[]	[]	[]	
3	[]	[]	[]	[]	[]	
4	[]	[]	[]	[]	[]	
5	[]	[]	[]	[]	[]	
6	[]	[]	[]	[]	[]	
7	[]	[]	[]	[]	[]	
8	[]	[]	[]	[]	[]	
9	[]	[]	[]	[]	[]	
10	[]	[]	[]	[]	[]	
11	[]	[]	[]	[]	[]	
12	[]	[]	[]	[]	[]	
13	[]	[]	[]	[]	[]	
14	[]	[]	[]	[]	[]	
15	[]	[]	[]	[]	[]	

ESC = RETURN TO MENU/NO SAVE F10 = SAVE & RETURN TO MENU
Use Cursor Keys PageUp PageDown Tab F5 = Prioritize Data
ALT-I = Insert Blank Line ALT-D = Delete a Line

Figure 4-8. 2RQPER set (unclassified example)

(1) Commanders should consider MOSs of key positions when listing MOSs in 2RQPER. Key positions are those positions the commander has determined require a unique nature of training or skill level and are essential to the ability of the unit to perform its wartime or primary mission. Examples may include, but are not limited to, surgeons in hospitals, pilots in aviation units, fire direction center chiefs in artillery units, and master gunners in infantry and armor units.

(2) The number of officer specialty codes (areas of concentration) or warrant officer/enlisted MOSCs cited is up to the commander. (The 2RQPER menu screen in PC-ASORTS will accommodate up to 90 specialty codes/MOSC.) Commanders desiring to provide specific MOS comments or to cite more critical MOS shortages than space on the 2RQPER screen allows will create a GENTEXT remark labeled "MSPER" to include this additional information (Example comment: "A shortage of 11B 2/3 severely hampers the ability to train at squad/fire team level").

c. *2ADDSKIL set (additional skill identifier/SQI shortage report)*. Additional skill identifiers (ASI) and special qualification identifiers (SQI) are reported on the 2ADDSKILL report. List all ASI shortages first, followed by SQI shortages. Both ASIs and SQIs include the required, authorized, and assigned strength. Enter the two-digit ASI code in the ASI/SQI field. For SQI, enter the letter "S" in the first position ASI/SQI field followed by the appropriate SQI code, as follows (see fig 4-9).

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UNCLASSIFIED

Section D-2ADDSKILL Additional Skill Identifier Shortage Report

WAAAAA < Unit Identification Code > 20030215 < Date of Report >

DE	ASI/SQI	REQ	AUTH	ASGD
01	[G3]	[5]	[5]	[4]
02	[G5]	[14]	[14]	[13]
03	[]	[]	[]	[]
04	[]	[]	[]	[]
05	[]	[]	[]	[]
06	[]	[]	[]	[]
07	[]	[]	[]	[]
08	[]	[]	[]	[]
09	[]	[]	[]	[]
10	[]	[]	[]	[]
11	[]	[]	[]	[]
12	[]	[]	[]	[]
13	[]	[]	[]	[]
14	[]	[]	[]	[]
15	[]	[]	[]	[]

ESC = Return To Menu/No Save F10 = Save/Return To Menu
 F5 = Prioritize Data F1 = Help for ASI Values

Figure 4-9. 2ADDSKIL set (unclassified example)

(1) The four enlisted numerical SQI codes will be reported in the second position of the ASI/SQI field for USR purposes only: SQI 2 enter "C", SQI 3 enter "K", SQI 4 enter "J", SQI 6 enter "Y".

(2) The six warrant numerical SQI codes will be reported in the second position of the ASI/SQI field using the numerical SQI value of 0, 1, 2, 5, 7 or 8.

d. *2LANGAGE set (language skill identifiers report)*. Language identification codes (LIC) are reported on the 2LANGAGE report. For each authorized LIC (AUTHLIC) (two-digit LIC code) and MOS (LICMOS) (the three-digit DMOSC) cited, include the required (LICREQ), assigned (LICASGD), and qualified (LICQUAL) at level 2 proficiency, or as documented on the MTOE for ARSOF MOSs/CMFs/FAs (see fig 4-10). For parent units (AA-level UIC), which have personnel that require a language that is coded on the unit's MTOE requirements document (using two-character language code), the following comments are required:

(1) For each language on the unit MTOE (using two-character language code LIC), the unit will report the number of personnel required, the number of personnel assigned, and the number of personnel qualified by LIC and MOS. If the unit has more than one language requirement, the commander will list the unit's language requirements in descending order, most critical first.

(2) Consider service members (SMs) LIC-assigned (LICASGD) if they have received a certificate of attendance or have graduated from a DOD-approved language course of instruction (for example, DLI, FSI, USAJFKSWCS); have completed the defense language proficiency test (DLPT) and/or oral proficiency interview (OPI); or have received an interagency language roundtable (ILR) proficiency level score of 1 or higher in all tested areas in the language matching the MTOE position to which the SM is assigned.

(3) Consider SMs LIC-qualified (LICQUAL) if they have successfully completed the DLPT and/or OPI, or received an ILR proficiency level score in all tested areas in the language that matches the MTOE position to which the SM has been assigned for the last 12 months.

UNCLASSIFIED						
Section D-2LANGUAGE: Language Skill/LIC Shortage Report						
WAAAAA	< Unit Identification Code >			20030215	< Date of Report >	
DE	MOS	LIC	LICREQ	LICASGD	LICQUAL	
01	[97E]	[KPI]	[20]	[20]	[19]	
02	[98G]	[KPI]	[16]	[16]	[14]	
03	[]	[]	[]	[]	[]	
04	[]	[]	[]	[]	[]	
05	[]	[]	[]	[]	[]	
06	[]	[]	[]	[]	[]	
07	[]	[]	[]	[]	[]	
08	[]	[]	[]	[]	[]	
09	[]	[]	[]	[]	[]	
10	[]	[]	[]	[]	[]	
11	[]	[]	[]	[]	[]	
12	[]	[]	[]	[]	[]	
13	[]	[]	[]	[]	[]	
14	[]	[]	[]	[]	[]	
15	[]	[]	[]	[]	[]	

ESC = Return To Menu/No Save F10 = Save/Return To Menu
 ENTER = Next Field/Line F5 = Prioritize Data

Figure 4-10. 2LANGUAGE set (unclassified example)

e. *PSPER nonavailable report.* GENTEXT remark. All units will report the number of personnel not available for deployment/mobilization and or employment with the unit to accomplish its wartime or primary mission. The personnel categories for reporting include—

- (1) Legal processing (LP).
- (2) Medically nonavailable/hospitalized/convalescent leave (includes HIV positive, and disqualifying medical conditions, (less permanent profiles) (MN).
- (3) Permanent profile (PP).
- (4) Absent without leave (AW).
- (5) Assigned, not joined (AN).
- (6) Leave/TDY (LT).
- (7) Deployed (DP).
- (8) Temporary changes of station (TC) (see notes).
- (9) Parenthood (PH).
- (10) Minimum training for deployment not completed (TN).
- (11) Dental (DN).
- (12) Temporary profile (TP).
- (13) HIV testing (HT).
- (14) No DNA record (DA).
- (15) Family care plan (FP).
- (16) Conscientious objector (CO).

- (17) Less than 7 days until ETS (7E).
- (18) Lautenberg Amendment (LA).
- (19) Missing/prisoner of war (MP).
- (20) Sole surviving family member (SS).
- (21) Unsatisfactory participation (UP).
- (22) Simultaneous membership program (SM).
- (23) Notes. The TC category is applicable to the deployment of individual soldiers only, not unit deployments. Commanders of reporting units will use the decision matrix provided at appendix D to determine the appropriate category and the correct availability status of soldiers in their units. (Also see example at fig 4-11.)

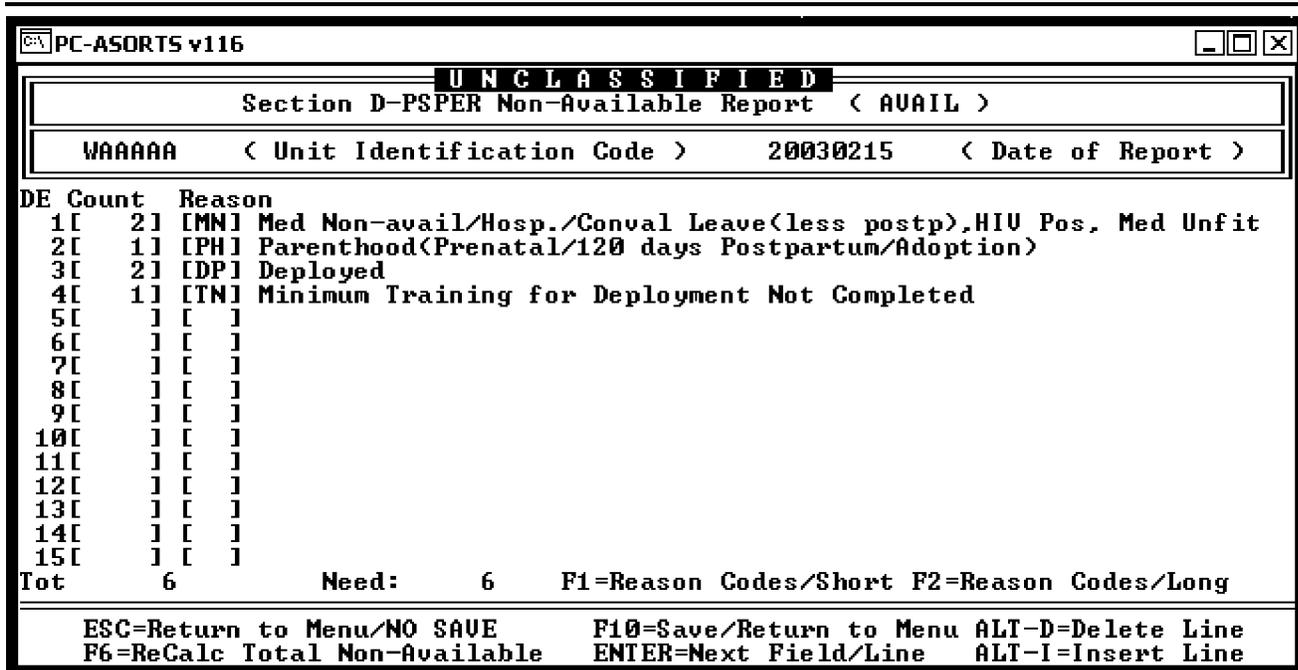


Figure 4-11. PSPER nonavailable (unclassified example)

f. *NON-AVAIL personnel.* After personnel strength data has been entered, PC-ASORTS will prompt the unit to submit “NON-AVAIL” personnel by reason code (see table D-1). The total number of “NON-AVAIL” personnel should equal the difference between total assigned and available personnel minus attached personnel.

Chapter 5 Equipment-on-Hand Data

5-1. General

a. The unit status report provides indicators of a unit’s EOH status by developing an S-level that is calculated by comparing the fill of selected equipment to wartime or primary mission requirements. A level is determined for all of an MTOE/TDA unit’s primary items of equipment, to include individual pacing item (ERC P), principal weapons systems and equipment (ERC A), and support items of equipment (ERC B/C). While not a direct factor in determining the unit’s overall S-level, the EOH status of ERC B/C equipment items and the NBC S-level is determined and reported in the USR and may be considered by commanders when determining whether the unit’s overall C-level should be upgraded or downgraded subjectively.

b. APS custodians will calculate the S-level for APS by comparing the fill level to the authorized column in the MTOE.

- c. The unit's overall EOH S-level is equal to the lower of the ERC A/P or ERC P computations.

5-2. Equipment authority

a. The HQDA intent is to enable commanders to use the automated tools available in The Army Authorization Documentation System (TAADS) to determine equipment authorizations. This capability is being refined over time. Because currently TAADS does not have the EOH calculation capability, TAADS feeds requirements data into the Standard Property Book System-Redesign (SPBS-R) for EOH development. SPBS-R accommodates unit status reporting against the current automated authorization document or future authorization document (future E-date). The LOGTAADS updates to the SPBS-R will be the only way to modify the requirements column of an automated authorization document.

b. As change documents are published and provided to units, confusion often develops as to which authorization document the unit should use for calculating EOH status. Commanders must decide which document, the current or future MTOE, the unit most closely resembles in order to accurately report unit status. However, units will not report early against a new MTOE if the overall S-level will be degraded. Once a commander begins to report against a new MTOE (future E-date), the previous MTOE will not be used for unit status reporting unless directed by the MACOM.

c. When a discrepancy is noted between the MTOE, approved TAADS paper copy and the LOGTAADS provided to Standard Army Property Book System, units will report EOH status against the paper copy MTOE until discrepancies are resolved. MACOMs will inform HQDA, DCS Army G-3, ATTN DAMO-FMF, 5000 Army Pentagon, Washington DC 20310-5000 of any discrepancies requiring resolution.

5-3. Reportable equipment

All of the equipment on a unit's MTOE or TDA is reportable in the USR. However, USR S-level calculations include the supply status of required equipment items in certain categories. Refer to the unit MTOE or TDA to determine the category of each item of equipment and the required quantity. Use the following instructions to determine how to report each of these items.

a. For MTOE units, equipment that is designated readiness code ERC A or P is used to determine the S-level.

b. For TDA units, equipment on the unit TDA and designated in AR 700-138, appendix B will be considered as ERC A/P until TDAs are equipment readiness coded. All other items on the unit TDA will be considered ERC B/C.

c. Pacing items will be determined from the guidance in appendix C. All pacing items listed on the MTOE are reportable and will be included in S-level calculations, to include Z-LIN pacing items, unless exempted in accordance with appendix F. (Note that the blanket exemption of all Z-LIN equipment is no longer in effect, and that LINs exempted in accordance with appendix F, to include exempted pacing item LINs, will be included in S-level calculations when on-hand quantities are at or above the S-3 level of fill.)

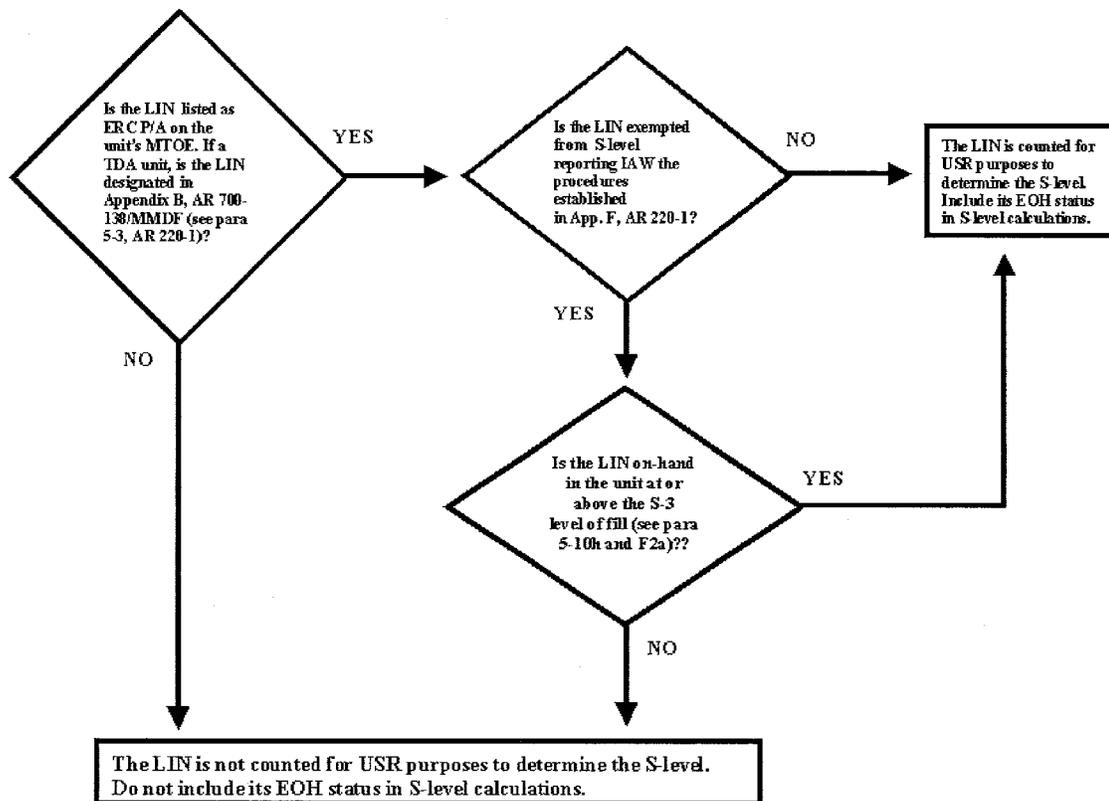
d. ERC B/C items will be addressed in the EQOHDATA SET, but will not be included in the S-level (ESRAT) computations. However, ERC B/C items at EOH level S4 must be listed by LIN with the quantity required, authorized and on-hand in the 2EOHSHRT set (see para 5-12c).

e. Any equipment that has not been designated as exempt from reporting (see appendix F) will be included in USR S-level calculations. LIN exemptions in appendix F may apply to specific units and/or to a specific time period. Unless specified otherwise, pacing items are included in LIN exemptions established by appendix F. Additions and deletions to table F-1, appendix F, must be approved by HQDA (DAMO-FMF). MACOMs are not authorized to exempt LINs from reporting.

f. MACOMs will establish authorized stock levels of CTA items. Units with equipment centrally stored/consolidated at local level (CIF, USPFO, etc.) and specifically earmarked for that unit will consider that equipment on-hand for computation purposes. Units not required by MACOM to maintain certain items of CTA equipment will not consider that equipment in computations of EOH. For EOH computation purposes CTA authorizations will equal required quantities.

g. LINs of equipment that have been designated obsolete and deleted from chapter 2 of EM 0007-FEDLOG, will continue to be reported in the USR and included in S-level calculations if the LIN is listed on the currently applicable MTOE/TDA, unless the LIN has been exempted in accordance with appendix F. In situations where an obsolete LIN is listed on the currently applicable MTOE/TDA and an authorized substitute item or ILO item is not on-hand, the commander may request a LIN exemption under the provisions appendix F.

h. See the decision support chart (see fig 5-1) for an illustration of the relationship of the various Army criteria for determining the required equipment items included in S-level calculations.



NOTE: In general, all of the equipment on the MTOE/TDA is reportable for USR purposes. However, for MTOE units, only equipment that is designated ERC A or ERC P is counted to determine the S-Level. USR reporting exceptions also apply for "exempt" LINs (IAW App F, AR 220-1). LINs that are below the S3 level of fill (includes I-LIN/Z-LIN non-pacing items) for both MTOE and TDA units. Note that all pacing items are reportable (to include Z-LIN pacing items) and will be included in S-Level calculations.

Figure 5-1. S-Level (EOH) criteria

5-4. Applying substitutes and in-lieu of equipment in determining quantity of reportable equipment on-hand

a. Quantity on-hand is determined from the unit property book.

b. HQDA authorized substitute, in-lieu-of (ILO), or MACOM non-type classified items (NTCI) will be counted as equipment on-hand for reporting purposes in accordance with criteria established in this paragraph. Authorized substitute, in-lieu-of, or non-type classified items must comply with AR 71-32. The listing of authorized substitutes is in EM 0007-FEDLOG. NTCI must meet the requirements listed in appendix F, paragraph F-3. Additionally, in the opinion of the commander, the substitute or in-lieu-of item must be able to perform the MTOE/TDA mission of the required item. Availability of trained personnel and repair parts, trained operators and maintenance personnel, and ammunition and compatibility all affect the suitability of the item for mission accomplishment.

c. Substitute items are listed in EM 0007-FEDLOG, appendix H (formerly referred to a SB 700-20). Users may access EM 0007-FEDLOG by going to the WEBLOG Web site — <http://weblog.logsa.army.mil/index.shtml>—and using either the "SB 700-20 Search" in the Item Module or downloading the entire document in the Warehouse Module. First time users must register with LOGSA at the module provided in the Web site.

(1) HQDA authorized substitutes are selected based on their ability to fulfill the operational requirements of the MTOE/TDA required item of equipment and logistical support ability. Recommended changes to EM 0007-FEDLOG,

appendix H may be submitted to HQDA, Office of the Deputy Chief of Staff Army G-4, ATTN DALO-PLR, 500 Army Pentagon, Washington DC 20310-0500.

(2) When authorized substitutes are approved for issue on a greater than one-for-one basis, calculate an adjusted quantity of fill for the required MTOE/TDA LIN; then, compute the percentage of fill and determine the level for the required MTOE/TDA LIN, using instructions in paragraph 5-11 as applicable. For example, a unit's MTOE/TDA required column quantity for 10-kilowatt generators is 25. The unit has no 10-kilowatt generators; however, it has thirty 5-kilowatt generators on-hand. The percentage of fill for 10-kilowatt generators is calculated as follows: substitute two 5-kilowatt generators for each 10-kilowatt generator. Dividing 30 by 2, we find the adjusted quantity of fill for 10-kilowatt generators is 15. Divide 15 by 25 ($15 \div 25 = .60$) and multiply by 100 ($10 \times .60 = 60$). Percent fill for the 10-kilowatt generator LIN is 60 percent. The unit has only 60 percent of the generators required. This LIN is rated S-4 (see table 5-1).

Table 5-1
Equipment on-hand criteria (high density individual LINS, 21 or more items, includes pacing items)

Level	1	2	3	4
Equipment	100-90%	89-80%	79-65%	64% and below
Aircraft	100-90%	89-80%	79-60%	59% and below

d. In-lieu-of items are those items that do not have a valid substitute relationship reflected in EM 0007-FEDLOG, appendix H, but that the commander wishes to use in place of a required item of equipment. The following criteria must be used when determining suitability of an item as in-lieu-of—

- (1) Item must have the same characteristics as the authorized item.
- (2) Item can be used in conjunction with other items (for example, a tractor can haul an authorized substitute trailer).
- (3) Item is supportable. Required repair parts must be available. Repair capability must be within the unit/organizational scope or available through other means (in theater contractor support or DS maintenance team). A source of supply for replacement of the major end item must be available.
- (4) Item will be deployed with the unit to accomplish wartime or primary mission if authorized item is not available.

e. If a modernization item/system of equipment is added to authorization documents to replace a current vintage item of equipment but the new item (or an authorized substitute from EM 0007-FEDLOG) is not fielded, the older item/system will be designated as in-lieu-of the new item for USR purposes. These items/systems will be designated as in-lieu-of on a system-for-system, function-for-function, or capability-for-capability basis. MACOMs will ensure that subordinate units properly apply the in-lieu-of policy. For example, if a unit has Redeye weapon systems in-lieu-of Stinger weapons, each Redeye system on-hand will be reported for one Stinger and all its associated LINS. After applying this in-lieu-of rule, the Stinger and each associated LIN will then be rated by dividing the total number of on-hand in-lieu-of items/systems by the number required to take the place of the newly authorized item/system. Similarly, an M1A1 tank will be counted as in-lieu-of all LINS associated with an M1A2 tank.

f. HQ, AMC will approve APS substitute and in-lieu-of items (except Class VIII, which will be approved by OTSG/USAMEDCOM).

g. If a commander elects not to include the authorized substitute in the EOH computation, or to include an in-lieu-of non-type classified item in the computation, the FF-level commander or first O-6 level commander must approve this decision. Commanders will list in the Borrowed and Loaned Equipment set, (label ESRAT/GENTEXT remarks) the LIN of substitute items not counted or in-lieu-of or non-type classified items not counted against EOH computations.

h. If the commander determines that there are problems of capability/compatibility caused by the use of authorized substitutes or in-lieu-of items, a comment must be made in the READY/REASN remarks sets. Consideration should be given to both MTOE and CTA equipment. Further, commanders identifying a compatibility problem (with higher, supported, or supporting units interoperability) or a problem that degrades the unit's combat capability must comment in the READY/REASN remarks sets. (An example would be a wheeled vehicle maintenance unit assigned to support an armored unit.)

5-5. Evaluating component part availability

a. Reportable LINS having several components, for example, sets, kits or outfits (SKO) and/or medical materiel equipment sets (MMS/MES/DES/DMS/VES), will be reported as on-hand if property records show the LIN has been issued and at least 75 percent of each SKO non-expendable and durable items are present and serviceable. Do not count the set as on-hand, if more than 25 percent of the non-expendable and/or durable components are unserviceable, missing, depleted or require supply action under AR 735-5 (for example, report of survey).

b. ALL RC units will exclude all expendable and durable MMS/MES/DES/DMS/VES component items that have a

shelf life less than 60 months (shelf life codes of A–H, J–M, P–R or 1–9). AC, echelon III and IV medical units will exclude all expendable and durable items with a shelf life less than 60 months that are part of the Surgeon General’s Centralized contingency programs. The list of this materiel is available in SB–8–75–S7 and can be accessed on <http://www.armymedicine.army.mil/usamma>.

5–6. Reserve Component equipment

RC units will include all reportable equipment at equipment concentration sites (ECS), displaced equipment training centers (DETC), regional training sites - maintenance (RTS–M), regional training site - medical (RTS–MED), unit training equipment sites (UTES), mobility and training equipment sites (MATES), and week-end training sites (WETS). This is subject to the provisions of paragraph 5–7.

5–7. Equipment not on site

a. Assigned equipment that is part of an established plan that ensures the equipment will be deployed to meet the unit in theater, will be counted as available for EOH computations. A system must be established to keep the commander informed as to the fill level and maintenance status of this equipment.

b. Assigned equipment outside the operational control of the reporting unit) (for example on loan) but specifically earmarked for the unit and returnable in time to meet the unit’s requirement to deploy in accordance with the rules and procedures established in paragraph 3–3c, will be counted as on-hand. Equipment not returnable in time to meet the unit’s requirement to deploy will be reported as on-hand by the unit physically in control of the equipment. Note that the policy guidance contained in paragraph 3–3c concerning the availability of units is applicable to both personnel and equipment.

c. Active Army OCONUS DEPMEDS hospitals (decrement) and RC hospital DEPMEDS (RCHD) will report medical assemblages and ASIOE stored in Decrement or RCHD Storage as on-hand, if the unit has received a Reserve Component Decrement Feeder Data Report detailing LINs stored against the unit’s UIC. Decrement/RCHD UIC LIN reports will be provided on a yearly basis (01 October) to the appropriate unit and parent MACOM. Change reports will be provided if sustainment or modernization actions occur that impact readiness. The commander will use MES Equipment Report, Label PROFREQ, to report the date of the Decrement/USAMMA RCHD Feeder Data report on which the EOH computations are based.

d. When equipment items designated as pacing items in accordance with appendix C are geographically separated from the main concentration of the unit and are not aboard a ship, commanders must report the location of these pacing items in the 2PIESTAT set. If the separated pacing items are located OCONUS, then commanders will indicate the city and country. For separated pacing items located in CONUS, commanders will indicate the city and state.

5–8. Loans from Army war reserve pre-positioned stocks

Army pre-positioned stocks (APS) equipment deployed/loaned as a unit set, partial set, or task force package will be reported by the using units that signed for the equipment. The deploying unit will include the transferred/loaned equipment in its EOH computations. The EOH for APS will be reduced to reflect the transfer/loan.

5–9. How to determine pacing items

Pacing items are coded ERC P on the unit MTOE/TDA. TRADOC, in coordination with HQDA, establishes pacing items in accordance with guidance in appendix C. Appendix C normally takes precedence when there are discrepancies between it and unit documentation. Units may not independently change reporting items, but must inform the appropriate MACOM when discrepancies exist. MACOMs will review discrepancies and initiate correction of unit documents. Units will report the appropriate pacing items while awaiting correction of administrative errors in unit documentation.

5–10. Calculate the S-level

Calculate the S-level using table 5–1 or table 5–2 and the steps outlined below. Round to the nearest whole number (see para 3–3d).

**Table 5-2
Equipment-on-hand criteria (low density individual LINs, 20 or less items, includes pacing items).**

LINs	S-1	S-2	S-3 (Equipment)	S-3 (Aircraft)	S-4
20	20-18	17-16	15-13	15-12	Less than: 13-Equipment 12-Aircraft
19	19-17	16-15	14-12	14-11	Less than: 12-Equipment 11- Aircraft
18	18-17	16-14	13-12	13-11	Less than: 12-Equipment 11-Aircraft
17	17-16	15-14	13-11	13-10	Less than: 11-Equipment 10-Aircraft
16	16-15	14-13	12-10	12-10	Less than: 10-Equipment 10-Aircraft
15	15-14	13-12	11-10	11-9	Less than: 10-Equipment 9-Aircraft
14	14-13	12-11	10-9	10-8	Less than: 9-Equipment 8-Aircraft
13	13-12	11-10	9	9-8	Less than: 9-Equipment 8-Aircraft
12	12-11	10	9-8	9-7	Less than: 8-Equipment 7-Aircraft
11	11-10	9	8-7	8-7	Less than: 7-Equipment 7-Aircraft
10	10-9	8	7	7-6	Less than: 7-Equipment 6-Aircraft
9	9	8-7	6	6-5	Less than: 6-Equipment 5-Aircraft
8	8	7-6	5	5	Less than: 5-Equipment 5-Aircraft
7	7	6	5	5-4	Less than: 5-Equipment 4-Aircraft
6	6	5	4	4	Less than: 4-Equipment 4-Aircraft
5	5	4	3	3	Less than: 3-Equipment 3-Aircraft
4	4	3	2	2	1 or 0-Equipment 1 or 0-Aircraft
3	3	-	2	2	1 or 0-Equipment 1 or 0-Aircraft
2	2	-	1	1	0-Equipment 0-Aircraft
1	1	-	-	-	0-Equipment 0-Aircraft

a. STEP 1. Identify your unit's ERC A/P (MTOE units) or AR 700-138, appendix B (TDA units) LINs and required quantities.

b. STEP 2. Identify quantities of equipment-on-hand to be counted against the required quantities above. Ensure authorized substitutes and in-lieu-of items are counted (see para 5-4).

c. STEP 3. Determine the S-level for each ERC A and P LIN.

(1) If the number of items required under a LIN is 21 or more, calculate a percent fill for that LIN. Then use table 5-1 to determine the S-level for that LIN. $\text{Percent Fill} = \frac{\text{Equipment-On-Hand}}{\text{Equipment Required}} \times 100$.

(2) If the number of items required under a LIN is 20 or less, use table 5-2 to determine an S-level for that LIN. When counting substitute items on a greater than one-for-one basis refer to paragraph 5-4c.

d. STEP 4. Based on the results of Step 3 record the following: Total number of reportable ERC A and P LINs=____. Number LINs S-1=____. Number LINs S-2=____. Number LINs S-3=____. Number LINs S-4=____.

e. STEP 5. Convert the number of LINs at each S-level to a percentage. (PC-ASORTS does not apply rounding rule.) $\text{Number S-1 LINs} \div \text{total ERC A \& P LINs} \times 100 = \text{____ percent}$. ? $\text{Number S-2 LINs} \div \text{total ERC A \& P LINs} \times 100 = \text{____ percent}$. ? $\text{Number S-3 LINs} \div \text{total ERC A \& P LINs} \times 100 = \text{____ percent}$. $\text{Number S-4 LINs} \div \text{total ERC A \& P LINs} \times 100 = \text{____ percent}$.

f. STEP 6. Calculate a separate equipment fill S-level for pacing items (paragraph 5-10). (Disregard if no pacing items.)

(1) Identify those LINs that are pacing items.

(2) Based on Step 3 identify which of the pacing items has the lowest calculated S-level. That is the S-level for pacing items.

g. STEP 7. Compute the unit S-level.

(1) S-1. If the percentage of S-1 LINs (Step 5) is equal to or greater than 90 percent, the unit S-level is S-1 unless a pacing item (Step 6) is less than S-1. Then the unit S-level is equal to the pacing item S-level.

(2) S-2. If the percentage of S-1 LINs is less than 90 percent but the total of the percentages of S-1 LINs and S-2 LINs (Step 5) is equal to or greater than 85 percent, the unit S-level is S-2, unless a pacing item (Step 6) is lower than S-2. Then the unit S-level is equal to the pacing item S-level.

(3) S-3. If the percentage of S-1 LINs plus the percentage of S-2 LINs is less than 85 percent, but the total of the percentages of S-1 LINs, S-2 LINs and S-3 LINs (Step 5) is equal to or greater than 80 percent, the unit S-level is S-3, unless a pacing item (Step 6) is S-4. Then the unit S-level is equal to S-4. S-4. If the percentage S-4 LINs is greater than 20 percent, then the unit S-level is S-4.

h. STEP 8. Identify your unit ERC B/C (MTOE units) LINs or those LINs not listed in EM 0007-FEDLOG appendix B (TDA units), and their required quantities. Note. Subtract LINs exempted in accordance with appendix F that are below the S-3 level of fill. APS MTOE LINs that are TAT/NAP are exempt, regardless of the S level (see app F).

i. STEP 9. Identify quantities of ERC B and ERC C equipment on-hand to count against the required ERC B/C quantities above. Count authorized substitutes and approved in-lieu-of items. Any LIN not counted against a required quantity in this step or in Step 2 is considered excess to the authorization document for unit status reporting EOH computations.

j. STEP 10. Determine an S-level for each ERC B/C LIN. Use the same methodology as for ERC A/P LINs in Step 3.

k. STEP 11. The S-level for ERC B/C LINs will be entered in ERC B and C, equipment field, block 17b. Total number of reportable ERC B and C LINs=____. Number LINs S-1=____. Number LINs S-2=____. Number LINs S-3=____. Number LINs S-4=____.

5-11. Completing equipment-on-hand portions in the RPTDUIC section (Joint reporting requirements) and the ARMTRPT section (Army unique requirements) on PC-ASORTS menu screens

a. EQSUPPLY Set in the RPTDUIC section (see fig 5-2).

(1) ESRAT (S-level) field . Enter the S-level determined in Step 7, paragraph 5-10. If no reportable equipment, enter "1" or if HQDA/MACOM has directed/authorized use of a S-5 level, enter "5." Note. For units with pacing items, the S-level cannot be higher than the lowest pacing item S-level.)

(2) ESRES (reason S-level not 1) field. If the entry in the ESRAT set is not a "1," then enter the equipment on-hand code from appendix E that shows the main reason the S-level is not "1"; otherwise, leave blank.

UNCLASSIFIED			
RPTDUIC Set K		UIC: WAAAAA Section A	
√ = Remark in USR			
PERSONNEL Set PRRAT:[1] PRRES:[]		OVERALL Set Classn:[U]Transaction Type: A RICDA: 20030215 TREAD: OVALL READY:[2] REASN:[X] SECRN:[TUP] %DEPLOYED CD:[] TERRN:[] PCIEF:[]	
EQSUPPLY Set ESRAT:[1] ESRES:[]			
EQCONDN Set ERRAT:[2] ERRES:[R71]		FORECAST Set CARAT:[1] CADAT:[20031030]	
TRAINING Set SPEC T-LUL:[] TMETL TWRC1 TRRAT:[3] 76% 29 DYS TRRES:[T08] 2 3		CATLIMIT Set LIM: 2 RLIM: P	
ESC=Return To MENU/No Save F10=Save/Return To MENU Use ↑↓ Enter=Next Field F4=Input Gentext Remarks			

Figure 5-2. EQSUPPLY in the RPTDUIC section (Joint reporting requirements) (unclassified example)

b. EQOHDATA set in the ARMYRPT section (see fig 5-3).

- (1) EHRDN (total number of ERC A&P LINS) field. Use data from Step 4. If none, leave blank. Sum of EHRD1, EHRD2, EHRD3 and EHRD4.
- (2) EHRD1 (number of LINS rated 1) field. Use data from Step 4. If none, leave blank.
- (3) EHRD2 (number of LINS rated 2) field. Use data from Step 4. If none, leave blank.
- (4) EHRD3 (number of LINS rated 3) field. Use data from Step 4. If none, leave blank.
- (5) EHRD4 (number of LINS rated 4) field. Use data from Step 4. If none, leave blank.
- (6) PIRAT (lowest pacing item S-level) field. Use data from Step 6. If a unit has no pacing items, leave blank.

UNCLASSIFIED											
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915			√=Remark in USR								
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER= [95] % SGPER= 91 % APERT: [5] %	EQOHDATA Set ERC A LINS EHRDN: 70 EHRD1: [68] EHRD2: [] EHRD3: [] EHRD4: [2] PIRAT: [1]	EQMCRDAT Set PERRY: [85] % PIEMC: [095] %	TRAINDAT Set TWRC1: [29] ITAUS: [A] ITSDR: [B] ITAFT: [A] ITAEM: [A] ITAQL: [A] ITATF: [C] ITAFL: [A] ITATA: [A] ITATM: [A]								
PROFIS Set PROFREQ: [] PROAVAL: []	ERC B & C LINS EHRDNBC: 10 EHRDBC1: [8] EHRDBC2: [2] EHRDBC3: [] EHRDBC4: []	TMETL Data <table border="1"> <thead> <tr> <th>Task</th> <th></th> </tr> </thead> <tbody> <tr> <td>Trained</td> <td>[3]</td> </tr> <tr> <td>Needs Practice</td> <td>[3]</td> </tr> <tr> <td>Untrained</td> <td>[1]</td> </tr> </tbody> </table>	Task		Trained	[3]	Needs Practice	[3]	Untrained	[1]	READYSEG Set MAE: [85] C5: [] MTOE/TDA: C5525L1001 EDATE: 20010915 CCNUM: FC9009
Task											
Trained	[3]										
Needs Practice	[3]										
Untrained	[1]										
FEMALE Set FEMA\$GD: [20] FEMPREG: [1]	Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76% < See AR220 7-2 >										
ACTIGURES Set AGRA\$GD: []	ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field										

Figure 5-3. EQOHDATA in ARMYRPT section (Army unique requirements) (unclassified example)

c. ERC B and C LINS in ARMYRPT set (see fig 5-3).

- (1) EHRDNBC (total number of ERC B and C LINS). Use data from Step 11. If none, leave blank. EHRDNBC is the sum of EHRDBC1, EHRDBC2, EHRDBC3 and EHRDBC 4.
- (2) EHRDBC1 (number of LINS rated S-1) field. Use data from Step 11. If none, leave blank.
- (3) EHRDBC2 (number of LINS rated S-2 field). Use data from Step 11. If none, leave blank.
- (4) EHRDBC3 (number of LINS rated S-3) field. Use data from Step 11. If none, leave blank.
- (5) EHRDBC4 (number of LINS rated S-4) field. Use data from Step 11. If none, leave blank.

5-12. Mandatory entries for all reporting units

a. Pacing item status report, 2PIESTAT set (see fig 5-4) (disregard if unit has no pacing items). Units with pacing items will identify the status of all pacing items on the 2PIESTAT report in the following format: PILIN (LIN, an alpha character and 5 numbers), PIREQ (three digits), PIAUT (three digits) and PIOH (three digits). Note: After completing the 2PIESTAT set, select F10 to save this data for use when completing the 2PIERRAT set (see para 6-7).

UNCLASSIFIED							
UIC: WAAAAA		2PIESTAT / 2PIERRAT		LINS		Report-date: 20030215	
DE	PILIN	PINAME	PILOC	PIREQ	PIAUT	PIOH	PIEQRPCT
01	[H57642]	[M109A6 HOWITZER] [HOME]	[18]	[18]	[18]	[*]
02	[]	[]] []	[]	[]	[]	[]
03	[]	[]] []	[]	[]	[]	[]
04	[]	[]] []	[]	[]	[]	[]
05	[]	[]] []	[]	[]	[]	[]
06	[]	[]] []	[]	[]	[]	[]
07	[]	[]] []	[]	[]	[]	[]
08	[]	[]] []	[]	[]	[]	[]
09	[]	[]] []	[]	[]	[]	[]
10	[]	[]] []	[]	[]	[]	[]
11	[]	[]] []	[]	[]	[]	[]
12	[]	[]] []	[]	[]	[]	[]
13	[]	[]] []	[]	[]	[]	[]
14	[]	[]] []	[]	[]	[]	[]
15	[]	[]] []	[]	[]	[]	[]

PILOC:Equipment Location. If at home station use HOME or pick from list via F2
Equipment Location: HOME

ESC = RETURN TO MENU/NO SAVE	F10=SAVE & RETURN TO MENU
ALT-I = Insert Blank Line	ALT-D = Delete a Line
F1=List Non-Reportable LINS	F5=Prioritize Data

*See figure 6-5

Figure 5-4. 2PIESTAT set (unclassified example)

b. Equipment that is S-Level 4, 2ERCFOUR set (see fig 5-5) (disregard if no S-4 LINS). Commanders of battalion size and smaller units with S-4 LINS will list all ERC A S-4 LINS (TDA units, see para 5-3b). If pacing items are S-4, they must be listed again in this set. LINS will be listed in descending order of critical need, with the most critical LIN listed first. Follow the format shown on the PC-ASORTS menu screen for the 2ERCFOUR LINS set, (that is: ERCA4LN (LIN number), ERCAREQ (three digits), ERCAAUTH (three digits), ERCAOH (three digits).

UNCLASSIFIED				
UIC: WAAAAA		2ERCFOUR LINS		Report-date: 20030215
DE	ERCA4LN	ERCAREQ	ERAAUTH	ERCOH
01	[T34677]	[10]	[10]	[5]
02	[H66652]	[1]	[1]	[]
03	[]	[]	[]	[]
04	[]	[]	[]	[]
05	[]	[]	[]	[]
06	[]	[]	[]	[]
07	[]	[]	[]	[]
08	[]	[]	[]	[]
09	[]	[]	[]	[]
10	[]	[]	[]	[]
11	[]	[]	[]	[]
12	[]	[]	[]	[]
13	[]	[]	[]	[]
14	[]	[]	[]	[]
15	[]	[]	[]	[]
		Need:	LIN's	
ESC=Return To MENU/NO SAVE F9=View Loaned LIN's F10=SAVE & Return To MENU Use Cursor Keys/PageUp/PageDown/Tab F1=List Non-Reportable LINS ALT-I = Insert BALI-D = Delete a Line F5=Prioritize Data				

Figure 5-5. 2ERCFOUR set (unclassified example)

c. Equipment shortage report, 2EOHSHRT set (see fig 5-6).

(1) Commanders of battalion size and smaller units with S-2 and S-3 ERC A/P LINS will list all ERC A and ERC P S-2 and S-3 LINS. (for TDA units, see para 5-3b.) If pacing items are S-2 or S-3, they may be listed again in this set. LINS will be listed in descending order of critical need, with the most critical LIN listed first. Follow the format shown on the PC-ASORTS menu screen for the 2EOHSHRT LINS set, (that is: EQLIN (LIN number), QTYREQ (five digits), QTYAUTH (five digits), QTYOH (five digits).

UNCLASSIFIED				
UIC: WAAAAA		2EOHSHRT LINS		Report-date: 20030215
DE	EQLIN	QTYREQ	QTYAUTH	QTYOH
01	[Z65246]	[9]	[9]	[7]
02	[X40744]	[3]	[3]	[2]
03	[]	[]	[]	[]
04	[]	[]	[]	[]
05	[]	[]	[]	[]
06	[]	[]	[]	[]
07	[]	[]	[]	[]
08	[]	[]	[]	[]
09	[]	[]	[]	[]
10	[]	[]	[]	[]
11	[]	[]	[]	[]
12	[]	[]	[]	[]
13	[]	[]	[]	[]
14	[]	[]	[]	[]
15	[]	[]	[]	[]
ESC=Return To MENU/NO SAVE F9=View Loaned LIN's F10=SAVE & Return To MENU Use Cursor Keys/PageUp/PageDown/Tab F1=List Non-Reportable LINS ALT-I = Insert BALI-D = Delete a Line F5=Prioritize Data				

Figure 5-6. 2EOHSHRT set (unclassified example)

(2) Units that have ERC B/C LINs at the S4 level will list 15 of those LINs in descending order of critical need with the most critical LIN listed first. Follow the format shown on the applicable PC-ASORTS menu screen (see fig 5-7): EQLIN (equipment line item number), ERC (B or C), ERCREQ (quantity required - five digits), ERCAUTH (quantity authorized - five digits), ERCOH (quantity on-hand - five digits). Up to 90 ERC B/C S4 LINs can be listed. However, units can only report up to the number of LINs reported for EHRDBC4. If the EHRDBC4 entry is greater than 15 LINs, then units must report 15 LINs but may report up to the number of LINs specified in EHRDBC4.

U N C L A S S I F I E D						
UIC: WAAAAA		S-4 ERC B & C LINs			Report-date: 20020915	
DE	EQLIN	ERC	ERCREQ	ERCAUTH	ERCOH	
01	[]	[]	[]	[]	[]	[]
02	[]	[]	[]	[]	[]	[]
03	[]	[]	[]	[]	[]	[]
04	[]	[]	[]	[]	[]	[]
05	[]	[]	[]	[]	[]	[]
06	[]	[]	[]	[]	[]	[]
07	[]	[]	[]	[]	[]	[]
08	[]	[]	[]	[]	[]	[]
09	[]	[]	[]	[]	[]	[]
10	[]	[]	[]	[]	[]	[]
11	[]	[]	[]	[]	[]	[]
12	[]	[]	[]	[]	[]	[]
13	[]	[]	[]	[]	[]	[]
14	[]	[]	[]	[]	[]	[]
15	[]	[]	[]	[]	[]	[]
		Need:	LIN's			
ESC=Return To MENU/NO SAVE			F10=SAVE & Return To MENU			
Use Cursor Keys/PageUp/PageDown/Tab			F1=List Non-Reportable LINs			
ALT-I = Insert Blank Line			ALT-D = Delete a Line			
			F5=Prioritize Data			

Figure 5-7. S-4 ERC B & C LINs (unclassified example)

(3) Narrative remarks may also be provided to clarify a unit's EOH status. This is the only place (the LABEL/GENTEXT remarks set) where equipment status of any ERC may be addressed. Units with shortages of ERC B (S-4) LINs, which the commander has deemed combat essential, will be addressed in GENTEXT LABEL EQLIN. The ESRES is used to address why the unit is not S-1. The EQLIN is used to address S-4 ERC B/C LINs or other ERC B/C LINs that the commander deems combat essential.

d. Borrowed and loaned equipment report, GENTEXT remark label ESRAT (see fig 5-8).

(1) Equipment borrowed from another unit with the intent and/or purpose of being used by the gaining unit for deployment will be reported by LIN and quantity borrowed.

(2) Equipment loaned to another unit, and not recoverable by the loaning unit in time to meet the unit's deployment timeline (see para 3-3c) will be reported by LIN and quantity loaned.

(3) ERC A or P equipment in-transit or deployed, and not recoverable by the reporting unit in time to meet the unit's deployment timeline (see para 3-3c), will be reported by LIN and quantity deployed.

(4) In-lieu-of items that meet the criteria outlined in paragraph 5-4, and are applied against a prime LIN will be reported in the borrowed and loaned equipment report. Units will list the in-lieu-of LIN, the prime LIN, and quantity the in-lieu-of LIN is applied against. Non-type classified items used as an in-lieu-of LIN will be reported using the MACOM designated local LIN that identifies the item in the property book.

UNCLASSIFIED							
Section D- Borrowed & Loaned Equipment Report : Gentxt Remark						Label: ESRAT	
WAAAAA		< Unit Identification Code >		20030215		< Date of Report >	
Borrowed		Loaned		In Lieu of		ILOFOR	
DE Equip.	Qty.	DE Equip.	Qty.	DE Equip.	Qty.	DE Equip.	Qty.
1 [A12749]	[2]	1 [B98712]	[2]	1 []	[]	1 []	[]
2 []	[]	2 [L22132]	[2]	2 []	[]	2 []	[]
3 []	[]	3 []	[]	3 []	[]	3 []	[]
4 []	[]	4 []	[]	4 []	[]	4 []	[]
5 []	[]	5 []	[]	5 []	[]	5 []	[]
6 []	[]	6 []	[]	6 []	[]	6 []	[]
7 []	[]	7 []	[]	7 []	[]	7 []	[]
8 []	[]	8 []	[]	8 []	[]	8 []	[]
9 []	[]	9 []	[]	9 []	[]	9 []	[]
10 []	[]	10 []	[]	10 []	[]	10 []	[]
11 []	[]	11 []	[]	11 []	[]	11 []	[]
12 []	[]	12 []	[]	12 []	[]	12 []	[]
13 []	[]	13 []	[]	13 []	[]	13 []	[]
14 []	[]	14 []	[]	14 []	[]	14 []	[]
15 []	[]	15 []	[]	15 []	[]	15 []	[]

ESC=Return To Menu/NO SAVE F10=Save/Return to Menu ENTER=Next Field/Line
ALT-D Delete a Line ALT-I Insert a Line

Figure 5-8. Borrowed, loaned and sub/ILO report (unclassified example)

e. MES equipment report, GENTEXT Remark Label PROFREQ, (see fig 5-9). Any MES that has been issued, but has been calculated at less than S-3 level (in accordance with 5-5(b)), will be listed as follows: MESLIN/ percent fill non-expendable/percent fill durable/percent fill expendable less potency and dated items/projected date MES will be S-3 or better (YYMMDD)/reason MES is not S-3 or better.

UNCLASSIFIED			
F3 Turn Word Wrap Off	Gentxt Remarks Editor		F4 Do Word Wrap
Word Wrap is ON		Right Margin	Line Num
LABELID/U/A/LABEL:PROFREQ//	UNIT HAS RECEIVED REQUIRED DEPMD.		1
			2
			3
			4
			5
			6
			7
			8
			9
			10
			11
			12
			13
			14
			15

F10=Exit Page Up Page Down Use Cursor Keys
ALT-I = Insert a Blank Line ALT-D = Delete a Line

Figure 5-9. MES equipment report (unclassified example)

5-13. NBC equipment reporting

a. Army units are required to establish a chemical and biological defense resource and training (CBDRT) level in accordance with CJCSM 3150.02 (GSORTS). The data required to establish the CBDRT level (see para 9c) is determined from the NBC status data reported by Army units in the USR in accordance with the provisions of this paragraph (the NBC S-level) and paragraph 7-9 (the NBC T-level). In accordance with GSORTS, the unit's NBC S-level must be determined by first, calculating the percentage of the reporting unit's NBC equipment items that are needed to meet the unit's wartime or primary mission requirements (that is, the required quantity specified on the unit's MTOE/TDA) that is operationally ready (READY)/serviceable in each applicable category of the six NBC equipment categories specified for unit assessment; second, determining a Category S-level for each applicable category based on these percentage calculations; and then by selecting the lowest (worst case) Category S-level as the NBC S-level for the reporting unit. Commanders of reporting units should note that this procedure to determine the NBC S-level is highly exceptional in that it requires the consideration of equipment readiness factors while procedures and calculations used for other S-level determinations in the USR are based on the quantity of required equipment on-hand. Joint Chiefs of Staff (JCS) and OSD have established this exceptional procedure in order to improve fidelity and to maximize inter-Service consistency in NBC reporting. It is important for commanders of reporting units to understand that the NBC S-level is derived from a unique S-level calculation methodology and results in a separate report in GSORTS that is focused specifically on the unit's NBC equipment status. The NBC S-level does not impact on the reporting unit's overall S-level determinations. Also note that reporting units are required to determine and report the operational readiness of selected NBC equipment items in the ERRAT remarks in accordance with paragraph 6-8 of this regulation.

b. All commanders will report the Required (REQ), Authorized (AUTH) and serviceable (READY) quantities for all contingency NBC equipment items required by—

- (1) MTOE, TDA, and/or CTA.
- (2) HQDA message, DAMO-ZA, subj: Go-to-War CTA/CL II CDE, dtg 102000Z FEB 98 (see table 5-3).
- (3) Or that are listed in PCASORTS.

Table 5-3
Standardized NBC individual basic load equipment

Equipment	Required level
M256A1 detector kit	1 kit per squad
M9 detector paper	1 per five individuals/1 per major piece of equipment (prime movers and mission essential trailers)
M8 detector paper	1 book per individual
M291 decon kit	2 kits per individual
M295 decon kit	1 kit per individual
C2/C2A1 filters	2 per M40, M42, M45 protective mask; 4 per M43, M48, and M49 protective mask
M40/M42 hoods	2 per M40/ M42, protective mask
CP helmet covers	2 per individual
BDO/JSLIST	2 per individual
Chem prot gloves	2 pair per individual
Chem prot overshoes	2 pair per individual

(4) Note. Units equipped with M17, M24, and M25 series protective masks will substitute the appropriate filters and hoods.

(5) Per section 6.46, AR 71-32, units may stock a five (5) percent overage of the MTOE, TDA, or CTA authorization of those NBC defense items specified by the MACOM commander in order to enhance readiness by facilitating ready exchange or replacement of items that are defective or of incorrect size.

c. Comments on all unserviceable and nonoperational MTOE/TDA equipment will be reported on the 2ERCERT LINs set on the PC-ASORTS menu screen.

d. NBC LINs report set, label ITAEM on the PC-ASORTS menu screen.

(1) For the purpose of USR reporting, NBC items are grouped into six equipment categories (protective masks (MASK), chemical and biological detection equipment (DET), decontamination equipment (DECON), individual protective equipment (IPE), radiological detection equipment (RAD) and CB medical supplies (MED) (see table 5-4, figure 5-10, and app H.)

**Table 5-4
NBC equipment categories**

Category	Equipment
CAT 1 (MASK)	All CB protective mask and the M41 Protective Assessment Test System (M41 PATS): Ground, GP (M17 series & M40 series), combat vehicle (M25 series & M42 series), Aviation (M24 series, M43 series, M45, M48, M49) and M40 second skins; include the requirement for optical inserts if they are necessary for mask readiness (that is, vision less than 20/40).
CAT 2 (DET)	M8 alarms, M8A1 alarms, M22 ACADA, CAM/ICAM, M93/M93A1 NBCRS, M31 BIDS, M21 RASCAL, M272 water test kit, M274 NBC marking kit, and M34 CB agent sampling kit.
CAT 3 (DECON)	M12A1 PDDA, M17 LDS, M21/22 MDS, M13 DAP and M11 decon apparatus and M295 equipment decon kits required per ambulance (1 box per) and collective protective shelter (3 boxes per).
CAT 4 (PIE)	Protective overgarment (CPOG) (BDO, JSLIST), chem prot gloves, chem prot overshoes, CB mask filters, CB hoods, CP helmet covers, M256A1 kits, M8 paper, M9 paper, M295 equipment decon kit and M291 individual decon kit.
CAT 5 (RAD)	IM-174, AN/PDR-75, AN/PDR-77, AN/VDR-2, PP-1587, IM-93, AN/UDR-13 pocket radiac, AN/PDR-27 and DT-236.
CAT 6 (MED)	Medical NBC defense material, MES Chemical agent patient treatment, LIN: M23673 and MES chemical agent patient decontamination, LIN: M25865.

UNCLASSIFIED						
UIC: WAAAAA		LABEL: ITAEM		NBC LIN'S		Report Date: 20030215
DE	CATEGORY	LIN	Item/Description	REQ	AUTH	ON-HAND
01	MASK	M10936	MASK M25	[]	[]	[]
02	MASK	M11621	MASK M24	[]	[]	[]
03	MASK	M11895	MASK M17	[]	[]	[]
04	MASK	M12350	MASK M43	[]	[]	[]
05	MASK	M12418	MASK M40	[]	[]	[]
06	MASK	M12600	MASK M48	[]	[]	[]
07	MASK	M13515	MASKCB M48	[]	[]	[]
08	MASK	M12668	MASK M49	[]	[]	[]
09	MASK	M12736	MASK M45	[]	[]	[]
10	MASK	M18526	MASK M42	[]	[]	[]
11	MASK	M18594	MASK M43A1	[]	[]	[]
12	MASK	T62350	TST KT M41	[]	[]	[]
13	MASK	MSK#01	OTHER MASKS	[]	[]	[]
14	MASK	MSK#02	OTHER TEST KITS	[]	[]	[]
15	MASK	MSK#99	OTHER CAT1 MASK	[30]	[30]	[28]

ESC = Return To Menu/NO SAVE F10 = Save & Return To Menu
Use Cursor Keys Tab F4 = Remarks

Figure 5-10. NNBC equipment shortage report (unclassified example)

- (2) Reason codes for deficiencies by NBC equipment category are listed in appendix E.
- (3) For the purpose of the NBC S-level calculation, reporting units either will divide the total number of serviceable NBC items in each category by the total number of mission required NBC items for that category and multiply by 100 to determine the percentage of mission required NBC items that are serviceable (READY) for each category or, when the total number of mission required items for a specified category is 20 or less, they will use table 5-6 to determine the NBC equipment category S-level. Items in each of the six (6) NBC equipment categories identified in table 5-4

that are shelf life expired, hand-receipted to support a deployment tasking, or used for training will not be counted as serviceable.

(4) All units will calculate an S-Level (that is, S-1, S-2, S-3, or S-4) for each of the six NBC equipment categories. For users of PC-ASORTS, this calculation is accomplished automatically when the quantity required (REQ), authorized (AUTH) and on-hand (ON-HAND) is entered for the reportable NBC items identified for each NBC equipment category on the PC-ASORTS screens for NBC LINs. The first of these PC-ASORTS screens for NBC LINs is shown in the example at figure 5-10. All of the NBC equipment items depicted on these PC-ASORTS screens and data entry instructions for "other" reportable items of NBC equipment that are not specifically listed are provided in appendix H. If a unit is not authorized any equipment in a particular NBC equipment category, then that category percentage is not applicable to the NBC S-level calculations for that unit. Manual calculations of the NBC S-level are accomplished as follows:

(a) Determine the number required for each item listed in each of the applicable NBC equipment categories described in table 5-4.

(b) Add the numbers of individual item mission requirements by category to determine the total numbers of mission required items for each category.

(c) Determine the number of serviceable (READY) items for each category.

1. Units will count as serviceable (READY) all CDE Basic Load equipment centrally stored and/or consolidated at local level (DOL, USPFO, and so forth) that is specifically earmarked for that unit. This does not mean the equipment must be stored in unit sets, but instead it may be merely designated for the unit.

2. Units will determine the readiness of medical NBC defense materiel that is configured in MES in accordance with paragraph 5-5b. ODCS, G-3 and the Surgeon General centrally manage individual service member medical chemical defense materiel (that is, authorized by CTA 8-100). This materiel has been assembled into division ready brigade (DRB) sets that can support 5000 individual service members. The sets are pre-positioned at installation medical supply activities (IMSA) in CONUS and at the Medical Logistics Battalions OCONUS. Units will not include this materiel in their computation of this readiness area.

(d) For each NBC equipment category, divide the total number of serviceable (READY) items in each NBC equipment category by the total number of mission wartime required items, unless the total number of mission required NBC items in the NBC equipment category is 20 or less. Units then determine the NBC S-level for each NBC equipment category using table 5-5 for NBC equipment categories with 21 or more mission required NBC equipment items and table 5-6 for NBC equipment categories with 20 or less mission required NBC equipment items.

(e) A unique situation may exist where a fraction of the unit is designated Force Support Package 1 (FSP1) and is required to maintain Class II/IX CDE (table 5-3) at the installation while the remainder of the unit's Class II IX CDE items is maintained by USAMC. Procedures for centrally stored and/or consolidated NBC equipment that were outlined previously in this paragraph will be followed for the Class II/IX CDE items maintained by USAMC. To report the Class II / IX CDE items for the fraction of the unit designated FSP1, place the following comment in NBC Equipment Shortages Remarks: "IPE S-Level for FSP1 is S___(Number 1-4 obtained from table 5-5 or table 5-6, as appropriate), XX% of IPE is on hand at the installation."

Table 5-5
Determining the NBC equipment category S-level when the total number of mission required NBC equipment items in a specified category is 21 or more

Percent of required items (by category) that are on-hand and serviceable	NBC equipment category S-level
90 - 100%	S-1
80 - 89%	S-2
65 - 79%	S-3
0 - 64%	S-4

Table 5-6
Determining the NBC equipment category S-level when the total number of mission required NBC equipment items in a specified category is 20 or less

# Req items	# Ready items for S-1	# Ready items for S-2	# Ready items for S-3	# Ready items for S-4
20	20-18	17-16	15-13	Less than 13
19	19-17	16-15	14-12	Less than 12
18	18-17	16-14	13-12	Less than 12
17	17-16	15-14	13-11	Less than 11
16	16-15	14-13	12-10	Less than 10
15	15-14	13-12	11-10	Less than 10
14	14-13	12-11	10-9	Less than 9
13	13-12	11-10	9	Less than 9
12	12-11	10	9-8	Less than 8
11	11-10	9	8-7	Less than 7
10	10-9	8	7	Less than 7
9	9	8-7	6	Less than 6
8	8	7-6	5	Less than 5
7	7	6	5	Less than 5
6	6	5	4	Less than 4
5	5	4	3	Less than 3
4	4	3	2	Less than 2
3	3	-	2	Less than 2
2	2	-	1	0
1	1	-	-	0

(f) After using either table 5-5 or table 5-6 (above) to determine the S-level for each applicable NBC equipment category, select and report the lowest (worst case) NBC equipment category S-level as the unit's NBC S-level. See figure 5-11 for NBC calculation examples.

Example 1

From Table 5-5 and Table 5-6, the commander of reporting unit X determined the unit's Equipment Category S-levels as follows:

S-1: 95% of wartime required CAT 1 items are serviceable = S-1
S-2: 85% of wartime required CAT 2 items are serviceable = S-2
S-3: 75% of wartime required CAT 3 items are serviceable = S-3
S-4: 12 of 15 wartime required CAT 4 items are serviceable = S-2
S-5: 89% of wartime required CAT 5 items are serviceable = S-2
S-6: Not Applicable

Because the lowest (worst case) S-level determined for the five applicable NBC equipment categories is the S-3 level determined for the unit's CAT 3 NBC items, the unit's NBC S-level is S-3.

Example 2

From Table 5-5 and Table 5-6, the commander of reporting unit Y determined the unit's Equipment Category S-levels as follows:

S-1: 100% of wartime required CAT 1 items are serviceable = S-1
S-2: 85% of wartime required CAT 2 items are serviceable = S-2
S-3: 15-18 of wartime required CAT 3 items are serviceable = S-3
S-4: 85% wartime required CAT 4 items are serviceable = S-2
S-5: 95% of wartime required CAT 5 items are serviceable = S-2
S-6: 0 of 1 wartime required CAT 6 items are serviceable = S-4

Because the lowest (worst case) S-level determined for the five applicable NBC equipment categories is the S-4 level determined for the unit's CAT 6 NBC items, the unit's NBC S-level is S-4. Not there are no provisions to subjectively upgrade the NBC S-level.

Figure 5-11. NBC S-level calculation (unclassified example)

(g) The results of NBC S-level calculations are reported in the Environmental Factors Report. A S-level is determined for each applicable NBC equipment category. The lowest (worst case) of these NBC category S-levels is the NBC S-level for the unit that is reported in the "NBCEQ" field. If the NBC S-level is not 1, then the unit must enter a reason code from table E-7 in the "NBCEQRES" field (see fig 5-12).

UNCLASSIFIED

Section D-Environmental Factors Report: Gentext Remark

UIC: WAAAAA Date of Report: 20030215 Label: RICDA ✓ = Remark in USR

NBC Equipment Category	Category S-level	S-Levels	Computed From REQ	ITAEM Data ON-HAND
MASK	1		30	28
DET	2		10	8
DECON	2		10	8
IPE	1		30	30
RAD	1		30	29
MED	1		0	0

T-LEVEL: 1 TNGDYREQ: [3] NBCTNGRES: [] NBCEQ: 2 NBCEQRES: [SRA]

SUBMIT ONLY WHEN REQUIRED BY HQDA

WARM WX TNG: []
COLD WX TNG: []

ESC=Return To MENU/No Save F10=SAUE/Return To MENU
F6=NBC Training Remarks F7=Warm Wx Trng Remarks F8=Cold Wx Trng Remarks

Figure 5-12. NBC S-level data, environmental factors report (unclassified example)

Chapter 6 Equipment Readiness Data

6-1. General

Units determine and report equipment readiness level (R-level) in the USR in accordance with the provisions of this chapter. The unit's R-level indicates how well the unit is maintaining its on-hand equipment. For USR purposes, the operational readiness of equipment is determined based on the "fully mission capable (FMC) standard in the applicable technical manual (not ready if" column of the preventative maintenance checks and services (PMCS) in the technical manual (TM)-10/20 series). Determine the aggregate R-level for all reportable equipment on-hand as defined in paragraph 6-2 regardless of ERC. Determine a separate R-level for each on-hand pacing item (ERC P) LIN. Determine the unit's overall R-level by comparing the aggregate R-level determined for all reportable equipment on-hand to the separate R-levels determined for pacing item LINs. The unit's overall R-level is equal to the lower of these R-levels.

6-2. Determine reportable equipment

The operational status of all equipment LINs listed in The Maintenance Master Data File (MMDF), AR 700-138, appendix B, that are authorized on the MTOE/TDA, and/or on-hand (to include excess) on the last day of the report period will be reported in accordance with the Army Materiel Status System (AMSS), and the Installation Materiel Condition Status Report (IMCSRS), DA Forms 2406 (Materiel Condition Status Report (MCSR)), 1352 (Army Aircraft Inventory, Status, and Flying Time), and 3266-1 (Army Missile Materiel Readiness Report). Since the MMDF is updated at least semiannually. The most current MMDF is published on the LOGSA home page Web site, which can be accessed at <http://www.logsa.army.mil>. Do not include Reserve Component Hospital Decrement or the Active Army DEPMEDS Hospital Decrement equipment in calculations). A decision support chart illustrating the relationship of the various Army criteria for determining the equipment items whose operational status should be used in R-level calculations is provided at figure 6-1.

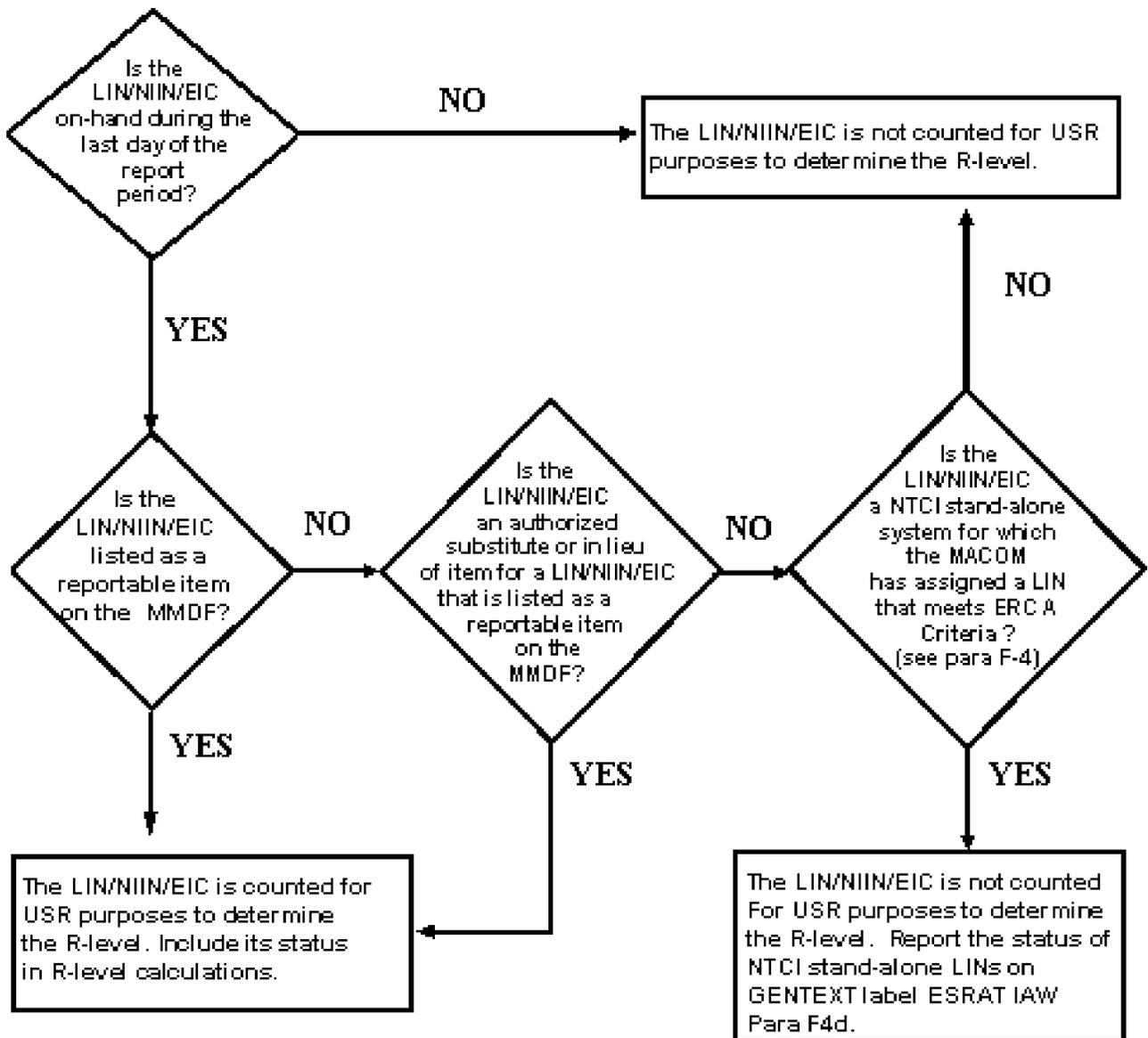


Figure 6-1. R-level (equipment readiness) criteria

6-3. Basis for the R-level computation

a. During peacetime, the R-level computation will be based on available and possible hours/days, as determined from AMSS feeder reports, or IMCSRS, DA Forms 1352, 2406 or 3266-1, with the same cut-off date as the USR for AC and the most current data for RC. The Materiel Condition Status Report (MCSR) covers a one-month period. MACOMs and NGB may request temporary exemption of RC units that cannot comply with the monthly MCSR requirement due to shortages of full-time maintenance technicians. The MCSR period for exempted RC units will be 90 days.

b. During call-up, mobilization, deployment or employment, an "as of" time procedure will be used.

c. The equipment readiness computation procedures for reportable medical equipment sets/assemblages are specified in AR 40-61.

6-4. Determine available hours/days

a. Aircraft and some missile systems are rated in hours. In most instances, equipment items rated in hours are unit-pacing items and will require a stand-alone computation. Units that have a mix of equipment rated in hours and days will convert the available hours for equipment rated in hours to available days. Then add the days to the equipment rated in days in the "all on hand reportable equipment" calculation. Compute each pacing item separately, whether rated in hours or days.

b. Equipment to be included in R-level computations for all on-hand reportable equipment and for pacing (ERC P) items will include substitute and in-lieu-of equipment. Substitute and in-lieu-of items of equipment included in the R-level computation must meet the requirements for substitute and for in-lieu-of items per paragraph 5-4. If a substitute or in-lieu-of item is not reportable under AR 700-138, but is counted against a required and/or authorized LIN that is reportable in accordance with AR 700-138, take available hours/days for this equipment from DD Form 314 (Preventive Maintenance Schedule and Record) or AMSS feeder report. However, annotate these items only in the remarks block on DA Form 1352, DA Form 2406 and DA Form 3266-1 that are submitted to the USAMC Logistics Support Activity (LOGSA).

c. Compute the available days for all on-hand reportable equipment by adding the individual equipment item available days on the DA Form 2406 and DA Form 3266-1.

d. Compute the available hours or days for each pacing item of equipment on the DA Form 1352, DA Form 2406 or DA Form 3266-1. Do not combine days and hours together.

6-5. Determining the equipment readiness level (R-level)

a. *Step 1.* Assemble the following references (as appropriate to the particular unit); DA Form 1352 (aircraft), DA Form 2406 (ground equipment less missiles), DA Form 3266-1 (missiles), MTOE or TDA for the unit and the Unit Level Logistics System (ULLS-A/G), printout if available.

b. *Step 2.* Identify all LINs and list their possible time and available time in hours or days as appropriate.

(1) Include all reportable items in the list (ERC A, ERC B, and ERC C) in accordance with AR 700-138.

(2) Identify all ERC P LINs to include those not in AR 700-138.

(3) If item is an aircraft, note with "A/C."

c. *Step 3.* If you have a mix of equipment rated in hours and days, convert both the possible and available hours to possible and available days. (Divide hours by 24 and then round to the nearest whole number.)

d. *Step 4.* Note which items are pacing items.

e. *Step 5.* Compute a total of all possible equipment days or hours for each LIN.

f. *Step 6.* Compute a total of all available (actual) equipment days or hours for each LIN.

g. *Step 7.* For each pacing item LIN, divide the total available equipment days or hours by total possible equipment days or hours. Multiply by 100 and round to the nearest whole number.

h. *Step 8.* Using table 6-1, determine an R-level for each pacing item LIN. Identify which pacing item LIN has the lowest R-level.

Table 6-1
Level for percentage of equipment fully mission capable

Level	1	2	3	4
Equipment other than aircraft	100-90%	89-70%	69-60%	less than 60%
Aircraft	100-75%	74-60%	59-50%	Less than 50%

i. *Step 9.* Add all possible days for all reportable equipment. Do the same for available days.

j. *Step 10.* Divide the total available equipment days by total possible equipment days. Multiply by 100 and round to the nearest whole number.

k. *Step 11.* Using table 6-1, determine an R-level for total reportable equipment.

l. *Step 12.* Compare the R-level for all reportable equipment (Step 11) to the lowest pacing item R-level (Step 7). The overall R-level is the lower of the two levels. (See example in figure 6-2.)

LIN	POSS	AVAIL	PACING	PCT	R-LVL
A12345	60 Days	58 Days	NO	N/A	N/A
B54321	90 Days	85 Days	NO	N/A	N/A
C45678	8640 Hrs	7677 Hrs	YES	89%	R-2
	360 Days	320 Days			
E24680	720 Hours	525 Hours	YES (A/C)	73%	R-2
	30 Days	22 Days			
D98765	120 Days	114 Days	YES	95%	R-1
TOTAL	660 Days	599 Days			

R-level for lowest rated pacing item = R-2

Total for all equipment percentage = 599/660 = 91% (R-1)

R-level for all reportable equipment = R-1

Overall R-level for the unit = R-2

Figure 6-2. R-Levels for all reportable equipment (unclassified example)

6-6. Complete the equipment readiness portion of the RPTDUIC section (Joint Reporting Requirements) and the ARMYRPT section (Army Unique Requirements) on PC-ASORTS menu screens.

a. EQCONDN set in the RPTDUIC section (Joint reporting requirements) (see fig 6-3).

(1) ERRAT field (R-level). Enter the lower of the aggregate on-hand reportable equipment R-level or individual pacing item R-level (Step 12). If no reportable equipment, enter "1." If HQDA/MACOM has directed/authorized the use of R-5, enter "5."

(2) ERRES field (reason R-level not 1). If entry in the ERRAT set is not "1," enter the appropriate reason code from appendix E. The code should be as descriptive as possible. As an example, R31, damaged/inoperative-radar is more descriptive than R21, damaged/inoperative-equipment.

UNCLASSIFIED			
RPTDUIC Set K UIC: WAAAAA Section A		√ = Remark in USR	
PERSONNEL Set PRRAT: [1] PRRES: []	OVERALL Set Classn: [U] Transaction Type: A RICDA: 20030215 TREAD: OUALL READY: [2] REASN: [X] SECRN: [TUP] %DEPLOYED CD: [] TERRN: [] PCTEF: []		
EQSUPPLY Set ESRAT: [1] ESRES: []			
EQCONDN Set ERRAT: [2] ERRES: [R71]	FORECAST Set CARAT: [1] CADAT: [20031030]		
TRAINING Set SPEC T-LUL: [] TMETL TWRC1 TRRAT: [3] 76% 29 DYS TRRES: [T08] 2 3	CATLIMIT Set LIM: 2 RLIM: P		
ESC=Return To MENU/No Save F10=Save/Return To MENU Use ↑ ↓ Enter=Next Field F4=Input Gextext Remarks			

Figure 6-3. EQCONDN set in RPTDUIC set (unclassified example)

b. EQMCRDAT set in the ARMYRPT section (Army Unique Requirements) (see fig 6-4).

(1) PERRY (percentage of on-hand equipment fully mission capable) field. Enter the aggregate R-level percentage computed for all on-hand reportable equipment. If no reportable items, do not enter anything.

(2) PIEMC (percentage pacing item on-hand fully mission capable) field. Enter the computed percentage of the lowest pacing item. If the unit has no pacing items required, do not enter anything.

UNCLASSIFIED			
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915		√=Remark in USR	
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER: [95] % SGPER= 91 % APERT: [5] %	EQOHDATA Set ERC A LINS EHRDN: 70 EHRD1: [68] EHRD2: [] EHRD3: [] EHRD4: [2] PIRAT: [1]	EQMCRDAT Set PERRY: [85] % PIEMC: [095] % TMETL Data Task Trained [3] Needs Practice [3] Untrained [1] Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76 % < See AR220 7-2 >	TRAINDAT Set TWRC1: [29] ITAUS: [A] ITSDR: [B] ITAFI: [A] ITAEM: [A] ITAQL: [A] ITATF: [C] ITAFI: [A] ITATA: [A] ITATM: [A]
PROFIS Set PROFREQ: [] PROAVAL: []	ERC B & C LINS EHRDNBC: 10 EHRDBC1: [8] EHRDBC2: [2] EHRDBC3: [] EHRDBC4: [1]	READYSEG Set MAE: [85] C5: [] MTOE/TDA: C5525L1001 EDATE: 20010915 CCNUM: FC9009	
FEMALE Set FEMASGD: [20] FEMPREG: [1]	ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field		
ACTIGURES Set AGRASGD: []			

Figure 6-4. EQMCRDAT set in the ARMYRPT section (unclassified example)

6-7. Mandatory remarks for equipment readiness

Pacing items operational percentage report, 2PIERRAT set (see fig 6-5). Units with pacing items will identify the equipment readiness percentage of all pacing items in a pacing item field (disregard set if no pacing items). Note: Select the 2PIERRAT set from the main menu screen and enter the equipment readiness percentage in the PIEQRPCT field for each equipment item listed. The other fields (PILIN, PINAME, PILOC, PIREQ, PIAUT and PIOH) should reflect the 2PIESTAT data previously entered and saved (see para 5-12).

Note. Select the 2PIERRAT set from the main menu screen and enter the equipment readiness percentage in the PIEQRPCT field for each equipment item listed. The other fields (PILIN, PINAME, PILOC, PIREQ, PIAUT and PIOH) should reflect the 2PIESTAT data previously entered and saved (see para 5-12).

UNCLASSIFIED							
UIC: WAAAAA		2PIESTAT / 2PIERRAT		LINS		Report-date: 20030215	
DE	PILIN	PINAME	PILOC	PIREQ	PIAUT	PIOH	PIEQRPCT
01	[H57642]	[M109A6 HOWITZER] [HOME]	[18]	[18]	[18]	[95]
02	[]	[]] []	[]	[]	[]	[]
03	[]	[]] []	[]	[]	[]	[]
04	[]	[]] []	[]	[]	[]	[]
05	[]	[]] []	[]	[]	[]	[]
06	[]	[]] []	[]	[]	[]	[]
07	[]	[]] []	[]	[]	[]	[]
08	[]	[]] []	[]	[]	[]	[]
09	[]	[]] []	[]	[]	[]	[]
10	[]	[]] []	[]	[]	[]	[]
11	[]	[]] []	[]	[]	[]	[]
12	[]	[]] []	[]	[]	[]	[]
13	[]	[]] []	[]	[]	[]	[]
14	[]	[]] []	[]	[]	[]	[]
15	[]	[]] []	[]	[]	[]	[]

PILOC:Equipment Location. If at home station use HOME or pick from list via F2
 Equipment Location: HOME

ESC = RETURN TO MENU/NO SAVE	F10=SAVE & RETURN TO MENU
ALT-I = Insert Blank Line	ALT-D = Delete a Line
F1=List Non-Reportable LINS	F5=Prioritize Data
Use Cursor Keys	

Figure 6-5. 2PIERRAT set (unclassified example)

a. Operational percentage report, 2ERCERRT Set (see fig 6-6). Commanders of battalion size or smaller units with an R-level not equal to R-1 will list the five most critical reportable LINS that reduce their R-level below R-1. If pacing items belong in this top-five category, they must be listed again. LINS will be listed in descending order of criticality. Follow the formats shown on 2ERCERRT set, example: ERCALIN (or appropriate ERC coded item to include B or P LINS), CERCANAM, ERPCT (two digit), and an S or M to designate whether the problem is primarily due to a maintenance work stoppage caused by a supply shortage (S) or a backlog of maintenance requirements (M).

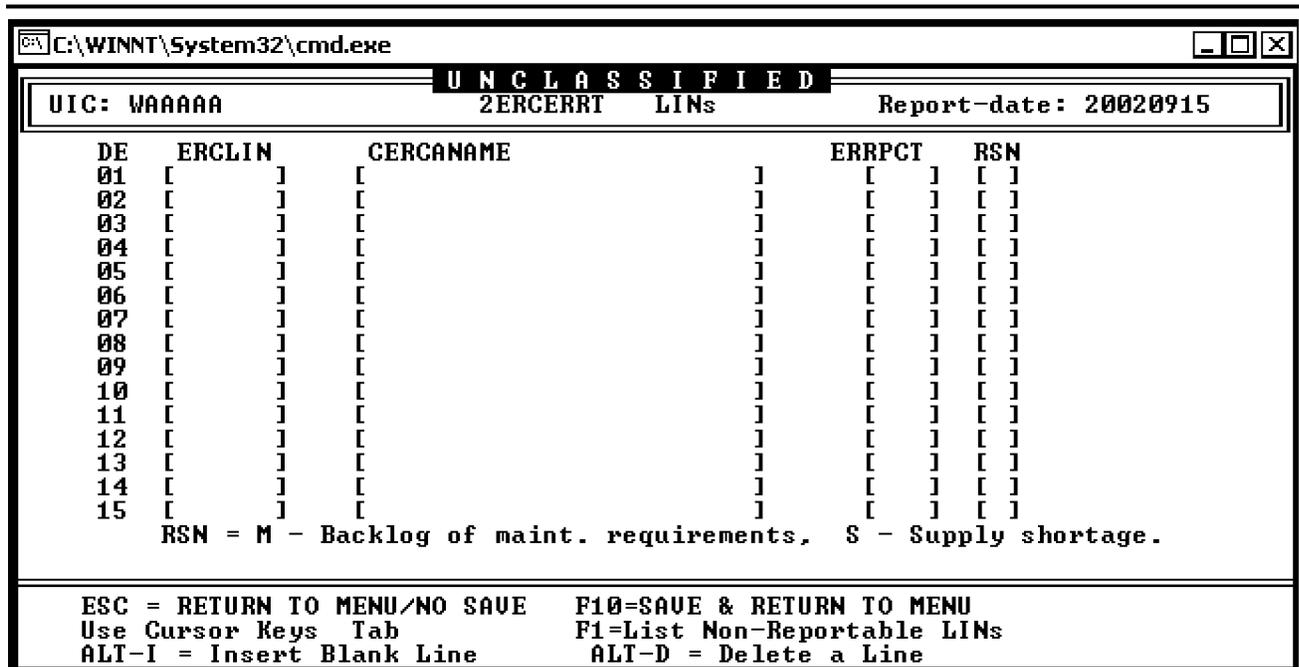


Figure 6-6. 2ERCERRT set (unclassified example)

b. FREE GENTEXT Remark Label: ERRAT. Narrative remarks also will be provided to clarify a unit's equipment readiness status. Create a FREE GENTEXT Remark with the Label: ERRAT, using the FREE GENTEXT Remark Set.

6-8. Readiness of selected NBC equipment items

a. All commanders will use the FREE GENTEXT Remark Label ERRAT to report the readiness status of selected NBC equipment items. This status report will indicate the number of the selected items on-hand, the number of those items that are serviceable and the percentage of the on-hand items that are serviceable. This status report is provided for information only and is not a factor in the calculation of the unit's R-level.

b. The status of the following NBC items will be reported: M8A1- A32355; M22 ACADA - A33020; CAM / ICAM - C05701; M40 Mask - M12418; M45 Mask - M12736; M42 Mask - M18526; M43 Mask - M18594.b.

Chapter 7 Training Data

7-1. General

a. This chapter establishes the process that commanders of all Army reporting units (AA-level and FF-level) will use to determine and report the training readiness status of their units. This training readiness status will be expressed as the training level (T-level) in the USR. The unit T-level indicates the commander's evaluation of the current ability of the unit to effectively employ its systems and equipment to perform those critical tasks required by the wartime missions for which the unit was organized or designed. The commanders of reporting units determine their units' T-levels by applying two separate unit training metrics that translate their METL assessments into two distinct training status levels, T-METL and T-Days. The lower (worst case) of T-METL and T-Days is reported as the unit's training level in the USR. Additionally, commanders of all AA-level units will conduct a mandatory Training Event Execution Review (TEER) to review and confirm their T-level determinations in light of their units' accomplishment of critical training events. The following training data, if applicable, is determined and reported in the USR.

(1) T-METL: The unit training status level that reflects the percentage of the METL for which unit personnel are trained, calculated in accordance with the instructions provided by paragraph 7-2. Trained tasks must be evaluated in accordance with Army doctrine. The T-METL percentage calculation is reported.

(2) T-Days: The unit training status level that reflects the number of training days estimated by the unit commander

that are needed by the unit to reach full METL proficiency (that is, a fully trained status in all METL tasks) as determined in accordance with paragraph 7-3. The actual number of estimated training days is also reported.

(3) The manning and qualification data for the unit's required squads/crews/teams/systems in accordance with the standards and criteria established by paragraph 7-4, if applicable. This data is reported for information and analysis.

b. In addition to the training constraints addressed in paragraph 7-8, commanders of reporting units should consider the factors listed below when addressing the status of training resources that may degrade the unit's ability to achieve the highest training level (T-1):

- (1) Squad/crew/team/system manning and qualification (see para 7-4).
- (2) Personnel turnover percentage (see para 4-8).
- (3) Special duty (SD) personnel (see para 4-9).

c. Commanders of reporting units estimate and report in the USR the number of days required by the unit to train to full METL proficiency in accordance with paragraph 7-3 (Estimating Training Days) based on the results of the training assessment process conducted in accordance with chapters 3 and 5, FM 25-101. Full METL proficiency is the commander's assessment (in accordance with FM 25-101) that the unit is trained to "T" in all METL tasks.

(1) "Full METL proficiency" is the training benchmark to which required training days are estimated. It is not a prerequisite for operational deployment or the standard for the T-1 level.) This training assessment process also is used to determine the pre-mobilization training status of Reserve Component (RC) units (see para 7-10). The estimate is all-inclusive, reflecting the total unit training days requirement as of the USR date. It includes the commander's estimate of the number of days of pre-mobilization training that is required (applicable to RC units in accordance with paragraph 7-10) and the number of days required to train on NBC tasks to achieve full METL proficiency (see para 7-9). This estimate also is reported to the Joint Staff, combatant commanders, the CSA and others responsible for crisis response planning, deliberate or peacetime planning, and management requirements to organize, train, and equip combat ready forces.

(2) Note that the T-1 status level does not necessarily equal "full METL proficiency." USR T-level methodology (that is, T-level is worst case of T-METL and T-Days) does not require that all METL tasks be rated as "Trained" for a T-1 level determination (that is, USR T-level metrics establish that T-1 units must have a T-METL percentage of 85% or greater and must require 14 training days or less to achieve "full METL proficiency.")

d. Commanders of reporting units will use the following references:

(1) *FM 7-0 and FM 25-101*. These doctrinal publications establish the process for Army commanders to develop and evaluate the unit's METL. Commanders will determine their unit's METL based on war plans and external directives. War plans consist of the unit's anticipated wartime missions, operations plans, and contingency plans. External directives may include WARTRACE mission guidance letters, mobilization plans, installation wartime transition and deployment plans, and force integration plans.

(2) *Mission Training Plan (MTP)*. Commanders will use the applicable MTP standards of proficiency to evaluate teams, squads, platoons, company-size and battalion-size units. Where no MTP exists, leaders will develop task lists using appropriate sources such as TO&E, tactical standing operating procedures, readiness standard operating procedures, and state wartime contingencies for ARNGUS.

(3) *Combined Arms Training Strategy (CATS)*. If there is an approved CATS for the unit, commanders will use the CATS to develop their training plans.

(4) *DA Pam 350-38/39*. Commanders will use standards in weapons training or proficiency standards for assigned individual and crew served weapons. Note that the Training Readiness Condition Levels and Categories (TRC) percentage standards for aggregate weapons qualification in STRAC are not applicable to the full/minimum manning levels established for determining squad/crew/team/system manning and qualification for USR purposes.

(5) *AR-350-1*. This regulation prescribes Department of the Army guidance for managing and conducting military training.

(6) *AR 611-6*. Commanders will use this regulation to determine the qualification status of Army linguists (foreign language speakers). Army linguists will be considered qualified if they have maintained a current (within 12 months) score of 2 in Listening and 2 in either Reading or Speaking on the Defense Language Proficiency Test (DLPT) or Oral Proficiency Interview (OPI) in a foreign language.

(7) *AR 40-68*. Commanders will use this regulation to determine the qualification status of soldiers with MOS 91W. Additionally, use TC 8-800, Semiannual Combat Medic Skills Validation Test (SACMA-VT) to provide the basis for 91W sustainment training and validation. Use the 91W Tracking Model at www.mods.army.mil/91W for transition and sustainment data input and reporting.

(8) *MACOM guidance*.

(9) *PROFIS guidance*. Commanders of units with PROFIS should consider PROFIS training and any impact to METL proficiency.

7-2. Assessing the unit's proficiency in its mission essential tasks and determining the T-METL

a. The training assessment process for Army units is established in FM 7-0 and FM 25-101. Commanders will use

these and other applicable Army doctrinal training publications to assess the Unit's proficiency in its Mission Essential Tasks and to determine the T-METL.

(1) Commanders at all levels will determine their units' ability to execute the METL by using the Army standards found in the applicable mission training plans (MTPs) or, if none exists, developed from other doctrinal training literature in accordance with FM 25-101 to evaluate the demonstrated proficiency of subordinate elements, leaders, and soldiers.

(2) The commander's assessment compares the unit's wartime mission requirements with the unit's current level of training proficiency, which includes performance under realistic battlefield conditions like noise, smoke, NBC situations, etc. The basis for this assessment will include, but is not limited to, in-depth analysis of critical individual and collective tasks performed during training events and exercises that are required for the unit to attain or sustain full METL proficiency. Training exercises provide an excellent environment for the simultaneous performance of multi-echelon training activities to evaluate and to sustain the skills of soldiers, leaders, teams, staffs, and units. An overview and discussion of training exercises is contained in appendix C, FM 25-101.

b. The commander will conduct a METL assessment in accordance with FM 25-101 for USR purposes as of the 15th of each month for Active Component units as described in paragraph 7-2a. For RC units, this assessment process may be less formal during months when regular reports are not submitted; however, it must be accomplished in sufficient detail to enable the commander of the reporting RC unit to confirm that no changes to the T-level have occurred during the reporting period.

c. After determining the number of METL tasks for which his/her unit is currently evaluated as either "trained" (T), "needs practice" (P), or "untrained" (U) in accordance with doctrinal standards and procedures, the unit commander will determine and report the T-METL percentage using the "auto-calculate" feature in PC-ASORTS. The correct T-METL percentage is automatically calculated after the commander enters the number of tasks currently evaluated as trained (T), needs practice (P), or untrained (U) in the appropriate fields of the PC-ASORTS menu screen (see fig 7-1).

UNCLASSIFIED			
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915		√=Remark in USR	
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER:[95]% SGPER= 91 % APERT: [5]%	EQOHDATA Set ERC A LINS EHRDN: 70 EHRD1:[68] EHRD2:[] EHRD3:[] EHRD4:[2] PIRAT: [1]	EQMCRDAT Set PERRY:[85]% PIEMC:[095]%	TRAINDAT Set TWRC1:[29] ITAUS:[A] ITSDR:[B] ITAFT:[A] ITAEM:[A] ITAQL:[A] ITATF:[C] ITAFL:[A] ITATA:[A] ITAIM:[A]
PROFIS Set PROFREQ:[] PROAUAL:[]	ERC B & C LINS EHRDNBC: 10 EHRDBC1:[8] EHRDBC2:[2] EHRDBC3:[] EHRDBC4:[]	TMETL Data Task Trained [3] Needs Practice [3] Untrained [1] Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76% < See AR220 7-2 >	READYSEG Set MAE:[85] C5:[] MTOE/TDA:C5525L1001 EDATE:20010915 CCNUM:FC9009
FEMALE Set FEMASGD:[20] FEMPREG:[1]			
ACIGURES Set AGRASGD:[]			
ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field			

Figure 7-1. TMETL data set (unclassified example)

d. The methodology for T-METL determination considers the degree of training proficiency achieved for each of the METL tasks by providing a relative weighted value. METL tasks are weighted as follows: T-weight is 3, P-weight is 2, and U-weight is 1. The T-METL status level is calculated as follows:

(1) The number of tasks evaluated as "trained" is multiplied by 3 to obtain a weighted "T-factor" (weighted T-factor= # tasks "trained" X 3).

(2) The number of tasks evaluated as "needs practice" is multiplied by 2 to obtain a weighted "P-factor" (weighted P-factor=# tasks "needs practice" X 2).

(3) The number of tasks evaluated as "untrained" is multiplied by 1 to obtain a weighted "U-factor" (weighted U-factor=# tasks "untrained" X 1).

(4) The weighted T-factor, the weighted P-factor, and the weighted U-factor are then added to obtain the weighted "TPU-factor" (weighted TPU-factor=weighted T-factor + weighted P-factor + weighted U-factor).

(5) The total number of METL tasks is multiplied by 3 to obtain the METL weight, which is also the total points possible (TPP) (METL weight or TPP=# METL tasks X 3).

(6) The weighted TPU-factor is then divided by the METL weight (or TPP) multiplied by 100 to determine the T-METL percentage; (T-METL percentage=weighted TPU factor divided by METL weight (or TPP) X 100. If required, the rounding rules established in paragraph 3-3d are applied to the resulting T-METL percentage.

(7) The T-METL percentage is compared to the criteria in table 7-1 to determine the T-METL status level. (See figure 7-2 for T-METL calculation examples.)

Table 7-1
Translating the T-METL percentage into a T-METL status level

T-METL percentage determined	T-METL status level
85% or greater	T-1
65% to 84%	T-2
50% to 64%	T-3
Less than 50%	T-4

Example #1. Unit A has 7 METL tasks evaluated as shown below:

<u>TASK</u>	<u>EVALUATION</u>	<u>T-FACTOR</u>	<u>P-FACTOR</u>
#1	T-Trained	3	
#2	T-Trained	3	
#3	P-Practice		2
#4	T-Trained	3	
#5	P-Practice		2
#6	P-Practice		2
#7	U-Untrained		1

Recap: Weighted T-Factor = 3 tasks trained X 3 = 9
 Weighted P-Factor = 3 tasks needing practice X 2 = 6
 Weighted U-Factor = 1 task untrained X 1 = 1
 Weighted TPU Factor = 9 + 6 + 1 = 16
 METL Weight or TPP = 7 tasks X 3 = 21
 T-METL % = 16 divided by 21 times 100 = 76%
 T-METL (using Table 7-1) is T-2

Example #2. Unit B has 6 METL tasks evaluated as shown below:

<u>TASK</u>	<u>EVALUATION</u>	<u>T-FACTOR</u>	<u>P-FACTOR</u>
#1	P-Practice		2
#2	P-Practice		2
#3	P-Practice		2
#4	P-Practice		2
#5	P-Practice		2
#6	P-Practice		2

Recap: Weighted T-Factor = 0 tasks trained X 3 = 0
 Weighted P-Factor = 6 tasks needing practice X 2 = 12
 Weighted U-Factor = 0 task untrained X 1 = 0
 Weighted TPU Factor = 0 + 12 + 0 = 12
 METL Weight or TPP = 6 tasks X 3 = 18
 T-METL % = 12 divided by 18 times 100 = 67%
 T-METL (using Table 7-1) is T-2

Figure 7-2. T-METL status calculations (unclassified example)

7-3. Estimating training days and determining the T-days status level

a. The commander’s assessment of the unit’s proficiency in executing its METL identifies the specific tasks and subtasks that require additional training before they can be performed to standard.

b. Based on his/her assessment, the commander will estimate the number of training days needed by the unit to achieve full METL proficiency (trained to standard in all tasks) in accordance with the following guidelines:

(1) Assess the unit’s proficiency in executing its METL in accordance with chapters 3 and 5, FM 7-0 and FM 25-101.

(2) Identify the specific mission essential tasks, battle tasks, collective tasks and/or subtasks assessed as "P" or "U" (or "No Go," if applicable).

(3) For each task assessed as "P" or "U" (or "No Go", if applicable) develop a training plan to raise the current training level to a fully trained or "T" status (or "Go", if applicable).

Note. In developing this training plan, consider only personnel and equipment assigned to the unit. Do not assume that existing personnel and equipment shortages will be filled or that additional training resources (ranges, ammunition, and training aids such as devices, simulators, and simulations) that are not currently available to the unit or allocated in deployment/mobilization plans will become available before training starts. Assume that continuous training (that is, 24 hours a day, 7 days a week) will be conducted in accordance with logical and reasonable restrictions and breaks required for reasons of safety and/or to accomplish essential administrative and logistics requirements.

(4) Doctrinal training strategies, events, and methodologies for achieving full METL proficiency for many tasks are detailed in ARTEP/MTP manuals. Unit commanders will use these doctrinal publications as a basis for determining the required days to train to full METL proficiency.

(5) For commanders of units without ARTEP/MTP manuals or with unique mission essential tasks, FM 7-0 and FM 25-101 contain other METL supporting references to assist them in identifying doctrinal training requirements.

(6) In determining training time, do not include the time needed to conduct a field training exercise or command post exercise at levels of command higher than the reporting unit. Also, see paragraph 7-9 for guidance on determining and reporting NBC training requirements and the NBC T-level and paragraph 7-10 for guidance on determining and reporting the pre-mobilization training status level.

(7) Determine the number of training days required to achieve full METL proficiency in accordance with paragraphs (3) through (6) above and adjust the results, if necessary, based on the commander’s knowledge of the unit’s unique capabilities and challenges.

(8) Use the estimated number of training days needed to reach full METL proficiency to enter table 7-2 and identify the T-Days status level associated with this estimate.

**Table 7-2
Estimating training days**

T-Days/T-NBC/T-PRE MOB ¹	1	2	3	4
Estimated training days ²	0 - 14	15 - 28	29 - 42	43 or more

Notes:

¹ Commanders of major combat units assigned operational deployments who submit composite reports will use the instructions contained in paragraph 11-3 and table 11-1 to determine their unit’s T-level.

² Table 7-2 is used to determine the status level associated with the commander’s estimate of the overall training days required (T-days) in accordance with paragraph 7-3 and also the NBC training status level (T-NBC) in accordance with paragraph 7-9 and the pre-mobilization training level (T-PRE-MOB) in accordance with paragraph 7-10.

c. Note that any additional time required for a unit to train for operations under NBC conditions or to reach the level of pre-mobilization training focus prescribed by the MACOM for RC units is included in this estimate which reflects overall training days. Report the estimate of the overall training days required in the USR as follows:

(1) Enter the number of estimated overall training days in TWRC1, TRAINDAT SET (see fig 7-3).

UNCLASSIFIED			
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915			√=Remark in USR
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER:[95]% SGPER= 91 % APERT: [5]%	EQOHDATA Set ERC A LInS EHRDN: 70 EHRD1:[68] EHRD2:[] EHRD3:[] EHRD4:[2] PIRAT: [1]	EQMCRDAT Set PERRY:[85]% PIEMC:[095]%	TRAINDAT Set TWRC1:[29] ITAUS:[A] ITSDR:[B] ITAFT:[A] ITAEM:[A] ITAQL:[A] ITATF:[C] ITAFL:[A] ITATA:[A] ITATM:[A]
PROFIS Set PROFREQ:[] PROAVAL:[]	ERC B & C LInS EHRDNBC: 10 EHRDBC1:[8] EHRDBC2:[2] EHRDBC3:[] EHRDBC4:[]	TMETL Data Task Trained [3] Needs Practice [3] Untrained [1]	READYSEG Set MAE:[85] C5:[] MTOE/TDA:C5525L1001 EDATE:20010915 CCNUM:FC9009
FEMALE Set FEMA\$GD:[20] FEMPREG:[1]	Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76%	< See AR220 7-2 >	
ACTIGURES Set AGRASGD:[]	ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field		

Figure 7-3. Army reporting requirements TRAINDAT set (unclassified example)

(2) For units reporting APS, PC-ASORTS/ASORTS will automatically enter "50."

7-4. Squad/crew/team/system manning and qualification data

a. *Units to report.* All AC and RC MTOE and TDA units will report squad/crew/team/system manning and qualification data if they are either required to man any of the elements (that is, squads, crews or teams) or are equipped with any of the weapons systems listed in table 7-3 or in PCASORTS. APS will not report this data.

b. *Report consolidation.* All FF-level units are required to consolidate and report, within their Composite USR, squad/crew/team/system manning and qualification data reported by subordinate units/elements.

c. *Additional reported data.* MACOMs and FF-level units may direct subordinate units/elements to report manning and qualification data for additional MTOE/TDA squads/crews/teams/systems in the USR.

d. *Squad/crew/team/system manning criteria.* For the purpose of the squad/crew/team/system manning portion of the USR, a soldier can man a required squad/crew/team/system position if he or she meets availability requirements in accordance with paragraph 4-4 and appendix D of this regulation. A soldier must be military occupational specialty qualified for the position he or she is assigned in the squad/crew/team/system in order to be included in the manning criteria. For the purposes of the squad/crew/team manning portion of the USR, personnel deployed for training or operational missions will be considered available if their units are determined to be available in accordance with paragraph 3-3c. Note that the squad/crew/team manning status must be established before the qualification status can be determined.

(1) *Fully manned squad/crew/team.* The fully manned squad/crew/team standard is based on the manning requirement for specific elements or systems established by MTOE and/or Army training doctrine. The fully manned standard is established by TRADOC Systems Managers (USASOC for SOF unique elements/systems) and is intended to reflect a robust manning level for the specified element/system and to provide the requisite number of soldiers to perform all critical war-fighting tasks to standard within a continuous operations (24 hours) environment. Fully manned squad/crew/team standards are provided in table 7-3.

(2) *Minimally manned squad/crew/team/system.* Minimum squad/crew/team/system manning standards are established by TRADOC Systems Managers (USASOC for SOF unique elements/systems) and are intended to reflect the minimum number of soldiers needed to perform most critical war-fighting tasks to standard within a continuous operations (24 hours) environment while accepting some risk in sustained mission accomplishment and/or force protection. Minimum manning standards are provided in table 7-3.

e. *Squad/crew/team qualification criteria.* After the manning status level has been established, commanders will determine the qualification status of their units' squads/crews/teams/systems using table 7-3 and the following criteria.

(1) *Key individuals.* Key individuals are the fully qualified personnel by MOS and duty position who are required

for the squad/crew/team/system to be considered as either qualified or combat capable. Note that key individuals first must have met the squad/crew/team/system manning criteria established to determine the "full" and the "minimum" manning levels by paragraph d.

(2) *Fully manned and qualified (FMQ)*. For the squad/crew/team/system to be considered fully manned and qualified, it first must meet the full manning criteria in sub-paragraph d and the applicable full manning standard in table 7-3. Subsequently, the members of the squad/crew/team/system who met the full manning criteria and who were counted in order to meet the full manning standard must also meet the qualification requirements by number (that is, the number of qualified soldiers is equal to or greater than the number of soldiers required to meet the full manning standard) and position (that is, all key individual position qualification requirements are met) that are prescribed in table 7-3 for that type squad/crew/team/system.

(3) *Combat capable*. For the squad/crew/team/system to be considered combat capable, it first must meet or exceed the minimum manning criteria in paragraph d and the applicable minimum-manning standard in table 7-3. Subsequently, the members of the squad/crew/team/system who were counted in order to meet the minimum manning standard must also meet the qualification requirements by number (that is, the number qualified soldiers is equal to or greater than that required for minimum manning) and position (that is, all key individual position qualification requirements are met) that are prescribed in table 7-3 for that type squad/crew/team. Fully manned squads/crews/teams/systems having fewer than the number of qualified soldiers required for FMQ status but having a sufficient number of qualified soldiers to meet combat capable criteria are considered fully manned and combat capable. Note that the number of combat capable squads/crews/teams/systems that are fully manned and the number of combat capable squads/crews/teams/systems that are minimally manned are reported in separate data fields (see para g, below).

(4) *Manning status*. Note that, for USR purposes, Training Resource Category percentage standards in STRAC for aggregate weapons qualification are not applicable to the full/minimum number of individuals that must be qualified. Also note that the manning status of the squad/crew/team/system must be first determined in accordance with paragraph 7-4d before the qualification status of the squad/crew/team/system can be established. Therefore, for example, a squad can be manned with more soldiers than the number determined to be qualified but the opposite of this situation is not possible.

**Table 7-3
Squad/Crew/Team/System Manning and Qualification Criteria**

Type Squad/crew/team/system	Key individuals	Fully manned/minimally manned levels	Notes
M1	TC & gunner	4/3	#1
M2	Vehicle CDR & gunner	3/NA	#1
M3 w/dismounts	Vehicle CDR & gunner	5/4	#1 & #2
M3 w/o dismounts	BC & gunner	4/NA	#1
Infantry squad (ABN/AASLT/RGR)	Squad LDR	9/7	#2
Infantry squad (light)	Squad leader	9/7	#2
Infantry squad (M2)	Squad leader	9/7	#2
RECON squad	Squad leader	5/4	#2
HMMWV scout / BTR squad	Squad leader/gunner	3/NA	#2
TOW section/squad	SEC/SQD leader & gunner	3/NA	#3
Combat engineer squad	Squad leader	8/6	#4
Wheeled engineer squad	Squad leader	7/6	#4
ODS-E Bradley	Crew	4/3	#4
MLRS	Section chief & gunner	3/NA	#5
Howitzer, M119/M102	Section chief & gunner	7/6	#6
Howitzer, M109A3/4/5	Section chief & gunner	9/8	#6
Howitzer, M109A6	Section chief & gunner	9/7	#6 & #17
Howitzer, M198	Section chief & gunner	10/9	#6
Mortar, 120 mm	Squad leader & gunner	4/NA	#7

**Table 7-3
Squad/Crew/Team/System Manning and Qualification Criteria—Continued**

Mortar, 107 mm (4.2 in)	Squad leader & gunner	4/NA	#7
Mortar, 81 mm	Squad leader & gunner	5/3	5/3
Mortar, 60 mm	Squad leader & gunner	3/NA	#7
Stinger/Avenger	Team chief & gunner	2/NA	#8
BSFV	Vehicle CDR & gunner	5/4	#9
M6 Linebacker	Vehicle CDR & gunner	3/NA	#10
Patriot	Crew	28/NA	#11
AH-64A/D	Pilot & co-pilot/gunner	2/NA	#12
AH-1	Pilot & co-pilot/gunner	2/NA	#12
OH-58A/C/D	Pilot & co-pilot/gunner	2/NA	#12 & #13
UH-60	Pilot & co-pilot	4/NA	#13
CH-47	Pilot & co-pilot	4/NA	#13
EH-60	Pilot & co-pilot	5/NA	#13
UH-1H	Pilot & co-pilot	3/NA	#13
MEDEVAC	Pilot & co-pilot/crew chief/flight medic	4/NA	#13
SFODA	Key leader	10/6	#14
SOTA	Key leader	4/3	#14
CAT C	Key leader	6/4	#14
CAT B	Key leader	4/3	#14
CAT A	Key leader	4/3	#14
PSYOP DEV DET	Key Leader	12/8	#14
TAC PSYOP DET	Key leader	13/8	#14
TAC PSYOP Team	Key leader	5/3	#14
BIDS	Team	4/2	#15
ESV XM1132 Stryker	Commander/gunner, driver	2/NA	#16
M93 FOX	Commander, driver, 2 surveyors	4/NA	#16 & #20
M93A1 FOX	Commander, driver, surveyor	3/NA	#16 & #19

**Table 7-3
Squad/Crew/Team/System Manning and Qualification Criteria—Continued**

NBC XM 1135 Stryker	Commander, driver, 2 surveyors	4/NA	#15
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Notes:

- ¹ M1/M2/M3 crew: TC/BC and gunner meet crew qualification standards in accordance with STRAC.
- ² Infantry/recon/scout squad/team: Must have a qualified squad leader (commander's judgment based on soldier's ability to perform the leader/individual tasks that support the unit's METL). Must have soldiers (see full/minimum requirements in table 7-3 for number of soldiers required) who meet the standards for "individual" weapon qualification in accordance with STRAC. Must be able to man assigned crew-served weapon (that is, Dragon/ Javelin, M60/M2/240 machine gun, and MK-19 grenade machine gun) with qualified gunners in accordance with STRAC.
- ³ TOW crew: Crew meets qualification standards in accordance with STRAC, paragraph 5-6.
- ⁴ Combat Engineer squad/team: Must have qualified squad leader (commander's judgment based on soldier's ability to perform the leader/individual tasks that support the unit's METL). Must have soldiers (see Fully Manned and Combat Capable levels in table 7-3 for number of soldiers required) who meet the standard for "individual" weapon qualification in accordance with STRAC. Must be able to man assigned crew served weapons (M60, M2, M240B, M19) with qualified gunners in accordance with STRAC. M2A2 ODS-E equipped units must be qualified on Bradley Table VIII within past 6 months. The TC/BC must meet crew qualification in accordance with chapter 16 of FM 23.1 and STRAC.
- ⁵ MLRS section: Section chief and gunner must satisfactorily complete the launcher section evaluation including tasks found in Artillery Table 2 (Crew Certification), in accordance with appendix I, FM 6-60, within the past 6 months. As part of a platoon or larger sized unit, the section must live fire 80 percent of its METL related fire mission tasks to ARTEP MTP standards twice annually for AC units and once annually for RC units. EUSA exception applies.
- ⁶ Howitzer section: Section chief, gunner and crew must meet qualification/proficiency standards established by, FM 6-50 and STRAC. Training requirements include satisfactorily completing the cannon section evaluation and achieving at least 700 out of 1000 points in accordance with appendix G, FM 6-50, within the past 6 months for AC units and within the past year for RC units. The section chief and gunner must satisfactorily complete the gunner's qualification test and achieve at least 66 out of 92 points in accordance with appendix C, FM 6-50, within the past 6 months for AC units and within the past year for RC units. As part of a platoon or larger unit, the section must live fire 80 percent of its METL related fire missions to ARTEP MTP standards, annually. For M109A6 incorporate the four Paladin skills required in appendix B, FM 6-50, pages 4 and 29-32. Upon approval of the cannon section evaluation in FM 3.09.70, utilize those new tasks for determining qualification. Note: Commander, EUSA, by exception may determine FA qualification status for USR reporting due to range availability constraints and short tour personnel turnover impact.
- ⁷ Mortar crew (60 mm, 81 mm, 107 mm, 120 mm): Squad leader and gunner must pass the mortar gunner's exam with the minimum score of 70 percent in each event and section leaders and FDC personnel must pass each event on the FDC exam within the past 6 months. Crew must meet the qualification standards in accordance with STRAC, paragraph 5-7.
- ⁸ Stinger and Stinger/Avenger teams: Teams must meet the qualification standards in accordance with STRAC, paragraphs 4-5 and 4-7. Stinger and Stinger/Avenger teams will be reported separately.
- ⁹ Bradley Stinger Fighting Vehicle (BSFV): Vehicle commander and gunner are qualified on a Bradley Table VIII within the past 6 months. Stinger team chief and gunner meet qualification standards in accordance with STRAC, paragraph 4-8.
- ¹⁰ M6 Linebacker: BC and gunner are qualified on a Bradley Table VIII within the past 6 months. Stinger qualification TBD.
- ¹¹ Criteria for Patriot TBD.
- ¹² AH-64/AH-1/OH-58D crew: Assigned aviators must be Readiness Level (RL) One, per the appropriate Aircrew Training Manual (ATM). Crews must meet the gunnery qualification standards in accordance with STRAC and the FM 1-140. There is no requirement for aviation crewmen to qualify together as a crew.
- ¹³ CH-47/UH-60/EH-60/UH-1H/OH-58A/OH-58C crew: Assigned aviators must be crew qualified within the past 12 months. Crew meets the qualification standards in accordance with STRAC. MEDEVAC crews must have aviators, crew chief, and flight medic to be a qualified crew.
- ¹⁴ Special Forces Operational Detachment Alpha/Special Operations Team - Alpha/Civil Affairs Team A/Civil Affairs Team B/Civil Affairs Team C/PSYOP Development Detachment/Tactical PSYOP Detachment/Tactical PSYOP Team: Meets individual and team training certifications established by USASOC.
- ¹⁵ BIDS Team: All crewmembers must have ASI L4. In addition, complete the following ARTEP 3-477-10-MTP tasks as a crew: Tasks 03-3-0031; 03-3-0022; 03-3-0032; 03-3-7005; 03-3-0038.
- ¹⁶ "NA" indicates that minimum manning standards and criteria are not applicable to the squads/crews/teams/systems listed.
- ¹⁷ Force XXI Division MTOEs authorize a maximum of eight M109A6 crewmembers. Force XXI Divisions will report using standards of 8 Fully Manned/7 Minimum Manned.
- ¹⁸ M93/M93A1 FOX Crew: Key individuals familiarize with M240/M240E1 and perform to standard Crew Drills 1,2, and 3 from ARTEP 3-207-11 within the past 6 months.
- ¹⁹ Two of three M93A1 crewmembers must possess ASI L5.
- ²⁰ Three of four M93 crewmembers must possess ASI L5.

f. Reporting procedures.

(1) Units will report its applicable squads/crews/teams/systems by selecting item #11 ITAVS of the USR menu in PC-ASORTS. This item selection will enable the reporting unit to enter the data required for the squads/crews/teams/systems listed in table 7-3 and any additional squad/crew/team/system types that the unit has been directed to report by the FF-level or higher level unit. See example at figure 7-4. Commanders should include appropriate remarks for clarification.

UNCLASSIFIED										
UIC:WAAAAA		LABEL:ITAVS - Combat Squad & Crew - STD				Report Date:20030215				
REQ=Required		FMCC=Fully Manned/Cmbt Cap			MMU=Minimal Not Qual					
AREP=Auth Reportable		FMU=Fully Manned/Not Qual			PMCI=Partially Manned					
FMQ=Fully Man/Qual		MMCC=Minimal Manned/Cmbt Cap			UNMAN=Unmanned					
DE	DESC	REQ	AREP	FMQ	FMCC	FMU	MMCC	MMU	PMCI	UNMAN
13	WHEELED EN SQUAD	[]	[]	[]	[]	[]	[]	[]	[]	[]
14	HOWITZER, M102	[]	[]	[]	[]	[]	[]	[]	[]	[]
15	HOWITZER, M119	[]	[]	[]	[]	[]	[]	[]	[]	[]
16	HOWITZER, M109A3	[]	[]	[]	[]	[]	[]	[]	[]	[]
17	HOWITZER, M109A4	[]	[]	[]	[]	[]	[]	[]	[]	[]
18	HOWITZER, M109A5	[]	[]	[]	[]	[]	[]	[]	[]	[]
19	HOWITZER, M109A6	[018]	[018]	[006]	[004]	[001]	[002]	[001]	[004]	[]
20	HOWITZER, M198	[]	[]	[]	[]	[]	[]	[]	[]	[]
21	MLRS	[]	[]	[]	[]	[]	[]	[]	[]	[]
22	MORTAR, 120MM	[]	[]	[]	[]	[]	[]	[]	[]	[]

ESC = Return To Menu/NO SAVE	F10 = Save & Return To Menu
Use Cursor Keys	PageUp PageDown Tab
F1 = Help	F4 = Remarks
	F7 = Additional Squads

Figure 7-4. Submitting squad/crew/team system status data (unclassified example)

(a) First data field—total number of reportable squads/crews/teams/systems (listed in table 7-3) that are required by MTOE. Manning and qualification status reporting requirements are intended to indicate the status of training in the unit. Accordingly, when the number of authorized squads/crews/teams exceeds the number of authorized systems the unit will report the manning and qualification status of all squads/crews/teams (that is, an AH-64 equipped battalion is authorized 24 crews, but has only 18 or 21 aircraft. In this case, the unit will report the manning and qualification status of all 24 crews).

Note.

This number reflects the unit's wartime requirements and will not change unless driven by a change to the unit's MTOE. (This total includes squads/crews/teams/systems that may be fully manned, minimally manned, partially manned or unmanned.)

(b) Second data field—total number of reportable squads/crews/teams/systems (listed in table 7-3) that are authorized. This total includes squads/crews/teams/systems that may be fully manned, minimally manned, partially manned or unmanned.)

(c) Third data field—number fully manned and qualified (FMQ) squad/crews/teams/systems. The number of squads/crews/systems that meets the criteria and standards established in the preceding sub-paragraphs and in table 7-3 for the full manning level and for which each soldier counted in order to meet the full manning level also meets the qualification requirements prescribed for his position (see para 7-4e(2)).

(d) Fourth data field—number fully manned and combat capable (FMCC) squads/crews/teams/systems. The number of reportable squads/crews/teams/systems that meets the criteria and standards established in the preceding sub-paragraphs and in table 7-3 for the full manning level and that also have the minimum number of qualified soldiers required to meet the qualification standards established for the "combat capable" status (see paragraph 7-4e(3)).

(e) Fifth data field—number fully manned and unqualified (FMU) squads/crews/teams/systems. The number of reportable squads/crews/teams/systems that are fully manned but unqualified in accordance with the manning and qualification criteria and standards established in the preceding paragraphs and table 7-3.

(f) Sixth data field—number minimally manned and combat capable (MMCC) squads/crews/teams/systems. The number of reportable squads/crews/teams/systems that meets the criteria and standards established in the preceding paragraphs and in table 7-3 for the minimum manning level and that also have the minimum number of qualified soldiers required to meet the qualification standards established for the "combat capable" status (see para 7-4e(3)).

(g) Seventh data field—number minimally manned but unqualified (MMU) squads/crews/teams/systems. The number of reportable squads/crews/teams/systems that meets the criteria and standards established in the preceding sub-

paragraphs and in table 7-3 for the minimum manning level but that do not have the minimum number of qualified soldiers required to meet the qualification standards established for the "combat capable" status (see para 7-4e(3)).

(h) Eighth data field—partially manned/combat ineffective (PMCI) squads/crews/teams/systems. The number of reportable squads/crews/teams/systems that is manned with one or more soldiers but does not meet the criteria and standards established in the preceding paragraphs and in table 7-3 for the minimum manning level. Partially manned squads/crews/teams are considered combat ineffective.

(i) Ninth data field—unmanned (UNMAN) squads/crews/teams/systems. The number of unmanned (zeroed-out) squads/crews/teams/systems. Unmanned squads/crews/teams are defined as those that are authorized by MTOE/TDA but to which no soldiers are assigned.

(2) The value in the first data field reflects the MTOE war-fighting requirement. The value in the second data field reflects the MTOE/TDA authorization, which may or may not correspond to the number of squads/crews/teams/systems assigned. The value in the second data field should equal the sum of data fields three through nine for each reportable squad/crew/team/systems (unless there are reportable squads/crews/teams/systems in excess to the MTOE/TDA authorization actually assigned to the unit). Since deployed or detached squads/crews/teams are considered available for this reporting requirement if their units are considered available in accordance with paragraph 3-3c, only MTOE changes or unavailable units would generate different totals.

g. *Classification guidance.* See paragraph 2-7.

7-5. Determining the unit T-Level

After the commander has determined the T-METL and T-Days status levels, the lower (worst case) of these two will be selected and reported as the unit T-level. Commanders of AA-level units will confirm the results of their unit T-level determinations using the Training Events Execution Review (TEER) described in paragraph 7-6.

Note.

Commanders of major combat units submitting composite reports that have operationally deployed units/elements must determine the T-level of the major combat unit in accordance with table 11-1 and the instructions for deployed reporting contained in chapter 11.

7-6. Training events execution review

a. *Concept.* The Army develops training strategies (CATS and STRAC) that are designed to achieve and sustain unit readiness. These strategies are comprised of critical training events and lead to miles, hours, and ammunition being resourced for unit training. In some cases units do not execute all training events, as evidenced by low execution of miles/hours/ammunition, yet are still rated as ready. This apparent disconnect raises fundamental questions regarding our training strategies, resource requirements, and readiness reporting credibility. In accordance with FM 7-1, CATS and STRAC strategies are the doctrinal templates of training events, event frequency, and associated resources that a commander uses in developing a unit training strategy. The events in the CATS and STRAC are the common building blocks for the commander's plan. The thread running from training strategies, to training resources, through training execution and then to training readiness are the critical training events found in the CATS and DA Pam 350-38. These events must be part of the training readiness determination process.

b. *Purpose.* The Training Event Execution Review (TEER) is the means by which commanders of AA-level units review and confirm the results of their T-level determinations in light of their units' accomplishment of critical training events.

c. *General.* Commanders of AA-level units will review and confirm their unit T-level determinations by comparing executed training events with planned training events. In accordance with training doctrine, commanders assess their unit's ability to execute its METL, and then develop a training plan to achieve and sustain METL proficiency. The plan is briefed at the QTB and is a contract with the higher unit commander. The training plan utilizes the events found in CATS and DA Pam 350-38 as its basis. These events (BN FTX, Co STX, Table VIII gunnery for example) are the basic framework; the commander then chooses which tasks are to be trained within the events. A unit, which does not execute the fundamental training events in the training strategies, could be expected to show a readiness impact. Commander's comments are required in cases where the events in the commander's training plan are not executed, and there is no readiness impact. A unit's executed training events, and those events not executed, should be determined from its training records. Unit training records showing planned and executed events will be kept on file at the unit for one year.

d. *Procedures.*

(1) Step 1: Identify applicable training events. Commanders will utilize the training events from their training plan briefed at the QTB. Training events from the current reporting month and the previous quarter will be utilized.

(2) Step 2: Commanders of reporting units will use the unit's training records to determine whether each training event requirement selected during Step 1 was actually executed.

(3) Step 3: Confirm the T-Rating determination. If all training events were executed, there are no further actions required.

(4) Step 4: If there were planned training events that were not executed, determine the impact on unit readiness.

(5) Step 5: Take appropriate actions. If all events were not executed, the unit T-Rating was originally determined to be less than T-1, and the commander determines there is no additional impact on readiness then no further action is required. If all events were not executed, the unit T-Rating was originally determined to be T-1, and the commander determines there is no additional impact on readiness, (The unit remains at T-1), then commander's comments are required. These comments must address the events that were planned but not executed, and the reasons the commander feels the unit's training readiness level should remain T-1. If all events were not executed, the unit T-Rating was originally determined to be T-1, and the commander decides he or she cannot confirm that rating given unexecuted events, the commander downgrades the unit's T-rating.

7-7. Reporting training data

a. Training level.

(1) The unit's overall training level (T-level) is the worst case of T-days and T-METL status levels. The T-level also is reported in TRRAT, Joint Reporting Requirements, TRAINING SET. (see fig 7-5). Note: See paragraph 11-4 for use of the "SPEC T-LVL" data field in the TRAINING SET.

(2) Training days. (TWRC1): Enter the estimated number of training days (T-days) needed to reach full METL proficiency determined in accordance with paragraph 7-3.

(3) METL proficiency (T-METL). Enter the T-METL determined in accordance with paragraph 7-2.

UNCLASSIFIED			
RPDUIC Set K		UIC: WAAAAA Section A	
√ = Remark in USR			
PERSONNEL Set PRRAT: [1] PRRES: []		OVERALL Set Classn: [U] Transaction Type: A RICDA: 20030215 TREAD: OVAL READY: [2] REASN: [X] SECRN: [TUP] %DEPLOYED CD: [] TERRN: [] PCTEF: []	
EQSUPPLY Set ESRAT: [1] ESRES: []		FORECAST Set CARAT: [1] CADAT: [20031030]	
EQCONDN Set ERRAT: [2] ERRES: [R71]		CATLIMIT Set LIM: 2 RLIM: P	
TRAINING Set SPEC T-LVL: [] TRRAT: [3] TRRES: [T08]		TMETL TWRC1 76% 29 DYS 2 3	
ESC=Return To MENU/No Save Use ↑ ↓		F10=Save/Return To MENU Enter=Next Field F4=Input Gentext Remarks	

Figure 7-5. Joint reporting requirements, TRAINING SET (unclassified example)

b. Reasons training level not T-1. Complete TRRES, TRAINING SET, (Reason training level is not T-1) (see fig 7-5). If TRRAT field does not contain a "1," enter the training code from appendix E that shows the main reason the training level is not 1. If the training level is T-1, leave blank.

c. Reason for training level change. If a unit's training level decreases from that submitted in its last report, the reason for the decrease will be addressed in the TRRAT GENTEXT remarks (see fig 7-6).

d. Reporting TRRES. AWS will always report "6" for the TRRAT field and code "T-50" for the TRRES field (see fig 7-6). TRRAT GENTEXT Remarks (unclassified example).

e. SPEC T-LVL field. See paragraph 11-4 for data entry instructions. AA-level units may not enter data in this field.

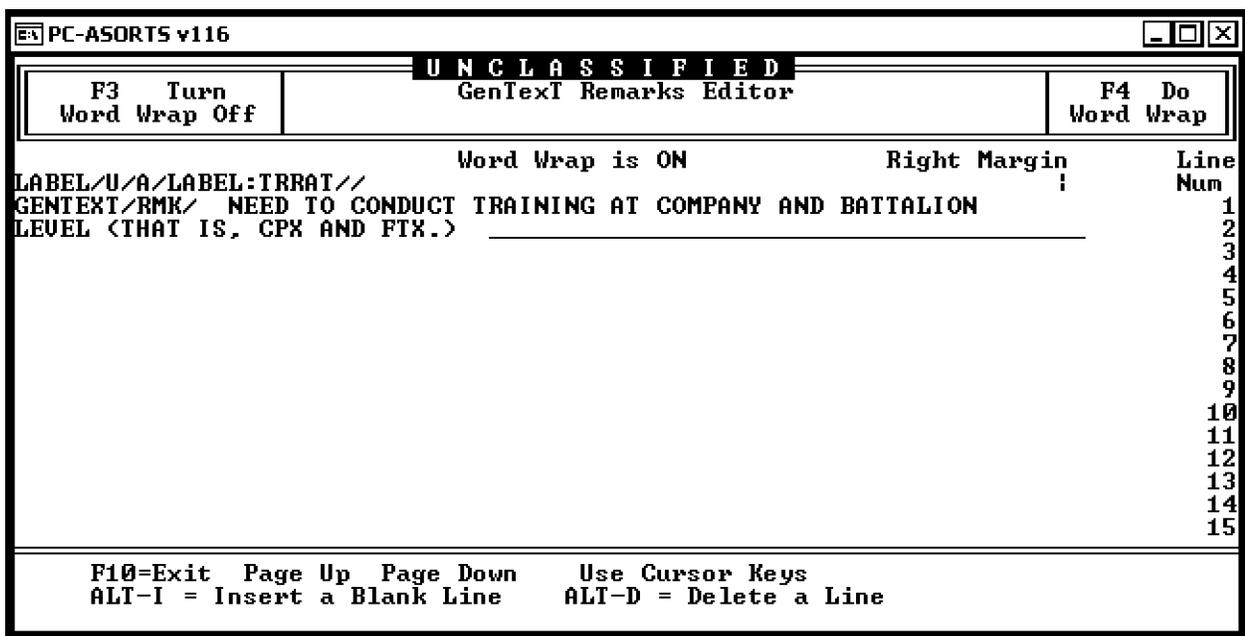


Figure 7-6. TRRAT GENTEXT remarks (unclassified example)

- f. T-5 level. If HQDA or a MACOM directs or approves use of a T-5 level per paragraph 3-4, enter "43 " or higher in TWRC1, TRAINDAT SET (Figure 7-3), and a "5" in the TRRAT, TRAINING SET (see fig 7-5).
- g. Special circumstances. Enter "XX" in TWRC1, TRAINDAT SET, if days to achieve full METL proficiency exceeds "99" or the number of days to achieve full METL proficiency cannot be determined due to special circumstances (examples: inactivations, activations awaiting equipment fielding). "XX" will automatically equate to T-4. As appropriate or directed, comments on days to train or special circumstances are required in the TRRAT GENTEXT remarks set when using this option.

7-8. Reporting resource constraints

- a. Units will enter in the applicable fields in the TRAINDAT SET (ITAVS, ITS DR, ITAFT, ITAEM, ITAQL, ITAVTRNG, ITATF, ITAFL, ITATA, and ITATM) the degree to which resource constraints are preventing the unit from achieving and maintaining the highest training status level (that is, the T-1 level) (see fig 7-3).
- b. In each of these fields, if the measured area has an insignificant impact on training, enter "A"; if the measured area has a minor impact, enter "B"; if the measured area has a major impact, enter "C"; and if the factor prohibits training necessary to achieve or maintain the T-1 level, enter "D."
 - (1) *ITAVS field.* Assigned strength shortfall. Enter assigned strength shortfall indicator. When an overall assigned strength shortfall, lack of key MOS qualified personnel, and lack of full-time manning support (RC only) hinders training, commanders will comment in training remarks.
 - (2) *ITS DR field.* Special duty requirements. Enter special duty requirements indicator. Assess the impact of the diversion (includes BMM and TD) of unit personnel to meet special duty requirements. (See SDPER in para 4-9 and fig 4-5 for information.)
 - (3) *ITAFT field.* Availability of funds. Enter availability of funds indicator. Commanders will comment when assistance is needed from the next higher headquarters.
 - (4) *ITAEM field.* Availability of equipment or materiel. Enter availability of equipment or materiel indicator. This category includes NBC equipment and is not limited to equipment authorized in a unit's MTOE or TDA.
 - (5) *ITAQL field.* Availability of qualified leaders. Enter availability of qualified leaders indicator. Emphasize those leaders most needed for training in the unit's METL (for example, platoon leaders, platoon sergeants and squad leaders). This entry must be left blank if ITAVTRNG is used.
 - (6) *ITAVTRNG field.* Status of aviator training. For units with aircraft pacing items, enter the unit aviator T-level (numeric value 1, 2, 3 or 4) derived in accordance with TC-1-210, chapter 6. The availability of non-aviator leaders in these aviation units will be addressed in training remarks. When a unit has aviators but no aircraft pacing items, include the aviator T-level in training remarks. While an important factor in determining the unit's T-level, the unit's

aviator T-level may not be the sole driving factor in determining the overall T-level for aviation units. This entry must be left blank if ITAQL is used.

(7) *ITATF field.* Availability of training areas/facilities/training aids, devices, simulations and simulators. Enter availability of training areas and facilities indicator. Consider quality, size and accessibility of training areas available to the unit and local/national restrictions on those training areas. Also consider availability of training aids, devices, simulators and simulations.

(8) *ITAFI field.* Availability of aviation fuel. Enter the availability of fuel indicator. Consider need for both field and garrison training.

(9) *ITATA field.* Availability of ammunition (does not include wartime basic load). Enter indicator for availability of training ammunition. Consider both training standard and training unique ammunition, including sub-caliber rounds for training devices.

(10) *ITATM field.* Availability of time/flying hours. Consider the impact of competing activities that detract from training time to the extent that they reduce training readiness (such as, school support activities and umpire details for other units). Also consider the impact of available flying hours on training.

(11) *APS reporting.* For APS reporting, always enter "A" in the fields described above.

c. Narrative remarks on Resource Constraints. In those cases where the above fields do not contain the letter "A" ("1" for aviation units in the ITAVTRNG field), the impact of the resource constraints will be addressed in GENTEXT remarks section of the USR that coincides with the field that indicates the resource constraint. For example, a minor impact of funding would call for a "B" in the IATF field. The corresponding comment will be recorded in the IATF GENTEXT remarks set. Note that SD personnel status data is reported in the USR in accordance with paragraph 4–9.

7–9. Training level under unique conditions

a. Army units are required to establish a chemical and biological defense resource and training (CBDRT) level in accordance with CJCSM 3150.02 (GSORTS). The data required to establish the CBDRT level (see para 9–1c) is determined from the NBC status data reported by Army units in the USR in accordance with the provisions of this paragraph (the NBC T-level) and paragraph 5–13 (the NBC S-level). Army training doctrine establishes that NBC is a condition under which a unit must operate and be able to perform its mission. Army unit commanders are directed to integrate NBC training into their unit's overall training program, and the NBC training requirement is not treated as a separate and distinct task. In other words, for Army units NBC training days required are included in the total number of required training days; therefore, the TWRC1 data entry, which reflects the total number of required training days, cannot be less than the data entry for NBC training days required (TNGDYREQ).

(1) Commanders at all levels assess their units' ability to execute wartime missions by assessing the demonstrated proficiency of subordinate units, leaders, and individual soldiers in or during the exercises and events discussed in paragraph 7–2b. An NBC environment is an assumed training condition associated with the unit's METL, where applicable.

(2) In addition to the above factors, commanders will also consider the availability of chemical personnel (MOS 54B/74A) and the availability and operational readiness of chemical equipment when determining the NBC training level of the unit.

b. To report the NBC training level (NBC T-level):

(1) *STEP 1.* Determine NBC training days (NBC TNGDYREQ).

(a) The commander may determine that the days required for NBC training purposes cannot be isolated or separately determined from those training days required to reach full METL proficiency because the unit must train on all of its METL tasks under NBC conditions. In this case, the commander will report a number for NBC TNGDYREQ that is equal to that entered for TWRC1. Example 1: The commander estimated and reported in accordance with paragraph 7–3 that 14 days are required to reach full METL proficiency (that is, TWRC1 is 14) and, in STEP 1 above, that the NBC training days required cannot be distinguished from the overall training days required. The commander will report NBC TNGDYREQ as 14 days and will use this number to determine the NBC T-level in STEP 2 below.

(b) The commander may determine that the days required to train under NBC conditions or on NBC specific tasks due to training or equipment shortcomings may be isolated or separately determined from those training days determined to be required to reach full METL proficiency. In this case, the commander will report these NBC training days as his or her NBC TNGDYREQ, which must be a number greater than zero (0) and must be fewer than the total number of overall training days reported in TWRC1. Example 2: The commander determined in accordance with paragraph 7–3 that 17 training days are required to reach full METL proficiency, and in STEP 1 above, that 3 of those 17 days are required solely because of NBC training requirements. The commander will report the NBC TNGDYREQ as 3 and will use this number to determine the NBC T-level in STEP 2 below.

(c) The unit does not require any training days for NBC training to achieve full METL proficiency. In this case, the commander will report his or her NBC TNGDYREQ as zero (0).

(2) *STEP 2.* Determine the NBC training Level (NBC T-level). Using the NBC TNGDYREQ determined in STEP 1, use table 7–2 to determine the unit's NBC T-level (T–NBC). Use the Environmental Factors Report (see fig 7–7) to report "1, 2, 3, or 4" as determined from table 7–2 (see fig 7–7).

(3) *STEP 3.* If the NBC T-level is not "1," then the unit must enter an appropriate reason code from Table E-7 in the "NBCTNGRES" field (see fig 7-7).

(4) *STEP 4.* If NBC TNGDAYSREQ is not zero, then remarks explaining the reasons why training time is needed are mandatory. For example, "Unit requires three (3) NBC training days to conduct decontamination training" or "Unit is an infantry company that must train all tasks under NBC conditions to attain full METL proficiency (see fig 7-8).

c. HQDA may direct selected units to report their training levels under severe weather conditions. Enter data for "WARM WK TNG" and "COLD WX TNG" on the Environmental Factors Report only when directed by HQDA (see fig 7-7).

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Section D-Environmental Factors Report: Gentext Remark

UIC: WAAAAA Date of Report: 20030215 Label: RICDA √ = Remark in USR

NBC Equipment Category	S-level	S-Levels	(Computed From REQ	From ITAEM Data) ON-HAND
MASK	1		30	28
DET	2		10	8
DECON	2		10	8
IPE	1		30	30
RAD	1		30	29
MED	1		0	0

NBCTNG:	T-LEVEL: 1	TNGDYREQ: [3]	NBCTNGRES: []	NBCEQ: 2	NBCEQRES: [SR]
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SUBMIT ONLY WHEN REQUIRED BY HQDA

WARM WX TNG: []	COLD WX TNG: []
------------------	------------------

ESC=Return To MENU/No Save	F10=SAVE/Return To MENU
F6=NBC Training Remarks	F8=Cold Wx Trng Remarks
F7=Warm Wx Trng Remarks	

Figure 7-7. NBC T-level data, Environmental Factors Report (unclassified)

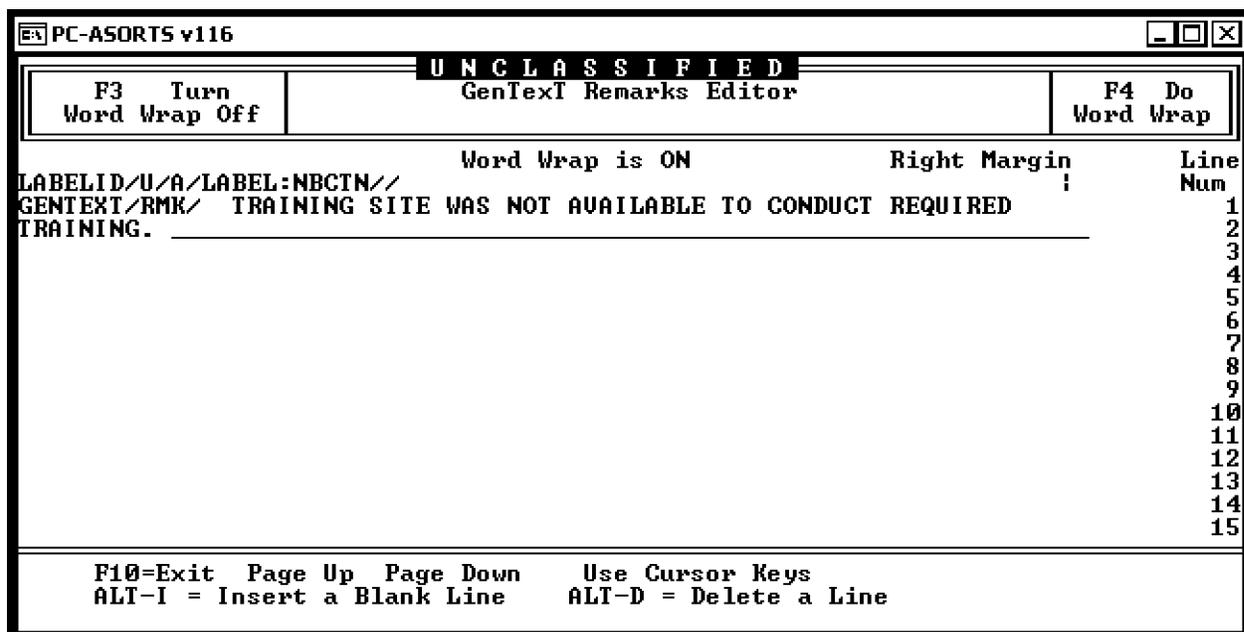


Figure 7-8. GENTEXT remarks editor

7-10. Tailored reporting for Reserve Component units

a. Reserve Component commanders submitting an "FF" or "AA" level unit status report are required to report a pre-mobilization training readiness level that is determined based on the pre-mobilization training guidance specified in MACOM directives. For example, an RC infantry unit may have been directed by its MACOM to train to proficiency at the platoon level. After notifying HQDA (ATTN: DAMO-ODR), MACOM commanders may specify in their directives those subordinate RC units that are exempted from this reporting requirement because pre-mobilization training goals are either not applicable or inappropriate.

b. The pre-mobilization training readiness level is calculated to indicate the number of days of training that is required by the RC unit to reach proficiency measured against the pre-mobilization training guidance established by the MACOM (for example the platoon level). The pre-mobilization training guidance considers the unit's training strategy and the resources available to the unit.

c. RC unit commanders estimate the number of training days required to achieve the pre-mobilization training level prescribed by the MACOM using the same process and methodology discussed in paragraph 7-3. The determination of this pre-mobilization training status level is based on the commander's assessment of training proficiency in the tasks required for the level of pre-mobilization training and may not correspond to the unit T-level that is determined in accordance with paragraph 7-5.

(1) As an example, a RC battalion has just completed annual training. The MACOM training guidance directs the unit to attain and maintain proficiency at the platoon level. The focus of annual training for the maneuver units was platoon level tasks. The commander determines that his or her maneuver platoons achieved a 90-percent level of proficiency and estimates that seven additional days of training are required by the platoons to become fully proficient. Additionally, in accordance with paragraph 7-3, the commander estimates that 40 days of training are required by the battalion to achieve full METL proficiency for the battalion's wartime mission and that, in accordance with paragraph 7-5, the battalion's training level is T-3 (that is, the worst case of T-METL and T-Days status level determinations).

(2) In this example, PC-ASORTS would populate the TRRAT field with "3" in the TRAINING SET (see fig 7-5) to indicate the unit T-level and "40" in TWRC1, TRAINDAT SET (see fig 7-3). In the TRRAT GENTEXT Remarks Field labeled PREMOB-LVL "1" PREMOB-DYS "07" would be entered to reflect the pre-mobilization training readiness. Note that the estimate of the number of pre-mobilization training days required (that is, 7 days) is included in the number of overall days required to attain full METL proficiency (that is, 40) and is not additive to the total of overall training days required, and also note that the pre-mobilization training status level (T-PRE MOB) of "1" is determined from table 7-2.

(3) The commander then will enter the number of days to train in PREMOB-DYS field of the "Misc. New AR 220," which is item 10 on the USR menu on the PC-ASORTS/ASORTS unit status reporting software.

d. Provide other pertinent comments on training status as appropriate in the free GENTEXT REMARKS entitled TRRAT.

Chapter 8 Mission Accomplishment Estimate

8-1. General

a. The mission accomplishment estimate (MAE) is the reporting unit commander's subjective assessment of the unit's ability to execute that portion of the wartime or primary mission that it would be expected to perform if alerted/committed within 72 hours of the "as of" date of the report. The commander expresses this estimate in terms of the percentage of the wartime or primary mission that the unit could accomplish if it were alerted/committed.

b. (Commanders of deployed units also will use the MAE to assess and to report the unit's effectiveness in executing its wartime or primary mission, unless the unit has been assigned a derivative UIC for USR purposes. DUIC units will not report MAE (see para 11-6).

c. This chapter provides instructions for determining the MAE by commanders of reporting units and explains its relationship to the unit's overall C-level.

8-2. Purposes of the mission accomplishment estimate

The MAE provides a definitive estimate of a unit's ability to perform its wartime or primary mission. The C-level and the MAE reflect the reporting unit commander's assessments of the overall status of his or her unit and its ability to accomplish assigned wartime or primary missions within a set time period. MAE does not apply to APS or DUIC units.

8-3. Instructions for determining the mission accomplishment estimate

a. Commanders of all reporting units will determine the MAE for the unit and record the MAE in the READYSEG set in the ARMYRPT set (see fig 8-1). To reduce administrative requirements and for simplicity, commanders will use the same criteria for all types of units.

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ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915			√=Remark in USR
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER:[95]% SGPER= 91 % APERT: [5]%	EQOHDATA Set ERC A LInS EHRDM: 70 EHRD1:[68] EHRD2:[] EHRD3:[] EHRD4:[2] PIRAT: [1]	EQMCRDAT Set PERRY:[85]% PIEMC:[095]% TMETL Data Task Trained [3] Needs Practice[3] Untrained [1] Number Tasks 7 TPU Factor 16 IPP 21 TMETL 76% < See AR220 7-2 >	TRAINDAT Set TWRC1:[29] ITAUS:[A] ITSDR:[B] ITAFT:[A] ITAEM:[A] ITAQL:[A] ITATF:[C] ITAFL:[A] ITATA:[A] ITATM:[A]
PROFIS Set PROFREQ:[] PROAVAL:[]	ERC B & C LInS EHRDNBC: 10 EHRDBC1:[8] EHRDBC2:[2] EHRDBC3:[] EHRDBC4:[]		
FEMALE Set FEMASGD:[20] FEMPREG:[1]			
ACTIGURES Set AGRASGD:[]			
READYSEG Set MAE:[85] C5:[] MTOE/TDA:C5525L1001 EDATE:20010915 CCNUM:FC9009			
ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field			

Figure 8-1. READYSEG set, MAE (unclassified example)

b. When determining the MAE, the commander must consider critical resources such as personnel, equipment, training, and repair parts availability. The commander should consider the status of these resources in light of other important factors that impact the unit's ability to accomplish its wartime or primary mission. Those factors include but are not limited to:

(1) Readiness factors (such as mobility, operating tempo (OPTEMPO)), exercises, unit morale and leadership, C3I, and measured areas of equipment, personnel, and training).

(2) Sustainability of the unit (includes the availability of spares and repair parts, to include ASL to support the unit's METL, if applicable).

(3) Current status of modernization in the unit.

(4) Force structure design.

c. The USR does not provide (nor is it practical to specify) the quantitative and qualitative factors that may impact a unit's ability to accomplish its wartime or primary mission; therefore, the commander must critically examine all appropriate unit readiness indicators and carefully consider significant factors when determining the unit's MAE. For example—

(1) A transportation company may have an overall level of C-4 due to EOH shortfalls, but the commander may decide (after considering the specific equipment shortages, the availability of repair parts, and workload factors) that the unit can actually perform 75 percent of its wartime or primary mission.

(2) An MTOE hospital at S-4 EOH may be able to deploy and operate 70 percent of its hospital beds and 60 percent of its operating tables. If, in this example, the commander determines and reports a MAE of 60 percent, then commanders at higher levels will have important additional information regarding the unit's actual overall capability that is not reflected clearly by the unit's C-level status.

d. Commanders will assume that the following actions/events will continue at planned or demonstrated rates, unless definite indications of change have been identified or established.

(1) Resupply actions.

(2) Consumption and attrition rates.

(3) Operating tempo (OPTEMPO).

8-4. Determining the mission accomplishment for hospital units

To determine the MAE of hospitals—

a. Commanders will estimate the overall ability of a hospital unit based on the unit's wartime or primary mission, all factors considered in determining the unit's C-level, and other factors (qualitative and quantitative) not previously considered.

b. Commanders of MTOE hospitals will determine the number of operational beds, by type, and the number of surgical tables that could be supported by available unit personnel and equipment. The MAE percentage is based on the percentage of hospital beds, by type, and operating tables the unit can support compared to the number required. The MAE/PCTBEDDP will reflect the lower percentage of the two (beds or operating tables).

c. Commanders will use the FREE GENTEXT Remarks section using the Label "MAE." These remarks should refer to the MAE percentage and reflect required versus operational capability based on available personnel and equipment. Use the following format: Required versus operational intensive care/intermediate care/minimal care/beds/operating tables.

d. Commanders also must explain the MAE percentage and limiting factors. For example: "Four of six operating tables can be operated with current personnel strength; therefore, MAE is 67 PERCENT" (4 of 6 equals 67%).

e. Commanders will list the required and operational (required/operational) data that the MAE was based on, as follows: Hospital MAE is XXX Intensive Care Beds: XXXX/XXXX Minimal Care Beds: XXXX/XXXX Operating Room Tables: XXX/XXX.

8-5. Reporting ASL status data in the MAE section

Commanders of reporting units will report prescribed ASL status data in their comments in the MAE section of the USR in accordance with the following instructions:

a. Commanders of AA-level units that are authorized Class IX ASL will report as follows:

(1) The ASL status data required will be submitted in GENTEXT comments in the following format: Total ASL on-hand quantity=_____ Total safety level (SL) + operating level (OL) quantity=_____ Percentage of fill=_____.

(2) The information needed by the reporting AA-level unit commander in order to report the above ASL status data in the USR will be extracted from the "Standard Army Retail Supply System (SARSS) Monthly Spares Readiness Report. (Preformatted report number PCNAJU-358.) The required data for the USR will be automatically calculated by SARSS 2 and provided to the appropriate unit commanders on the 10th of each month in the SARSS Monthly Spares Readiness Report.

b. In accordance with paragraph 8–1 of this regulation, commanders of AA- level units will assess the impact of ASL Class IX shortages, if any, on their units' ability to accomplish their assigned wartime or primary missions, if alerted or committed, and also will include this assessment in their GENTEXT comments in the MAE section of the USR.

c. Commanders of AA-level reporting units that are not authorized a Class IX ASL in peacetime (that is, RC units) are not required to submit ASL status data in the MAE section of their USRs.

d. Commanders of FF-level units will consolidate the Class IX ASL status data reported by their subordinate AA-level units and will report the aggregate ASL status in the MAE section of the USR as follows:

(1) Report the aggregate ASL status as a percentage of fill that reflects the quantity of ASL items required (SL + OL) by subordinate reporting units to support operations that is actually on-hand and available to those subordinate units.

(2) Determine this percentage by first, adding separately both the actual ASL on-hand quantities and the ASL quantities prescribed for operating and safety levels (SL + OL) reported by the AA-level units; then, by dividing the ASL on-hand total by the operating and safety level quantity total and multiplying the results by 100.

e. In accordance with paragraph 8–1 of this regulation, commanders of FF-level units will assess the impact of ASL Class IX shortages, if any, on their units' ability to accomplish their assigned wartime or primary missions, if alerted or committed, and also will include this assessment in their GENTEXT comments.

f. Commanders of FF-level reporting units that are not authorized a Class IX ASL in peacetime (that is, RC units) are not required to submit this ASL status data in the MAE section of their USRs.

8–6. Mission accomplishment estimate bands of effectiveness

a. *The 90 to 99 percent band.* Report in this band when it is estimated that the unit possesses required resources and training and is in position (or has the necessary mobility) to undertake (for a period of 72 hours) the full wartime or primary mission for which it has been organized and designed. The status of personnel, equipment, supplies, consumables, and unit position does not decrease probability of mission success or increase vulnerability of the unit. The unit does not need extraordinary measures or extensive outside mobility assets to compensate for deficiencies.

b. *The 80 to 89 percent band.* Report in this band when it is estimated that the unit possesses required resources and training and is in position (or has the necessary mobility) to undertake (for a period of 72 hours) the full wartime or primary mission for which it has been organized and designed. The status of personnel, equipment, supplies, consumables, and unit position does not decrease probability of mission success or increase vulnerability of the unit under most envisioned operational scenarios. Increases in vulnerability are acceptable relative to mission criticality. Unit may experience isolated decreases in flexibility in methods of mission execution. The unit does not need extraordinary measures or extensive outside mobility assets to compensate for deficiencies.

c. *The 70 to 79 percent band.* Report in this band when it is estimated that the unit possesses required resources and training and is in position (or has the necessary mobility) to undertake (for a period of 72 hours) the full wartime or primary mission for which it has been organized and designed. The status of personnel, equipment, supplies, consumables, and unit position will decrease probability of mission success or increase vulnerability of the unit under many, but not all, operational scenarios. The unit will experience significant decreases in flexibility and increases in vulnerability in many, but not all, operational scenarios. The unit may need extraordinary tactics, procedures, operating tempo (OPTEMPO), or extensive outside mobility assets to compensate for deficiencies.

d. *The 50 to 69 percent band.* Report in this band when it is estimated that the unit possesses required resources and training and is in position (or has the necessary mobility) to undertake (for a period of 72 hours) the full wartime or primary mission for which it has been organized and designed. If the situation allows, the unit may be directed to undertake portions of its mission with resources at hand. The status of personnel, equipment, supplies, consumables, and unit position decreases probability of mission success or increases vulnerability of the unit under all envisioned scenarios. Mission success is possible for certain isolated scenarios but flexibility is severely restricted. The unit cannot compensate for deficiencies even with extraordinary tactics, procedures, OPTEMPO, or extensive outside mobility assets.

e. *Below 50 percent band.* Report in this band when the unit is undergoing a service directed resource action and is not prepared, at this time, to undertake the crisis or wartime or primary missions for which it has been organized and designed. Units who meet the criteria for C–5 reporting may report in this band. This band will also be used for units that are so short of personnel or equipment, or deficient in training that they are unable to perform at least 50 percent of their assigned wartime or primary missions.

8–7. C-level and corresponding mission accomplishment ranges

a. C–1: Recommended MAE range: 90 percent to 99 percent.

b. C–2: Recommended MAE range: 80 percent to 89 percent.

c. C–3: Recommended MAE range: 70 percent to 79 percent.

d. C–4: Recommended MAE range: 0 percent to 69 percent. (The commander of a C–4 unit might report MAE less than a 70 percent.)

- e. C-5: Recommended MAE range: 0 percent to 50 percent.
- f. Level 6: Level 6 is not used as an overall category level.

8-8. Commander's subjective mission accomplishment estimate evaluation and C-level comparison

Commanders will compare the MAE determined with the overall C-level using the MAE ranges provided in paragraph 8-7. If the MAE determined by the commander does not correspond to the unit's overall C-level, then the commander should consider upgrading/downgrading the C-level. Other than restricting the upgrade of a C-5 level (see para 9-1), HQDA places no limitations on the extent of the commander's upgrade/downgrade determinations (for example, a C-4 level can be upgraded to C-1). However, commanders must ensure that their actions to upgrade/downgrade the unit's C-level will result in a more accurate portrayal of actual unit status that neither masks nor exaggerates readiness deficiencies.

Chapter 9

Overall Unit Level and Special Instructions.

9-1. Overall unit level

(See fig 9-1.)

a. The READY field in the OVERALL Set of the RPTDUIC Set will be automatically populated based on the lowest level attained in a measured area (P - personnel; S - equipment-on-hand; R - equipment readiness; and T - training). The commander should also consider deficiencies, resources, and other unit readiness factors that the measured area levels will not address or factor into the automatic calculation of the READY.

(1) The start point for determining the overall status of a unit is the lowest level attained in a measured area (P, R, S, or T). If no measured area is level 5, the commander can upgrade or downgrade a unit's READY level (the C-level) if the calculated level does not accurately reflect the actual status of the unit's ability to accomplish its mission requirements. If one or more of the measured areas is level 5, then the unit must report a READY level of C-5. The commander cannot change a measured area level.

(2) Status of prescribed load list (PLL) items, authorized stockage list (ASL) items, basic loads, common table of allowances (CTA) items, equipment regardless of readiness code (ERC A, ERC B, or ERC C), and special skill requirements (SQI, LIC, or ASI) are examples of other factors that should be considered in determining to subjectively upgrade or downgrade the READY C-level. Units staffed and equipped at ALO 2 or lower may be unable to achieve C-1. No unit is expected to attain a unit status level that exceeds the level at which it is resourced.

(3) If the MAE selected does not correspond to the overall C-level determined, then the commander should consider upgrading/downgrading the unit's C-level. Other than restricting the upgrade of a C-5 level, HQDA places no limitations on the extent of the commander's upgrade/downgrade determinations (for example, a C-4 level can be upgraded to C-1). However, commanders must ensure that their actions to upgrade/downgrade the unit's C-level will result in a more accurate portrayal of actual unit status that neither masks nor exaggerates readiness deficiencies.

UNCLASSIFIED			
RPTDUIC Set K	UIC: WAAAAA	Section A	√ = Remark in USR
PERSONNEL Set PRRAT:[1] PRRES:[]	OVERALL Set Classn:[U]Transaction Type: A RIGDA: 20030215 TREAD: OVALL READY:[2] REASN:[X] SECRN:[TUP] %DEPLOYED CD:[] TERRN:[] PCIEF:[]		
EQSUPPLY Set ESRAT:[1] ESRES:[]	FORECAST Set CARAT:[1] CADAT:[20031030]		
EQCONDN Set ERRAT:[2] ERRES:[R71]	CATLIMIT Set LIM: 2 RLIM: P		
TRAINING Set SPEC T-LVL:[] TMETL TWRC1 TERRAT:[3] 76% 29 DYS TRRES:[T08] 2 3			
ESC=Return To MENU/No Save F10=Save/Return To MENU Use ↑ ↓ Enter=Next Field F4=Input Gertext Remarks			

Figure 9-1. RPTDUIC section, Joint reporting requirements (unclassified example)

b. Reserve Component units will report the training level reflecting the status of METL proficiency to accomplish the wartime or primary mission and the pre-mobilization training status level. The wartime or primary mission training level will be determined in accordance with paragraph 7-5, and the pre-mobilization training status level will be determined in accordance with paragraph 7-10. The wartime or primary mission C-level is determined by using the lowest level attained in the measured areas (includes the wartime or primary mission training level determined in accordance with paragraph 7-5). The pre-mobilization C-level is determined in the same manner as the wartime or primary mission C-level, except that the pre-mobilization T-level (PREMOB-LVL) is used in lieu of the wartime or primary mission T-level in the determination process. Enter the premobilization overall C-level in the PC-ASORTS, Misc. Items for New AR 220-1 screen. Remarks labeled: PREMOB-OVALL.

c. The overall NBC level is determined and reported to reflect the ability of the reporting unit to perform its wartime or primary mission under chemical and biological conditions. The overall NBC level corresponds to the lowest (worst case) status level resulting from the commander's specific determinations of the unit's NBC equipment status (the NBC S-level) in accordance with paragraph 5-13 and the unit's NBC training status (the NBC T-level or T-NBC) in accordance with paragraph 7-9. PC-ASORTS software automatically compares the data entered in the Environmental Factors Report: GENTEXT Remark for the NBC S-level and for the NBC T-level and selects the lowest (worst case) of these two status levels for the overall NBC level (ASORTS at HQDA automatically generates a Chemical and Biological Defense Report (CBDRT) from the NBC data, with TREAD Label of 'CBDRT' and forwards that report to GSORTS). While the NBC S-level and the NBC T-level are not factors in determining the unit's S-level and T-level, respectively, commanders of reporting units should consider the unit's NBC level when determining whether to upgrade or downgrade the unit's C-level.

9-2. Army unique data

a. The ARMYRPT section was completed using instructions in the previous chapters. The READYSEG set provides additional data to help Army agencies analyze a unit's status and to allocate resources (see fig 9-2).

UNCLASSIFIED			
ARMYRPT Set KA1 UIC: WAAAAA ALO: 1 RICDA: 20020915			√=Remark in USR
PERSDATA Set ASPER= 99 % AUPER= 97 % MSPER: [95] % SGPER= 91 % APERT: [5] %	EQOHDATA Set ERC A LInS EHRDN: 70 EHRD1: [68] EHRD2: [] EHRD3: [] EHRD4: [2] PIRAT: [1]	EQMCRDAT Set PERRY: [85] % PIEMC: [095] % TMETL Data Task Trained [3] Needs Practice [3] Untrained [1] Number Tasks 7 TPU Factor 16 TPP 21 TMETL 76 % < See AR220 7-2 >	TRAINDAT Set TWRC1: [29] ITAUS: [A] ITSDR: [B] ITAFT: [A] ITAEM: [A] ITAQL: [A] ITATF: [C] ITAFL: [A] ITATA: [A] ITATM: [A]
PROFIS Set PROFREQ: [] PROAVAL: []	ERC B & C LInS EHRDNBC: 10 EHRDBC1: [8] EHRDBC2: [2] EHRDBC3: [] EHRDBC4: []	READYSEG Set MAE: [85] C5: [] MTOE/TDA: C5525L1001 EDATE: 20010915 CCNUM: FC9009	
FEMALE Set FEMA\$GD: [20] FEMPREG: [1]	ACTIGURES Set AGRASGD: []		
ESC=Exit/NO Save F10=Save/Exit F8=ASPER F4=Remark Use ↑ ↓ F7=Input AUPER Rmks F9=SGPER Curr Field			

Figure 9-2. ARMYRPT section, Army reporting requirements (unclassified example)

b. READYSEG set.

- (1) MAE field. Enter the MAE percentage derived from chapter 8. For APS reporting leave blank.
- (2) C5 field. Enter "00." For all AA-level units, to include APS reporting units, leave blank.

9-3. Joint reporting data

a. Overall set.

(1) *READY (Overall Unit Rating) field.* Use the overall C-level determined in accordance with paragraph 9-1. However, if a measured area level is 5, then the overall level must be C-5.

(2) *REASN (Primary Reason Overall C-Level not 1) field.* If the entry in the READY field does not contain a 1, enter the primary reason code from appendix E that shows the primary factor that prevents a C-1 overall level. However, if the level in the READY field is the result of an upgrade or downgrade, place an "X" in the REASN Field. If READY is a "5" then REASN must be "N."

(3) *SECRN (Secondary Reasons Overall Level is not 1) field.* Enter a code from appendix E that represents the secondary factor that prevents a higher overall level. REASN code may be from the same measured area as either the primary factor but cannot be the same code. If READY is a "5," enter a code from table 9-1 in the REASN Field.

Table 9-1
Reason codes for C-5 reporting

Code	Definition
If the unit is C-5 due to a recent activation:	
P08	Organization recently activated (if PER is the driving factor)
S18	Organization recently activated (if EOH is the driving factor)
R06	Organization recently activated (if ER is the driving factor)
T24	Organization recently activated (if TR is the driving factor)
If the unit is C-5 due to pending inactivation:	
P06	Organization inactivating (if PER is the driving factor)
S17	Organization inactivating (if EOH is the driving factor)
R80	Organization inactivating (if ER is the driving factor)
T25	Organization inactivating (if TR is the driving factor)
If the unit is C-5 due to a reorganization (MTOE change):	
P74	Unit reorganizing (if PER is the driving factor)
S91	Unit reorganizing (if EOH is the driving factor)
RBE	Unit reorganizing (if ER is the driving factor)
T47	Unit reorganizing (if TR is the driving factor)

Table 9-1
Reason codes for C-5 reporting—Continued

If the unit is C-5 due to a low ALO:	
P65	Service constraint (if personnel less than 70 percent authorized)
S93	Service constraint (if not authorized enough equipment to attain S-3)
RBK	Service constraint (if ER is R-5)
T54	Service constraint (if training rating is T-5)
If the unit is C-5 due to not being manned:	
P78	Unit not manned
S94	Notional unit, no equipment authorized
RBG	Notional unit
T54	Notional unit
If the unit is C-5 due to DEPMEDS:	
P78	Unit not manned and/or equipped
S13	Equipment in administrative storage/pre-positioned
RBK	Equipment not available due to service constraint
T31	Shortage equipment

(4) *TERRN field (Tertiary Reasons Overall Level is not 1)*. Enter a code from appendix E that represents the tertiary factor that prevents a higher overall level. It may be from the same measured area as either the primary or secondary factor but cannot be the same code.

b. Forecast set.

(1) *CARAT field (Forecast Category Level Change)*. If a unit's overall C-level is less than 1, a forecast change of the overall level (higher or lower) and the forecast date to achieve this level (CADAT field of the FORECAST Set) is required.

(a) If a unit's overall C-level is 1, but the commander is aware of a potential change he or she must report the forecasted level and estimated date.

(b) If a unit's overall C-level is 1, and the commander is not aware of a C-level change, leave blank.

(2) *CADAT field (Forecast Date of Change in Overall Level)*. If CARAT field in the FORECAST Set contains an entry, enter the date of projected change. If CARAT is blank, leave blank.

9-4. Commander's remarks

a. To support and amplify data submitted in the RPTDUIC and ARMYRPT sections of the USR, provisions have been made for the submission of remarks in other sets. The USR provides for both mandatory and optional remarks.

b. Remarks should be as concise as possible. Authorized abbreviations as documented in AR 310-50 should be used when appropriate. Remarks should not contain information that is in other portions of the report. For example, "Unit is C-2 due to a shortage of personnel" is a redundant remark since this information is already contained in RPTDUIC section of the report. Remarks should provide information and details that will help to resolve the problems that degrade the unit's status.

c. Remarks concerning the degradation of a unit's status because of MTOE/TDA changes will be specific. They will include the most critical personnel and equipment changes from the old MTOE/TDA that are causing the degradation.

9-5. READY and REASN remarks

a. READY and REASN GENTEXT remarks relate to the overall level of a unit. READY/REASN remarks must be concise, to the point, and stand-alone.

(1) Ready remarks are mandatory for all reporting units and should focus on the unit's ability to accomplish its wartime or primary mission (see fig 9-3).

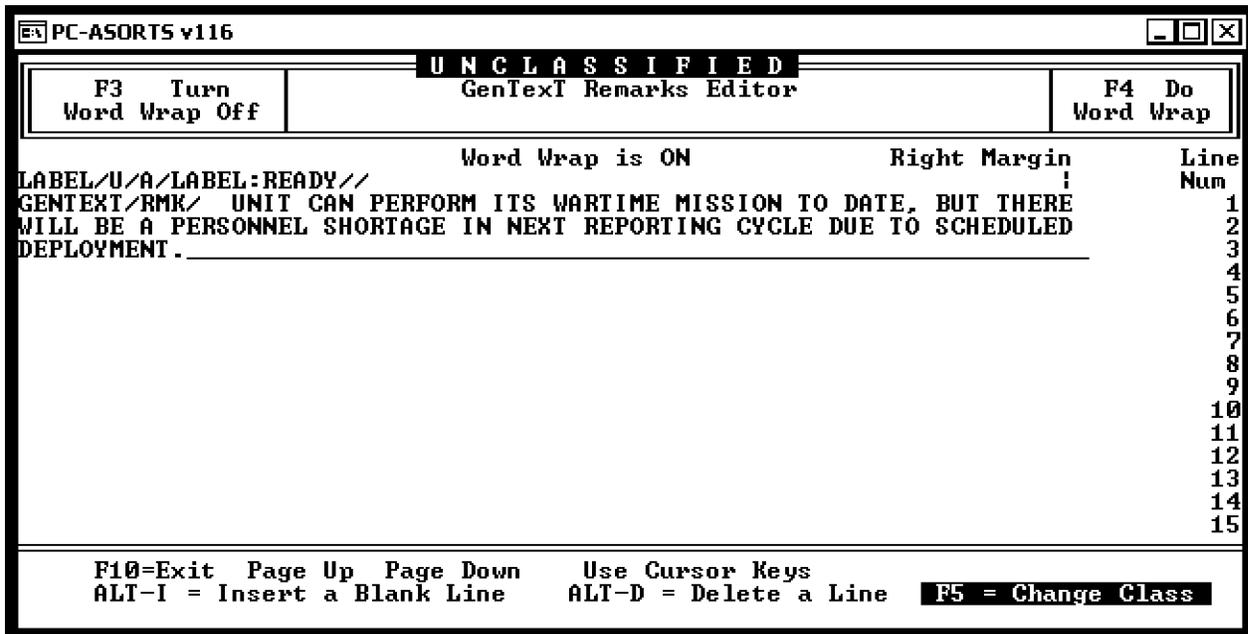


Figure 9-3. READY remarks (unclassified example)

- (2) REASN remarks are required only if the overall unit level is subjectively upgraded or downgraded.
- (3) When the unit's overall level differs from the lowest measured area level, both READY and REASN remarks are required. An "X" is entered in the OVERALL SET in the RPTDUIC set (REASN). Commanders must clearly state why they feel the calculated levels are not truly representative of the unit's status (see fig 9-4).

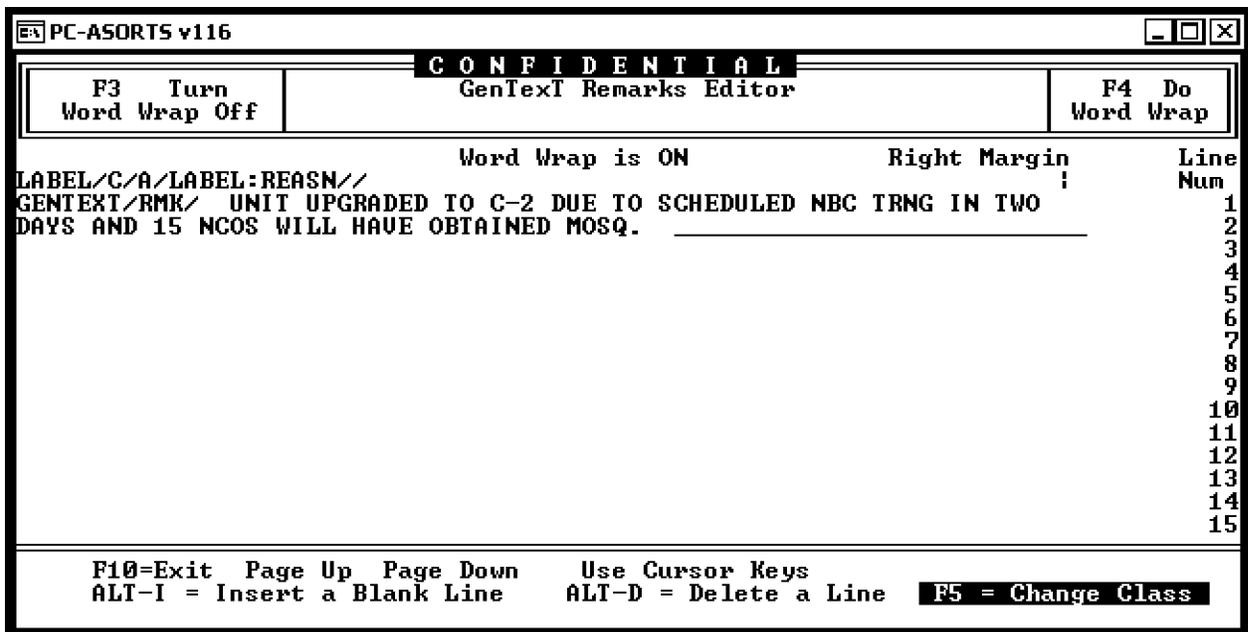


Figure 9-4. REASN remarks (unclassified example)

b. HQDA requests no information with a classification higher than CONFIDENTIAL, unless the commander determines SECRET information is needed to clarify a situation affecting the unit's overall C-level. If information of a higher classification is used, the USR must be classified with the highest classification.

c. READY/REASN REMARKS Section.

(1) Transaction Type Field. Enter "A" for READY or REASN remark during normal reporting. PC-ASORTS will update the Transaction Type Field with an "A."

(2) Label Field. Enter "READY" in the Label Field if READY remarks are being submitted or enter "REASN" in the Label Field if REASN remarks are being submitted.

9-6. Preparation of general remarks

a. Specific measured area remarks have been discussed in the applicable chapter for each measured area. This section discusses the mandatory remark entries as they relate to all the measured areas. These remarks should clarify and support data submitted in the RPTDUIC and ARMYRPT sections of the report. Units that do not attain a C-level equal to "1" in a measured area (P, S, R, or T) must submit remarks on that area explaining the primary reasons for not attaining C-1. To facilitate automated analysis of the remarks section of the Unit Status Report, the UIC (UIC of reported unit) and date of report (RICDA) fields will be system generated from data entered in the RPTDUIC and ARMYRPT sections.

b. The following entries are mandatory for each remark.

(1) *Security classification field.* Enter appropriate security classification in the various sections of the report where required.

(2) *Transaction type field.* Always enter "A" in all reports where transaction type is required.

c. For labeled reports, use one of the following, depending on the area being addressed:

(1) "2PSPER" (already overprinted) report (Personnel Strength by Grade) is mandatory to submit available personnel strength. PC-ASORTS will calculate the aggregated strength and include the strength in the completed system generated report.

(2) "2RQPER" (Military Occupational Specialty Shortage Report), with remarks, is required for units reporting P-4.

(3) "2PIESTAT" (Pacing Item Status Report) is mandatory to submit all pacing item equipment status.

(4) "2ERCFOUR" (Equipment that is S-Level 4) is mandatory for all reporting units to submit ERC-A equipment line items that are at a level of S-4.

(5) "2EOHSHRT" (Equipment Shortage Report) is mandatory if ERC-A equipment shortfalls prevent attainment of S-level of S-1.

(6) "2PIERRAT" (Pacing Item Operational Percentage Report) is mandatory to submit the operational percentage of all pacing items.

(7) "2ERCERRT" (Operational Percentage Report) is mandatory if "ERRAT" is less than 1.

(8) "TRRAT" (TRRAT GENTEXT Remarks Form) is mandatory for all reporting units having linguist MOS's to submit language information.

(9) "2Language" (GENTEXT Remarks Form) is mandatory for all reporting units having MOS's with "L" identifiers to submit language shortages.

9-7. Higher command remarks

Remarks by higher commanders will be entered on free NARR/GENTEXT Remark Section. (See para 2-6 for further instructions.)

9-8. Special instructions when a unit is alerted, activated, mobilized, deployed, or employed

a. Units alerted, called-up, mobilized or deployed will follow slightly different procedures when submitting unit status reports. These changes are necessary to meet special requirements and to increase the utility of the report and, in some cases, they also will reduce reporting requirements. The term "deployed," as used in this section, does not apply to units forward stationed in peacetime. The special instructions below supplement the USR policy guidelines contained in chapter 2.

(1) After mobilization/federalization and within 24 hours of the arrival of the advance party at the mobilization station, RC units will submit a regular report to the mobilization station. This regular report establishes the RC unit's status at mobilization/federalization. Subsequently, RC units will submit a regular and/or change reports in accordance with the USR submission requirements prescribed in chapter 2 for AC units.

(2) After deployment, AC and RC units will submit a deployed report on the 15th of each month to indicate the unit's status while deployed.

(3) After redeployment and within 24 hours of the unit's closure at the home station (AC units) or the redeployment mobilization station (RC units), AC and RC units will submit a regular report to indicate the unit's status following

redeployment. Subsequently, AC units and those RC units still on active duty will submit a regular report on the 15th of each month.

(4) Upon demobilization and termination of federal status, RC units will comply with USR submission requirements in chapter 2 that are applicable to RC units.

b. Change reports in accordance with paragraph 2-4c and table 2-1 will continue to be required of all units (AC and RC), and USR submission timelines for active component units in table 2-1 become applicable to RC units upon mobilization/federalization.

9-9. Validation reporting

All reserve component units (USAR and ARNGUS) and APS must submit a validation report monthly, unless applicable changes to unit status (see policy guidance in chapter 2) or the report submission timelines established by table 2-1 require the submission of a change report or a regular report, respectively. To create a validation report the unit will complete the SORTUNIT set in the RPTDUIC section only. The word "VALID" must be entered in the RPTDUIC section. Note: Reason codes must be placed in the SECRN field of the OVERALL set if the overall unit level is C-5 and the REASN field indicates an "N."

9-10. Unit deployment tempo

a. Background: HQDA requires a management tool to identify units with predicted annual Unit Deployment Tempo (DEPTEMPO) exceeding 120 unit days. This data is required to fulfill joint staff reporting requirements, and to advise senior Army leaders of Army DEPTEMPO trends. Additionally, with certain exceptions the FY 2000 National Defense Authorization Act (now codified as Section 487, Title 10, United States Code) mandated that all Services must report the Active and Reserve Component units participating at the battalion level in contingency operations, major training events and other named exercises to the Office of the Secretary of Defense annually as part of the Annual Defense Report (ADR). The availability of reliable DEPTEMPO and projected DEPTEMPO data is absolutely critical to force employment and force structure decisions, made at both Service and Joint/OSD levels. Commanders of AA-level units possess the training, exercise, and operational mission schedules in sufficient detail to track DEPTEMPO events and to develop reliable DEPTEMPO projections. It is imperative that commanders of all reporting units accurately determine and report DEPTEMPO.

b. DEPTEMPO is determined using Personnel Tempo (PERSTEMPO) data. PERSTEMPO measures individual deployment rates and MOS deployment rates. DEPTEMPO is the number of days in a month that a unit would have to deploy as a whole to replicate the effects of actual unit, subordinate unit, and individual soldier deployments. The new Congressional and Army definition of deployment is: "a member of the armed forces is considered to be deployed or in a deployment on any day on which, pursuant to orders that do not establish a permanent change of station, the member is performing active service in a training exercise or operation at a location or under circumstances which make it impossible or infeasible for the member to spend off-duty time in the housing (which may include the member's residence) that the member occupies for use during off-duty time when on garrison duty at the member's permanent duty station." Deployment as defined above, does not include a member who is—

- (1) Performing service as a student or trainee at a school (including any government school).
- (2) Performing administrative, guard, or detail duties in garrison at the member's permanent duty station.
- (3) Unavailable either because of hospitalization at the member's permanent duty station or in the immediate vicinity of the member's permanent residence, or because of disciplinary action taken against the member.

c. All Army MTOE and active and reserve component units and TDA units deployable or apportioned to a Joint Operations Plan that submit an AA-level USR will determine and report DEPTEMPO data in each of four (4) categories (A, B, C & D), if applicable, and also a DEPTEMPO total to indicate the unit's level of deployment activity during the reporting period. This information also may indicate why the unit is not fully trained on its METL tasks; however, the results of unit DEPTEMPO determinations may not correlate to the unit commander's assessments of the percent of METL trained or the number of required training days that are determined based on wartime requirements.

d. The four DEPTEMPO categories have been adjusted to mirror those prescribed in the recently enacted legislation that established the PERSTEMPO reporting requirements within the ADR, as discussed in paragraph 9-10a, above. DEPTEMPO data in the new "Mission Support TDY" category (Category D) is not included in the calculation of total unit DEPTEMPO. The DEPTEMPO categories are as follows:

(1) *Category A.* All deployments directed by Joint Deployment Orders (such as those supporting the multinational force observer (MFO)-Sinai); deployments in support of all humanitarian missions; deployments supporting military assistance to civilian authority (such as those in response to forest fires, hurricanes, and civil unrest); deployment supporting counter-drug operations; and UN staff.

(2) *Category B.* Overnight training in support of Joint Training Exercises (combatant commander/JCS directed combined or NATO exercises) such as Bright Star and Intrinsic Action.

(3) *Category C.* Overnight training on-post or off-post at subinstallation training area (local training areas off-post) and/or overnight training off-post at a Combat Training Center. Does not include Named Exercises included under Category B. This now includes all Reserve Component soldiers performing overnight training while on "active duty" or

full-time National Guard duty. Note that “active duty” includes annual training (AT) and active duty for special work (ADSW); however, RC soldiers in inactive duty training (IDT) status are not included.

(4) *Category D. Mission Support TDY.* (Duties that include meetings, conferences, staff visits, staff augmentation, and medical appointments directed by military authority that do not allow the member to occupy housing when on garrison duty at the member’s permanent duty station.) Does not include hospitalization at permanent duty station.

(5) *Total.* The sum of Categories A, B, and C for both the current month and annual projection.

e. To determine DEPTTEMPO for USR purposes, the unit commander can use the PERSTEMPO application report that calculates DEPTTEMPO automatically, or he or she may manually calculate DEPTTEMPO. Manually calculated DEPTTEMPO data should match the PERSTEMPO application report if all mandated entries are submitted correctly to the PERSTEMPO database at the unit level. DEPTTEMPO is determined as follows:

(1) Multiply the number of soldiers deployed times the number of days for each deployment during the current reporting period to determine deployment man-days (for example, 20 soldiers X 10 days deployed=200 man-days; 3 soldiers X 8 days deployed=24 man-days). Separate these man-days by deployment category (that is, A, B, C, or D). Add the man-days in each deployment category to determine the total deployed man-days for each category.

(2) Divide the total number of man-days in each deployment category by unit assigned strength and round to the nearest whole number. (For example, notional unit X has an assigned strength of 250. Man-days determined for category A are 450. DEPTTEMPO for category A is 450 divided by 250=1.8, rounded to nearest whole number=2. DEPTTEMPO (by category) = Total deployed man-days (by category) divided by the unit assigned strength. (Results are rounded to nearest whole number.)

(3) Add the whole numbers for categories A, B, and C together to determine the unit DEPTTEMPO total (for example, category A=2; category B=5; category C=2; DEPTTEMPO total is 2 + 5 + 2 = 9). (Note that category D DEPTTEMPO data is not used in the calculation of the unit DEPTTEMPO total.) A DEPTTEMPO calculation example is provided at figure 9-5.

UNCLASSIFIED						
DEPTTEMPO						
WAAAAA	< Unit Identification Code >				20030215	< Date of Report >
ITAIM GENTEXT:						
DEPTTEMPO:	A	B	C	D	Total	
Current:	[25]	[07]	[14]	[00]	46	
Annual:	[]	[]	[]	[]	0	

ESC=Return To Menu/No Save F10=Save/Return To Menu
 ENTER=Next Field/Line F1=Field level Help

Figure 9-5. DEPTTEMPO calculations (unclassified example)

- f.* The DEPTEMPO calculation should not include personnel absent from the unit due the following:
- (1) Professional development schooling (for example, MOSQ, Airborne, BNCOC, PLDC, etc.,)
 - (2) Administrative duties such as guard duty, details, staff duty officer, charge of quarters, etc.
 - (3) Reverse cycle training and shift work. It is the Army's interpretation of the PERSTEMPO legislation that reverse cycle training and shift work are not always creditable PERSTEMPO events. These may occur over several consecutive days, beginning on one day and ending on the next (for example, starts 2300 - ends 0400). If so the following applies:
 - (a) If the soldiers involved are given compensatory time-off equal to or greater than the time spent training at their residence and the compensatory time occurs after the event and before having to report back to duty, the day does not count as a PERSTEMPO creditable event.
 - (b) If the soldiers are not given this rest period, the event must be entered into the PERSTEMPO web application as a creditable event.
 - (4) With regard to the applicability of PERSTEMPO law in reference to tracking and reporting PERSTEMPO days away for Individual Mobilization Augmentees (IMAs) there are special considerations. An IMA by definition is pre-assigned to a particular billet, typically in an Army Headquarters organization. Active service performed as an IMA at the organization's permanent station does not constitute a deployment for purposes of PERSTEMPO individual tracking and reporting. PERSTEMPO is applicable to an IMA when performing duties away from the organization's permanent station.
 - (5) Individual Ready Reserve (IRR) soldiers are not pre-assigned to billets in the same way as IMAs. For PERSTEMPO determination purposes, the IRR member's permanent place of residence is considered his permanent duty station. Military duty performed overnight away from the vicinity of the residence would potentially qualify for purposes of PERSTEMPO individual tracking and reporting.
- g.* Reporting requirements.
- (1) All MTOE AC and RC units and TDA units deployable, deployed or apportioned to a joint operations plan that submit an "AA" level USR will include both current and projected annual DEPTEMPO data in their reports. Deployed units are not excused from reporting.
 - (2) PC-ASORTS. Enter both current and (projected) annual unit DEPTEMPO, both by DEPTEMPO category and total, in the appropriate PC-ASORTS data fields. All DEPTEMPO data entries must be rounded to the nearest whole number; decimals will not be used.
 - (a) Current DEPTEMPO is that DEPTEMPO accrued during the USR reporting period. For AC units that submit regular reports monthly, thirty-one (31) days is the maximum total DEPTEMPO for a USR reporting period. For RC units that submit regular reports quarterly, 92 days is the maximum total DEPTEMPO for a USR period. Army units that are required to submit regular reports less frequently than quarterly (for example, training divisions and training brigades in accordance with paragraph 2-2h) will determine and report DEPTEMPO based on the data calculated for the last quarter. PC-ASORTS will not accept total current DEPTEMPO greater than the number of days in the reporting period. DEPTEMPO will be reported monthly by AC units and quarterly by RC units. To preclude any confusion regarding the period addressed in the report, RC units that have been activated will continue to report DEPTEMPO quarterly in their USRs submitted in January, April, July, and October.
 - (b) Projected annual total DEPTEMPO is that total DEPTEMPO projected for the next 12 consecutive calendar months. Unit long range training calendars normally will be the primary reference to determine projected annual DEPTEMPO. Projected annual DEPTEMPO maximum is 365 days. (See example at figure 9-5.)
 - (c) Deployed reports. (See chap 11.) Current and projected annual DEPTEMPO will be included in all deployed unit status reports consistent with the periodic reporting requirements for DEPTEMPO (that is, the monthly requirement for AC units and the quarterly requirement for RC units). Enter DEPTEMPO using the ITATM GENTEXT format within the REMARKS section. (1) Deployed report DEPTEMPO format. DEPTEMPO data within deployed unit status reports will consist of two entries, each consisting of five (5) data elements. The "current" DEPTEMPO data entry will begin with "CDEPTEMPOS" and end with "CDEPTEMPOE." The projected "annual" DEPTEMPO data entry will begin with "PDEPTEMPOS" and end with "PDEPTEMPOE." Both the current and projected annual DEPTEMPO entries will be in the following format: CAT A days/CAT B days/CAT C days/CAT D days/total days (A+B+C). Current DEPTEMPO entries will use two digits (use zeros when required, that is, 04 or 09). (2) Projected annual DEPTEMPO entries will use three digits (use zeros when required, that is, 049 or 009). Both current and projected annual total DEPTEMPO entries must equal the sum of the respective component categories (that is, categories A, B, and C) of total DEPTEMPO.

Chapter 10 Composite Reports

10-1. General

a. These reports provide an assessment of the status of a major combat unit and its ability to accomplish assigned wartime or primary missions, based on the condition of subordinate units/elements and their ability to operate together. Divisions, regiments, separate brigades, or Special Operations groups/regiments/commands, divisional brigades operating separately, armored cavalry regiments and Army pre-positioned sets (APS) with UICs ending in FF will submit composite reports.

b. Commanders of major combat units assigned or currently conducting operational deployments will use the instructions and criteria in the applicable chapters of this regulation to determine and report the levels of measured areas (that is, P, S, R, and T) and the C-level in their composite reports. Chapter 11 provides policy guidance and instructions for PCTEF reporting and for using special criteria to determine the training level.

c. Composite reports are based on the calculation of the average status level within the major combat unit for each of three measured areas (P, S, and R) for which a unit status level is determined and reported by organic AA-level units (do not consider the band, adjutant general (AG), and finance units). Apply the rounding rule described in paragraph 3-3d, if necessary. These calculations determine the average status level (by measured area) for organic reporting units and establish the status levels for personnel, EOH, and equipment readiness for the major combat unit.

d. A composite training level (T-level), mission accomplishment estimate (MAE), and overall C-level will be determined using the procedures outlined in the applicable chapters of this regulation; also commanders of major combat units should consider any additional factors that are essential to the ability of the major combat unit to operate as an effective combat force. For example, to determine the T-level from T-METL and T-Days, the commander of a major combat unit should consider the training proficiency of his or her staff, the need to conduct training exercises at the major combat unit level (that is, the brigade level, division level, etc.), and the availability of critical training resources (that is, ranges, training areas, simulators, facilities, etc.) required by subordinate units, especially if multiple subordinate elements have requirements for the same limited training resource. Even if all AA-level units are T-1, the commander of the major combat unit could determine that the composite T-level is T-2, T-3, etc., because of the consideration of additional factors and circumstances that were not considered by his or her subordinate commanders. Similarly, the commander of a major combat unit could determine a higher T-level than that reported by most of his subordinate elements because of the ability of the major combat unit to resolve or mitigate the training issues cited by the commanders of the subordinate units. The training level reported in the USR for the major combat unit should be linked to a sound training plan, developed in coordination with commands at higher levels, for achieving or sustaining full METL proficiency at the major combat unit level. Assessments, estimates, and assumptions used to develop the training plan should be accurate and/or reasonable in light of the major combat unit's wartime or primary mission requirements and unique operational environment. Major combat units also are required to consolidate and report, within their composite report, squad/crew/team/system manning and qualification data reported by their subordinate units. Subordinate units/elements, to include personnel and equipment, will be considered available in accordance with the standard rules and procedures for the availability of units established in paragraph 3-3c.

10-2. C-5 composite reports instructions

a. Units submitting composite reports will include subordinate units reporting level-5 in a measured area or status level computations. When computing composite resource/status levels, include these units as Level-4. If the number of C-5 subordinate units degrades the status of the parent unit below a C-3 overall unit status level, the parent unit will designate the appropriate measured area and the unit's overall level as C-5 (must be approved by the MACOM). The number of subordinate units reporting C-5 will be recorded on the remarks section READYSEG SET, ARMYRPT section.

b. C-5 inactivating/discontinuing units may be excluded from composite reports if they are within 180 days of their E-dates. The major combat unit rendering the composite report will continue to report the number of C-5 units in their READYSEG Set. This allows continued accountability of C-5 units. C-5 reporting units will continue to report in accordance with this regulation.

10-3. Reserve Component training level

a. Commanders of Reserve Component units submitting a composite report will report the unit's training level (T-level) and the pre-mobilization training status level, if applicable. The training level (T-level) is applicable to all units and reflects the training proficiency of the units for their wartime or primary missions and tasks. The pre-mobilization training status level reflects the training proficiency of the unit to accomplish the missions and tasks prescribed by the MACOM for pre-mobilization training. If pre-mobilization training is not applicable to the RC unit, then the MACOM may exempt the RC unit from the requirement to determine and report its pre-mobilization training status level. The pre-mobilization training status level will be calculated in accordance with paragraph 7-10.

b. The pre-mobilization C-level is calculated in accordance with paragraph 10-5 in the same manner as the C-level, except that the composite pre-mobilization training status level is used instead of the composite T-level that reflects the

wartime or primary mission proficiency. Enter the pre-mobilization C-level in the READY GENTEXT Remarks labeled: PREMOB-OVALL.

10-4. Reporting personnel/equipment-on-hand status during partial deployments

a. Commanders of major combat units that are required to submit composite reports will determine and report a separate status level for personnel and EOH if they have subordinate units/elements that are considered non-available for USR purposes. (Refer to chap 3, para 3-3 (c), for policy guidance regarding the availability of subordinate units/elements for USR purposes.) This requirement to report separate status levels for personnel and EOH is intended to enable the commander of a major combat unit to provide an accurate assessment of the unit's actual personnel and equipment status and to enable HQDA to maintain appropriate visibility of the wartime capability of the major combat unit (based on the assumption that nonavailable personnel and equipment have been reunited with the major combat unit) during partial deployments.

b. The first status level for personnel and EOH will be determined in accordance with the guidance and instructions contained in chapters 3, 4 and 5. The availability of subordinate units (includes personnel and equipment) that are deployed for operations out of their area of operation (or of units that cannot meet their wartime or primary mission requirements because of deployments) is addressed in paragraphs 3-3, 4-4, and 5-7. In general, personnel attached to deployed units are considered nonavailable and equipment loaned to deployed units is considered not on-hand to the reporting unit. In determining the availability of personnel and equipment and whether separate status reporting is required for deployed subordinate units/elements, the commander of the partially deployed major combat units should consult with his or her MACOM for guidance or assistance regarding the applicability of the criteria and standards provided in the aforementioned paragraphs to the unit's specific deployment situation.

c. A second subjective level, with comments, is made by the reporting major combat unit commander to describe the unit's wartime or primary mission capability if nonavailable personnel and/or equipment are assumed to have been reunited with the major combat unit.

(1) The second personnel level will be entered in the "PRRAT2" field of the "Misc. New AR 220" (item #10 on the PC-ASORTS USR menu screen).

(2) The second EOH level will be entered in the "ESRAT2" field of the "Misc. New AR 220" remark (item #10 on the PC-ASORTS/ASORTS USR menu screen).

d. If, for USR purposes, subordinate units/elements are considered available, then commanders of partially deployed major combat units are not required to determine and report a separate status level for personnel and EOH.

10-5. Determining composite C-levels

a. An upgrade or downgrade of the computed overall level should be considered if the commander believes that it does not accurately represent the status of the unit. Measured areas levels and a C-5 level cannot be changed.

b. Determine composite C-levels and measured area levels using the outline below and table 10-1. Examples showing step-by-step calculations are provided at figure 10-1 and figure 10-2.

Table 10-1
Composite Level Criteria (PER, EOH, & ER)

Level	At least 50% of units at:	Average of units
1	1	1.54 or less
2	2 or better	1.55 to 2.44
3	3 or better	2.45 to 3.44
4	Cannot meet criteria to be level 3	

Example 1: Separate Infantry Brigade (mechanized)
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Unit	PER	EOH	ER
218 AR, HHC	2	3	1
218 SC Det	5(4)	2	2
125 EN Co, Sep Bde	1	3	2
202 Cav Trp	1	4	1
178 FA Bn 01 155 SP	1	3	2
163 CS BN	2	2	2
263 AR Bn 02 Tank	1	2	2
118 In Bn 04 Mech	1	3	2
118 In Bn 01 Mech	2	4	2
Totals	15	26	16

Calculation:

1. Consider all organic AA-level units (except for band, AG, and finance units)
2. Include level 5 resource areas as level 4 in composite calculations (for example, 5 = 4).
3. Calculated resource area levels using both the average and 50 percent rule:

PER level:

- a. Average level = $15 / 9 = 1.67$
- b. Using Table 10-1, based on average, level = P-2.
- c. Check 50% rule--YES, 50% P-2 or better.

EOH level:

- a. Average level = $26 / 9 = 2.89$
- b. Using Table 10-1, based on average, level = S-3.
- c. Check 50% rule--YES, 50% S-3 or better.

Equipment Readiness level:

- a. Average level = $16 / 9 = 1.78$
- b. Using Table 10-1, based on average, level = R-2.
- c. Check 50% rule--YES, 50% R-2 or better.

PER = P-2

EOH = S-3

ER = R-2

4. The unit's training level is determined by the commander, IAW Chapter 7: TR = T-2.
5. If the number of C-5 units degrades the status of the composite unit below a C-3 level of operations, the appropriate resource area and the unit's overall level will be designated as C-5 (requires MACOM approval). Record the number of C-5 units in remarks.
6. Revise resource area levels summary: One C-5 (P-5) unit does not degrade the composite unit to C-5.

PER = P-2

EOH = S-3

ER = R-2

TR = T-2

7. Select an overall C-level: Overall C-level = C-3 (based on S-3). Commander considers up grading or downgrading the computed overall level. If a resource area was designated as C-5, then the overall level must be C-5.

Figure 10-1. Composite level calculation, separate infantry brigade (mechanized) (unclassified example)

Example 2: Separate Infantry Brigade

Unit	PER	EOH	ER
218 In HHC	2	3	3
218 SC Det	3	4	3
En Co	1	5(4)	1
713 AR Trp	1	3	1
178 FA Bn 01 155 SP	1	5(4)	3
163 CS Bn	1	5(4)	2
263 AR Bn 02 Tank	1	2	3
118 IN Bn 04 Mech	1	3	3
118 IN Bn 01 Mech	2	4	2
Totals	13	31	21

Unclassified Example: Composite Level Calculation (Example 2)**Calculation:**

1. Consider all organic AA level units (except for band, AG, and finance units).
2. Include level 5 resource areas as level 4 in composite calculations (for example, 5 = 4).
3. Calculated resource area levels using both the average and 50 percent rule:

PER level:

- a. Average level = $13 / 9 = 1.44$
- b. Using Table 10-1, based on average, level = P-1.
- c. Check 50 percent rule—YES, 50 percent P-1 or better.

EOH level:

- a. Average level = $31 / 9 = 3.44$
- b. Using Table 10-1, based on average, level = S-4.
- c. Check 50-percent rule—YES, 50 percent S-4. However, if 3 units are S-5, consider making resource area S-5.

Equipment Readiness level:

- a. Average level = $21 / 9 = 2.33$
- b. Using Table 10-1, based on average, level = R-2.
- c. Check 50-percent rule—NO, 50 percent R-3 or better.

PER = P-1

EOH = S-4

ER = R-3

4. The unit's training levels are determined by the commander, in accordance with Chapter 7: TR = T-2
5. If the number of C-5 units is degrading the status of the parent unit below a C-3 level of operations, the appropriate resource area and the unit's overall level may be designated as C-5, the commander changes EOH rating to S-5.

6. Three units are S-5, degrading readiness. Revise resource area level summary:

PER = P-1

EOH = S-5

ER = R-3

TR = T-2

7. Select an overall C-level. Overall C-level = C-5 (based on S-5). Commander considers upgrading the computed overall level. If a resource area was designated as C-5, then the overall level must be C-5.

Figure 10-2. Composite level calculation, separate infantry brigade (unclassified example)

10-6. Completing composite reports—general

a. RPTDUIC section: SORTUNIT SET and OVERALL SET and ARMYRPT section (Classification). Enter S. All major combat unit USRs will be classified SECRET.

b. In the Transaction type field on the PC-ASORTS screen shots in the RPTDUIC and ARMYRPT sections, enter C for recurring or change reports. Code A is entered for initial reports only. Code D is entered to delete all unit status data.

10-7. RPTDUIC and ARMYRPT sections on PC-ASORTS menus

a. SORTUNIT set.

(1) SORTUNIT set. ANAME (Name of Unit) field. No entry is allowed in this field, because it is generated automatically by ASORTS.

(2) SORTUNIT set. Unit identification code (UIC) field. The "W" is preprinted. Complete this entry with the UIC of the submitting unit's MACOM.

(3) SORTUNIT set. SEQNO (sequence number/report number) field. Enter the report number showing the batch report number in which this report appears among other reports being submitted by the reporting/submitted organization.

(4) SORTUNIT set. DTG (Date Time Group when Report was submitted) field. In position 1 and 2 enter the day of month. In position 3, 4, 5, 6 and 7 enter the applicable ZULU time (hours in positions 3 and 4; minutes in positions 5 and 6; Z in position 7). In position 8 and 9 enter the number of the month. In position 10 and 11, 12 and 13, enter the four digits of the calendar year. For example, enter 15 October 1995, 09:45 ZULU as 150945Z101995 (DDHHMMYYYY).

(5) SORTUNIT set. SCLAS field; OVERALL set, RPTDUIC, classification; ARMYRPT section, classification. Enter C for CONFIDENTIAL for battalion and squadron size units. Enter U for UNCLASSIFIED for smaller size units. Enter S for SECRET if the report contains secret data due to association with a classified plan, operation or exercise. (See para 2-7 for further guidance.)

b. RPTDUIC section.

(1) RPTDUIC section. Unit identification code (UIC) field. Enter UIC of unit being described by the data in the report.

(2) RPTDUIC section. NOCHG (No Change Indicator). All reserve units will enter "VALID" in this field to validate previously reported unit data when the unit is submitting a monthly validation report. Enter "OVALL" for the quarterly regular reports and change reports.

c. OVERALL set.

(1) OVERALL set; PERSDATA set, EQOHDATA set, EQMCRDAT set, TRAINDAT set. TRANS type (Type of Transaction Submitted) field. Enter A (Initial), C (Regular or Change), or D (Delete). Normally, the entry will be C, meaning a recurring or change report is being submitted.

(2) OVERALL set. RICDA (As of Date of Report) field. Enter the "as of" date of the report or date of change, if applicable. In position 1 thru 4 of the RICDA, enter the calendar year. In position 5 and 6, enter the number of the month. In position 7 and 8 enter the day. For example, enter 15 October 2001 as 20011015 (YYYYMMDD).

(3) OVERALL set. TREAD (Type of report) field. Units submitting a composite report must enter "OVALL" in this field to create an acceptable report.

(4) OVERALL set. READY (Overall Unit Rating) field. Use the overall C-level from Step 8 in paragraph 10-5b. However, if a measured area level is C-5 then the overall level must be 5.

(5) OVERALL set. REASN (Primary Reason Overall Level not 1) field. If READY field does not contain a 1, enter the primary reason code from appendix E that shows the primary factor that prevents a C-1 overall level. However, if the level in the READY field is the result of an upgrade or downgrade, place an "X" in REASN field or if READY is a "5" then REASN must be "N."

(6) OVERALL set. SECRN (Secondary Reason Overall Level not 1) field. Enter a code (from appendix E) representing the secondary factor that prevents a higher overall level. This code may be from the same measured area as the primary factor but must be a different code. If the overall level (READY field) has been subjectively changed (X reported in the REASN field), report one of the following codes: PUP for personnel, SUP for equipment on-hand, RUP for equipment readiness, or TUP for training.

(7) OVERALL set. TERRN (Tertiary Reason Overall Level not 1) field. Enter a code (from appendix E) that represents the tertiary factor that prevents a higher overall level. It may be from the same measured area as either the primary or secondary factor but cannot be the same code. If these instructions do not apply, leave TERRN field blank.

d. PERSONNEL set.

(1) PERSONNEL set. PRRAT (Personnel Level) field. Use data from Step 6 in paragraph 10–5b or if HQDA/MACOM has directed/authorized use of a P–5 level, enter 5.

(2) PERSONNEL set. PRRES (Reason Personnel Level is not 1) field. If PRRAT field does not contain a 1, enter the personnel code (from appendix E) that shows the main reason the personnel level is not 1; otherwise, leave blank.

e. EQSUPPLY set.

(1) EQSUPPLY set. ESRAT (Equipment On-Hand Level) field. Use data from Step 6 of paragraph 10–5b. However, if HQDA/MACOM has directed/authorized use of an S–5 level, enter 5.

(2) EQSUPPLY set. ESRES (Reason Equipment On-Hand Level is not 1) field. If ESRAT field does not contain a 1, enter the equipment on-hand code (from appendix E) that shows the main reason the equipment on-hand level is not 1; otherwise, leave blank.

f. EQCONDN set.

(1) EQCONDN set. ERRAT (Equipment Readiness) field. Use data from Step 6 in paragraph 10–5b. However, if HQDA/MACOM has directed/authorized use of an R–5 level, enter 5.

(2) EQCONDN set. ERRES (Reason Equipment Readiness Level is not 1) field. If ERRAT field does not contain a 1, enter the equipment readiness code (from appendix E) that shows the main reason the equipment readiness level is not 1; otherwise, leave blank.

g. TRAINING set.

(1) TRAINING set. TRRAT (Training Level) field. Use the “TR” data resulting from composite level calculations accomplished in accordance with the examples provided at figures 10–1 and 10–2. However, if HQDA/MACOM has directed/authorized use of a T–5 level, enter 5.

(2) TRAINING set. TRESS (Reason Training Level is not 1) field. If TRRAT field does not contain a 1, enter the training code (from appendix E) that shows the main reason the training level is not 1; otherwise, leave blank.

h. FORECAST set.

(1) FORECAST set. CARAT (Projected Overall Level) field. If READY field 5 in OVERALL set is not "1," then CARAT must be reported. The reported forecast level in the CARAT field must be higher than the current reported READY level. If READY level is "1," leave blank.

(2) FORECAST set. CADET (Projected Date of Change in overall Level) field. If CARAT field contains an entry, enter the date of projected change. If CARAT field is blank, leave CADET field blank.

i. CATLIMIT set.

(1) CATLIMIT set. LIM (Category Level limitation) field. Enter reported unit’s ALO, numeric. APS reporting is not required. Leave blank.

(2) CATLIMIT set. RLIM (Reason for Organization Less Than 1) field. Enter P or S if a unit’s ALO is different from 1. If the primary area decrements as a result of assigned ALO is personnel, then enter a "P;" if the primary area decrements is equipment, then enter an "S." If 1 is entered in LIM field, leave RLIM field blank.

10–8. ARMYRPT section (Army unique requirements)

a. The ARMYRPT section is completed in generally the same manner as for battalion and smaller size units. The exceptions described in the paragraphs below apply.

b. ARMYRPT section.

(1) ARMYRPT section, ALO (Authorized Level of Organization) field. Enter reporting unit’s ALO numeric. If a unit submitting a composite report is not assigned an ALO, for unit status reporting purposes, determine an ALO based on the average ALO assigned to all organic units (round to the nearest whole number).

(2) PERSDATA set, PROFIS set, FEMALE set, and ACTGURES set. Strength calculations for each set must include all personnel within the major combat unit, including those not assigned to reporting subordinate units (for example, four-man chemical detachments).

c. EQMCRDAT set. Leave blank.

d. READYSEG set.

(1) MAE. Enter MAE percentage for the composite unit derived in accordance with chapter 8. For APS reporting leave blank.

(2) C–5. Enter the number of C–5 units including those units exempted from the composite calculations. For APS reporting, leave blank.

(3) Enter the unit’s MTOE number, EDATE, and CCNUM, if applicable, in the corresponding fields.

e. EQOHDATA set and ERC B & C EQUIPMENT. Leave blank.

f. TRAINDAT set. Commanders submitting composite reports will use the same procedures established in chapter 7 of this regulation to assess the unit’s training status and training resource requirements.

10–9. Mandatory remarks for composite report

a. READY and REASN GENTEXT remarks also apply to composite reports. READY remarks are required by all reporting units and should focus on the unit’s ability to accomplish its wartime or primary mission. REASN remarks

are required if the overall unit level differs from the lowest measured area level (subjective upgrade or downgrade). Mandatory remarks also are required from commanders of major combat units using the special training level criteria that incorporate the Army's disengagement planning guidance and from those who have PCTEF reportable subordinate units/elements. (See chap 11 for specific policy guidance and instructions.) When a unit's overall level is subjectively upgraded or downgraded, both READY and REASN remarks are required. (See para 9-5 for specific guidance.)

b. Measured area remarks described in this paragraph relate to composite reports. As with regular reports, these remarks should clarify and support data submitted in the RPTDUIC and ARMYRPT sections. Units that do not attain a level of "1" in a measured area must submit remarks on that area explaining the primary reasons C-1 was not attained. (See chap 9 and the related chapters for additional guidance for mandatory remarks.)

c. 2PSPER Set, Units submitting composite reports will ensure that the information provided in the composite 2PSPER accurately reflects the aggregate strength figures of all subordinate organic (do not include attached) units.

d. Commanders submitting composite reports also will report a composite NBC equipment status and NBC T-level in accordance with paragraphs 5-13 and 7-10.

e. The commander's top three significant issues, in order of priority, should be submitted as a READY GENTEX REMARK. These issues are briefed routinely to the CSA.

f. All major combat units (those with UIC's ending in FF) will provide a 90 day projected C level (overall readiness) based on the commander's assessment of his or her subordinate organic units' projected levels. These projection figures will be reported in the composite report as a READY GENTEXT remark.

Chapter 11

Unit Status Reporting Before, During, and After Deployment

11-1. General

a. Joint regulations require military units to report via the Global Status of Resources and Training System (GSORTS) for all operational environments. GSORTS data is the major source of unit information used for operational planning that is necessary for adequate and feasible military responses to crises and time sensitive situations. Accordingly, Joint guidelines require commanders of GSORTS reporting units to assess their unit's status against the wartime or primary missions that the unit was designed to undertake as well as against any operational deployments that the unit is assigned to execute. Commanders of GSORTS reporting units determine and report the unit's C-level to indicate the unit's wartime or primary mission status and the unit's "percent effective" (PCTEF) level to indicate the unit's ability to execute currently assigned operational deployments (directed missions). For USR purposes, operational deployments requiring a PCTEF report are those involving the movement of an Army reporting unit or its reportable subordinate elements away from their home stations to accomplish operational requirements as directed by a higher headquarters. Operational deployments encompass broad mission types such as small-scale contingencies (SSCs), military operations other than war (MOOTW), and stability and support operations (SASO) and include a wide range of activities such as peacekeeping, humanitarian relief, and support to civil authorities. They do not include unit deployments to accomplish training or to participate in training exercises.

b. Unless otherwise specified, the Army is the GSORTS reporting authority for Army units. During a crisis and in wartime, the Army Component Command may assume responsibility and GSORTS reporting authority for Army organizations under the operational control of the combatant command for which it is the component command. Once a unit is deployed in response to a crisis or operational plan (OPLAN) execution, the CJCS will determine (by coordinating with the Services and combatant commanders concerned) and HQDA will announce any changes that are required to the frequency, content, or level of reporting, or to the GSORTS reporting authority. The policy and reporting procedures for the deployed USR established in this chapter are applicable to deployed units when the Army is the GSORTS reporting authority. The deployed USR provides the CJCS, combatant commanders, and the Army Staff with the minimum information required to execute their responsibilities to prepare, employ, resource, and/or support deployed Army units.

c. For USR purposes, there are three basic deployment scenarios (total deployment, full deployment and partial deployment) that are applicable to Army units with UICs (AA-level and FF level) and DUICs registered in the ASORTS database and also a task force/team deployment scenario that is applicable to the deployment of ad-hoc Army organizations. Each of these deployment scenarios has specific USR implications for the deploying/deployed Army units and elements (see para 11-4). Additionally, there are policy guidelines regarding the registration of derivative UICs (DUICs) in the ASORTS database that are applicable to each of these deployment scenarios. The USR implications of these scenarios are addressed in paragraph 11-4, and policy and procedures for DUIC registrations are established in ASORTS policy guidance. Each of these deployment scenarios is explained in the glossary.

11-2. Concept

a. *Pre-deployment.*

(1) PCTEF. AA and FF-level units, in whole or in part, will report PCTEF in accordance with paragraph 11–3. Units directed to report in accordance with paragraph 11–6 will submit PCTEF independent of their parent unit.

(2) Training level (T-level). When required or directed, FF-level units will use special criteria to determine their T-levels in accordance with paragraph 11–4.

(3) Units reporting in accordance with paragraph 11–5. Combatant commanders and JCS, in coordination with HQDA, will determine if or which ad-hoc organizations with derivative UICs (DUIC) (that is, task forces, company-teams, detachments, and other units/elements for which no structures exist) will submit unit status reports for a given deployment.

b. Deployment.

(1) Deployed report.

(a) All deployed AA and FF-level reporting units are required to continue unit status reporting, unless specifically exempted by HQDA in accordance with paragraph 2–3. Combatant commanders, in coordination with HQDA, will determine if or which ad-hoc organizations with derivative UICs (DUIC) (that is, task forces, company-teams, detachments, and other units/elements for which no structures exist) will submit unit status reports for a given deployment.

(b) AA and FF-level units on operational deployments will submit deployed reports. AA and FF-level units deployed on training exercises may submit deployed reports, when specifically approved by the MACOM.

(c) When operationally deployed in accordance with paragraph 11–1 or authorized to submit deployed reports, commanders of units with UICs ending in "AA" and "FF" will—

1. Assess the unit's ability to execute the wartime or primary mission for which the unit was organized or designed in the four measured areas (that is, P, S, R, and T) and determine the C-level.

2. Subjectively assess and report the unit's effectiveness in executing the current mission for which deployed by entering a PCTEF level in the PCTEF field of the Deployed USR. This PCTEF level will not necessarily correlate with the unit's C-level.

(d) Units reporting in accordance with paragraph 11–6. Submit report as directed.

(2) PCTEF will be reported in the deployed USR in accordance with paragraph 11–3. When required to report a PCTEF due to a pending operational deployment in accordance with paragraph 11–3 below, commanders of units with UICs ending in "AA" and "FF" will report a PCTEF in their regular or composite reports, respectively.

(3) Training level (T-level). FF-level units, with operationally deployed units/elements, will use the special training level criteria in accordance with paragraph 11–4f.

c. Redeployment.

(1) USR reporting. AA and FF-level units will resume regular USR reporting in accordance with table 2–1.

(2) PCTEF. PCTEF reporting window closes for all reporting units (AC and RC) when all operationally deployed reportable units/elements have returned from the operational deployment.

(3) Training level (T-level). FF-level units will continue to submit a T-level in accordance with paragraph 11–4f.

(4) Units reporting in accordance with paragraph 11–5. Will submit a deployed report upon closure at home station indicating that this is the final report.

d. Exception reporting. If an AA-level unit cannot meet its status reporting requirements because of operational constraints or due to extremely exceptional circumstances (that is, catastrophe, major natural disasters, etc.), then the MACOM may authorize the unit to report temporarily using the reporting criteria and procedures established in this regulation for derivative UIC (DUIC) units in accordance with paragraph 11–5. MACOMs will notify HQDA (ATTN: DAMO-ODR) when they exercise this authority. Notification to HQDA will include the unit identification (by UIC), the effective period the unit has been authorized to use DUIC reporting procedures, and the exceptional circumstances warranting the temporary use of DUIC reporting procedures. MACOM authority to approve temporary use of DUIC reporting procedures is not applicable to FF-level reporting requirements.

11–3. Percent effective reporting

a. General. All Army GSORTS reporting units that are assigned to conduct operational deployments or that have subordinate PCTEF reportable units/elements assigned to conduct operational deployments will report a PCTEF.

(1) *Reportable units/elements.* PCTEF will be reported for deploying/deployed units/elements with command and control systems as defined by joint directive (see glossary). Essential aspects of the criteria that distinguish reportable Army units/elements from non-reportable Army units/elements are the presence of a commander (normally a commissioned officer in the rank of captain or higher) and the necessary communications systems that will allow the commander to provide regular (at least monthly) status reports or situation reports (SITREPs) routinely to the parent unit. In general, company-size and larger Army units/elements are considered by HQDA to meet these criteria. Both of the aspects of the criteria (an appropriate commander and the necessary communications systems for regular status reporting) must be satisfied for the deploying/deployed unit/element to be considered reportable. All GSORTS reporting Army units (AA and FF-levels) are considered to be PCTEF reportable units. A PCTEF may be determined and reported (optional) for deploying/deployed Army units/elements that do not satisfy the criteria by the commander of the GSORTS reporting Army unit, if desired by the unit or directed by the MACOM.

(2) *Reporting units.* AA-level and FF-level Army units will report a PCTEF level reflecting the ability of their "reportable" subordinate units/elements to accomplish the mission requirements of their assigned operational deployments. Units reporting in accordance with paragraph 11-6 also will report a PCTEF level. PCTEF reporting will be accomplished while "reportable" unit/elements are in the "PCTEF reporting window."

(3) *PCTEF reporting window.* GSORTS reporting Army units will accomplish PCTEF reporting as follows:

(a) AC reporting units are required to begin PCTEF reporting no later than (NLT) 90-days prior to actual operational deployment of reportable units/elements.

(b) RC reporting units are required to begin PCTEF reporting NLT 30 days after the effective date that reportable units/elements have been ordered to active duty for operational deployment.

(c) The PCTEF reporting window closes for all reporting units (AC and RC) when all reportable units/elements have re-deployed to home station.

(d) GSORTS reporting units will begin reporting a PCTEF in their first USR required for submission in the PCTEF reporting window, unless earlier PCTEF reporting has been directed by HQDA or by the MACOM/NGB. PCTEF reporting will not be directed before the units/elements receive a formal warning order of operational mission assignment.

b. Determining and reporting a PCTEF level.

(1) General. Commanders of GSORTS reporting units will determine and report a PCTEF level as follows:

(a) Commanders of GSORTS reporting units will determine a PCTEF level that represents the ability of the reporting unit as a whole or in part (if not totally deployed) to accomplish the assigned operational deployment.

(b) If the entire GSORTS reporting unit is operationally deployed or pending operational deployment (discussed in this regulation as a total deployment), then the PCTEF level will reflect the commander's subjective assessment of the ability of the entire unit to accomplish the operational deployment.

(c) If the GSORTS reporting unit is not totally deployed or if reportable subordinate units/elements are pending deployment, then the PCTEF level will reflect the commander's subjective assessment of the ability of the reportable subordinate unit/elements to accomplish the operational deployment.

(d) GSORTS reporting units will report the PCTEF level in their deployed, regular, or composite USR in accordance with table 2-1. While reportable units/elements are actually operationally deployed, commanders of GSORTS reporting units will submit a deployed report in accordance with paragraph 11-6. (Note that commanders of major combat units (FF-level units) continue to submit composite reports while deployed.) Commanders will use the GENTEXT remarks to explain or clarify relevant circumstances related to the operational deployment.

(2) Additional guidelines and instructions related to PCTEF reporting.

(a) AA-level reports.

1. A PCTEF will be included in only one AA-level report. Parent units with operationally deployed reportable subordinate units/elements or reportable subordinate units/elements pending operational deployment will not report a PCTEF if these units/elements are required to submit a separate DUIC report in accordance with paragraph 11-6.

2. Commanders of AA-level SORTS reporting units that have multiple reportable subordinate elements that are pending operational deployment or that are currently conducting operational deployments will determine a PCTEF that represents the overall ability of the reportable subordinate units/elements to accomplish the missions for which they are deployed or pending deployment. (Do not consider those subordinate units/elements that have been directed to submit a DUIC report in accordance with paragraph 11-6.) Explanatory GENTEXT remarks are required in all cases.

(b) FF-level reports.

1. A composite PCTEF level will be reported in FF-level (composite) reports even if all operationally deployed units/elements are GSORTS reporting units themselves (that is, AA-level units. Note: commanders of FF-level units for their composite reports may retrieve DUIC reports from ASORTS). A composite PCTEF is not required if no AA-level units are actually operationally deployed or pending deployment.

2. If a major combat unit is supporting multiple operations or has multiple reporting units, then the commander of the major combat unit will determine and report a composite PCTEF in the FF-level report. In determining this composite PCTEF level, the commander of the major combat unit will determine a PCTEF level for each operational deployment supported by evaluating the ability of the assigned subordinate reporting units to accomplish their operational deployment mission requirements. The commander will then consider the PCTEF determined for each supported operational deployment, the relative significance of each operational deployment, and the relative size of the reportable subordinate units/elements (for example, subordinate AA-level units) supporting the operational deployment. Commanders will use GENTEXT remarks to list the PCTEF for each operational deployment and to clarify how the composite PCTEF level was determined.

(c) Derivative UIC (DUIC) and subunit UIC reporting. DUIC units created for operational purposes with the requirement to submit a USR will report a PCTEF by following reporting procedures established in this regulation for AA-level units. PCTEF reportable subordinate units (for example, company-level organizations with subunit UICs ending in A0, B0, C0, etc) will provide USR data to their parent (AA-level) unit so that the parent unit can report a PCTEF. Units/elements directed to report in accordance with paragraph 11-6 will use the REASN codes in appendix E, table E-2 to indicate the unit's deployment status.

(d) REASN codes.

1. While fully or partially deployed, GSORTS reporting units will use the REASN codes in appendix E, table E-2 to indicate the deployment status of the unit and/or its subordinate elements or personnel. These REASN codes are provided to enable commanders of GSORTS reporting units to indicate the unit's deployment status (including pending deployment status) and the percent of the overall unit capability that is deployed (to include individual personnel deployments). REASN codes to indicate that the operationally deployed units/elements (or personnel) are non-reportable and whether the reporting unit is supporting single or multiple operations are also provided.

2. When using these REASN codes, GENTEXT remarks will be used to explain the current or pending operational deployment, to discuss the commander's PCTEF determination and to clarify non-reportable or reportable units/elements. (The remarks will be labeled in the GSORTS and ASORTS database as label ID: MAE.)

(e) Supplemental instructions applicable to RC units. The responsible MACOM, USARC, NGB or the gaining command (Army Component Command when appropriate) will support and assist PCTEF reportable RC units as required and appropriate. SORTS reporting (that is, AA-level) RC units will be provided support and assistance to prepare and transmit their USR. PCTEF reportable RC units that are not SORTS reporting units will be provided support and assistance to prepare and transmit their USR feeder data to their AA-level RC parent unit so that the parent unit can report the PCTEF. The following guidelines also apply:

1. After a PCTEF reportable RC unit has been alerted for operational deployment but before the PCTEF reportable RC unit has been mobilized/federalized, USR status reporting will continue to be accomplished in accordance with the provisions of chapter 2.

2. After a PCTEF reportable RC unit has been mobilized/federalized for operational deployment, the responsible active component MACOM (that is, FORSCOM, in most cases) will support and assist the RC unit to prepare and transmit its USR or its USR feeder data. (Note that paragraph 9-8a establishes requirements for AA-level RC units, after mobilization/federalization, to submit a regular report to the mobilization station within 24 hours of the arrival of the advance party at the mobilization station to establish the RC unit's status at mobilization/federalization.)

3. When a PCTEF reportable RC unit is operationally deployed, the gaining command (Army Component Command when applicable) will support and assist the RC unit to prepare and transmit its USR or its USR feeder data. (Note that paragraph 9-8a establishes USR requirements for AC and RC units, after deployment, to submit a deployed report to indicate the unit's status while deployed.)

4. When a PCTEF reportable RC unit (for example, an AA-level company or a company with subunit UIC ending in A0, B0, C0, etc.) is redeployed from an operational deployment, the responsible active component MACOM (that is, FORSCOM, in most cases) will support and assist the RC unit to prepare and transmit its USR (applicable to AA-Level companies) or its USR feeder data (applicable to companies with A0, B0, C0, etc., subunit UICs). (Note that paragraph 9-8a establishes that AC units and those RC units still on active duty, after redeployment, will submit a regular report and/or change report in accordance with chapter 2 to indicate the unit's status following redeployment.)

5. When a PCTEF reportable RC unit is demobilized and its federal status is officially terminated, USR requirements will revert to those established in chapter 2.

6. MACOMs/NGB may publish supplemental instructions to support the implementation of PCTEF reporting for their units; however, these supplemental instructions must be consistent with provisions of AR 220-1 and will be coordinated with HQDA prior to publication.

(f) PCTEF levels. Valid entries for PCTEF levels are numeric values: "1," "2," "3," or "4."

1. Report "1" if the unit possesses the required resources and is trained to undertake the full mission assigned.

2. Report "2" if the unit possesses the required resources and is trained to undertake most of the mission assigned.

3. Report "3" if the unit possesses the required resources and is trained to undertake many, but not all, portions of the current mission.

4. Report "4" if the unit requires additional resources or training to undertake the current mission, but may be directed to undertake portions of the current mission with resources on hand.

11-4. Deployed reporting procedures for FF and AA-level units

a. The C-level and the levels for the four measured areas.

(1) The C-level and the levels for the four measured areas may be determined in an abbreviated manner for status reporting by commanders of deployed units. However, commanders of deployed units are not precluded from submitting a full (regular) report or from submitting any additional USR information they deem relevant to the status of their unit. When submitting a deployed report with such additional information, commanders must use the appropriate sets, fields, and labels contained in PC-ASORTS.

(2) Commanders of deployed units will report the unit's status in the four measured areas (PER, EOH and ER and training) based on the mission for which the unit was organized or designed (that is, the unit's wartime or primary mission). Unit status information will reflect the unit's currently approved MTOE and wartime METL. Composite reports (FF-level) will reflect pre-deployment organic units.

b. Overall category level. The C-level will be selected based on the lowest level determined for a measured area.

The commander must consider the levels of all measured areas and the MAE percentage when determining whether or not to subjectively upgrade or downgrade the unit's C-level.

c. Personnel.

(1) Only assigned and/or available personnel will be reported. (See policy guidance in para 4-4 and app D.)

(2) Assigned personnel data will reflect personnel currently assigned (that is, via permanent change of station orders) to the parent-level unit, to include personnel assigned to the rear detachment DUIC (see para 4-3).

(3) Available personnel includes all deployed personnel and those soldiers available for deployment who are in the rear detachment, unless those soldiers could not join the unit to meet mission operational requirements. Determine personnel availability in accordance with the provisions and criteria in paragraph 4-4 and appendix D.

d. Equipment-on-hand.

(1) Only ERC P and A MTOE authorized items must be reported.

(2) Equipment left in the rear detachment will be counted as "on-hand" if it meets the conditions specified in paragraph 5-7. The key criteria are that the equipment remains under the operational control of the commander; the commander retains visibility of that equipment; and that an established plan exists to deploy that equipment within the deployed mission requirements.

(3) Equipment borrowed against MTOE authorizations will be counted as on-hand as defined in paragraph 5-8. The borrowing unit will not report equipment that is borrowed against mission requirements with no MTOE authorization.

e. Equipment readiness.

(1) Only ERC P and A equipment readiness reporting are required. The percentage of on-hand equipment fully mission capable (PERRY) and the percentage of pacing items on-hand fully mission capable (PIEMC) will be based on the status of equipment on the "as of" date of the report, not a monthly average.

(2) The readiness status of equipment left in rear detachments and reported as on-hand will reflect the last known condition. If the commander of the deployed unit does not have the ability to maintain visibility of the readiness status of equipment left in the rear detachment, then he or she will report only the deployed equipment and state as remarks that the equipment readiness rating is based only on deployed equipment.

f. Training.

(1) Units submitting AA-level reports—

(a) The unit's training level. The unit's T-level is based on the percentage of its METL for which it is fully trained and the number of training days required by the unit to attain full METL proficiency in accordance with paragraph 7-5. AA-level unit commanders also are required to review their training event accomplishments in accordance with paragraph 7-6. The status of squad/crew/team/system manning and qualification also is reported for information and analysis at higher levels, if applicable, in accordance with paragraph 7-4.

(b) The percentage of the METL trained and the number of training days required to reach full METL proficiency are determined in accordance with the provisions of paragraphs 7-2 and paragraph 7-3, respectively.

(2) Major combat units submitting composite reports.

(a) *Policy guidelines.* Commanders of major combat units will use the criteria in table 11-1 below to determine the major combat unit's T-level before, during, and after operational deployments in accordance with the following policy guidelines:

1. Apply when the major combat unit or subordinate elements are operationally deployed (as explained in paragraph 11-1) and the operational deployment adversely impacts on the USR training level of the major combat unit or adversely impacts on its ability to accomplish its wartime or primary mission.

2. Apply no earlier than 90 days prior to the operational deployment if the training requirements for the operational deployment adversely impacts on the USR training level of the major combat unit or adversely impacts on its ability to accomplish its wartime or primary mission.

3. Apply for no longer than 90 days following the return of units to home stations from operational deployment if (based on the criteria established in chapter 7) the major combat unit cannot report a T-1 training level in the USR.

4. Apply as directed by the MACOM or by HQDA.

(b) *Supplemental instructions.* The T-level criteria in table 11-1 below incorporates the Army's 120-day disengagement model and will be used in composite reports during the time period specified in separate implementing instructions provided to the major combat unit by HQDA or by the MACOM. In the absence of separate implementing instructions, major combat units will begin to use this T-level criteria in accordance with the above policy guidelines no sooner than 90 days prior to the operational deployment of subordinate units/elements. Major combat units will continue to use this T-level criteria in accordance with the above policy guidelines for up to 90 days after the return of units/elements from operational deployment to accommodate the reconstitution and/or transition of units/elements to their wartime or primary mission requirements.

(c) *REASN code.* Commanders of major combat units authorized by the policy guidance in this regulation or directed by supplemental instructions to apply the training level criteria in table 11-1 will enter REASN code "M" in the "SPEC T-LVL" data field in the "Training Set" of the PC-ASORTS menu screen for "Joint Reporting Requirements" (see fig 7-5). This entry indicates that the T-level was determined using the special training level criteria in

table 11-1. GENTEXT remarks will be used to explain wartime or primary mission impacts. The "M" REASN code and GENTEXT remarks will be used in composite reports submitted by deployed and non-deployed major combat units authorized or directed to use these special T-level criteria in accordance with paragraphs a and b, above.

(d) *Intent.* The training level metrics established by table 11-1 are intended to accomplish the following Training level results. In determining the T-level to be reported in the USR, commanders of major combat units preparing for, conducting or recovering from operational deployments will consider this intent and apply it in situations where the training level metrics established in table 11-1 do not fit the disengagement plan established for the operational deployment assigned.

1. T-1: If the major combat unit can meet the T-1 training level criteria established in paragraph 7-5 for normal reporting (that is, the percent of METL trained is 85% or higher and the major combat unit can accomplish full METL proficiency in 14 training days or less).

2. T-2: If the major combat unit can accomplish the unit training required to achieve full METL proficiency for wartime or primary missions within the number of training days allotted in the disengagement plan in order to meet TPFDD timelines.

3. T-3: If the major combat unit can accomplish most but not all unit training required to achieve full METL proficiency for wartime or primary missions within the number of training days allotted in the disengagement plan in order to meet TPFDD timelines.

4. T-4: If the major combat unit cannot complete most unit training required to achieve full METL proficiency for wartime or primary missions within the number of training days allotted in the disengagement plan in order to meet TPFDD timelines.

Table 11-1
Special USR training level criteria for major combat units

Estimated number of training days required to achieve "full METL proficiency" ¹	Additional criteria	Training level to be reported in the USR ¹
1 - 14 days	T-METL is 85% or higher ²	T-1 ²
1 - 14 days	T-METL is less than 85%	T-2
15 - 40 days	None	T-2
41 - 60 days	None	T-3
Over 60 days	None	T-4

Notes:

¹ The actual number of estimated training days required for the major combat unit to achieve "full METL proficiency" is also reported. Also consider the intent of these special criteria as described in paragraph (d), above.

² T-1 status determination also requires the commander to assess (in accordance with paragraph 7-2) that the T-METL percentage for the major combat unit is 85% or higher.

g. *Commanders' remarks.* The READY GENTEXT remark is the only remarks set required. Commanders are specifically encouraged to address the impact of the deployed mission on the unit's ability to execute its wartime or primary mission. In addition, this remark set may be used to amplify or clarify any other aspects of the USR. This includes the impact of environmental conditions, supply rates, key personnel shortages, and high operating and/or operations tempo (OPTEMPO). The deployed unit commander's remarks are intended to provide a more accurate and detailed picture of his or her concerns to both the Army leadership and to resource managers.

h. *Level-6.* Report Level-6 if the unit commander has no visibility of the status of the particular measured area.

i. *Table 11-2.* Table 11-2, below outlines the reporting requirements for units assigned operational requirements.

j. *Crisis and wartime USR channels.* See figure 2-5.

Table 11-2
Reporting requirements for units assigned operational deployments

Deployment Status type	Pending full deployment	Pending partial deployment	Fully deployed	Partially deployed	Redeployed
Type unit					
AA-level unit	2, 5, 9	2, 6, (8 or 9)	1, 5, 7, (10 or 11)	2, 6, (10 or 11)	2
FF-level unit	3, 5, 9, 12	3, 6, 9, 12	3, 5, 7, (10 or 11), 12	3, 6, (10 or 11), 12	3, 12
DUIC unit (SORTS reporting)	4, 5, 9	N/A	4, 5, 7, 10	N/A	13

Explanation of numeric codes used above:

1. Will submit a deployed report (AA or FF level).
2. Will submit a regular report.
3. Will submit a composite report.
4. Will submit a DUIC report in accordance with paragraph 11-6.
5. Will report PCTEF indicating the ability of the reporting unit to execute the operational deployment assigned.
6. Will report a PCTEF level indicating the ability of reportable subordinate element(s) to execute the operational deployment assigned. *Note that a PCTEF level is not required in AA-level reports if the deploying/deployed elements are not reportable or in composite (FF-level) reports if no AA-level subordinate units are either pending deployment or actually deployed.
7. In accordance with paragraph 11-3, use REASN code "A" (Non-reportable units/elements pending deployment). FF-level units cannot use this code.
8. In accordance with paragraph 11-3, use REASN code "B." (Reportable units/elements pending deployment.)
9. Will use REASN codes "C," "D," "E," "F," "G" & "H," as appropriate, to reflect percent of capability deployed in support of a single operation (that is, one SSC).
12. Will use REASN CODES "I," "J," "K," "L," "O" & "Q," as appropriate to reflect percent of capability deployed in support of multiple operations (that is, multiple SSCs).
13. In accordance with paragraph 11-4f, will use REASN code "M" (AA-level units cannot use this code).
14. In accordance with paragraph 11-6g, will submit a final DUIC report.

11-5. Derivative unit identification code reporting procedures

a. Non-deployed units temporarily using derivative unit identification code (DUIC) reporting procedures in accordance with paragraph 11-2d will determine and report unit status based on their units' ability to accomplish the missions for which the units were organized or designed (that is, the wartime or primary mission) in the category level fields of READY, PRRAT, ESRAT, ERRAT, TRRAT and MAE. With the exception of this distinction (that is, using the wartime or primary mission requirements vice requirements of the deployed mission as the basis for unit status assessments) and the absence of a requirement for DUIC units to report MAE, the instructions and provisions for DUIC reporting provided in the remainder of this paragraph that are specifically applicable to deployed units and DUIC units pending deployment are also applicable to non-deployed units temporarily using DUIC reporting procedures.

b. Commanders of deployed units with DUICs and DUIC units pending deployment will assess and report their units' ability to accomplish the missions for which deployed or pending deployment in the category level fields of READY, PRRAT, ESRAT, ERRAT, and TRRAT.

(1) The C-level will be selected based on the lowest level determined for the four measured areas. The levels for the measured areas will be subjectively determined and will be based on the assumption that that re-supply actions, consumption and attrition rates, and the pace of operations will continue at demonstrated or planned rates, unless concrete indicators of change are evident. Commanders of deployed units with DUICs and DUIC units pending deployment will determine these levels after estimating the resources and training required to accomplish the operational mission for which the unit with the DUIC was deployed or is pending deployment and then comparing this estimate to the current status of resources and training in the unit. The category level definitions applicable to deployed DUIC reporting units and those pending deployment are as follows.

(a) DUIC Level C-1 indicates that—

1. The unit possesses the required resources, is adequately trained and is in position (or has the necessary mobility) to undertake the full mission for which it was deployed or is pending deployment.

2. The status of the unit's personnel, equipment, consumable supplies and training and the unit's position do not decrease the probability of mission success or increase the vulnerability of the unit.

3. The unit can accomplish its mission without the need for additional resources.

(b) DUIC Level C-2 indicates that—

1. The unit possesses the required resources, is adequately trained, and is in position (or has the necessary mobility) to undertake most of the mission for which it was deployed or is pending deployment.

2. The status of the unit's personnel, equipment consumable supplies and training and the unit's position will not decrease the probability of mission success or significantly increase the vulnerability of the unit, although some

increase in vulnerability is acceptable relative to mission criticality. The unit may encounter isolated decreases in its flexibility to accomplish mission critical tasks.

3. The unit will require little, if any, assistance to compensate for deficiencies.

(c) DUIC Level C-3 indicates that—

1. The unit possesses the required resources, is adequately trained, and is in position (or has the necessary mobility) to undertake many portions, but not all, of the mission for which it was deployed or is pending deployment.

2. The status of the unit's personnel, equipment, consumable supplies and training and the unit's position will decrease the probability of mission success or increase vulnerability of the unit. It is likely that the unit will encounter significant decreases in its flexibility to accomplish mission critical tasks.

3. The unit may need significant assistance to compensate for deficiencies.

(d) DUIC Level C-4 indicates that—

1. The unit requires additional resources and/or training or needs mobility assistance to undertake the full mission for which it was deployed or is pending deployment. If required by the situation, the unit may be directed to undertake portions of its mission with the resources on hand.

2. The status of the unit's personnel, equipment, consumable supplies and training and the unit's position decrease the probability of mission success and increase the vulnerability of the unit. Mission success is possible for certain isolated scenarios.

3. The unit cannot compensate for deficiencies even with significant assistance.

(e) DUIC Level 6 indicates that the unit commander has no visibility of the status of a particular measured area and, therefore, no ability to subjectively determine its level.

(2) The measured area levels for units with DUICs will be determined by comparing the resource and training requirements of the mission for which the unit is deployed or pending deployment to the current status of resource and training in the DUIC unit as follows:

(a) *Personnel*. The unit commander will determine the unit's personnel level (P-level) based on his/her subjective assessments regarding the quantity of available personnel and the mix of leaders and skills needed to execute the assigned mission. Using the assumptions and DUIC C-level descriptions provided in paragraph b, the unit commander will select the personnel level (that is, P-1, P-2, P-3, P-4, or P-6) that corresponds to the DUIC C-level description which most accurately depicts the sufficiency of the number of available personnel in the unit to accomplish mission critical tasks (for example, P-1 corresponds to the DUIC Level C-1 description; P-2 corresponds to the DUIC Level C-2 description; P-3 corresponds to the DUIC Level C-3 description; etc.).

(b) *Equipment-on-hand*. The unit commander will determine the unit's EOH level (S-level) based on his/her subjective assessments regarding the adequacy of the unit's on-hand equipment to execute the assigned mission (that is, the quantity and type of equipment, support items, classes of supply, etc., that are available to the unit). Using the assumptions and DUIC C-level descriptions provided in paragraph b, the unit commander will select the EOH level (that is, S-1, S-2, S-3, S-4, or S-6) that corresponds to the DUIC C-level description which most accurately depicts the status of the unit's on-hand equipment relative to the equipment needed to accomplish mission critical tasks (for example, S-1 corresponds to the DUIC Level C-1 description; S-2 corresponds to the DUIC Level C-2 description; S-3 corresponds to the DUIC Level C-3 description; etc.).

(c) *Equipment readiness*. The unit commander will determine the unit's R-level based on the his/her subjective assessments regarding the adequacy of the unit's operational equipment and the equipment sustainability needed to execute the assigned mission (that is, the availability in the unit of required operational equipment, support items, repair parts, facilities, etc.). Using the assumptions and DUIC C-level descriptions provided in paragraph b, the unit commander will select the ER level (that is, R1, R-2, R-3, R-4, or R-6) that corresponds to the DUIC C-level description that most accurately depicts the operational readiness status and sustainability of the unit's on-hand equipment relative to the operational equipment and sustainability needed to accomplish mission critical tasks (for example, R1 corresponds to the DUIC Level C-1 description; R-2 corresponds to the DUIC Level C-2 description; R-3 corresponds to the DUIC Level C-3 description; etc.).

(d) *Training*. The unit commander will determine the unit's training level (T-level) based on his/her subjective assessments regarding the ability of unit personnel to collectively execute the assigned mission. Unique environmental conditions also will be considered. Using the assumptions and DUIC C-level descriptions provided in paragraph b, the unit commander will select the T-level (that is, T-1, T-2, T-3, T-4, or T-6) that corresponds to the DUIC C-level description that most accurately depicts the training status of the unit's personnel relative to the training proficiency needed to accomplish mission critical tasks (for example, T-1 corresponds to the DUIC Level C-1 description; T-2 corresponds to the DUIC Level C-2 description; T-3 corresponds to the DUIC Level C-3 description; etc.).

(e) *Overall DUIC C-level*. The overall DUIC C-level will be based on the lowest level determined for the four measured areas (P, S, R, and T) that reflect the status of resources and training in the unit. Subjective upgrades of the C-level are not applicable since the level for each of the four measured areas was subjectively determined.

c. The READY GENTEXT remark set is required for this report. READY GENTEXT REMARKS must be concise and should stand alone. Remarks in the READY SET are mandatory for each measured area that is less than Level-1.

(2) ESRES (Reason S-level not 1). If ESRAT field does not contain a "1," enter the equipment-on-hand code from appendix E that indicates the primary reason the S-level is not 1; otherwise, leave blank.

(3) PERRY, EQMCRDAT set (percentage of on-hand equipment fully mission capable). Enter the aggregate R-level FMC percentage computed for on-hand reportable equipment based on the status of equipment on the "as of" date of the report, not a monthly average.

(4) PIRAT, EQOHDATA set (lowest pacing item S-level). Calculate in accordance with paragraph 5–10, Step 6. If a unit has no pacing items, leave blank.

f. EQCONDN data sets (equipment readiness).

(1) ERRAT (R-level). Enter 1, 2, 3, 4, or 6.

(2) ERRES (reason R-level is not 1). If ERRAT field does not contain a "1," enter the equipment readiness code from appendix E that shows the main reason the R-level is not 1; otherwise, leave blank.

(3) PIEMC, EQMCRDAT set (percentage pacing item on-hand fully mission capable). Enter the computed percentage of the lowest pacing item based on the status of equipment on the "as of" date of the report, not a monthly average. If the unit has no pacing items, leave blank.

(4) EHRDN, EQOHDATA set (total number of ERC A&P LINs). Calculate in accordance with paragraph 5–10, Step 4.

g. Training data sets.

(1) TRRAT (T-level). Enter 1, 2, 3, 4, or 6.

(2) TRRES (reason T-level not 1). If TRRAT field does not contain a "1," enter the training code from appendix E that shows the main reason the T-level is not 1; otherwise, leave blank.

(3) TWRC1, TRAINDAT set (number of days required to train). Enter the number of days required to train to full METL proficiency, determined by the commander in accordance with the instructions in paragraph 7–3.

(4) TMETL, TRAINDAT set (percentage METL trained). Enter the percentage of METL trained, determined by the commander in accordance with the instructions in paragraph 7–2.

h. OVERALL data set.

(1) READY. The entry in the READY field on the DEPLOYED USR is a commander's subjective judgment of the unit's ability to accomplish the wartime or primary mission.

(2) REASN. (Primary Reason overall Level Not 1). An entry in this field is required to reflect the lowest rated measured area level (P, S, R, or T) if overall (READY) is other than 1.

(3) SECRN. (Secondary reason overall level Not 1) An entry in this field is required to reflect the lowest rated measured area level (P, S, R, or T) if overall (READY) is other than 1.

(4) PCTEF (percent effective). Commanders will subjectively assess their unit's ability to execute the current operational deployment and will enter a PCTEF level in accordance with paragraph 11–3.

(5) MAE, READYSEG set (mission accomplishment estimate). Commanders will subjectively assess the unit's ability to execute the wartime or primary mission. DUICs leave this field blank.

i. DEPTEMPO. See paragraph 9–10.

j. READY GENTEXT REMARK set. Select F4 to access gentext remarks screen. Use this screen to make comments regarding the unit's ability to accomplish the mission for which it was organized and designed—the wartime or primary mission—and the mission for which it has been deployed. DUIC units will comment only on the mission for which the DUIC unit has been deployed. Comments may address any of the field labels on the report or any other unit status factors the commander feels are appropriate. Ready remarks should be clear, concise and pertinent.

k. Notes.

(1) The availability of personnel in units/elements conducting operational deployments is determined in accordance with provisions in AR 220–1 that incorporate guidance in the Army disengagement plan.

(2) The C-level of all units conducting operational deployments is based on the lowest level determined for a measured area (P, S, R, & T).

(3) Table 11–3 below outlines USR support/oversight responsibilities for PCTEF reportable RC units assigned to conduct operational deployments (also see para 11–3e).

Table 11-3
USR support/oversight responsibilities for PCTEF reportable RC units

Circumstances and status of the PCTEF reportable RC unit.	Responsibility for prescribing the USR reporting channels and for providing USR support/oversight.	Additional actions required
Unit has been alerted for operational deployment but has not been mobilized/federalized.	No change to current responsibilities or procedures in chapter 2, AR 220-1.	None
Unit has been mobilized/federalized for operational deployment but has not been deployed.	Responsible AC MACOM (generally FORSCOM) will assist and support the preparation and transmission of the USR or USR data.	Responsible AC MACOM will provide an information copy of any additional implementing instructions to HQDA.
Unit is deployed to conduct operations.	Gaining command (Army Component Command when applicable) will assist and support the preparation and transmission of the USR or USR feeder data.	Gaining command (Army Component Command when applicable) will provide an information copy of any additional implementing instructions to HQDA.
Unit has redeployed from operational deployment but has not de-mobilized or terminated its federal status.	Responsible AC MACOM (generally FORSCOM) will assist and support the preparation and transmission of the USR or USR feeder data.	Responsible AC MACOM will provide an information copy of any additional implementing instructions to HQDA.
Unit has demobilized and terminated its federal status.	Responsibilities in chapter 2, AR 220-1 apply.	None.

(4) Figures 11-2 and 11-3 are provided to assist commanders of deployed/deploying units to properly implement PCTEF reporting requirements.

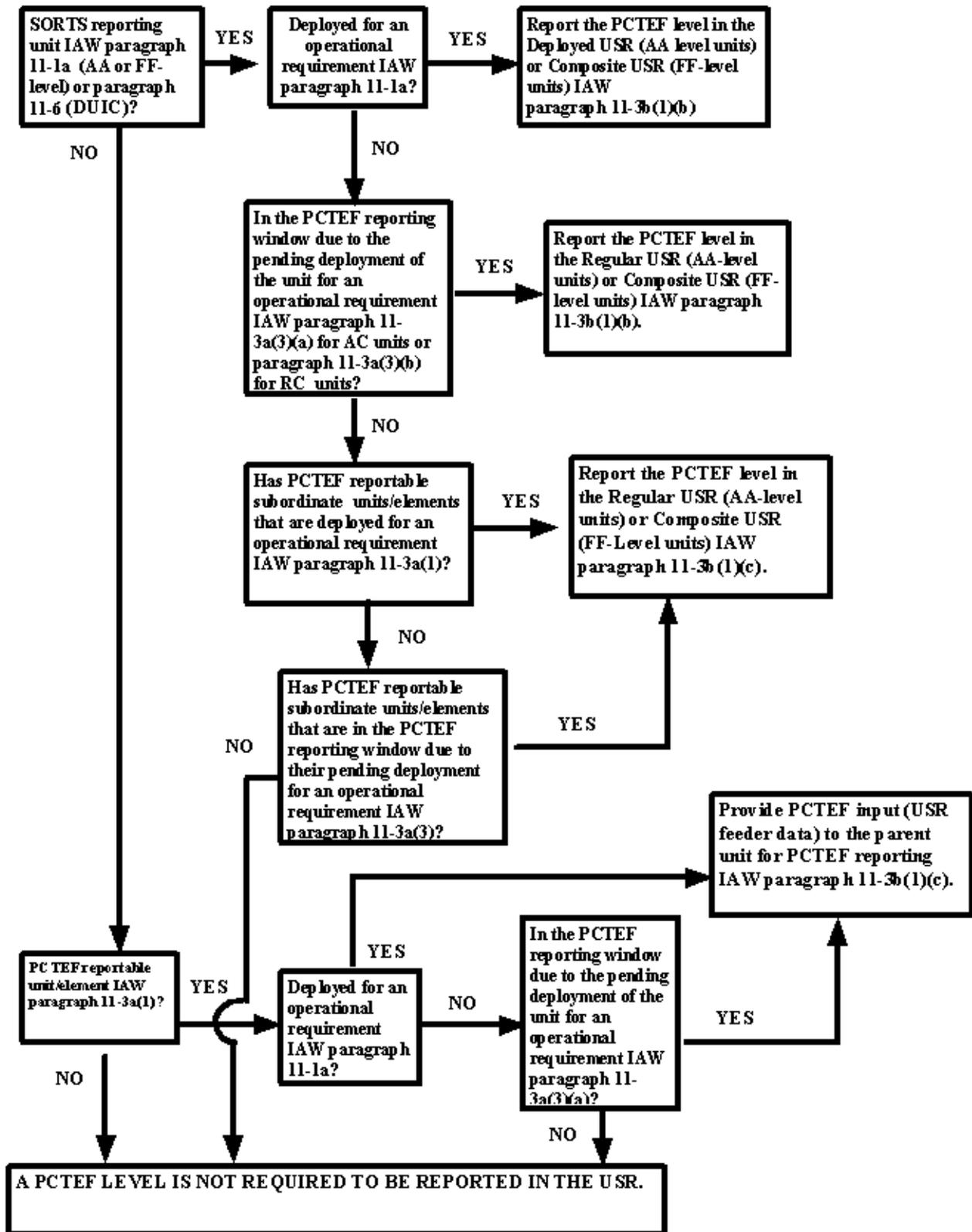


Figure 11-2. PCTEF Reporting Decision Tree for Army units

Questions to determine the unit's PCTEF reporting requirement	Unit Action if response is YES	Unit action if response is NO	Notes
1. Is the unit a SORTS reporting unit?	Go to question #2	Got to question #6	#1
2. Is the entire unit currently deployed for an operational requirement?	Report the PCTEF level in a Deployed report (AA-level unit) or a Composite report (FF-level unit).	Got to question #3	#2
3. Is the entire unit in the PCTEF reporting window due to its pending deployment for an operational requirement?	Report the PCTEF level in a Regular report (AA-level unit) or a Composite report (FF-level unit).	Go to question #4	#3
4. Does the unit have a PCTEF reportable subordinate unit/element that is deployed for an operational requirement?	Report the PCTEF level in a Regular report (AA-level unit) or a Composite report (FF-level unit).	Go to question 5	#4
5. Does the unit have a PCTEF reportable subordinate unit/element that is in the PCTEF reporting window due to its pending deployment for an operational requirement?	Report the PCTEF level in a Regular report (AA-level unit) or a Composite report (FF-level unit).	Reporting a PCTEF is not required in the USR	#3 & #4
6. Is the unit/element a PCTEF reportable element?	Got to question #7	Reporting PCTEF is not required in the USR	#4
7. Is the unit/element deployed for an operational requirement?	Provide PCTEF input via USR feeder data to the parent unit for PCTEF reporting	Go to question #8	#2
Is the unit/element in the PCTEF reporting window due to its pending deployment for an operational mission?	Provide PCTEF input via USR feeder data to the parent unit for PCTEF reporting	Reporting PCTEF is not required in the USR	#3

Notes:

- ASORTS reporting unit is an AA-level unit or FF-level unit required to submit a USR IAW paragraphs 2-2 and/or a DUIC unit required to submit a USR IAW paragraph 11-6.
- A unit that is away from its home station to accomplish an operation mission, such as a SSC, SASO, MOOTW, peacekeeping, humanitarian relief and support to civil authorities, etc., is considered deployed for an operational requirement IAW paragraph 11-1a.
- The PCTEF reporting window for Army units opens NLT 90 days prior to deployment for AC units and NLT 30 days after mobilization/federalization for RC units. The PCTEF reporting window closes for all reporting units (AC & RC) when all reportable units/elements have redeployed to their home stations. SORTS reporting units will report PCTEF in the first USR submitted in the PCTEF reporting window, unless earlier PCTEF reporting has been directed by HQDA or by the MACOM/NGB. PCTEF reporting will not be directed before the unit/element receives a formal warning order of operational mission assignment. (See paragraph 11-3a3.)
- A PCTEF reportable Army unit/element is a unit/element (generally of company-size or larger) deploying/deployed with a command and control system supporting regular unit status reporting to its higher headquarters. (See paragraph 11-3a(1). (Unless approved as an exception by HQDA, all SORTS reporting Army units are considered PCTEF reportable units.)

Figure 11-3. PCTEF Reporting Decision Matrix for Army units

Chapter 12 Multiple Component Unit Reporting

(See HQDA Letter 220-01-1.)

12-1. General

a. A multiple component unit is a unit that, on a single document, is authorized personnel and/or equipment from more than one component. The intent of the multiple component initiative is to integrate, to the maximum extent within statutory and regulatory constraints, resources from more than one component into a cohesive, fully capable Army unit.

b. Currently, multiple component units include MTOE units under either AC command and control or under RC command and control.

c. Each component specific element of a multiple component unit is assigned a derivative UIC (DUIC). The parent unit and its derivatives appear on the same MTOE document. An "N" in the second character of a UIC denotes that the unit is multiple component. The fourth character of the derivative UIC denotes the component as follows: "X" for AC, "G" for ARNG, and "R" for Army Reserve.

d. FF-level organizations are composed of a number of AA-level units, each organized under its own MTOE/TDA and therefore, by definition, FF-level units are not multiple component units. Multiple component units can be AA-level units (that is, battalions and separate companies with subordinate AC and RC units and elements) and units and elements below the AA level (that is, company and detachment size elements with AC and RC sub elements or personnel). Multiple component units may contain subordinate units and elements that are multiple component themselves (for example, multiple component companies in multiple component battalions) as well as subordinate units and elements that are not (for example, ARNG dual-missioned elements that are assigned to multiple component battalions).

e. Commanders of multiple component units determine training priorities, establish the unit's METL, and develop the training plan. Assigned personnel and subordinate elements train and prepare to deploy as a unit to accomplish the wartime or primary mission.

12-2. Concept for multiple component unit status reporting

Each component-specific element (Active, National Guard and Army Reserve) will provide USR feeder data to the flag holding (or sponsoring component) commander (AA-level UIC). The multiple component commander (flag holder) will submit a consolidated USR that shows the status of the entire unit. Unit status reporting will remain in compliance with unit status reporting policy and procedures contained in this regulation for other types Army reporting units. ARNG and Army Reserve feeder data will consist of quarterly regular reports, monthly validation reports, and periodic change reports or regular reports, as required by unit status changes. ARNG elements will submit reports to the Adjutant General with copies to the multiple component commanders and to the NGB as directed by NGB-ARR. Army Reserve elements will submit reports to HQ, USARC via Global Command and Control System (GCCS). Specific USR procedures for multiple component units will be addressed in a coordinated memorandum of agreement or policy letter. All unit status data (personnel and equipment) on the reporting unit's MTOE/TDA (applicable to AA-level multiple component units, regardless of component, will be considered and included in the USR in accordance with this regulation.

12-3. Reporting procedures for multiple component AA-level units

a. Commanders of multiple component reporting units (AA-level) will submit a single consolidated unit status report for the entire unit (as documented on the MTOE/TDA) through the responsible higher headquarters as required by chapter 2, table 2-1, of this regulation.

b. Commanders of multiple component units (AA-level) that have subordinate units or elements that are not listed on the multicomponent unit's MTOE/TDA will not include unit status data from these subordinate units in the USR for the multicomponent unit. Commanders of these subordinate units/elements will submit their unit status data (USR or USR feeder data) to their respective component command (that is, AC, ARNG or Army Reserve) in accordance with the reporting requirements in this regulation that are applicable to their component and will provide a copy of their unit status data to the commander of the multiple component unit for information.

c. There are no other special Instructions, for completing USRs for multiple component units. Follow this regulation as you would do for a single component unit.

- (1) Personnel status level determination (see chap 4).
- (2) Equipment on-hand status level determination (see chap 5).
- (3) Equipment readiness status level determination (see chap 6).
- (4) Training status level determination (see chap 7).
- (5) Overall category level determination (see chaps 3 and 9).

Appendix A References

Section I Required Publications

AR 40–61

Medical Logistics Policies and Procedures. (Cited in para 6–3c.)

AR 40–68

Quality Assurance Administration. (Cited in para 4–5c.)

AR 71–32

Force Development and Documentation—Coordinated Policies. (Cited in paras 2–10, 5–4b, and 5–13b, and app B–1.)

AR 135–91

Service Obligations, Methods of Fulfillment, Participation Requirements and Enforcement Procedures. (Cited in table D–1.)

AR 310–50

Authorized Abbreviations and Brevity Codes. (Cited in para 9–4b.)

AR 380–5

Department of the Army Information Security Program. (Cited in paras 1–7 and 2–7f.)

AR 380–19

Information Systems Security. (Cited in paras 1–7c and 2–7f.)

AR 600–8–101

Personnel Processing (In and Out and Mobilization Processing) (Cited in table D-1.)

AR 601–142

Army Medical Department Professional Filler System. (Cited in glossary.)

AR 700–138

Army Logistics Readiness and Sustainability. (Cited in paras 2–3c, 5–3b, 5–10h, 6–2, 6–4b, and 6–5b.)

DA Pam 350–38

Standards in Weapons Training. (Cited in paras 7–1d(4) and 7–6c.)

DA Pam 350–39

Standards in Weapons Training (Special Operations Forces). (Cited in para 7–1d(4).)

FM 7–0 (formerly FM 25–100)

Training the Force. (Cited in paras 7–1d, 7–2a, 7–3b, and 7–6.) (<http://www.adtdl.army.mil/atdls.htm>)

FM 25–101

Battle Focused Training. (Cited in paras 7–1c and d, 7–2a, 7–2b, 7–3b, and 7–6.) (<http://www.adtdl.army.mil/atdls.htm>)

HQDA Letter 210–01–1

Army Policies and Procedures for Establishing Multiple Component Modification Table of Organization and Equipment (MTOE) and Augmentation Table of Distribution (AUGTDA) Units. (Cited in chap 12.)

Section II Related Publications

A related reference is a source of additional information. The user does not have to read it to understand this publication. Unless otherwise indicated, field manuals and training circulars may be obtained at <http://www.adtdl.army.mil/atdls.htm>.

AR 11-2

Management Control

AR 140-10

Army Reserve: Assignments, Attachments, Details, and Transfers

AR 140-30

Active Duty in Support of the United States Army Reserve (USAR) and Active Guard Reserve (AGR) Management Program

AR 140-145

Individual Mobilization Augmentation (IMA) Program

AR 350-1

Army Training

AR 350-41

Training in Units

AR 380-19

Information Systems Security

AR 570-4

Manpower Management

AR 600-8-105

Military Orders

AR 600-20

Army Command Policy

AR 600-43

Conscientious Objection

AR 600-60

Physical Performance Evaluation System

AR 600-100

Army Leadership

AR 600-110

Identification, Surveillance, and Administration of Personnel Infected with Human Immunodeficiency Virus (HIV)

AR 611-6

Army Linguist Management

AR 614-30

Overseas Service

AR 614-200

Enlisted Assignments and Utilization Management

AR 635-200

Enlisted Personnel

AR 708-1

Logistics Management Data and Cataloging of Supplies and Equipment

AR 710-1

Centralized Inventory Management of the Army Supply System

AR 710-2

Inventory Management Supply Policy Below the Wholesale Level

AR 735-5

Policies and Procedures for Property Accountability

AR 750-1

Army Material Maintenance Policy and Retail Maintenance Operations

CJCSM 3150.02

Global Status of Resources and Training System (GSORTS) (<http://www.dtic.mil/doctrine/index.html>)

CJCSI 3401.02

Global Status of Resources and Training System (GSORTS) (<http://www.adtdl.army.mil/atdls.htm>)

DA Pam 710-2-1

Using Unit Supply System (Manual Procedures)

FM 1

The Army

FM 1-140

Helicopter Gunnery

FM 3.09.70

Tactics, Techniques, and Procedures for M109A6 Howitzer (Paladin) Operations

FM 6-50

Tactics, Techniques, and Procedures for the Field Artillery Cannon Battery

FM 6-60

Tactics, Techniques, and Procedures for the Multiple Launch Rocket System (MLRS) Operations

FM 100-11

Force Integration

EM 0007 FEDLOG (formerly SB 700-20)

Army Adopted/Other Items Selected for Authorization/List of Reportable Items (<http://weblog.logsa.army.mil/index.shtml>)

TC 1-210

Aircrew Training Program-Commanders Guide to Individual and Crew Standardization Battery

TC 8-800

Semiannual Combat Medic Skills Validation Test (SACMA-VT)

TM 10/20 series

Manuals (various)

Section III

Prescribed Forms

None.

Section IV

Referenced Forms

DA Form 1352

Army Aircraft Inventory, Status, and Flying Time

DA Form 2406

Materiel Condition Status Report (MCSR)

DA Form 3266-1

Army Missile Materiel Readiness Report

DD Form 314

Preventive Maintenance Schedule and Record

**Appendix B
Equipment Readiness Codes****B-1. General**

a. AR 71-32 establishes that only minimum mission essential personnel and equipment will be included in TOE. Codes are uniquely related to the unit mission and, more specifically, to the unit's warfighting capabilities specified in doctrine and TOE Section I. Codes are used to distinguish equipment/systems directly related to primary mission tasks/functions and equipment needed to accomplish other unit tasks and functions that directly support primary mission tasks and functions. (For example, ammunition and fuel trucks that support the primary weapon/mission system and Technology Automation Equipment in CSS units.)

b. Tasks and functions that are less directly (or indirectly) related to the primary mission tasks also require coding distinction. These may be tasks that are required to provide sustainment support for the organization at large. They are often related to logistic or administrative functions (such as feeding, distribution of general supplies, maintenance, and secondary means of communication) that may be essential but do not directly impact on accomplishment of critical combat tasks. Codes also distinguish between the criticality of certain categories of equipment based on types of missions (combat, combat support, and combat service support) and risk related to time/distance factors.

c. Every equipment line item number (LIN) in a TOE/MTOE is annotated with an equipment readiness code (ERC). The annotation is a single alphabetic code in the ERC column of the TOE/MTOE (see app B-2, below).

B-2. Equipment readiness code definitions

a. *ERC A or ERC P.* Principal weapon/mission systems and equipment (to include technology automation equipment), which are critical to the accomplishment of primary doctrinal, mission tasks, and critical mission support items. Critical mission support items are selected items of equipment required to refuel, rearm, power, move, recover, provide medical support, or provide direct command and control. ERC P items are ERC A items/systems that are also designated as pacing items (see app C).

b. *ERC B.* Auxiliary equipment (AE) and/or associated support items of equipment (ASIOE) that are required to support ERC A or P equipment and provide mission sustainment support. This category of equipment includes items/systems required to transport, maintain, supply, service, protect, enhance or backup ERC A/P items.

c. *ERC C.* Auxiliary support equipment (ASE) and/or associated support items of equipment (ASIOE) that are required for unit sustainment and to perform administrative or other support tasks that have little or no immediacy to sustainment of OPTEMPO.

d. *Exceptions.* Exceptions to the above criteria include individual and crew served weapons, communication equipment, critical technology automation equipment, and selected maintenance support equipment. Exceptions in those areas are specified in paragraph B-3. The exceptions recognize the unique risks involved in combat operations conducted by maneuver forces and their greater need due to what is often continuous movement on the battlefield and immediacy of need.

B-3. Coding guidelines

a. Items will not be coded as pacing items unless they are specifically identified in table C-1.

b. If a LIN is identified as ERC A or ERC P, all associated items listed by separate LINs will be considered ERC A unless specified otherwise in table B-1.

c. Not all wheeled and track vehicles are ERC P or A. Depending on the mission and nature of the unit, some wheeled and tracked vehicles and their subsystems may be coded ERC B (AE). For example, a 1-1/4-ton truck with radios may be coded as ERC B in the Headquarters and Headquarters Company (HHC) of a mechanized battalion. (In a mechanized unit, tracked vehicles are normally the principal items used for command and control of tactical operations.) In a non-mechanized battalion, the same vehicle would probably be coded ERC A.

d. In TOE/MTOE units, an item's readiness code assignment is based on how essential that item is to the primary mission of the unit. Similar items in a unit can have different equipment readiness codes. For example, within a TOE/MTOE it may be appropriate to designate the commander's radio as ERC A and another radio as ERC B.

B-4. Designating equipment readiness codes equipment readiness codes

- a. USAFMSA (TOE Divisions) will use the guidelines in paragraphs B-1 through B-3 and table B-1 to assign readiness codes to TOE equipment items.
- b. USAFMSA (MTOE Divisions) will code MTOE using codes in TOE. Use of an ERC on an MTOE that is different from that on the TOE is not authorized without approval from HQDA (DAMO-FM).
- c. Table B-1 is not an all encompassing list of ERC codes for all equipment in TOEs, but reflects the need to discriminate by mission essential equipment. However, if an item is listed in tables B-1 or C-1, the ERC listed will be used unless a specific exception is coordinated with the organization proponent (TRADOC, INSCOM, SMDC, AMEDD, or SOC) and approved by DAMO-ODR in coordination with the organization integrator (IO) in DAMO-FM. If an item is not specifically listed in tables B-1 or C-1, the organization documenter, in coordination with the organization proponent, will determine the appropriate ERC using similar items in the tables as guides.
- d. ERC A items that are also pacing items will be identified by a "P" on TOE/MTOE.

B-5. Recommending changes

- a. Submit recommended ERC changes for specific unit LINs, with justification, through channels to Commander, TRADOC, ATTN: ATCD-F, 415 Sherman Avenue, Fort Leavenworth, KS 66027-2300. DAMO-ODR is the final approval authority for changes.
- b. Tables B-1 and C-1 will be posted on the Force Management Bulletin Board (FMBB). Access to the FMBB is through a link on the USAFMSA RD home page (<https://www.usafmsaradd.army.mil/home.cfm>) under the "References" drop down menu. The tables are in a restricted portion of the FMBB requiring a userid and password for access. Obtain both by selecting the "Account Request" menu item on the USAFMSA RD home page.

**Table B-1
ERC codes**

Equipment	Type position/location/unit	ERC
<i>Communications equipment</i>	Maneuver brigades	A
	Combat divisions and corps	A
	Other type major command	A
Tactical operations and intelligence nets for:	HQ that direct tactical operations	A
	Combat arms units (IN, AR, FA, SOF, EN, AD, AVN)	A
	MP units	A
Specific radios of supporting commanders (required by doctrine in a command net)	Division support commander (DISCOM)	A
	Regimental Support Squadron Commander	A
	Forward support battalion (FSB) commander	A
FM, HF and single channel TACSAT administrative log net radios	Unit commanders	A
	Command and control vehicles:	
	In Transportation Corps units	A
	S4 officer/section Admin/log NCS functions in combat CSS and CS units	A
	S2/S3 officers.	A
	Support operations sections (such as ammunitions, water, explosive ordnance disposal (EOD), and fuel that respond to operation control cells (S2/S3)).	A
	CSS commanders	A
	COMMZ	A
	Used for medical operations in medical units in corps, divisions, and/or separate brigades	A
	Critical medical supply operations and all ambulances used for casualty evacuation	A
Non-medical unit casualty evacuation	B	

Table B-1
ERC codes—Continued

	All other units	B
Mobile subscriber equipment ancillary equipment (that is, MSRT, phone)	All units	B
MSE mission equipment	Signal Units Corps and below	P
	Signal units EAC	A
EPLRS	Combat Arms	A
	Special Operations Forces	A
	All other units	B
Multichannel radio equipment	Signal units	A
	All other units	B
COMSEC equipment	Matches ERC of supported equipment but no higher than ERC A.	A
	COMSEC item that is not associated with another LIN, but is stand alone (not TMDE)	B
Selected TMDE for DS maintenance equipment	All units	A
Radar and tactical surveillance systems	All units whose primary mission is surveillance or air defense	A
	All other units	B
Accessory equipment for radios and COMSEC equipment	Match radio supported	
Countermeasure devices intended to protect systems from enemy action	Match system supported	
<i>Position navigation systems</i>		
	ERC of vehicular mounted GPS will match ERC of the supported platform with the following exceptions:	
Vehicular mounted GPS, that is, PLGR, DAGR	1. If supported platform is ERCP , GPS will be ERC A	A
	2. If GPS provides a redundant GPS capability, GPS will be ERC B regardless of the platform ERC	B
	All Combat Arms and CS units	A
	All CSS units	B
Dismounted GPS, that is, PLGR, DAGR	Combat Arms	A
	Special Operations Forces	A
	All other units	B
<i>Weapons</i>		
Major weapon systems, reconnaissance, and weapon platforms (unless specified as pacing items in appendix C)	All units	A
Individual weapons	Combat arms (IN, AR, FA etc.)	A
	MP units	A
	Special Operations Forces	A
	All units less EAD medical units	A
	EAD medical units	B
Crew served weapons	All units	A
Bayonets	Infantry units	A
	Special Forces units	A
	All other units	B
All weapons including individual weapons, crew-served weapons, and bayonets	Surveillance Troop of the Reconnaissance, Surveillance and Target Acquisition Squadron	A
<i>Vehicles</i>		

Table B-1
ERC codes—Continued

(Similar vehicles in a unit may require variable coding; for example, the commander's vehicle may be coded ERC A and chaplain's vehicle ERC B, even though they are both the same type vehicle.)

Reconnaissance vehicles	Combat arms units	A or P
Principal mission vehicles. (See app C for ERC criteria.)	All units	A or P
Command and control vehicles	All units	A
Combat tracked vehicles, combat wheeled vehicles	All units	A
Tracked recovery vehicles	Maintenance units	A or P
	Combat arms units	A
	All other units	B
Vehicles used primarily for transport of POL or ammunition (such as fuel tank trailers and cargo trailer)	All units	A
Vehicles used to power ERC A radios	All units	A
Other vehicles	Code in accordance with mission requirements	
Ambulances	Used for casualty evacuations purposes	P
	Used for non-casualty purposes	A
<i>Generators</i>		
	Units in which they are the sole power source for an ERC A/P item	A
	All other units	B
<i>Night vision devices</i>		
	Units whose primary mission requires night surveillance:	
	Infantry	A
	Armor	A
	Military police	A
	Special Operations Forces	A
	MI Ground Surveillance	A
	Radar units	A
	Combat engineers	A
	Field Artillery Bde/Regt Fire Support Sections, Bn/Sqd Fire Support Sections, FIST, COLT, and STRIKER Sections	A
	Cavalry and Reconnaissance, Surveillance, and Target Acquisition Squadron	A
	Explosive ordnance disposal units	A
	CS/CSS elements that habitually collocate with or provide routine on-site support to the combat units with ERC A NVDs listed above.	A
	NVD used in aerial flight and aircraft refueling/rearming NVD used by Pathfinders NVD used in air traffic control or air traffic services.	A
	All other NVD in aviation units	B
All other units	B	
<i>Unit maintenance equipment</i>		
Sets, kits, outfits and tools (SKOT) Forward Repair System (FRS) Contact maintenance trucks (CMT) Tracked and wheeled recovery vehicles	All maintenance units	A or P
	All other units	B
<i>Camouflage nets</i>		

Table B-1
ERC codes—Continued

	All units	B
<i>NBC defense equipment</i>		
Individual protective mask	All units	A
Decontamination apparatus	Medical and chemical units whose primary mission is decontamination, unless specified as pacing items	A or P
	All other units	B
<i>Alarms/detectors</i>		
Detection System: Biological Agent (LRBSDS XM94)	Chemical units	A
Alarm CM Agent Auto M8A1(A32355) Alarm CM Agent Auto M22(A33020) Alarm CM Agent Auto M21(A32638)	All units	B
Monitor CM Agent (CAM)(C05701)	Explosive ordnance disposal units	A
	Chemical units	A
	Medical units	A
	MP units at Div, Corps, and EAC	A
	All other units	B
Alarm Monitor Group: NBC (MICAD)M27 (A48498)	Chemical units All other units	A B
Alarm Monitor Group: (MICAD)(A32778)	All units	B
Radiac Detector, IM-74	Mounted Scouts	A
Radiacmeter: IM-174/PD (Q21483)	Chemical units	A
	All other units	B
All other radiacmeters	Explosive ordnance disposal units	A
	All other units	B
Radiac Set: AN/PDR-27 (Q19339)	Chemical units	A
	All other units	B
Radiac Set: AN/VDR-2 (R20684)	Chemical units	A
	All other units	B
Radiac Set AN/PDR-75 (R30925)	All units	B
Charger Radiac: PP-1578/PD (E00533) Radiac Set: AN/UDR-13(R31061) Radiac Set: AN/PDR-56(F)(Q19681) Radiac Set: AN/PDR-77(R30993)	All units	B
Collective protective equipment	Medical units	A
	All other units	B
Smoke generators	Units whose primary mission is smoke generation	A or P
	All other units	B
<i>Technology automation equipment</i>		
Digital computer technology and support equipment critical to mission accomplishment	All units less exceptions/clarifications below	A
CSSCS	All units	A
GCSS-Army/Tactical MNT Capability (SAMS-1)	All CSS units where supply, maintenance, transportation and/or distribution management is the primary doctrinal mission	A
GCSS-Army/Tactical SSA Capability	All CSS units where supply, maintenance, transportation, and/or distribution management is the primary doctrinal mission. All direct support units and general support units that contain a supply support activity such as the QM Support Company.	A

Table B-1
ERC codes—Continued

GCSS—Army/Tactical MGT Capability	All CSS units where cross-functional and/roll-up CSS reports and management information is required.	A
GCSS- Army/Tactical SPR Capability (SPBS—R)	Logistic commands, COSCOM, DISCOM, MMC, HHC Support Group, TAAC	P
GCSS—Army/Tactical SPR Capability (ULLS—S4)	CSSAMO in Log HQs All other units	A B
GCSS—Army/Tactical MNT Capability (ULLS—G)	CSSAMO in Log HQs All other units	A B
GCSS—Army/Tactical MNT Capability (ULLS—Avn)	All other units	A
GCSS—Army/Tactical Ammo Capability	All CSS units where ammunition management is one of the doctrinal missions For all other units	P A
GCSS—Army/Tactical IMM Capability	Senior Logistics Commands of the Corps, TSC and COSCOM MMC, HHC Support Group, TAAC	P
CTASC—II	Logistic commands, COSCOM, DISCOM, MMC, HHC Support Group, TAAC	P
MC4/TMIP	Medical units	A
DTSS	TOPO engineer units All other units	P A
TC—AIMS II	Transportation units All other units	A or P B
Worldwide Port System (WPS)	TC units	P or A
SIDPERS III and follow-on personnel systems	12-series SRCs All other units	A B
FBCB2	Same ERC as radio with which it is associated	
<i>Petroleum handling equipment</i>		
Petroleum laboratories	Petroleum lab units All other units	A B
Collapsible POL storage bags, 10,000 gal and larger	Quartermaster and transportation units All other units	A B
<i>Carpenter, pioneer, and demolition sets</i>		
Demolition sets	Combat Engineer, SOF, and ORD (Msl/Mun) Units, Cavalry/Scout Platoons All other units	A B
Carpenters sets	In sections or organizations performing construction missions requiring carpentry All other units	A B
Pioneer sets	Combat Engineer and Bridge Companies All other units	A B
<i>Band instruments</i>		
	All units	Various codes
<i>Field feeding equipment</i>		
Refrigerated container	Subsistence Platoon (formerly Perishable Subsistence Platoon)	P
MKT KCLFF Sanitation Center Refrigerated Container Containerized Kitchen	IDIV/SBCT (CSSC) All other units	A A A A A B
All other mess equipment	All units	B

Table B-1
ERC codes—Continued

<i>Test, measurement and diagnostic equipment (TMDE)</i>		
Mission critical TMDE (10 items or 10 percent of TMDE, whichever is greater)	Maintenance organizations (less aviation unit maintenance organizations)	A
All other TMDE	All units	B
<i>DS maintenance equipment in support of DS maintenance</i>		
	All units	A
<i>Movement Tracking Systems</i>		
Tracking Systems (that is, Movement Tracking System)	On pacing items in Transportation Corps CSS units FA units	A A A

Appendix C

Pacing Items of Equipment

C-1. General

a. Unless identified differently in table C-1, the majority of units have two pacing items. If more than four pacing items are on a unit's MTOE/TDA, USAFMSA (MTOE Divisions) will coordinate with the MACOM to follow table C-1 or to reduce the number to four. Approval of exceptions may be requested by the MACOM or by USAFMSA from HQDA, DAMO-ODR. The following criteria normally limit the number of pacing items in a unit to four. Major equipment items will be designated as pacing items if they are—

- (1) Key to a unit's capabilities, as delineated in its requirement and authorization documents.
- (2) Central to a unit's ability to perform its doctrinal mission (for example, a howitzer in a field artillery battalion).

b. Pacing items receive special emphasis when determining equipment S- and R-levels, because of their major importance to the unit. These items are subject to continuous monitoring and management at all levels of command.

c. When two or more different items have a common characteristic that is the basis for pacing item determination, all of these items will be coded ERC P. The similar items should be aggregated under a single reporting code for status reporting in recognition of their interchangeability with respect to the critical capability.

Note.

The items must still be reported separately in materiel condition status reports. Two or more items may be essentially the same but identified by different LINs because they have different auxiliary equipment. For example, bulldozers are assigned different LINs because they have different attachments (such as winch, angle blade, ripper); if the earth-moving capability is the essential characteristic for mission performance, all bulldozers in the unit will be coded ERC P.

d. If several similar LINs are listed in appendix H, EM 0007-FEDLOG as substitutes for each other, they should be grouped under one LIN for FMC computations. For example, if unit A has 2 trucks of type LIN X, 3 trucks of type LIN Y, and 4 trucks of type LIN Z, and LINs X, Y and Z are substitutes for each other in accordance with EM 0007-FEDLOG, then for USR purposes unit A should compute FMC for these trucks based on the total quantity of the group (that is, $2 + 3 + 4 = 9$).

e. When dissimilar units are grouped in a single battalion to enhance command and control, pacing items will be reported as if the subordinate elements were separate companies or derivative equivalent organizations. In such cases, subordinate unit pacing items will not be used to compute battalion headquarters readiness. (For example, in the main support battalion of a DISCOM, the number of designated pacing items will be kept to the lowest possible number consistent with the above guidance.)

f. Not all organizations will have equipment designated as pacing items. Many units (such as light infantry rifle companies and personnel services companies) are principally organized around personnel resources and not key items of equipment. For those organizations that have low density, high cost ERC A equipment, it may not be appropriate to designate those items as pacing items.

C-2. Unit pacing items

a. Units will report pacing items as identified on the unit MTOE/TDA.

b. USAFMSA (MTOE Division) will code MTOE using ERC codes in TOE. Use of a pacing item on an MTOE that is different from that on a TOE is not authorized without approval of HQDA (DAMO-FMF).

c. Regardless of whether or not a unit has designated pacing items, all units can identify equipment problems by

calculating equipment C levels, using the remarks section of the report, and subjectively upgrading /downgrading the overall C-level as appropriate.

C-3. Exceptions to paragraph C-2

a. If a unit is short an equipment item designated as a pacing item, but it has an authorized substitute (EM 0007 FEDLOG) or an “in-lieu of” item (see app F), that substitute item will be counted as a pacing item in place of the item the unit is short.

b. A unit that receives a modernization item as a replacement for a current pacing item will consider the new item to be the pacing item, even if it has not yet been coded with a “P” in the ERC column. (For example, UH-60 helicopters may replace UH-1 helicopters or M1A2 tanks may replace M1 tanks.) During transition, both old and new items may be counted. If enough new items have not been received to meet the total authorization, then old items must be on hand in the unit and be in use. (They cannot be turned into a direct support maintenance unit or otherwise placed out of the unit commander’s control.)

c. TDA units will not report pacing items until such time as they are designated on their TDA or in consonance with paragraph 5-3.

C-4. Use of pacing items for preparing reports

Pacing items are limiting factors in determining S and R-levels. For battalion size and smaller units, these levels will be no higher than the lowest pacing item level in EOH or ER, respectively. Equipment percentages and/or levels for pacing items will be computed the same as for other reportable LINs. (See table C-1 for pacing items of equipment by type units.)

C-5. Recommending changes

a. Submit recommended ERC changes for specific unit LINs, with justification, through channels to Commander, TRADOC, ATTN: ATCD-F, 415 Sherman Avenue, Fort Leavenworth, KS 66027-2300. DAMO-ODR is the final approval authority for changes.

b. Tables B-1 and C-1 will be posted on the Force Management Bulletin Board (FMBB). Access to the FMBB is through a link on the USAFMSA RD home page (<https://www.usafmsardd.army.mil/home.cfm>) under the “References” drop down menu. The tables are in a restricted portion of the FMBB requiring a “userid” and password for access. Obtain both by selecting the “Account Request” menu item on the USAFMSA RD home page.

Table C-1	
Type unit	
Type unit	Equipment
<i>Armor</i>	
Tank Company/Battalion	Tanks
Cavalry Troop/Squadron	Aircraft Tanks Reconnaissance vehicles
RSTA Troop/Squadron and Bde Reconnaissance Troop	Reconnaissance vehicles and anti-armor systems
<i>Infantry</i>	
Infantry Battalion	Anti-armor systems Armored infantry vehicles
<i>Air Defense</i>	
Air Defense Artillery Battalion/Battery	Avenger
	Patriot Launcher
	Patriot Radar Set
	Patriot Engagement Control Station
	Patriot Info & Coord Center
	THAAD Launcher
	THAAD Radar Set
	THAAD Engagement Control Center
	BSFV

Table C-1
Type unit—Continued

	Linebacker
<i>Field artillery</i>	
Field Artillery Battalion/Battery	Howitzers MLRS Target Acquisition Radars HIMARS
<i>Aviation</i>	
Aviation Battalion/Company	Aircraft
<i>Chemical</i>	
Chemical Company	Smoke generator
	Decontamination apparatus
	NBC reconnaissance systems
	Alarm BIO Agent Auto (BIDS)(A48498)
	Alarm Biological Agent M31E1(BIDS)(A48498)
	Alarm Biological Agent Automatic (BIDS) M31E2(Z04905)
<i>Engineer</i>	
Abn, AASLT and Light Divisional Bn	Dozer/DUECE SEE
CSC	Asphalt plant Crusher, screening and wash plants Crane Loader
Dump Truck Company	Dump trucks
Engineer Battalion, Combat Heavy	Dozers Loaders Graders Dump Trucks
Corps ABN/LT Bns	Dozers/DUECE Scrapers Graders Dump trucks
CSE and Light Equip Co Light/Abn	Dozer/DUECE Grader Scraper Loader
Engineer Co, BCT	ESV DUECE SEE/HMME
2 nd ACE	DUECE
Fire Fight Team	Fire fighting equipment set (truck)
Engineer Battalion, Corps Wheel	Dump trucks Dozers
Mechanized Engr Bns and Companies	APC/Bradleys AVLB/Wolverine ACE
Port Opening Company	Barges/causeway ferries Cranes
Prime Power Battalion	Generating Units 750 kw Substation, Semi Trailer Mtd Telephone Maint Truck
TOPO Battalion	DTSS-L, H, B High Volume Map Printer
Bridge Company	Bridges Bridge boats

Table C-1
Type unit—Continued

	Transporters Cranes
Diving Teams	Diving Set, Type B Recompression chamber Compression unit
Quarry Teams	Crush, wash and screen plants
Sep Inf Bde	Dozer/ACE SEE Dump truck
Well Drilling Teams	Drilling machine Well drilling support truck
<i>Logistics Headquarters</i>	
All Log HQs	CSSCS
COSCOM, DISCOM, MMC, HHC Support Group, TAAC, Forward Support Bn	GCSS—Army/Tactical SSA Capability GCSS—Army/Tactical Ammo Capability GCSS—Army/Tactical IMM Capability GCSS—Army/Tactical SPR Capability (SPBS—R) CTASC—II Global Combat Support System—Army/Tactical Capability (GCSS—A/T)
<i>Medical</i>	
Hospitals	Operating room set Central material Services set Intensive care/post-op set Primary X-ray unit EMT/pre-op set
Area Medical Laboratory	Primary Laboratory Set
Medical Logistics Battalions/Medical Logistics Company (MRI), Logistics Support Company (MRI), Distribution Company (MF2K), Logistics Support Company (MF2K)	AN/TYQ44 Primary Optical Set Primary Blood Storage Squad Refrigerator Primary forklift
Medical Logistics Management Center	AN/TYQ 44
Medical Company Area Support/Med Det Area Support	Ground ambulances used for casualty evacuation Trauma treatment set
Medical Company/Troop	Ambulances MES FWD Surgical Team
Armor/Mechanized Infantry	Carrier CMD post Trauma treatment set
Medical Company LID/ABN/AASLT/FXXI/SBCT	Ambulance/air ambulance Trauma treatment set MES FWD Surgical Team
Dental units	Primary dental treatment set Dental X-ray
Veterinary units	Primary veterinary treatment set
Ground Ambulance Company	Ground ambulance medical equipment set Ground ambulances used for casualty evacuation
Air Ambulance Company/Detachment	Air ambulance Air ambulance medical equipment sets Primary FM radios in aircraft and flight operations
Medical Team FWD SURG	MES FWD SURG TM
Blood Support Detachment	Primary Storage & Distribution Section Refrigeration Unit
Medical Command & Control (MEDCOM/GRP/BDE/BATTALION)	Primary AM net equipment
<i>Maintenance</i>	

Table C-1
Type unit—Continued

Maintenance Company (non-aviation and non-marine) Divisional	Recovery vehicle Truck, Wrecker
Maintenance Company (non-aviation)	Primary mission STAMIS and ATCCS Base shop test facility
<i>Military intelligence</i>	
MI Battalion/Company	Trailblazer Teammate AN/TLQ-17 UAV Ground Control Launch and Recovery System TUAV ASAS ASAS Remote Workstation ASAS ACT Enclave ASAS ACE Trojan spirit CTT MITT THMT
MI Battalion/Company	Guardrail common sensor TSQ-176 (Vans 1-4)(System 1) AN/ARW-83(V)7(System1) TSQ-176A (Vans 1-4)(System 2) AN/ARW-83(V)6(System 2) TSQ-105(V)5(Vans 1-4)(System 4) AN/ARW-86 and AN/ARW- 87 AN/ARW-83(V)6A(System 3) Airborne Reconnaissance Low: ARL-M CGS (AN/TSQ-179(V)2) Prophet System TES TES - Main TES - Forward DTES
<i>Ordnance</i>	
HQ platoon ammunition	6K Variable Reach Rough Terrain Forklift 10K Variable Reach Rough Terrain Forklift (ATLAS)
Heavy lift platoon ammunition	PLS Trucks Rough Terrain Container Crane (RTCC)
Medium lift platoons ammunition	6K Variable Reach Rough Terrain Forklift 10K Variable Reach Rough Terrain Forklift (ATLAS) PLS Trucks
Heavy lift platoon ammunition	SAAS-MOD/GCSS-Army/Tactical Ammunition Capability
Medium lift platoon ammunition	SAAS-MOD/GCSS-Army/Tactical Ammunition Capability
<i>Quartermaster</i>	
QM Company	POL fuel system supply point Water supply All Terrain Lifter Army System (ATLAS)
Subsistence Platoon (formerly Perishable Subsistence Platoon)	Refrigerated container
QM Team	RTCH
Supply support activity (SSA)	OI-603/TYQ (SARSS)/GCSS-Army/Tactical SSA Capability Water purification equipment Truck Tank
S&S Company, Div & Non-Div	Fuel Systems Supply Point (FSSP) and replacement systems, such as LHS Modular Fuel farm (LMFF) Water Purification Equipment System Water supply equipment
<i>Signal</i>	Node center switch (NCS) or Line-of-sight (LOS) radio or

Table C-1
Type unit—Continued

Division Signal Battalion	Radio access unit (RAU) or Large extension node (LEN) or Small extension node (SEN) or System Control Center V4 or V2 (SCC) or (SCC-2) or EPLRS Net Control Station (NCS) or Force entry switch (FES) or Dismounted extension switch (DES)
Air Assault Div Sig Bn	In addition to equipment listed in Division Signal Bn above, AN/ TSC-85, AN/TSC-93, SMART-T
Sig Bn (IDIV)	EPLRS NCS
BCT Signal Co	Brigade Subscriber Node (BSN) SMART-T EPLRS NCS
Corps Range Extension Co	AN/TSC-85/93 (Satellite) STAR-T (Satellite) AN/TRC-170 (TROPO)
Corps Sig Bde HHC	(SCC) or (SCC-2)
Corps Area Signal Battalion or Corps Support Bn	Node center switch (NCS) or Line-of-sight (LOS) radio or Radio access unit (RAU) or Large extension node (LEN) or Small extension switch (SEN)
Contingency Corps Area Signal Battalion or ABN Corps Spt Bn, or Area Sig Bn Contingency Corps, or Corps Contingency Sig Bn	Line-of-sight (LOS) radio or Node center switch (NCS) or AN/TYC-39 (MSG SW) or AN/TTC-39D (switch) or AN/TTC-56 (single shelter Sw) or Small extension node (SEN) or Forced entry switch (FES) or Dismounted extension Sw (DES)
Signal Telecommunications Battalion	AN/TYC-39 MSG SW or AN/TTC-39D (switch) or AN/TTC-56 (single shelter Sw) or Radio terminals or Radio repeaters
EAC Contingency Co or EAC Contingency Signal Co	Radio terminals or Radio repeaters or STAR-T (Satellite)
Theater TACSAT Company	AN/TSC-93 AN/TSC-85 STAR-T
Theater TROPO Company (Heavy or Light)	TROPO Terminal
Signal Co (Cmd Ops) (Theater)	Radio repeaters or Large extension node (LEN) or AN/TYC-39 (MSG Sw) or Radio terminals or AN/TTC-39D (switch) or AN/TTC-56 (single shelter Sw)
Theater Tactical Signal Co Sep or Major Support Company Sep or Theater Tactical Signal Bn	STAR-T (Satellite) or AN/TYC-39 (MSG SW) or AN/TRC-170 (TROPO) or Large extension node (LEN) or AN/TSC-85/93 (Satellite) or AN/TTC-39D (switch) or AN/TTC-56 (single shelter Sw)
ADA Signal Company	Node center switch (NCS) Small extension switch (SEN) or Line-of-sight (LOS) radio
<i>Transportation</i>	

Table C-1
Type unit—Continued

Transportation Truck Company (Light, Light-Medium, Medium, Heavy, and Divisional TMT) and related detachments Combat HET Transportation Cargo Transfer and Terminal Service Companies and Detachments	Primary mission task trucks, tractors, trailers, and semi-trailers Combat HET System (tractor and trailer) Rough terrain container handler and 10K rough terrain forklifts
Port Management Team	Worldwide Port System (WPS)
Terminal Supv Team	Worldwide Port System (WPS)
Transportation Watercraft	Self propelled watercraft and floating cranes
Transportation Command Element, Movement Control Bn, Movement Control Teams, Cargo Documentation Teams	TC-AIMS II
Modular Causeway Company	Floating causeway Warping tug Ro-Ro Discharge Facility

Appendix D Personnel Availability Criteria

D-1. General

The Unit Status Report Personnel level will be based on that portion of a unit's assigned strength that is available for deployment/employment with the unit to accomplish its wartime mission. Specific guidance for use during contingency operations and mobilization is in AR 600-8-101 and AR 614-30.

D-2. Determining personnel availability

a. Use the decision matrix in table D-1 to determine personnel availability for USR purposes. Not all categories will apply to every force structure component.

b. To avoid double counting in the USR, soldiers who are not available to their units for more than one of the reasons listed in table D-1 will be reported in only one category. If more than one of the personnel availability categories apply to the same soldier, commanders should report the soldier in the category that most accurately depicts the compelling, dominant or decisive reason for nonavailability (that is, the most difficult factor to resolve).

Table D-1.
Determining personnel availability - decision matrix (For use in determining if individual soldiers in various situations should be considered available.)

Categories and example situations	Available
Legal processing category (LP)	
Arrest and confinement	NO
Pending military or civil court action	NO ¹
Under investigation by a military/civil/criminal investigation activity	NO ¹
Pending administrative/legal discharge or separation	NO ¹
Medically nonavailable category (MN)	NO ²
Hospitalized/convalescent leave (Less postpartum)	NO ²
HIV positive	NO ²
Permanent profile (PP)	NO ³
Absent without leave category (AW)	NO
Assigned, not joined category (AN)	NO ⁴
Leave/TDY category (LT)	YES ⁵
Deployed category (DP)	NO ⁶
Temporary change of station category (TC)	NO ⁷
Parenthood category (PH)	NO ^{8 & 15}
Prenatal	NO

Table D-1.
Determining personnel availability - decision matrix (For use in determining if individual soldiers in various situations should be considered available.)—Continued

120 days postpartum	NO ¹⁵
Adoption	NO ⁸
Minimum training for deployment not completed category (TN)	NO ⁹
Dental category (DN)	
No dental record	NO ¹¹
No PANOGRAPH	NO ¹¹
Needs emergency dental care	NO ¹¹
Temporary profile category (precluding satisfactory duty performance) (TP)	NO
HIV testing category (HT)	NO ¹²
No DNA record category (DA)	NO ¹⁰
Family Care Plan category (FP)	NO
Conscientious objector category (CO)	NO ¹³
Less than 7 days from ETS category (7E)	NO
Lautenberg Amendment category (LA)	NO ¹⁴
Missing/prisoner of war category (MP)	NO
Sole surviving family member category (SS)	NO ¹⁵
The following categories and situations are applicable to RC and multiple-component units only	
Unsatisfactory participant category (UP)	NO ¹⁶
Simultaneous Membership Program category (SM)	NO
ARNG	
Assuming TTADS	YES
Assuming PRC	YES
USAR	
Designated on critical list	YES
Assuming TTADS	YES

Table D-1.
Determining personnel availability - decision matrix (For use in determining if individual soldiers in various situations should be considered available.)—Continued

Assuming PRC	YES
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Notes:

- ¹ Generally NO; however, can be YES if, in coordination with the servicing Judge Advocate, the unit commander determines that the pending action does not preclude the soldier from deploying.
- ² Soldiers who will not deploy with the unit for various medical reasons (less permanent profiles) fit into this category. It includes hospitalized soldiers, soldiers on convalescent leave (less postpartum), and HIV tested positive soldiers.
- ³ Personnel with permanent (P3/P4) profiles are considered not available unless they have been cleared as deployable via the MOS Medical Retention Board (MMRB) and/or have been found fit by a MEB/PEB (or medically cleared to mobilize (RC only)). Those soldiers returned to the unit as fit from a MEB/PEB or MMRB who the commander still considers as nonavailable for deployment should be returned for medical reevaluation and only after that referral should the commander include the soldier in the (PP) category as non-available for deployment.
- ⁴ A soldier is considered assigned not joined (AN) only if the soldier's status is reported in accordance with rules outlined in AR 600-8-6, paragraph 3-5.
- ⁵ YES; will be NO only if highly exceptional circumstances will prevent the soldier from being recalled from leave/TDY in order to meet the unit's operational deployment requirements and also will prevent the soldier from rejoining the unit in order to meet the unit's specific mission requirements. HQDA considers "within 30 days" as a reasonable criteria; however, MACOM commanders may establish more demanding criteria for their rapidly deployable, forward stationed or special mission units.
- ⁶ Usually NO; however, can be YES, if in the judgment of the commander, the individual can return and meet an operational deployment requirement. When determining whether or not the soldier can return, the commander must consider the type of deployment the soldier is on, the proximity of the deployment, and who decides if the soldier returns to the parent unit. If YES is determined for deployed/mobilized personnel, then the parent unit must notify the unit of attachment to preclude double counting of the soldier's availability. (For USR purposes, only one unit can count an individual soldier as an available resource on a given as of date.) (see para 4-4 and footnote 7, below).
- ⁷ Individual soldiers who have proceeded on a TCS move will be considered assigned, but not available to the home station.
- ⁸ A military mother of a newborn is not available for four months after birth. (A single parent or one member of a military couple adopting a child is not available for four months after the child is placed in the home.)
- ⁹ Soldier has not completed officer basic course (OBC), WOBC, or initial entry training (IET) requirement or its equivalent.
- ¹⁰ Soldier is temporarily unavailable due to the absence of a DNA record.
 For AC soldiers, this determination will be made during deployment screening accomplished in accordance with applicable requirements. Following deployment screening, soldiers without DNA records will be considered temporarily non-available until their DNA records are constructed. Once the DNA records are constructed, the soldier's status will be immediately changed to available.
 For RC soldiers, a soldier is temporarily non-available if a DNA record cannot be constructed prior to the soldier's deployment. Following mobilization, this determination will be made during deployment screening accomplished in accordance with existing requirements. Prior to mobilization, commanders of RC units will consider that DNA records for their soldiers who do not have them can be constructed during post-mobilization personnel processing for deployment. Accordingly, RC unit commanders will report these soldiers as available in all USRs submitted prior to mobilization. Following post mobilization deployment screening, RC soldiers without DNA records will be considered temporarily non-available until their DNA records are constructed. Once the DNA records are constructed, the soldier's status will be immediately changed to available.
 Commanders of AC and RC reporting units will use AVPER remarks to explain/clarify the status of any soldiers reported as nonavailable in the USR due to the lack of DNA records.
- ¹¹ Soldier is temporarily unavailable due to the inability to construct a temporary dental record and/or complete a PANOGRAPH prior to deployment. During the deployment dental screening, a soldier may be designated nonavailable for deployment based solely on a dental emergency (such as trauma or oral infection). Once the dental emergency is remedied, the soldier's status will be immediately changed to available. (See AR 600-8-101 for paragraph requirements.)
- ¹² Soldier is non-deployable and unavailable for mobilization only if an HIV test cannot be administered prior to deployment.
- ¹³ Soldiers who have submitted a conscientious objector application will continue to be available for deployment in connection with a contingency operation or selective/partial/full/total mobilization except as follows: soldiers with an approved conscientious objector (1-0) status will not be deployable and will be allowed to continue processing for discharge. The General Court-Martial Convening Authority (GCMCA) may, at its discretion, excuse the soldier from deployment when the soldier has an application pending at the Department of the Army Conscientious Objector Review Board. Once a soldier submits a formal application for conscientious objector status UP AR 600-43, the soldier's eligibility for OCONUS deployments, not ordered in connection with contingency operations or selective/partial/full mobilization, will be determined in accordance with AR 614-30, table 3-2.
- ¹⁴ Soldiers known to have, or soldiers whom commanders have reasonable cause to believe have, a conviction of a misdemeanor crime of domestic violence are non-available for missions that require possession of firearms or ammunition.
- ¹⁵ The soldier may waive the deployment restriction in accordance with AR 614-30, table 3-2, rules 1e, 2, 12, and 16.
- ¹⁶ The soldier is not available beginning on the date the soldier attained his or her ninth un-excused absence, or the date the soldier is determined to be an unsatisfactory participant for failing to attend or complete the entire period of annual training (see AR 135-91, para 4-12).

Appendix E Reason codes

E-1. Primary reason codes for overall level not C-1

When filling out the overall set, (REASN) field, select a code from table E-1 indicating the primary reason a unit's overall level is not C-1.

E-2. Reason codes associated with PCTEF reporting and operational deployment

Use the codes in table E-2 when required to enter PCTEF data in regular reports, composite reports, deployed reports and DUIC reports in accordance with paragraph 11-3. Enter REASN code "M" in FF-level deployed reports and

composite reports to indicate the commander's use of the special training level criteria in accordance with paragraph 11-4f.

E-3. Reason codes for other than P-1, S-1, R-1, T-1, NBC S-1, and NBC T-1

Use codes from the tables E-3, E-4, E-5 and E-6 when completing the overall set, secondary reason (SECRN), tertiary reason, and in all measured area sets, primary reason level not 1 (PRRES, ESRES, ERRES, TRRES). Use codes from table E-7 to indicate the reasons that the NBC S-level or the NBC T-level is other than level 1.

Table E-1
Primary reason overall level not C-1

Code	Definition
	Personnel
S	Equipment-on-hand
R	Equipment readiness
T	Training
N	Unit is reporting C-5 because of a HQDA action or program.
X	Commander's judgment. Explanatory remarks must be submitted on a REASN card.
Z	Commander's subjective judgment is used, and one or more of the individual measured areas is not measured. Explanatory remarks must be submitted.
6	One or more of the individual measured areas is not measured.

Table E-2
Codes associated with PCTEF and deployed reporting

A	Non-reportable subordinate units/elements are pending operational deployment in accordance with paragraph 11-3 (see note 1 below).
B	The AA-level or FF-level unit (includes DUICs) or reportable subordinate units/elements are pending operational deployment (see note 1 below).
C	Less than 5% of the reporting unit's capability is deployed in support of a single operation.
D	5 - 15 % of the reporting unit's capability is deployed/employed in support of a single operation.
E	16 - 25% of the reporting unit's capability is deployed/employed in support of a single operation.
F	26 - 35% of the reporting unit's capability is deployed/employed in support of a single operation.
G	36 - 75% of the reporting unit's capability is deployed/employed in support of a single operation.
H	Over 75% of the reporting unit's capability is deployed/employed in support of a single operation.
I	Less than 5% of the reporting unit's capability is deployed/employed in support of multiple operations.
J	5 - 15 % of the reporting unit's capability is deployed/employed in support of multiple operations.
K	16 - 25% of the reporting unit's capability is deployed/employed in support of multiple operations.
L	26 -35% of the reporting unit's capability is SSC deployed/employed in support of multiple operations.
M	The T-level was determined in accordance with special criteria for major combat units in accordance with paragraph 11-4f (see note 3).
O	36 - 75% of the reporting unit's capability is deployed/employed in support of multiple operations.
Q	Over 75% of the reporting unit's capability is deployed/employed in support of multiple operations.

Notes:

¹ Use of REASN codes "A" and "B" are limited to a specified time period in accordance with paragraph 11-3.

² Explanatory GENTEXT REMARKS are required when a REASN code in table E-2 is used.

³ The "M" code is used only in the special T-level field in composite reports.

Table E-3
Reason codes for other than P-1, S-1, R-1, or T-1

Code	Definition
P01	Casualties
P02	Prisoner of War
P03	Organization inactivating
P04	Organization recently activated
P05	Organization on deployment
P06	Personnel levies excessive
P07	Personnel shortage-assigned
P08	MOS imbalances
P09	Not MOS qualified
P10	Personnel nonavailable
P11	Personnel deployed
P12	Personnel shortage-Air Defense MOS
P13	Personnel shortage-Armor MOS

Table E-3
Reason codes for other than P-1, S-1, R-1, or T-1—Continued

P14	Personnel shortage—Artillery MOS
P15	Personnel shortage—combat crews
P16	Personnel shortage—crew chief
P18	Personnel shortage—Engineer MOS
P19	Personnel shortage—enlisted
P20	Personnel shortage—enlisted combat crews
P22	Personnel shortage—Infantry MOS
P26	Personnel shortage—maintenance
P28	Personnel shortage—NCO (SGT TO SSG)
P29	Personnel shortage—NCO (SGT TO SGM)
P30	Personnel shortage—senior NCO (SFC to SGM)
P32	Personnel shortage—officer
P34	Personnel shortage—LT to CPT
P35	Personnel shortage—MAJ to COL
P36	Personnel shortage—pilot
P37	Personnel shortage—qualified to perform MOS duties to which assigned
P38	Personnel shortage—Signal MOS
P39	Personnel shortage—warrant officer
P40	Subordinate organization detached
P48	Personnel skill shortage—weapon system conversion
P54	Personnel shortage—enlisted aircrew
P59	Personnel shortage—missile maintenance
P60	Personnel shortage—aircraft maintenance
P64	Personnel shortage—linguists
P65	Personnel shortage—service constraint (low ALO, Type B, or Cadre)
P66	Personnel not available—drug and alcohol abuse
P67	Personnel shortage—medical health professionals
P68	Personnel shortage—medical service skills
P69	Personnel lack security clearance
P70	Skill shortage—nuclear weapons
P71	Personnel shortage—full-time support
P72	Personnel turnover—losses to unit
P73	Personnel turbulence—internal reassignments
P74	Unit reorganizing
P76	Personnel supporting training mission (school support)
P77	Training unit with wartime mission tasking capability
P78	Unit not manned and/or equipped; required in wartime structure
P81	Not MOS qualified—awaiting training
PUP	Reserved for use as secondary reason (SECRN) field (6-K-L) only when the commander has reported an overall -level that is different from the lowest resources area -level.

Table E-4
Codes for equipment-on-hand

Code	Definition
S03	Aircraft in storage
S04	Aircraft not fully equipped
S05	Aircraft on loan
S06	Aircraft operational loss/combat loss
S07	Equipment away for repairs
S08	Equipment away on loan
S11	Awaiting critical modification
S12	Component low-density end item unsatisfactory
S13	Equipment in administrative storage/pre-positioned
S16	Obsolete equipment
S17	Organization inactivating
S18	Organization recently activated
S19	Radar equipment unavailable
S20	Spare low-density end item unsatisfactory
S25	Shortage—communications equipment
S27	Shortage—major end item
S28	Shortage—engineering equipment
S29	Shortage—general supply equipment
S36	Shortage—special supply equipment
S37	Shortage—stock supply
S41	Shortage—test equipment
S42	Shortage—authorized equipment
S43	Shortage—vehicle
S45	Shortage—aircraft
S51	Shortage—missile
S57	Shortage—support equipment

Table E-4
Codes for equipment-on-hand—Continued

S64	Shortage-NBC equipment
S77	Shortage-generators
S80	Shortage-weapons
S89	Shortage—RX items authorized for stockage
S90	Shortage-pacing items
S91	Unit reorganizing
S92	Equipment not available due to school support (training) mission
S93	Equipment shortage—service constraint (low ALO, Type B, Cadre unit)
S94	Notional unit-not manned, not equipped
S95	Unit undergoing major equipment conversion (equipment-on-hand turbulence due to force modernization)
S99	Shortage—fire support equipment
STW	Training unit with wartime mission tasking capability
SUP	Reserved for use as secondary reason field (6–K–L) only; used only when the commander has reported an overall S-level that is different from the lowest measured area S-level.
SXA	Equipment in-transit to deployed location
SXB	Equipment in-transit from deployed location
SXC	Force modernization fielding delay
SXD	Unit lacks funds for stock funded equipment
SXX	Equipment not available due to partial deployment

Table E-5
Codes for equipment readiness

Code	Definition
R00	Equipment readiness degradation—fuel shortage
R01	Aircraft grounded safety flight
R02	Aircraft do not meet mobilization requirement
R05	Not mission capable depot—programmed depot maintenance
R06	Unit recently activated
R07	Equipment conversion (equipment readiness turbulence—force modernization)
R08	NBC equipment inoperable or not calibrated
R09	Damage-battle/combat
R11	Damaged/inoperative-aircraft
R17	Damaged/inoperative-counter measures (electrical/mechanical)
R21	Damaged/inoperative-equipment
R22	Damaged/inoperative-equipment communication
R23	Damaged/inoperative-generators
R24	Damaged/inoperative-equipment engineering
R25	Damaged/inoperative-equipment fire control
R27	Damaged/inoperative-IFF
R28	Damaged/inoperative-launcher/missile
R31	Damaged/inoperative-radar
R32	Damaged/inoperative-radar fire control
R33	Damaged/inoperative-radar search
R35	Damaged/inoperative-system data
R39	Damaged/inoperative-system missile fire control
R45	Damaged/inoperative-vehicle
R46	Damaged/inoperative weapon
R49	Equipment installation
R51	Equipment obsolete
R52	Equipment removal
R56	Inspection failed
R58	Insufficient funding
R59	Installing field changes/alterations/modifications
R60	Maintenance—facilities inadequate
R61	Maintenance-in progress
R62	Maintenance-scheduled
R63	Maintenance unscheduled
R64	Modification-aircraft
R71	Not mission capable supply (NMCS)—above unit maintenance
R79	Not mission capable supply—organizational maintenance
R80	Organization inactivating
R81	Organization in rotational deployment
R82	Overhaul-aircraft
R83	Overhaul-equipment
R84	Overhaul-weapons
R85	Power failure
R86	Radar unreliable/flight/ground check
R87	Repair—attached organizational equipment
R88	Repair—generators
R90	Repair—equipment

Table E-5
Codes for equipment readiness—Continued

R91	Repair—field maintenance
R92	Repair—lack proper tools to perform
R93	Repair—unit maintenance
R94	Repair—weapons
R95	NBC equipment incomplete or obsolete
R97	Modification—missile
R99	Overhaul—missile
RAT	Not mission capable depot—major modifications required
RBA	Maintenance in progress—estimated complete less than 24 hours
RBB	Maintenance in progress—estimated complete more than 24 hours
RBE	Unit reorganizing
RBF	Combat essential (pacing) item inoperative
RBG	Notional unit—not equipped not manned
RBH	Equipment inoperative due to school support (training) mission
RBI	Equipment inoperable due to extensive training
RBJ	Equipment inoperable due to extensive admin use
RBK	Equipment not available due to service constraint low ALO Type B cadre unit
RBP	Shortage repair parts/spares (ASL/PLL)
RBQ	Inoperative—safety
RBS	Damaged/inoperative—accident
RUP	Reserve for use as secondary reason field (6–K–L) only when the commander has reported an overall R-level that is different from the lowest measured area R-level.

Table E-6
Training codes

Code	Definition
T01	Administrative deadline equipment (includes for safety)
T02	Deadline rate of major communications/electronic items restricts training
T05	Inadequate—school quotas
T07	Inadequate—training ammunition
T08	Inadequate—training areas
T10	Incomplete—firing/proficiency tests
T11	Insufficient—crews combat-ready
T15	Insufficient—funding
T17	Insufficient—pilots combat-ready
T18	Insufficient—training time
T21	MOS imbalances
T23	Operational commitments
T24	Organization activating
T25	Organization inactivating
T26	Organization in rotational deployment
T27	Personnel not available
T28	Personnel turnover excessive
T29	Shortage—amphibious shipping
T30	Shortage—crew chief
T31	Shortage—equipment
T32	Shortage—instructor
T33	Shortage—instructor pilot/aircrew
T34	Shortage—leadership position personnel
T35	Shortage—senior NCO
T36	Shortage—qualified officers
T37	Shortage—personnel
T38	Shortage—technical skill personnel
T39	Squad/crew qualification low
T40	Tests—unsatisfactory readiness
T41	Training incomplete
T45	Aviator—training status degraded
T46	NBC defensive training incomplete
T47	Unit reorganizing
T48	Notional unit—unmanned, unequipped
T49	Training unit with wartime mission tasking capability
T51	Training incomplete—major equipment conversion
T53	Training incomplete—due to school support mission
T54	Training incomplete due to Service constraint—low ALO, Type B, Cadre unit
T55	Training incomplete—subordinate organizations in standby status
T57	Training incomplete—fuel shortage
T65	Training incomplete—nuclear weapons
T66	Training incomplete—special duty requirements

Table E-6
Training codes—Continued

T68	Insufficient-flight hours
T84	Language indicator code imbalances
T85	DLPT scores below minimums
T86	DLPT re-test delay (6 months or more)
TUP	Reserved for use as secondary reason field (6-K-L) only; and used only when the commander has reported an overall T-level that is different from the lowest measured area T-level.
T57	Training incomplete—fuel shortage

Table E-7
NBC equipment supply/readiness and training status codes

Codes for NBC equipment supply/readiness status

Code	Definition
SRA	Shortage—Category 1 equipment (MASK)
SRB	Shortage—Category 2 equipment (DET)
SRC	Shortage—Category 3 equipment (DECON)
SRD	Shortage—Category 4 equipment (IPE)
SRE	Shortage—Category 5 equipment (RAD)
SRF	Shortage—Category 6 equipment (MED)
SRG	Unserviceable/expired—Category 1 equipment (MASK)
SRH	Unserviceable/expired—Category 2 equipment (DET)
SRI	Unserviceable/expired—Category 3 equipment (DECON)
SRJ	Unserviceable/expired—Category 4 equipment (IPE)
SRK	Unserviceable/expired—Category 5 equipment (RAD)
SRL	Unserviceable/expired—Category 6 equipment (MED)
SRM	Shortage of support equipment (DECON site support material)
SRN	Shortage of general supply equipment (batteries, embark boxes, sanitation solution, etc.)
SRO	Shortage of repair parts
SRP	NBC equipment incomplete or obsolete
SRQ	Critical equipment capability deficiency
SRR	Non-mission capable during recent NBC SMAT/LRE/evaluation
SRS	Shortage of MES Chemical Agent Patient Treatment, LIN M23673
SRT	Shortage of Medical NBC Defense Material
SRU	Shortage of MES Chemical Agent Patient Decontamination, LIN 25865

NBC training codes

Code	Definition
TNA	Insufficient individual protective/survival measures training
TNB	Insufficient unit mission oriented task training
TNC	Insufficient NBC team training
TND	Insufficient NBC officer/specialist training
TNE	Insufficient MOPP conditioning training
TNF	Insufficient personnel completing the mask confidence exercise
TNG	Shortage of training devices/assets
TNH	Shortage of trained NBC team members
TNI	Personnel shortage—NBC defense officer
TNJ	Personnel shortage—NBC defense specialist
TNK	Non-mission capable during recent NBC MCCARES/ORE/evaluation
TNL	Environmental restrictions on training
TNM	High temperature training restrictions
TNN	Inadequate training ammunition—CS capsules/grenades
TNO	Inadequate school quotas
TNP	New equipment—training not received

Appendix F

Exempt/Non-Type Classified Items

F-1. General

a. Each unit's current authorization document (MTOE/TDA) serves as the base document for preparing (for USR purposes) the unit's EOH reportable equipment list. This list is used during calculation of equipment S-levels as outlined in chapter 5. HQDA has identified certain categories of equipment and equipment items that are exempt from use in EOH calculations for a specified time. In addition, commanders may designate selected items as on-hand "in-

lieu-of" required equipment items. (Note that R-level criteria for reportable equipment is different than S-level criteria for reportable equipment. See chapter 6.)

b. Paragraph 5-3 discusses reportable equipment and equipment that must be included in USR S-level calculations. In accordance with paragraph 5-3d, any ERC A/P MTOE/TDA equipment that has not been designated as exempt from USR S-level calculations must be included in the USR S-level calculation. LINs exempt from USR S-level calculations must be approved by HQDA (DAMO-FMF) (see para F-2).

c. HQDA authorized substitute, in-lieu-of (ILO), or MACOM non-type classified items (NTCI) will be counted as equipment-on-hand for reporting purposes in accordance with criteria established in paragraph 5-4. HQDA authorized substitute items are listed in EM 0007-FEDLOG, appendix H. In-lieu-of items are those items that do not have a valid substitute relationship reflected in EM 0007-FEDLOG, appendix H, but that the commander wishes to use in place of a required item of equipment. When applying substitutes and ILO equipment, commanders must adhere to criteria established in paragraph 5-4d to determine quantity and reportable EOH for USR purposes.

F-2. Line item numbers exempted from S-level computations

a. LINs designated as exempt by HQDA (DAMO-FMF) will not be included in USR S-level calculations until a sufficient quantity of that equipment is on hand to attain a S-3 level of fill.

b. A listing of LINs currently approved by HQDA for exemption from USR S-Level calculations is provided at table F-1 below. Updates to this listing will be posted on the HQDA Force Management Bulletin Board home page at <https://www.usafmsarrd.army.mil/home.cfm>. The procedures for requesting and processing LIN exemptions also are explained at this Web site. Access to the FMBB is through a link on the USAFMSA RD home page (<https://www.usafmsarrd.army.mil/home.cfm>) under the "References" drop down menu. The tables are in a restricted portion of the FMBB requiring a userid and password for access. Obtain both by selecting the "Account Request" menu item on the USAFMSA RD home page.

c. All items designated as "to accompany troops/not authorized pre-positioning" (TAT/NAP) in APS MTOEs are exempt from reporting regardless of S-Level.

F-3. Non-type classified items

a. MTOE/TDA changes or modernization of items may not always meet MACOM peculiar requirements. Equipment procured to meet current mission requirements may be supported against EOH requirements if the non-type classified item (NTCI) meets the following requirements:

- (1) Has the same characteristics as the authorized item.
- (2) Can be used in conjunction with other required items.
- (3) Is supportable. Required repair parts must be available. Repair capability must be within the scope of the unit/organization or available through other means (such as in theater contractor support or DS maintenance team). A source of supply for replacement of the major end item must be available.
- (4) Is planned to be deployed with the unit to accomplish wartime missions, if the authorized item is not available.

b. NTCIs may be reported against Army standard equipment until type classification is completed. MACOMs are responsible for initiating and monitoring type classification actions required to catalog/document the NTCI properly to the unit's MTOE, EM 0007-FEDLOG, and to ensure that it meets standard Army multicommand management information system (STAMIS) supportability for equipment readiness.

F-4. Non-type classified items, stand-alone systems

a. The Army has decided not to document some technology-intensive equipment and very low density NTCI equipment on the unit MTOE because, in most cases, the technology is extremely perishable. In some instances, these items may have the effect of an ERC-A item on the unit's ability to accomplish its mission.

b. NTCIs developed and procured for a "stand-alone" system/item must have an LIN assigned by the MACOM, and meet the criteria for ERC A, as outlined in appendix B, before it is reported in the USR System.

c. All NTCI items that meet the criteria in paragraph F-4b, will be reported if the unit is short of the item and the absence of the item has an adverse effect on the unit's ability to accomplish its wartime mission. NTCI stand-alones reported will not be included in the S-level or R-level calculations.

d. NTCI stand-alones will be reported on the GENTEXT label: ESRAT. As a minimum, the local LIN, noun nomenclature, and a brief description of the function of the item will be included in the remarks set.

**Table F-1
LINs exempt from S-level calculations**

Table F-1
LINs exempt from S-level calculations

LIN	Units affected	Expiration date	Notes
A17680	All Army units	Until revoked by HQDA	
A44539	All Army units	Until revoked by HQDA	
A79585	All Army units	Until revoked by HQDA	
A79653	All Army units	Until revoked by HQDA	
A79721	All Army units	Until revoked by HQDA	
C05541	All Army units	Until revoked by HQDA	
C05546	SRC 63413L - UIC WH3FAA SRC 63703AE1MI -UIC WNPAA	15 Oct 2003	
C18616	All Army units	Until revoked by HQDA	
C18650	All Army units	Until revoked by HQDA	
C27925	All Army units	Until revoked by HQDA	
C27993	All Army units	Until revoked by HQDA	
C38874	SRC 55569LF	Until revoked by HQDA	
C39398	SRC 55819L000	Until revoked by HQDA	
C40499	All Army units	Until revoked by HQDA	
C57780	All Army units	Until revoked by HQDA	
C59313	All Army units	Until revoked by HQDA	
C62375	All Army units	Until revoked by HQDA	
C78827	SRC 0725F000 UICs: WAGLAA & WAGNAA	16 Oct 2003	
D08209	SRC 55569LF	Until revoked by HQDA	
D08483	SRC 55569LF	Until revoked by HQDA	
D08620	SRC 55569LF	Until revoked by HQDA	
D08757	SRC 55569LF	Until revoked by HQDA	
D08894	SRC 55569LF	Until revoked by HQDA	
D09031	SRC 55569LF	Until revoked by HQDA	
D09168	SRC 55569LF	Until revoked by HQDA	
D10281	WDRHAA, WEKFAA	16 June 2003	
D10788	SRC 17465L000 UICs: WG2GAA, WG2JAA & WG2HAA	16 Oct 2003	
D99573	All Army units	Until revoked by HQDA	
E45766	All Army units	Until revoked by HQDA	
E45820	All Army units	Until revoked by HQDA	
E45830	All Army units	Until revoked by HQDA	
E56578	All Army units	Until revoked by HQDA	
E94970	All Army units	See note #2	#2
E98103	All Army units	Until revoked by HQDA	
G50523	SRC 08488A000 UICs: WBM9AA & WBNTAA	16 Oct 2003	
G74711	All Army units	See note #2	#2
H35404	All Army units	Until revoked by HQDA	#1
I LINs	All Army units	Until revoked by HQDA	#4

Table F-1
LINs exempt from S-level calculations—Continued

J31656	All Army units	Until revoked by HQDA	
J71611	All Army units	Until revoked by HQDA	
J87768	All Army units	Until revoked by HQDA	
J97569	All Army units	Until revoked by HQDA	
J98501	All Army units	Until revoked by HQDA	
K14677	All Army units	Until revoked by HQDA	
K14814	All Army units	Until revoked by HQDA	
K28023	All Army units	Until revoked by HQDA	
K47021	All Army units	Until revoked by HQDA	
K78558	All Army units	Until revoked by HQDA	
K87390	All Army units	Until revoked by HQDA	
K87391	All Army units	Until revoked by HQDA	
K87392	All Army units	Until revoked by HQDA	
K87401	All Army units	Until revoked by HQDA	
K87433	All Army units	Until revoked by HQDA	
K87536	All Army units	Until revoked by HQDA	
K87537	All Army units	Until revoked by HQDA	
K87538	All Army units	Until revoked by HQDA	
K87539	All Army units	Until revoked by HQDA	
K87541	All Army units	Until revoked by HQDA	
K87544	All Army units	Until revoked by HQDA	
K87545	All Army units	Until revoked by HQDA	
K87546	All Army units	Until revoked by HQDA	
K87547	All Army units	Until revoked by HQDA	
K87550	All Army units	Until revoked by HQDA	
K87551	All Army units	Until revoked by HQDA	
K87554	All Army units	Until revoked by HQDA	
K87556	All Army units	Until revoked by HQDA	
K87557	All Army units	Until revoked by HQDA	
K87559	All Army units	Until revoked by HQDA	
K87560	All Army units	Until revoked by HQDA	
K87561	All Army units	Until revoked by HQDA	
K87562	All Army units	Until revoked by HQDA	
K87563	All Army units	Until revoked by HQDA	
K87564	All Army units	Until revoked by HQDA	
K87565	All Army units	Until revoked by HQDA	
K87566	All Army units	Until revoked by HQDA	
M01100	All Army units	Until revoked by HQDA	
M02109	All Army units	Until revoked by HQDA	
M14381	All Army units	Until revoked by HQDA	
M30411	All Army units	Until revoked by HQDA	
M74849	All Army units	Until revoked by HQDA	
N02758	All Army units	Until revoked by HQDA	

**Table F-1
LINs exempt from S-level calculations—Continued**

N04456	All Army units	Until revoked by HQDA	
N04596	All Army units	Until revoked by HQDA	
N04732	All Army units	Until revoked by HQDA	
N04982	All Army units	Until revoked by HQDA	
N15518	All Army units	Until revoked by HQDA	
N23721	All Army units	Until revoked by HQDA	
P41172	All Army units	Until revoked by HQDA	
P43177	All Army units	Until revoked by HQDA	
P43211	All Army units	Until revoked by HQDA	
P49587	WBVEAA	Sep 2002	
R11154	SRC 55819L000	Until revoked by HQDA	
R30308	All Army units	See note #2	#2
R30895	All Army units	Until revoked by HQDA	
R55200	All Army units	Until revoked by HQDA	
R71504	All Army units	Until revoked by HQDA	
R71604	All Army units	Until revoked by HQDA	
S01373	All Army units	Until revoked by HQDA	
S01441	All Army units	Until revoked by HQDA	
S26331	SRC 55569LF	Until revoked by HQDA	
S50205	SRC: 06365A000 UICs: WARXAA, WAQZAA & WA2SAA	15 Oct 2003	
T16000	All Army units	Until revoked by HQDA	
T33825	WPKWAA, WPMKAA, WTDNAA, WPD3AA, WXFCAA, WPRQAA, WPRSAA, WPRTAA, WPRUAA, WPRWAA, WPRXAA, WPMLAA, WPPSAA, WPC3AA	15 Oct 2004	#3
T40405	All Army units	Until revoked by HQDA	
T75536	All Army units	Until revoked by HQDA	
T77451	SRC 55819L000	Until revoked by HQDA	
T80876	SRC 55819L000	Until revoked by HQDA	
T89316	All Army units	Until revoked by HQDA	
T89384	SRC M43607L000 UICs: WB13AA, WB37AA, WB3MAA, WB30AA, WJBPA, WJBQAA & WCX7AA	15 Oct 2003	
T93761	All Army units	Until revoked by HQDA	
T95924	All Army units	See note #2	#2
U01275	All Army units	Until revoked by HQDA	
U01295	All Army units	Until revoked by HQDA	
U01305	All Army units	Until revoked by HQDA	
U12203	SRC 55569LF & SRC 55819L000	Until revoked by HQDA	
U12204	SRC 55569LF & SRC 55819L000	Until revoked by HQDA	
V08699	All Army units	Until revoked by HQDA	
V08721	All Army units	Until revoked by HQDA	

Table F-1
LINs exempt from S-level calculations—Continued

V62406	All Army units	Until revoked by HQDA	
V98788	All Army units	Until revoked by HQDA	
W00869	All Army units	Until revoked by HQDA	
W60351	All Army units	Until revoked by HQDA	
X46722	SRC 55819L000	Until revoked by HQDA	
X47818	SRC 55819L000	Until revoked by HQDA	
X50436	SRC 55569LF	Until revoked by HQDA	
X50832	SRC 55569LF	Until revoked by HQDA	
Y03104	All Army units	Until revoked by HQDA	
Z LINs	All Army units	Until revoked by HQDA	#5

Notes:

¹ Includes radio sets AN/PRC-104A, AN/GRC-193A and AN/GRC-213A.

² These LINS are exempt only if authorized in association with the common ground station (CGS) "LIN Z17435". If the "Z" LIN is not authorized, then the LINs are not exempt. Exemption is good until CGS fielding is completed for the military intelligence unit.

³ Pertains to units organized under SRC 09528LV00 and 09629L000.

⁴ See figure 5-1.

⁵ This blanket exemption is only applicable to Z-LINs that are not pacing items. A Z-LIN that is a pacing item is not exempt from USR S-level calculations unless it has been identified as such by specific LIN (for example, Z12345) elsewhere in table F-1. All LINs, to include Z-LINs, will be included in USR S-level calculations when LIN on-hand quantities are at the S-3 level of fill or better (see para 5-3 and fig 5-1).

Appendix G

Special Terms and Labels for Data Fields and Data Sets Used in PC-ASORTS

G-1. General

PC-ASORTS uses several special terms and establishes various labels for data fields and data sets to facilitate entering required data. These special terms and labels are not acronyms.

G-2. Special terms and labels

The meaning and use of these special terms and labels are explained in table G-1.

Table G-1
List of the names of data field labels and data sets

Term/Label	Definition/Usage
2ADDSKIL Set	Additional skill identifier/SQI shortage
2EOHSHRT Set	Equipment-On-Hand Shortage Report
2ERC_B&C_SHORT Set	Units that have ERC B/C LINs at the S-4 level will list those LINs in this set.
2ERCERRT Set	Comments on all unserviceable and non-operational MTOE/TDA equipment will be reported on the 2ERCERRT.
2ERCFOUR Set	Equipment that is S-Level 4, 2ERCFOUR set will use 2ERFOUR set (see fig 5-5)
2LANGAGE Set	The proficiency status of assigned linguists by language identification code (LIC) and the unit's current assigned language requirements will be reported in the 2LANGAGE set.
2PIERRAT Set	Pacing items operational percentage report.
2PIESTAT Set	Pacing item status report
2PSPER Set	Personnel grade strength of the unit. This set provides personnel strength by grade.
2RQPER Set	Military occupational specialty shortage report.
EQCONDN Set	Equipment condition
EQLIN	Equipment line item number
EQMCRDAT Set	Equipment mission capable readiness data

Table G-1
List of the names of data field labels and data sets—Continued

EQOHDAT Set	EQOHDAT set
ERCA4LIN	ERC A line item number at level C-4.
ERCAAUTH	ERC A authorized
ERCAOH	ERC A on-hand
ERCAREQ	ERC A required
FORECAST Set	Signifies what unit readiness will be at a specific date or period of time.
KA1 Report	Regular report
KA2 Report	Change report
KA3 Report	Deployed report
Misc. NEW AR220 Set	Compilation of PREMOB, and Special Duty data for Reserve Component units.
NBCEQPT	Chem/bio equipment percent
PERSDATA Set	Personnel data
PIAUT	Pacing item authorized. Identifies the pacing item on the 2 PIESTAT report
PIEQRPCT	Pacing item equipment ready percent
PILIN	Pacing item line item number
PILOC	Pacing item location
PINAME	Pacing item name
PIOH	Pacing item on-hand
PIREQ	Pacing item required
PROFREQ	Professional fillers required
QTYAUTH	Quantity authorized
QTYOH	Quantity on-hand
QTYREQ	Quantity required
READYSEG Set	Compilations of date elements
RPTDUIC Set	Reported unit identification code
TRAINDAT Set	Training data
T-METL	The percent of the METL trained

Appendix H

NBC Line Item Numbers

H-1. General

PC-ASORTS provides several screens that list the NBC equipment items, grouped by NBC equipment category, that have been identified for status reporting in the USR. When units use these screens to enter status data for the NBC equipment items identified, PC-ASORTS will automatically calculate the NBC S-level for each NBC category and the overall NBC S-level for the unit. The results of the NBC S-level calculation are entered in the appropriate data fields on the PC-ASORTS screen for the Environmental Factors Report (see para 5-13).

H-2. Special instructions

Table H-1 lists each of the NBC equipment items by LIN and item/description that is included on the PC-ASORTS screens. Units will use the appropriate item/description preceded by "OTHER" to enter status data for reportable NBC equipment items that are not specifically listed. For, example, units having category 1 protective masks that are required, authorized or on-hand but that are not listed in table H-1 or on the applicable PC-ASORTS screen, will enter status data for those masks as "OTHER CAT 1 MASKS" (DE #15). Similarly, the item/description lines for "OTHER MASKS" (DE #13), "OTHER TESK KITS" (DE #14), "OTHER DECON" (DE #38), "OTHER SUITS" (OVERGARMENTS) (DE #63), "OTHER GLOVES" (DE #54), "OTHER HOODS" (DE #55), "OTHER FILTERS" (DE #56),

“OTHER HELMET CV” (DE # 57), “OTHER IPE” (DE #58), “OTHER RAD” (DE #78) and “OTHER MED” (DE #81) will be used as appropriate.

Table H-1
NBC equipment items

DE	Category	LIN	Item/description
01	MASK	M10936	MASK M25
02	MASK	M11621	MASK M24
03	MASK	M11895	MASK M17
04	MASK	M12350	MASK M43
05	MASK	M12418	MASK M40
06	MASK	M12600	MASK M48
07	MASK	M13515	MASKCB M48
08	MASK	M12668	MASK M49
09	MASK	M12736	MASK M45
10	MASK	M18526	MASK M42
11	MASK	M18594	MASK M43A1
12	MASK	T62350	TST KT M41
13	MASK	MSK#01	OTHER MASKS
14	MASK	MSK#02	OTHER TEST KITS
15	MASK	MSK#99	OTHER CAT1 MASK
16	DET	A32355	ALM CHPORT
17	DET	A32638	ALM CH M21
18	DET	A33020	ALM CM M22
19	DET	A32778	ALM M27
20	DET	A33120	ALM CM M42
21	DET	A48430	ALM B1 M31
22	DET	A48498	ALM B1
23	DET	C05701	MTR CH AGT
24	DET	DET#01	DET PR M8
25	DET	D03409	DETSYS M94
26	DET	D12196	DGNTST CAM
27	DET	DET#99	OTHER DET
28	DECON	DEC#01	DCON M295
29	DECON	DEC#02	DCON M11
30	DECON	F81880	DECONM12A1
31	DECON	DEC#03	DCONM13DAP
32	DECON	D23607	DECON M21
33	DECON	D23675	DECON M22
34	DECON	D82404	DECON PWR
35	DECON	DEC#05	DCONM258A1
36	DECON	C79000	CPS M20
37	DECON	Z78133	CBPS
38	DECON	DEC#99	OTHER DECON
39	IPE	IPE#01	FLTR CANC2

**Table H-1
NBC equipment items—Continued**

40	IPE	IPE#02	FLTR M13A2
41	IPE	IPE#03	FLTR M10A1
42	IPE	IPE#04	FLTR ELM48
43	IPE	IPE#05	HELMET CP
44	IPE	IPE#06	HOOD M6A2
45	IPE	IPE#07	HOOD M7
46	IPE	IPE#08	HOOD M5
47	IPE	IPE#09	HOOD M40-2
48	IPE	IPE#10	BDO 3 CLR
49	IPE	IPE#11	BDO 6 CLR
50	IPE	IPE#12	BDO WOODLD
51	IPE	IPE#13	GLVS 25MIL
52	IPE	IPE#14	GLVS 14MIL
53	IPE	IPE#15	GLVS 7 MIL
54	IPE	IPE#16	GRN VYL OS
55	IPE	IPE#17	BLK VYL OS
56	IPE	IPE#18	FTWR CVRCP
57	IPE	IPE#19	DET M256A1
58	IPE	IPE#20	DCON M291
59	IPE	IPE#21	DET PR M8
60	IPE	IPE#22	DET PR M9
61	IPE	IPE#23	JSLST SUIT (CPOG)
62	IPE	IPE#24	DCON M295
63	IPE	IPE#25	OTHER SUITS (OVER GARMENTS)
64	IPE	IPE#26	OTHER GLOVES
65	IPE	IPE#27	OTHER HOODS
66	IPE	IPE#28	OTHER FILTERS
67	IPE	IPE#29	OTHER HELMET CV
68	IPE	IPE#99	OTHER IPE
69	RAD	Q19339	RADANPDR27
70	RAD	Q20935	RAD IM 93
71	RAD	Q21483	RAD IM 174
72	RAD	R20684	RAD ANVDR2
73	RAD	R30925	RAD ANPD75
74	RAD	R31061	RAD ANUD13
75	RAD	RAD#01	DT-236
76	RAD	R30993	RAD ANPDR77
77	RAD	E00533	RAD PP1578
78	RAD	RAD#99	OTHER RAD
79	MED	M23673	MES CHEM TR
80	MED	M25865	MES CHEM DC
81	MED	MED#99	OTHER MED

Glossary

Section I Abbreviations

ACS

asset control subsystem

ADSW

active duty for special work

ADT

active duty training

AEB

aerial exploitation battalion

AFU

assault fire unit

ALO

authorized level of organization

AMEDD

Army Medical Department

AMIM

Army Modernization Information Memorandum

AMTP

Army mission training plan

AR

Army regulation

ARNG

Army National Guard

ARNGUS

Army National Guard of the United States

ARTEP

Army Training and Evaluation Program

ASI

additional skill identifier

ASIOE

associated support items of equipment

ASL

authorized stockage list

AT

annual training

ATM

air-crew training manual

attn/ATTN

attention

auth

authorized

avg

average

AVLB

armored vehicle launch bridge

avn

aviation

AWOL

absent without leave

BASOPS

base operations

BII

basic issue item

BMM

borrowed military manpower

BOIP

basis of issue plan

CBW

chemical and biological weapons

cdr

commander

CEWI

combat electronic warfare and intelligence

CFV

cavalry fighting vehicle

chap

chapter

CIF

central issue facility

CJCS

Chairman of the Joint Chiefs of Staff

CJCSI

Chairman of the Joint Chiefs of Staff Instruction

CJCSM

Chairman of the Joint Chiefs of Staff Manual

CMF

career management field

COHORT

cohesive operational readiness training

COL

colonel

CS

combat support

CSS

combat service support

CTC

combat training center

CTT

commander's tactical terminal; also common task training

DARNG

Director, Army National Guard

DLI

Defense Language Institute

DLPT

defense language proficiency test

DOL

director of logistics

ECS

equipment concentration sites

E-date

effective date

EOH

equipment-on-hand

ERC

equipment readiness code

EW

electronic warfare

FA

field artillery; also functional area

fld/FLD

field

FMC

fully mission capable

FTNGD

full-time National Guard duty

GBCS

ground based common sensor

GCMCA

general court-martial convening authority

HET

heavy equipment transporter

HHB

headquarters and headquarters battery

HHC

headquarters and headquarters company

HQ

Headquarters

HQDA

Headquarters, Department of the Army

IADT

initial active duty for training

IET

Initial entry training

IFV

infantry fighting vehicle

ILO

in lieu of

IMA

Individual Mobilization Augmentee

IPE

individual protective equipment

IRR

Individual Ready Reserve

ITV

improved tow vehicle

JCS

Joint Chiefs of Staff

KATUSA

Korea augmentation to United States Army

LCSS

Land Combat Support System

LIC

language identification code

LID

light Infantry division

LIN

line item number

LOG

logistics

LTOE

living table of organization and equipment

MAB

Mobile Assault Bridge

MACOM

major Army command

MAE

mission accomplishment estimate

MAJ

major

MARC

manpower requirements criteria

MEBD

medical evaluation board

MEDCOM

Medical Command

MOSC

military occupational specialty code

MSE

materiel status evaluation or mobile subscriber equipment

mtd

mounted

MTOE

modification table of organization and equipment

MTP

mission training plan

NAP

not authorized pre-positioning

NBC

nuclear, biological, chemical

NCO

noncommissioned officer

NET

new equipment training

NMCM

not mission capable maintenance

OBC

officer basic course

OCS

officer candidate school

ODCS, G-1

Office of the Deputy Chief, G-1

ODCS, G-2

Office of the Deputy Chief of Staff, G-2

ODCS, G-3

Office of the Deputy Chief of Staff, G-3

ODCS, G-4

Office of the Deputy Chief of Staff, G-4

ODCS, G-8

Office of the Deputy Chief, G-8

OOC

out of cycle

OPFOR

opposing forces

ord

ordnance

ORE

operational readiness evaluation

OTSG

Office of The Surgeon General

PEB

physical evaluation board

PLL

prescribed load list

PMCS

preventative maintenance checks and services

PMOSC

primary military occupational specialty code

POR

preparation of replacements for overseas movement

QTB

quarterly training brief

ROTC

Reserve Officer Training Corps

SARRS

Standard Army Retail Supply System

SCG

security classification guide

SD

special duty

SGT

sergeant

SIDPERS

Standard Installation/Division Personnel System

SIMA

Systems Integration and Management Activity, USAMC

SM

Service member

SOJT

supervised on the job training

SP

self-propelled

SPBS-R

Standard Property Book System—Redesign

SQI

special qualifications identifier

SSG

staff sergeant

STAMIS

Standard Army Management Information System

TAADS

The Army Authorization Document System

TAADS-R

The Army Authorization Documents System—Redesign

tac

tactical

TADSS

training aides, devices, simulators, and simulations

TAT

to accompany troops

TD

troop diversion

TEC

training extension course

TMDE

test measurement and diagnostic equipment

topo

topographic

TOW

tube launched, optically tracked, wire guided

TPU

troop program unit

TSG

The Surgeon General, United States Army

TTADS

temporary tour of active duty

UAV

unmanned aerial vehicles

ULLS

Unit Level Logistics System

USAR

United States Army Reserve

USR

unit status report, reporting

UTE

unit training equipment

WETS

weekend training site

WO

warrant officer

YTB

yearly training brief

Section II**Terms****Active Component**

The Active Component is a federal force of full-time soldiers and Department of the Army civilians who make up the operational and institutional organizations engaged in the day-to-day missions of the Army. Congress annually determines the number of soldiers The Army may maintain in the Active Component (FM 1).

active duty

Full-time duty in the active military service of the United States. Includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Does not include full-time National Guard duty (see Title 10, United States Code (USC)).

Active Guard/Reserve

Army National Guard of the United States and United States Army Reserve (USAR) personnel serving on active duty (AD) under Section 672(d), Title 10, United States Code, and the Army National Guard of the United States (ARNGUS) personnel serving on full-time National Guard duty (FTNGD) under Section 502(f), Title 32, United States Code. These personnel are on FTNGD or AD (other than for training on AD in the Active Army) for 180 days or more for the purpose of organizing, administering, recruiting, instructing, or training the Reserve components.

Active service

Service on active duty or full-time National Guard Duty (see Title 10, USC).

Annual training

The minimum period of annual active duty training or annual field training that a member performs each year to satisfy

the annual training requirements associated with his or her Reserve Component assignment. It may be performed during one consecutive period or in increments of one or more days, depending on mission requirements.

Area of concentration

The functional area orientation of officers.

Army National Guard

As used in this regulation, ARNG describes Army units under the control of the individual States and Territories that become a component of The Army when in the service of the United States.

Army National Guard of the United States

As used in this regulation, ARNGUS describes federally recognized Army units consisting of members of the ARNG who have been mobilized and come under the control of Federal authorities.

Army training and evaluation program

A program for collective training in units. It describes the collective tasks that the unit must perform to accomplish its mission and survive on the battlefield.

Assigned strength

The assigned personnel strength of a unit includes all permanently assigned personnel plus those personnel carried on a separate TDA providing full-time Reserve Component support who will mobilize with the unit and personnel designated to join an active component unit under PROFIS, the professional filler system. Personnel temporarily absent (for example, leave and TDY) are included in assigned strength.

Augmentation table of organization and equipment

An augmentation TOE is an authorization documentation document created to authorize additional personnel or equipment or both by an MTOE unit to perform an added peacetime or non-MTOE mission (see HQDA Letter 220-01-1).

Authorization documents

HQDA- or proponent-approved records that reflect personnel and equipment requirements and authorizations for one or more units. Authorization documents also provide unit organizational information. Such documents are MTOE and TDA.

Authorized level of organization

The alphanumeric code that establishes the authorized personnel strength and equipment level for an MTOE unit. Authorization levels are set according to TOE levels or, when no corresponding TOE level exists, at a percentage of the TOE level 1 as shown in MTOE required strength or at the type B or cadre structure of the base TOE (see HQDA Letter 220-01-1).

Authorized strength

That portion of the required manpower that can be supported by the manpower available and that is reflected in the authorized column of authorization documents.

Available days

Applies to assessing equipment's ability to do its combat or support job. Available days are the days equipment is on hand in the organization and fully able to do its mission. The time that equipment is fully mission capable.

Available strength

That portion of a unit's assigned strength available for deployment and/or employment, as qualified in appendix E.

Borrowed military manpower

The use of military manpower from an MTOE unit to perform duties within a TDA activity where a MACOM-approved manpower requirement exists, but for which no manpower space has been authorized. Additionally, borrowed military manpower may be employed in those cases where, although manpower spaces have been authorized, the positions are vacant.

Cadre unit

Organized at the cadre (nucleus) level to provide a base for expansion to ALO 1 in case of mobilization; for example, a

unit that will have a training mission. Cadre type units will not be organized or used solely for non-wartime missions. Units organized at the cadre level of the TOE will be authorized only that equipment needed for cadre training.

Carrier unit identification code

Provides a means to assign personnel and account for equipment that arrives at the unit location before unit activation. Upon activation of the MTOE unit, HQDA (DAMO–FD) will discontinue the carrier UIC.

Category level (C–Level)

Indicates the degree to which a unit has achieved prescribed levels of fill for personnel and equipment, the training status of those personnel, and the maintenance status of the equipment.

Centralized documentation

A process for the consolidated development of force structure guidance by HQDA, and centralized building of TOE, BOIP, and MTOE documents by USAFMSA with MACOM involvement and validation.

Collective training

Training in institutions or in units to prepare cohesive teams and units to accomplish their combined arms missions.

Combined training

Training involving elements of two or more forces of two or more nations.

Command and control

The exercise of authority and direction by a properly designated commander over assigned forces in the accomplishment of the mission. Command and control functions are performed through an arrangement of personnel, equipment, communications, facilities, and procedures employed by a commander in planning, directing, coordinating, and controlling forces and operations in the accomplishment of the mission.

Command and control number

A six-position alphanumeric code that is used to identify authorization documents; for example, FC0188. The first two characters represent the MACOM, in this example FORSCOM. The third and fourth digits are the change number within the fiscal year, and the fifth and sixth digits are the fiscal year in which the document becomes effective.

Command and control system

The facilities, equipment, communications, procedures, and personnel essential to a commander for planning, directing, and controlling operations of assigned forces pursuant to the missions assigned.

Common table of allowances item

An item of materiel that can be authorized by a common or specific usage criteria and that does not require documentation in TAADS–R and a centralized computation of requirements by the Structure and Composition System (SACS) (see HQDA Letter 220–01–1).

Composite report

A report submitted by a major unit providing an overall assessment based on the condition of subordinate measured units and their ability to operate together.

Continental United States Army

Commands, supports, and supervises United States Army Reserve units in specified geographical areas. The CONUSA reports directly to FORSCOM.

Deploy

The relocation of forces, personnel, or equipment from home station to meet operational deployment requirements.

Deployment tempo (DEPTEMPO)

The number that represents the amount of time (within one month) that a unit would have to deploy as a whole to replicate the effects of all actual unit, subordinate unit, detachment, and individual soldier deployments for training and operational missions.

Developmental line item number (ZLIN)

A temporary number assigned by AMC catalog data activity for planning purposes to a developmental or non-developmental item before type classification and replacement with a standard item number (AR 708–1 and AR 70–1).

Derivative unit identification code (DUIC)

DUICs are assigned to organic elements of organizations that require separate UIC registration. Examples are sub-elements either located with or away from the parent unit but included by separate paragraphs within the parent unit document (see HQDA Letter 220-01-1). Also see definitions for subunit UIC and parent unit.

E-date (effective date)

A six-position numeric code that signifies the actual date that an authorization document is effective; for example, 871001. The first two digits are the calendar year, the third and fourth are the month, and the fifth and sixth are the day.

E-date adjustment

The revision of the effective date of the authorization document. During the course of activation, conversion, or reorganization, the MACOM, or proponent, may recognize that the approved e-date will cause a decrease in unit status. A new e-date will be recommended to HQDA. HQDA, on a case-by-case basis, issues authority to modify the e-date of those approved TAADS documents.

Emergency deployment readiness exercise

Minimum notice exercise to test unit deployment capabilities under contingency conditions.

Enhanced brigade

Standardized design of enhanced armor, mechanized, or infantry brigades as well as armored cavalry regiments. Enhanced brigades contain robust CS/CSS that allows easy integration into existing corps or division support structure. C4I systems are compatible and interoperable with corps and division systems. The enhanced brigade is capable of functioning as part of a division or a separate brigade within the corps.

Equipment mission capable

A logistic indicator that portrays how well a unit is maintaining that portion of its on-hand equipment that is both unit status and maintenance reportable. For USR reporting purposes, fully mission capable (FMC) equates to equipment mission capable.

Equipment-on-hand

A logistic indicator depicting the organization's fill of unit status reportable equipment. EOH is computed by comparing reportable equipment on hand to wartime requirements.

Equipment readiness

A logistic indicator that portrays the combined impact of equipment shortages and maintenance shortfalls on a unit's ability to meet wartime requirements. (Note: the term "equipment serviceability" is used at the Joint level).

Equipment serviceability code

A one-digit code explaining an item's importance to a unit's combat, combat support, or service support mission. The codes are assigned to items on modification tables of organization and equipment. Since equipment can serve different purposes, the same item may have a different code on like or different type units. Equipment serviceability codes are further defined in appendix B.

Field, alphabetic

A left-justified data field in which alphabetic characters (A through Z), special characters, and embedded blanks can be reported, followed by trailing blanks.

Field, alphanumeric

A left-justified data field in which alphabetic characters (A through Z), special characters, numeric characters, and embedded blanks can be reported, followed by trailing blanks.

Field, numeric

A right-justified data field, in which Arabic numerals 0 through 9 can be reported, preceded by leading zeros.

Full deployment

Full deployment occurs when the preponderance (more than half) of the assigned personnel in a parent unit (AA-level UIC) is deployed, to include the unit's command and control system, and only a small rear detachment, consisting of non-deploying personnel and/or stay-behind equipment items, remains at the home station.

Full METL proficiency

The unit training condition where each METL task can be performed to standard by the unit, and only sustainment training is needed. Full METL proficiency is the benchmark from which the number of training days required for unit training is measured. It is not a deployment standard or the criteria for the T-1 level.

General support forces

Training, logistic, security, and other support activities of the CONUS base, field activities, administrative headquarters, and forces provided for peacetime-peculiar activities. They are identified in Department of the Army Force Accounting System by a three-position force planning code beginning with a "C."

Left-justify

To position data within the space allocation so that the left data character occupies the left position of the field (alpha and alphanumeric).

Line item number

A six-position alphanumeric number that identifies the generic nomenclature of specific types of equipment. Standard LIN consists of one alpha position followed by five numeric positions. Standard LIN are assigned by Army Materiel Command (AMC) and are listed in EM 0007-FEDLOG.

Loaded deployability posture

All equipment and accompanying supplies of a unit's first increment is loaded aboard aircraft and/or ships and prepared for departure to a designated objective area. Personnel are prepared for loading on minimum notice.

Main body

Principal part of a tactical command or formation. It does not include detached elements of the command, such as advanced party or closeout party.

Maintenance significant item/materiel

An end item, assemblage, component, or system for which the maintenance support concept envisions the performance of corrective maintenance services on a recurring basis.

Major combat unit

A division, separate brigade, or armored cavalry regiment.

Major United States Army Reserve Command

A general officer command that is directly subordinate to a numbered continental United States Army.

Measured unit

Active and Reserve Component units that are registered in ASORTS and that are required to submit a unit status report in accordance with the provisions of AR 220-1.

Military occupational specialty

The grouping of duty positions requiring similar qualifications and the performance of closely related duties.

Military occupational specialty code

The five-character code used to identify MOS, skill level, and special qualifications.

Military qualification standards

A three-phased series of manuals for officers (MQS I, Pre-commissioning; MQS II, Lieutenant; and MQS III, Captain) that state military tasks, skills, knowledge, and professional military education expected of an officer at these levels. MQS I, the pre-commission manual, is the same for all pre-commission programs; MQS II and III are branch and specialty specific.

Mission capable

The time that a piece of equipment or system is fully mission capable or partially mission capable. Fully mission-capable equipment is fully mission capable when it can perform all of its combat missions without endangering the lives of crew or operators. The terms "ready," "available," and "full mission capable" are often used to refer to the same status; equipment is on hand and able to perform its combat missions. Partially mission-capable systems and equipment are safely usable and can perform one or more, but not all, primary missions because one or more of its

required mission-essential subsystems are inoperative for lack of maintenance or supply. For unit status reporting purposes, the Army uses only FMC time.

Mission-essential task list

A compilation of collective mission essential tasks, which must be successfully performed if an organization, is to accomplish its wartime mission (FM 25–101).

Mission-support TDY

Duties that include meetings, conferences, staff visits, staff augmentation, and medical appointments.

Mobilization

The act of preparing for war or other emergencies through assembling and organizing national resources. It is the process by which the Armed Forces, or part of them, are brought to a state of readiness for war or other national emergency. This includes assembling and organizing personnel, supplies, and materiel for active military service, federalization of Reserve components, extension of terms of service and other actions necessary to convert to a wartime posture.

Mobilization station

The designated military installation (active, semi-active, or inactive) or mobilization center to which a Reserve Component unit is moved for further processing, organizing, equipping, training, and employing after mobilization and from which the unit may move to its port of embarkation.

Modification table of organization and equipment

An authorization document that prescribes the modification of a basic TOE necessary to adapt it to the needs of the specific unit or type of unit (AR 71–32).

Nonavailable personnel

Personnel who are not available for deployment with their assigned units to meet wartime mission requirements in accordance with the personnel availability criteria established in appendix D of this regulation. For USR purposes, the determination of a soldier's availability is linked directly to the wartime mission requirements of his/her unit of assignment and may not correspond to the soldier's availability status for peacetime deployments based on administrative/personnel policy guidelines.

Nonavailable days

Used in assessing the ability of equipment to perform its combat or combat support job. Non-available days are the days the equipment was not able to perform its mission, the time the equipment is not mission capable.

Not mission capable

Equipment that cannot perform one or more of its combat missions.

Not mission capable maintenance

Equipment that cannot perform its combat mission because of maintenance work that is needed or under way.

Not mission capable supply

Equipment that cannot perform its combat mission because of awaiting parts/supplies or a supply shortage.

Obsolete line item number

As used in this regulation, an equipment item that has been formally type classified obsolete by line item number and deleted from chapter 2 of EM 0007–FEDLOG.

Operational deployment

For USR purposes, operational deployments requiring a PCTEF report are those involving the movement of an Army reporting unit or its reportable subordinate elements away from their home stations to accomplish operational requirements as directed by a higher headquarters. Operational deployments encompass broad mission types such as small-scale contingencies (SSC), military operations other than war (MOOTW), and stability and support operations (SASO) and include a wide range of activities, such as peacekeeping, humanitarian relief, and support to civil authorities. They do not include unit deployments to accomplish training or to participate in training exercises.

Operating tempo (OPTEMPO)

As used by Army, the annual operating miles or hours for the major equipment system in a battalion-level or

equivalent organization. Commanders to forecast and allocate funds for fuel and repair parts for training events and programs use OPTEMPO.

Operations tempo (OPTEMPO)

The rate at which units of the armed forces are involved in military activities, including contingency operations, exercises, and training deployments. (Congress designates this definition of OPTEMPO for the Annual Defense Report.)

Pacing items

Major weapon systems, aircraft, and other items of equipment central to an organization's ability to perform its designated mission. These items are subject to continuous monitoring and management at all levels of command. Pacing items are identified in appendix C.

Parent unit

In MTOE units, a United States Army numbered unit of battalion or equivalent level. Also, a numbered company, battery, troop, platoon, detachment, or team that is not an organic element of a battalion. The 5th and 6th positions of a UIC that end in AA identify an organization as a parent unit. Note that certain split units are treated as parent units for documentation in TAADS. TDA parent units are organized under a TDA with a unique TDA number assigned by DA, which includes TDA augmentation to an MTOE unit.

Partial deployment

A partial deployment occurs when a parent unit (AA-level UIC) deploys less than one-half of its personnel. There are two types of partial deployments, depending upon the deployment status of the unit's command and control system—a partial deployment with the unit's command and control system and a partial deployment without the unit's command and control system.

Personnel losses

Actual losses to a reporting unit. Intra-command losses are not included. For example, losses to subordinate units that do not result in a loss to the reporting command are not counted as personnel losses.

Personnel tempo (PERSTEMPO)

The amount of time members of the armed forces are engaged in their official duties, including official duties at a location or under circumstances that make it infeasible for a member to spend off-duty time in the housing in which the member resides when on garrison duty at the member's permanent duty station.

Possible days

The number of calendar days an item was on hand—on the property book—during the DA Form 2406 report period. For an item you received during the reporting period, count the first day it was on-hand as a whole possible day. Do not count the last day an item is on hand—the day you lost it from your property book—as a possible day.

Port of embarkation

A marine or air terminal at which troops, units, military sponsored personnel, unit equipment, and materiel board and/or are loaded aboard ships or aircraft as part of a deployment operation.

Professional filler system (PROFIS)

The system designed to assign/attach active duty AMEDD personnel to Active Army mobilization table of organization equipment required positions that are not authorized or not normally filled in accordance with AR 601-142.

Readiness

The ability of U.S. military forces to fight and meet the demands of the National Military Strategy. Readiness is the synthesis of two distinct, but interrelated levels: unit readiness and joint readiness. Unit readiness is the ability to provide capabilities required by the combatant commanders to execute their assigned missions. This is derived from the ability of each unit to deliver the outputs for which it was designed. Joint readiness is the combatant commander's ability to integrate and synchronize ready combat and support forces to execute his or her assigned missions.

Required column

That portion of a unit's TOE/MTOE/TDA that designates what personnel and equipment are necessary to meet full wartime requirements.

Reserve Component

As used in this regulation, applies to ARNG, ARNGUS, and USAR units.

Reserve Component on extended active duty

A Reserve Component organization ordered to extended active duty rather than a short training tour or duty for a limited purpose—for example, to assist in quelling a civil disorder or to assist in disaster relief.

Senior grade

A personnel indicator that compares the available enlisted personnel (in grades SGT through CSM) and officers to full wartime requirements.

Skill qualification test

A performance-oriented test normally consisting of a hands-on component, job site component, and a skill component. The test measures individual proficiency in performing critical tasks related to the soldier's primary MOS. Results provide the basis for remedial individual training.

Special duty

The performance of duty with an organization other than the unit to which assigned, while continuing to be administered and accounted for by the unit of assignment. Special duty includes borrowed military manpower and troop diversions.

Special operations forces groups, regiments, and commands

Active and Reserve special forces groups, psychological operations groups, special operations aviation regiments, Ranger regiments, and civil affairs commands.

State adjutant general

An individual appointed by the governor of a State to administer the military affairs of the State. A State adjutant general may be federally recognized as a general officer of the line provided he or she meets the prescribed requirements and qualifications. However, he or she may be federally recognized as a general officer, Adjutant General Corps, for tenure of office.

State area command

A mobilization entity within each State and territory that may be ordered to active duty when Army National Guard units in that State or territory are alerted or mobilized. The STARC provides for command and control of mobilized Army National Guard of the United States units from home station until arrival at mobilization station. It is also responsible for planning and executing military support for civil defense and land defense plans under the respective area commander. It also provides assistance to military family members.

Subunit unit identification code

Subunit UICs are assigned to lettered companies, batteries, or troops organic to a parent unit (5th and 6th positions of UIC are A0, B0, C0, etc.).

Substitution item

An item authorized for issue and considered acceptable for unit status reporting instead of a required standard item of like nature and quality. EM 0007–FEDLOG identifies items and procedures for making substitutions.

T–Days

The unit status level determined by the number of training days required by the unit to achieve full METL proficiency.

T–Pre Mob

The unit status determined by designated RC units to indicate the level of training proficiency achieved for pre-mobilization training requirements.

T–METL

The unit status level determined by the percentage of the METL trained to standard by the unit. The methodology to determine the T–METL weights the assessments of individual tasks so that tasks determined to “need practice” or to be “untrained” receive relative value.

T–NBC

The unit status level determined by the number of training days required for NBC training to achieve or sustain full METL proficiency.

Table of distribution and allowances

The authorization document that prescribes the organizational structure and the personnel and equipment requirements and authorizations of a military unit to perform a specific mission for which there is no appropriate TOE. An augmentation TOE is an authorization documentation document created to authorize additional personnel or equipment or both by an MTOE unit to perform an added peacetime or non-MTOE mission (AR 71–32).

Table of organization and equipment

The TOE is a document that prescribes the wartime mission, capabilities, organizational structure, and mission essential personnel and equipment requirements for military units. It portrays the doctrinal modernization path of a unit over time from the least modernized configuration (base TOE) to the most modernized (objective TOE) (AR 71–32).

Temporary change of station

Status of soldiers (including RC soldiers) deploying to a theater of operations as individual fillers in support of a contingency operation or execution of an OPLAN, unless otherwise directed by PERSCOM or HQDA. Soldiers in TCS status will be returned to their previous permanent home station upon return from the operation, unless otherwise directed by HQDA.

TOE/MTOE, full

The full strength and equipment of D and E series TOE; level 1 strength and equipment of G and later series TOE; and required column strength and equipment for units organized under MTOE. For TOE organizations, additions provided by TDA for non-TOE missions are excluded from the computation of full TOE. For units organized under type B columns of TOE, the type B column is treated as full TOE/MTOE. For units organized under cadre columns of TOE, the cadre column is treated as full TOE/MTOE. For TDA organizations designated to report organization status, the required column is treated as full TOE.

The Army Authorization Documents Systems—Redesign

An automated system that supports and centralizes the control of the development and documentation of organizational structures. It also supports requirements and authorizations for personnel and equipment needed to accomplish the assigned missions of Army units.

Total deployment

A total deployment occurs when a parent unit (AA-level UIC) deploys with all of its assets (personnel and equipment), without exception.

Training level (T-level)

The overall unit training level indicating the degree of unit training proficiency in the wartime tasks for which the unit was organized and designed. The T-level is measured against the unit's all-inclusive training requirements to achieve or sustain full METL proficiency. It incorporates the unit's pre-mobilization training requirements and NBC training requirements, if applicable.

Troop diversion

Use of soldiers, that does not meet the definition of borrowed military manpower, to perform recurring duties with an organization or unit other than that to which they are assigned while continuing to be administered and accounted for by the unit of assignment.

Type B units

Type B MTOE units are configured to conserve U.S. Army manpower by substituting non-U.S. personnel in specified positions of selected (generally combat service support; for example, terminal transfer units) MTOE. Units organized at level B of the TOE will be authorized level B equipment, as adjusted by force structuring constraints.

Type classification

Process that identifies the life cycle status of a material system

Unified command

A command with a broad continuing mission under a single commander, composed of significant assigned components

or two or more Military Departments, and established and so designated by the President, through the Secretary of Defense with the advice of the Chairman of the Joint Chiefs of Staff.

Unit identification code

A 6-character code assigned to a specific unit that can be used to identify that unit. Also see definitions for parent unit, derivative UIC, and subunit UIC.

Unit readiness

The ability of a unit to perform as designed.

Unit status

The measured resource/status levels in a unit at a specific point in time.

Wartime requirements

Doctrinally established requirements needed by type units to fully perform as designed and as part of the total force. The organization design (level 1) establishes wartime required fill levels for personnel and equipment.

ZLIN

See developmental line item number.

Section III

Special Abbreviations and Terms

This publication uses the following abbreviations, brevity codes, and acronyms not contained in AR 310–50:

ABN

airborne

AC

Active component

ACR

armored cavalry regiment

ADP

automatic data processing

ADPE

automatic data processing equipment

ADR

Annual Defense Report

AE

auxiliary equipment

AEPS

Army electronic product support

AG

adjutant general

AGR

Active Guard/Reserve

ALD

available to load date

ALMP

Army Language Master Plan

AMOPS

Army Mobilization and Operations Planning System

AMOSC

additionally awarded military occupational specialty code

AMSS

Army Materiel Status System

AN

assigned, not joined

AOC

area of concentration

AOR

area of responsibility

APERT

personnel turnover percentage

APC

armored personnel carrier

APS

Army pre-positioned stocks; Army pre-positioned sets

ARMS

Army Readiness Management System

ARSOF

Army special operations forces

ASAS

All-Source Analysis System

ASE

administrative support equipment

ASORTS

Army Status of Resources and Training System

ASPER

assigned strength percentage

AUTHLIC

authorized language identification code

AVPER

available strength percentage

AW

AWOL category of personnel nonavailability report

BC

Bradley commander

BDE

brigade

BMME

borrowed military manpower end

BMMS

borrowed military manpower start

BN

battalion

BSFV

Bradley Stinger fighting vehicle

BUI

basic unit information

C4I

command, control, communications, computers, and intelligence

CA

civil affairs

CAR

Chief, Army Reserve

CATS

combined arms training strategy

CBDRT

chemical/biological defense resources and training

CCNUM

command and control number

CD

commander's discretion category of personnel nonavailability report

CEV

combat engineer vehicle

cfm

cubic feet per minute

CJCS

Chairman of the Joint Chiefs of Staff

CJCSI

CJCS Instruction

CJCSM

CJCS Manual

CMD

Command

CMF

career management field

CMT

Contract maintenance trucks

CO
conscientious objector category of personnel nonavailability report

COMPO
component

COMSEC
communications security

CNGB
Chief, National Guard Bureau

CONUS
continental United States

CONUSA
the numbered armies in the continental United States

COSCOM
Corps Support Command

CPX
command post exercise

CR
commander's restriction category of personnel nonavailability report

CRS
Chairman's Readiness System

CSA
Chief of Staff, Army; also combat support agency

CTA
common table of allowances

CTR
center

CY
cubic yard; also calendar year

DA
No DNA Record Category

DART
documentation assistance review team

DCS, G-1
Deputy Chief of Staff, G-1 (previously DCSPER)

DCS, G-2
Deputy Chief of Staff, G-2 (previously DCSINT)

DCS, G-3
Deputy Chief of Staff, G-3 (previously DCSOPS)

DCS, G-4
Deputy Chief of Staff, G-4 (previously DCSLOG)

DCS, G-8

Deputy Chief of Staff, G-8 (previously DCSPRO)

DECON

decontamination equipment category of NBC equipment report

DEPMEDS

deployable medical system

DEPTEMPO

deployment tempo

DES

Distribution Execution System

det/DET

detachment/detection equipment category of NBC equipment report

DETC

displaced equipment training centers

DISCOM

division support command

dp

deployed category of personnel nonavailability report

DN

dental category of personnel nonavailability report

DRB

division ready brigade

DUIC

derivative unit identification code

DNA

No DNA Record Category

7E

Less than 7 Days from ETS Category

EDRE

emergency deployment readiness exercise

EMC

equipment mission capable

EN

engineer

EOD

explosive ordnance disposal

ER

equipment readiness

EXEVAL

external evaluation

FM

frequency modulated; also family care plan category of personnel nonavailability report

FMBB

Force Management Bulletin Board

FMCC

fully manned and combat capable

FMMP

force modernization master plan

FMQ

fully manned and qualified

FMU

fully manned/unqualified

FORSCOM

United States Army Forces Command

FOUO

for official use only

FP

Family Care Plan

FRS

Forward Repair System

FSB

Forward Support Battalion

FSI

Foreign Service Institute

FSP

force support package

FTP

fire transfer protocol

FTX

field training exercise

GCMCA

General Court-Martial Convening Authority

GCSS

Global Command and Control System

GENTEXT

general text

GMT

Greenwich mean time

GPS

global positioning system

GRP

group

GSORTS

Global Status of Resources and Training System

HF

high frequency

HIV

human immunodeficiency virus

HMMWV

high mobility multipurpose wheeled vehicle

HO

hospitalized/convalescent leave category of personnel nonavailability report

HT

HIV testing category of personnel nonavailability report

hvy

heavy

IFF

identification, friend or foe

ILR

interagency language roundtable

IMCSR

Installation Materiel Condition Status Report

IMSA

installation medical supply activity

IN

Infantry

ING

inactive National Guard

IOC

initial operational capability, Industrial Operations Command

JANAP

joint Army-Navy-Air Force publication

JSCP

Joint Strategic Capabilities Plan

JSTAR

Joint Surveillance Target Attack Radar System

LA

Lautenberg Amendment category of personnel nonavailability report

LACV

light amphibious cargo vehicle

LAD

latest arrival date

ldr

leader

LEN

large extension node

LET

light equipment transport

LFX

live fire exercise

LICASGD

language identification code assigned

LICMOS

language identification code military occupational specialty

LICQUAL

language identification code-qualified

LICREQ

required language identification code

LOGSA

USAMC Logistic Support Activity

LOS

line-of-sight

LP

legal processing category of personnel nonavailability report

LT

light, leave/TDY category of personnel nonavailability report

MATES

mobilization and training equipment site

MCSR

materiel condition status report

MED

medicaments category of equipment of NBC equipment report

MEDEVAC

medical evacuation

MC

mission capable

MCSR

Materiel Condition Status Report

MD

MOS diversion

MES

medical/dental equipment set

MET

medium equipment transport

METL

mission essential task list

MFO

multinational force observer

MI

military intelligence

MITT

mobile integrated tactical terminal

MLRS

multiple launch rocket system

MMC

Materiel Management Center

MMCC

minimally manned and combat capable

MMDF

maintenance master data file

MMRB

MOS medical retention board

MMU

minimally manned/unqualified

MN

medically nonavailable category

MOA

memorandum of agreement

MODS

Medical Occupational Data System

MOOTW

military operations other than war

MOP

memorandum of policy

MOS

military occupational specialty

MOSQ

military occupational specialty qualified

MOU

memorandum of understanding

MP

Military Police Corps, missing/prisoner of war category of personnel nonavailability report

MRSA

materiel readiness support activity

MSB

main support battalion

MSC

major subordinate command

MSPER

military occupational specialty qualified percentage

MTF

message text format

MTP

Mission Training Plan

MUSARC

Major United States Army Reserve Command

NA

non-applicable

NAAD

national AMEDD augmentee detachment

NARR

narrative

NBCEQPT

nuclear, biological, chemical equipment

NCA

National Command Authority

NCS

net control station; node center switch

NGB

National Guard Bureau

NLT

no later than

NMCS

not mission capable supply

NMS

national military strategy

NRLIN

non-reportable line item number

NTC

National Training Center

NTCI

non-type classified items

NVS

night vision sight

OADR

originating agencies determination required

OCONUS

outside continental United States

OP

operating level

OPI

oral proficiency interview

OPLAN

operations plan

OPNS

operations

OPRED

operational readiness

OPTEMPO

operating tempo; also operations tempo

OT

other (non-deployable report)

PCN

personnel control number

PCS

permanent change of station

PCTEF

percent effective

PER

personnel

PERL

pre-positioned equipment requirement list

PERSTEMPO

personnel tempo

PG

pregnancy category of personnel nonavailability report

PH

parenthood category of personnel nonavailability report

PI

pacing item

PLDC

primary leader development course

PMCI

partially manned/combat ineffective

PMOS

primary military occupational specialty

POE

port of embarkation

POL

petroleum, oils, and lubricants

PP

P3/P4 profile category of personnel nonavailability report

PRC

presidential Reserve call-up

PROFIS

professional filler system

PSYOPS

psychological operations

pub

publication

PWE

primary weapons and equipment

RAD

radiological detection equipment category of NBC equipment report

RATT

radio teletypewriter

RAU

radio access unit

RC

Reserve Component

RCHD

Reserve Component hospital (DEPMEDS)

RDD

required delivery date

REASN

reason

RECAP

recapitulation

REQ

required

REQVAL

Requisition Validation System

RGR

ranger

RICDA

effective date of the report

RL

readiness level

RMKS

remarks

RMTC

regional medical training centers

RMTS

regional maintenance training sites

RSOP

readiness standing operating procedure

RTS

regional training site

RTS-M

Regional training site-maintenance

RTS-MED

regional training site-medical

S2

Intelligence Officer (U.S. Army)

S3

operations and training officer (U.S. Army)

SAM

surface-to-air missile

SAMAS

Structure and Manpower Allocation System

SASO

support and stability operations

SAT

short and can accompany troops

SATS

standard Army training system

SB

supply bulletin

SDTOTAL

special duty total

SECRN

secondary reason

SGPER

senior grade percentage

SEN

small extension switch

SIPRNET

secure e-mail

SKI

special skill identified

SKO

sets, kits, or outfits

SKOT

sets, kits, outfits, and tools

SL

safety level

SM

simultaneous membership program category of personnel nonavailability report

SMOSC

secondary military occupational specialty code

SMP

simultaneous membership plan

SOCOM

Special Operations Command

SOF

special operations forces

SORTS

status of resources and training system

SOT-A

special operations team-alpha

SRSA-EU

strategic reserve storage activity—Europe

SRC

standard requirement code

SS

sole surviving family member category

SSC

small scale contingency

S&S

supply and service

STARC

State Area Command

STRAC

standards in weapons training

TAAC

Theater Army Automation Center

tbd

to be determined

TC

transportation corps; tank commander; also temporary change of station category for personnel nonavailability report

TCS

temporary change of station

TDA

table of distribution and allowances

TDY

temporary duty

TEER

Training Events Execution Review

TERRN

tertiary reason

TF

task force

TLRP

training level review process

tm/TM

team; also technical manual

TML

terminal

TMT

transportation motor transport

TN

training

TNGDYREQ

training duty required

TOE

table of organization and equipment

TP

temporary profile category of personnel nonavailability report

TPP

total points possible

TPFDD

time-phased force deployment data

TPFDL

time-phased force deployment list

TRADOC

United States Army Training and Doctrine Command

TRC

training readiness condition

TSOP

tactical standing operating procedure

TT

teletypewriter

TT-level

training tempo level

UIC

unit identification code

UNMAN

unmanned

UP

unsatisfactory participation/performance category of personnel nonavailability report

USACAPOC

United States Army Civil Affairs And Psychological Operations Command

USAFMSA

U.S. Army Force Management Support Agency

USAJFKSWCS

United States Army John F. Kennedy Special Warfare Center and School

USAMC

United States Army Materiel Command

USAMMA

United States Army Medical Materiel Activity

USAMMCE

United States Army Medical Materiel Center Europe

USASFC

United States Army Special Forces Command

USASOC

United States Army Special Operations Command

USMTF

United States message text format

USP&FO

United States Property and Fiscal Officer

WPS

Worldwide Port System

WWMCCS

Worldwide Military Command and Control System

ZLIN

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