

Training
PROCEDURES FOR TASKING AND SUPPORT
FROM FORSCOM INSTALLATIONS AND UNITS

Summary. This regulation establishes policies, assigns responsibilities, and describes procedures for tasking and obtaining support from Forces Command (FORSCOM) installations and units.

Applicability. This regulation applies to the Active Army, the Army National Guard (ARNG), and the U.S. Army Reserve (USAR).

Supplementation of this regulation is prohibited without prior approval of the Directorate of Operations, G3, FORSCOM.

Interim changes to this regulation are not official unless they are authenticated by the Directorate of Command, Control, Communications and Computers, G6, FORSCOM. Users will destroy interim changes on expiration dates unless sooner superseded or rescinded.

Suggested improvements. The proponent agency of this regulation is the Directorate of Operations, G3, FORSCOM. Users are invited to send comments and suggested improvements on DA form 2028 (Recommended Changes to Publications and Blank Forms) to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000.

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1. Purpose

This regulation establishes policies, assigns responsibilities, and describes procedures for tasking and obtaining support from FORSCOM Active Component installations and units.

2. Definitions and references

a. The definitions that follow apply to this document.

(1) "Unit" refers to any number of personnel under one unit identification code (UIC).

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(2) Where appropriate, "command" may refer to an installation, unit, facility or other activity, as well as to an actual command.

(3) "CTD" refers to the FORSCOM G3, Central Tasking Division (AFOP-OT).

(4) Wherever reference is made to a "written" communication (or one "in writing"), such a communication will be assumed to be by letter, memo, electronic message, or FAX.

b. Required and related publications are listed in Appendix A.

3. General procedures

a. The single point of contact on the FORSCOM staff for taskings is the G3. Administrative and routine taskings will be issued by FORSCOM CTD. Operational taskings are the responsibility of the FORSCOM G3, Operations Division (AFOP-OC). Counter-drug taskings will be handled by the FORSCOM G3, Counterdrug Division (AFOP-OD).

b. HQ FORSCOM generally passes all taskings through corps to divisions and divisional installations. Echelons above corps are tasked separately through, or in coordination with, installations. When a corps headquarters deploys during a mobilization, FORSCOM will begin to task installations directly at an announced time.

c. To the extent that resources are available, HQ FORSCOM will support all valid requests for assistance submitted by Department of the Army, joint commands, federal, state, and civilian agencies, other MACOMs, and major subordinate FORSCOM commands. A FORSCOM active component command requiring support which is not available within its own resources and which cannot be obtained through coordination with other commands and DOD activities may request assistance from HQ FORSCOM through corps.

d. Prior to submitting a support request to HQ FORSCOM, the requesting command will ensure that the request reflects absolute minimum validated requirements. The requesting command must also be prepared to fund all costs involved in providing the support.

e. As a minimum, a support request must contain the following:

(1) Name and location of requesting command.

(2) Justification for request.

(3) Minimum number of personnel or amount of equipment required.

(4) Inclusive start and release dates of personnel/equipment.

(5) MOS/SSIs, grades, and security clearances required for personnel.

(6) Line Item Number and nomenclature of equipment.

(7) Point of contact for funding, as well as identification of the source for funding support.

(8) Point of contact for information regarding the requested support.

(9) Applicable special instructions.

f. A request that is approved for support will be tasked by HQ FORSCOM to one or more of its subordinate commands. A tasking will normally be issued approximately 90 days prior to the date that support is required. Any tasking which does not provide at least 45 days of lead time must be personally approved by FORSCOM Directorate of Operations, G3.

g. A tasking will be communicated to a subordinate command in writing. Operational necessity may occasionally require that a tasking be transmitted by telephone and confirmed in writing within 48 hours. HQ FORSCOM assigns a Tasking Control Number (e.g., "CT 93-05-63") to each tasking. Any tasking received without this number will be referred to FORSCOM CTD for validation, and all subsequent correspondence relating to it will refer to its message date-time group and subject.

h. A tasking issued by HQ FORSCOM will be considered supportable by the tasked command unless a written request for relief is received by FORSCOM CTD within 10 days of the tasking document's date. A telephonic request for relief will not be accepted. A request for relief must include complete justification for why support cannot be provided. Until a request for relief has been approved by HQ FORSCOM, the tasked command must continue preparing to fill the tasking requirement.

i. Forces Command desires to provide soldiers with a minimum of 30 days notice prior to deployment for contingency operations (CONOPS). Due to unusual circumstances, taskings may occasionally be issued on short notice. The FORSCOM G3, Operations Division (AFOP-OC), will issue all CONOPS taskings and other force deployments in support of ongoing operations. Taskings will be issued in Message Text Format (MTF) as soon as requirements and commands capable of supporting them have been identified. When practical the FORSCOM Operations Center will contact tasked commands telephonically prior to the issuance of a formal tasking. During

ongoing operations, corps and installations are responsible for monitoring the World Wide Military Command and Control System (WWMCCS) teleconference and the deployment data in the Joint Operation Planning and Execution System (JOPES) or the Mobilization Planning and Execution System (MPES).

j. Corps will develop and sustain operations agreements for corps units stationed at installations controlled by other Army MACOMs. Corps will be given the latitude to identify the commands which will fill taskings for individual personnel and equipment. FORSCOM will assist by identifying assets, resolving shortages, providing updated deployment information, and directing requirements to the command filling the mission. With corps kept informed of significant changes to mission and deployment requirements, mobilization and deployment movement orders will be transmitted using the JOPES and/or MPES directly to the installations. In a large deployment, notification will usually occur when a unit receives a validated deployment window via Time-Phased Force Deployment Data (TPFDD).

k. In the case of taskings for units, FORSCOM (in coordination with the Army component of the supported command and the affected corps) will determine what specific forces will be tasked. Whenever possible, corps will be afforded the opportunity to provide input on proposed unit deployments. No-notice deployments based upon existing OPLANS will begin with the execution of approved TPFDD. In the case of a non-TPFDD contingency, the TPFDD will be developed as the contingency develops. Operational taskings to echelons above corps and to FORSCOM units located on non-FORSCOM installations, will be tasked to both the unit and host garrison installations. Each tasked command will acknowledge receipt of its taskings. If the tasked command cannot fill tasking, it is obligated to submit a request for relief to FORSCOM as soon as possible.

4. Considerations for support requests

a. Requests for assistance must be submitted in writing to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000. In order to allow tasked commands the 90-day notification period prescribed by FM 25-100 (Training the Force), the request must be received by HQ FORSCOM at least 110 days prior to the date that support is desired. A request which does not permit the 110-day lead time competes for scarce resources and may not be supported. All requests which do not provide at least 45 days of lead time will be personally approved by FORSCOM Directorate of Operations, G3, prior to tasking.

b. All requests must include funding data. If funding cannot be made available, support will generally not be provided.

c. Reserve Component (RC) Support

(1) Requests for support from USAR commands will be sent to U.S. Army Reserve Command, ATTN: AFRC-OPT-S, 3800 North Camp Creek Parkway, Atlanta, GA 30331-5099. Requests for support from the Army National Guard will be sent to Chief, National Guard Bureau, ATTN: NGB-ARZ, Pentagon, Washington, DC 20310-2500.

(2) State-owned and semi-active installations must submit requests for AT augmentees, minus medical positions, to the appropriate CONUSA. CONUSAs will consolidate requests for the filling of shortfalls to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000. Requests must include complete justification and the anticipated incremental workload for each augmentee position to be filled.

(3) During Annual Training (AT) and Inactive Duty Training (IDT), RC commands must attempt to obtain support from other RC commands before requesting support from the Active Component (AC). The only exception to this policy occurs when the AT training site is located at an AC installation. As indicated in Appendix E, the training site commander is authorized to commit available AC assets during the pre-AT conference without prior approval of FORSCOM. RC commands that may provide support include the following:

- (a) National Guard Bureau (NGB).
- (b) U.S. Army Reserve Command (USARC).
- (c) Major U.S. Army Reserve Command (MUSARC).
- (d) State Adjutants General (TAG).
- (e) Equipment Concentration Sites (ECS).
- (f) Mobilization and Training Equipment Sites (MATES).
- (g) Other Reserve Component activities.

(4) HQ FORSCOM will provide AC support for essential RC training activities and only after all RC sources have been exhausted. Appendix D contains procedures for obtaining AC personnel to support RC unit training.

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(5) Requests for AC Mobile Training Team (MTT) support which cannot be obtained through coordination with the installation point of contact will be forwarded to the CONUSA for validation and support. If the requirement cannot be supported, the request will be forwarded to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000.

(6) Requests for reserve component soldiers must comply with the standards for active duty contained in AR 135-200 (Active Duty for Training and Annual Training of Individual Members) and AR 135-210 (Order to Active Duty as Individuals During Peacetime).

(7) Appendix E contains detailed procedures for obtaining loan of equipment required by RC commands to support Annual Training (AT).

d. Explosive Ordnance Disposal (EOD) Support

(1) Each EOD unit operates as an MTOE Unit Group. Each unit provides routine and emergency EOD services to military installations, as well as to civilian and national authorities in its geographic response area (see Appendix C).

(2) Requests for EOD support beyond routine service (e.g., displays, demonstrations, range clearance, Annual Training support to installations hosting Active Component or Reserve Component commands without permanent EOD support) must be forwarded to Commander, 52d Ordnance Group (EOD), ATTN: AFYB-S3, Fort Gillem, GA 30050-5000. An information copy of the request will be forwarded to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000.

(3) States located within each EODCC AOR are listed in Appendix C.

(4) As a minimum, each request for EOD support must contain the following information:

(a) Type of support (e.g., range clearance, AT support).

(b) Inclusive support dates and locations, beginning with the report date/location and ending with the release date/location.

(c) Minimum number of personnel required.

(d) Availability of explosives and explosive storage areas (if required).

(e) Point of contact for funding, as well as identification of the source for funding support.

(f) Point of contact for information regarding the request.

(g) Applicable special instructions.

5. Tasking considerations

a. Whenever possible, unit integrity will be maintained in fulfilling a tasking's requirements.

b. Tasking and coordination requirements for performing FORSCOM functions and participating in exercises are prescribed in FORSCOM Regulation 350-5, (Joint Training Exercise).

(1) The tasking of commands to participate in joint exercises is the responsibility of the FORSCOM Exercises Division (AFOP-TX).

(2) The tasking of individuals to support a scheduled exercise is the responsibility of FORSCOM CTD.

c. Tasking for participation in tests specified by Outline Test Plans in DA Five Year Test Program (FYTP) will be IAW AR 73-1 (User Testing), accomplished by FORSCOM Force Development Division (AFOP-FD), and coordinated with FORSCOM CTD. Non-FYTP test support will be coordinated on a case-by-case basis in the same manner. When approved, individual personnel for tests will be tasked through FORSCOM CTD.

d. Tasking in support of the Army Research Institute will be accomplished by FORSCOM Force Development Division in coordination with FORSCOM CTD. An installation's "Umbrella Week" will be the primary support period. Support will be coordinated during the third quarter for the following fiscal year. A mid-year update will be conducted during the second quarter of the fiscal year in which execution takes place.

e. Weather support must be coordinated with the appropriate Staff Weather Officer (SWO).

f. Air Traffic Control (ATC) support should be requested IAW Appendix B.

g. Corps/Division Training (Corps Aligned) Taskings

(1) HQ FORSCOM will task corps for all support from corps aligned commands. Corps aligned commands include the following units and installations:

I Corps

Fort Lewis

III Corps

Fort Carson

Fort Hood
Fort Riley
Fort Bliss (3d ACR)
Fort Sill (III Corps Arty)
XVIII ABN Corps

Fort Bragg
Fort Campbell
Fort Drum
Fort Stewart
Fort Knox (194th AR Bde)
Fort Polk (2d ACR) (108th ADA Bde)

A corps has the authority to task any corps-aligned unit.

(2) Installation-type functions will be tasked directly to the installation, with the corps as an information addressee.

h. A FORSCOM unit stationed at a non-FORSCOM installation may be tasked by the installation to support on-post activities. Taskings for on-post support required by DA FYTP and ARI will be the responsibility of the installation. Taskings for off-post support must be approved by FORSCOM CTD. For the purposes of this paragraph, an installation's support of its sub-installation's activities will be considered on-post support.

6. Responsibilities

a. FORSCOM staff management and coordination responsibilities are outlined in FORSCOM Pam 10-1 (Functions Manual) and FORSCOM Memorandum 1-11 (Administrative Procedures).

b. A corps will task subordinate commands to meet requirements tasked to it by FORSCOM. The corps will review taskings upon receipt to determine its ability to support the requirements. Corps will report Standard Name Line (SNL) fills to FORSCOM CTD NLT 30 days prior to individual report dates.

c. FORSCOM installations will:

(1) Provide units, individuals, and equipment to support requirements as directed by HQ FORSCOM.

(2) Provide specified mission-essential administrative and logistical support to activities being conducted on their installations.

(3) Maintain a POC for tasking coordination and notify FORSCOM CTD by message of changes in the POC, office symbol, or telephone number(s).

(4) Review and ensure compliance with the provisions of AR 614-11 prior to tasking subordinates.

(5) Establish and maintain procedures which will permit adequate notification to individuals/units selected for duty away from their parent command/installation.

(6) Submit requests for relief from the tasking document to FORSCOM CTD within 10 days of the document's date. Requests may be submitted for reasons of adverse impact upon resources or readiness.

(7) Ensure that evaluator duty takes priority over other unit/installation activities.

(8) Provide equipment from FORSCOM units to support on-post RC MOS training programs.

d. Non-FORSCOM installations with FORSCOM units or activities will:

(1) Provide FORSCOM units, individuals, and equipment to support activities as directed by HQ FORSCOM.

(2) Maintain a POC for telephonic tasking coordination and notify FORSCOM CTD by message of changes in the POC, office symbol, or telephone number(s).

(3) Ensure that FORSCOM units or activities are tasked to provide only their fair share of installation, service school, or training center support.

(4) Establish and maintain procedures which allow as much advance notice as possible to each individual selected to perform temporary duty away from his command.

(5) Provide equipment from FORSCOM units to support on-post RC MOS training programs.

e. CONUSAs will:

(1) Assist RC commands, state adjutants general, and training sites at semi-active installations in obtaining support for essential training activities.

(2) Maintain a POC for telephonic tasking coordination and notify FORSCOM CTD by message of changes in the POC, office symbol, or telephone number(s).

f. USARC responsibilities are addressed in Appendices D and E.

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g. Each command providing support will ensure that the personnel it furnishes are technically qualified and free of disciplinary, medical and compassionate problems which could hinder performance of duty or project an unfavorable image. When tasked to provide equipment, each commander will ensure that it meets technical manual 10/20 preventative maintenance checks and services.

(1) An individual whose performance is substandard will be returned to his assigned unit with a command letter stating the reason for his return. A copy of that letter will also be sent to FORSCOM CTD. A replacement for that individual will be furnished by the supporting command unless it is relieved of that responsibility by HQ FORSCOM.

(2) An individual serving TDY will normally provide support for the entire TDY period tasked. If an individual must be replaced, his parent command will provide and possibly fund the replacement.

h. Each command providing support will inform FORSCOM CTD if its assets are improperly used by the supported command. Conversely, commands that receive poor quality support (e.g., unqualified personnel or unserviceable equipment) will submit written comments to FORSCOM CTD.

i. Responsibilities of installations hosting ROTC summer camp training are described in appropriate TRADOC and Cadet Command regulations.

7. Annual training equipment requirements: See Appendix E.

APPENDIX A References

A-1. Required Publications

AR 27-1

AR 73-1

AR 600-9

AR 614-11

FORSCOM Circular 27-XX-1

FORSCOM Memorandum 1-11

FORSCOM Pam 10-1

FORSCOM Regulation 220-2

FORSCOM Regulation 220-3

FORSCOM/NGB Regulation 350-2

FORSCOM Regulation 350-4

FORSCOM Regulation 350-5

FORSCOM Supplement 1 to AR 614-11

FORSCOM Memorandum 25-100

A-2. Related Publications

AR 5-8

AR 5-9

AR 10-42

AR 55-113

AR 75-15

AR 108-2

AR 135-200

AR 135-210

Judge Advocate Legal Service

User Testing

The Army Weight Control Program

Temporary Duty

Reserve Component Legal Training Program

Administrative Procedures

Functions Manual

Operational Readiness Evaluation

Reserve Component Training Assessment

Reserve Component Training

Active Component/Reserve Component (AC/RC)

Training Associations

Joint Training Exercises

Temporary Duty

Training the Force

Host-supported Activity Relationships

Intra-service Support Installation Area

Coordination

Organization and Functions, United States

Forces Command

Movements of Units Within Continental United States

Responsibilities and Procedures for Explosive Ordnance Disposal

Army Training and Audiovisual Support

Active Duty for Training and Annual Training of Individual Members

Order to Active Duty as Individuals During Peacetime

AR 350-9

FORSCOM Regulation 10-42
FORSCOM Regulation 350-3

FORSCOM Regulation 700-2

FORSCOM/TRADOC Supplement 1 to AR 5-9

FORSCOM Supplement 1 to AR 75-15

TRADOC Regulation 145-1

Reserve Component Overseas Deployment Training (RC ODT) with Active Component Commands

Mission Assignments

Specialized Training in FORSCOM Active Component and Reserve Component Units
Logistics-FORSCOM Standing Logistics Instruction

Intra-service Support Installation Area Coordination, Appendix C

Responsibilities and Procedures for Explosive Ordnance Disposal

ROTC Basic and Advanced Camp Program

APPENDIX B

Request for Air Traffic Control Support

B-1. Commands requiring Air Traffic Control (ATC) support must send their requests through command channels to HQ FORSCOM, ATTN: AFOP-OV, Fort McPherson, GA 30330-6000, for final approval. The requesting command is responsible for reviewing and ensuring compliance with current regulations prior to submitting a request for ATC, particularly if large numbers of aircraft will be involved or if there will be significant changes in the density or frequency of aircraft operations.

B-2. As a minimum, each request for ATC support must include the following information:

- a. The type of support requested and the concept of operation (e.g., control tower with controllers for Visual Flight Rules, service in support of a FTX/JTX, unit flight training, or fixed base augmentation).
- b. The justification for the requested support, including its impact upon the requesting command's mission.
- c. For each element requested:
 - (1) The operating and training locations.
 - (2) The date and time elements required.
 - (3) The anticipated hours of operation.
- d. The duration of deployment (durations greater than 120 days must be fully justified and mission-essential).
- e. The categories of aircraft to be controlled.
- f. The maximum traffic densities anticipated:
 - (1) Per 8-hour shift for fixed facility requirements.
 - (2) Per 12-hour shift for tactical operations.
- g. Special personnel requirements (e.g., security clearances, immunizations, special clothing, flight line instructions or policies).
- h. The identification of frequencies, call signs, and navigational aids location identifiers, if operational.
- i. The city and military installation nearest to the employment site.
- j. The employment site's available power, including frequency, voltage, and phase.
- k. The availability of JP-4, diesel fuel, oil and lubricants for vehicles and power generating equipment.
- l. Availability of allied support, including:
 - (1) Shelter and building space.
 - (2) Government and non-government billeting and mess facilities.
 - (3) The identity of the organization to which deployed units will be attached for temporary duty and logistic support.
 - (4) The identity of the command having overall operational control.
- m. The names, ranks and telephone numbers for points of contact:
 - (1) Coordination.
 - (2) Funding (the requesting MACOM is required to fund TDY support costs).
 - (3) Administration.
 - (4) Aviation and ATC.
- n. Any requirements for technical assistance.
- o. Transportation arrangements, including the availability of:

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- (1) Airlift to move deploying units from their home stations to their employment sites.
- (2) Heavy lift equipment at each employment site (some ATC equipment requires an Air Force K-loader for loading and unloading, a forklift being insufficient).
- (3) Airlift and surface transportation organic to each employment site.
 - p. The priority of the requested support as it relates to other requirements for similar support.
 - q. Remarks concerning any unusual conditions for which the deploying unit(s) should make advance preparation.

APPENDIX C

EOD Geographic Response Areas

C-1. 542d Ordnance Detachment (EODCC), Fort Dix, New Jersey 08640

Connecticut	New York
Maine	Pennsylvania
Massachusetts	Rhode Island
New Hampshire	Vermont
New Jersey	Delaware
Ohio	Maryland
West Virginia	Virginia (Northern)
District of Columbia	

C-2. 546th Ordnance Detachment (EODCT), Fort Sam Houston, Texas 78234

Arkansas	Oklahoma
Illinois	Texas
Louisiana	Iowa
Nebraska	Kansas
Minnesota	Missouri
Mississippi	North Dakota
Wisconsin	South Dakota
New Mexico	

C-3. 547th Ordnance Detachment (EODCT) Fort Gillem, Georgia 30050

Alabama	North Carolina
Florida	South Carolina
Georgia	Tennessee
Kentucky	Commonwealth of Puerto Rico
Indiana	U.S. Virgin Islands
Michigan	Virginia (Southern)

C-4. 548th Ordnance Detachment (EODCT), Fort Lewis, Washington 98433

Arizona	Nevada
California	Oregon
Idaho	Utah
Montana	Washington
Colorado	Wyoming

APPENDIX D

Procedures for Obtaining AC Personnel to Support RC Unit Training

D-1. Annual training (at) support responsibilities

- a. CONUSA and MACOM commands are responsible for coordinating and approving plans for the conduct, support, evaluation, and supervision of AT for all RC units within their geographic areas of responsibility.

b. CONUSA and MACOM commands are also responsible for the supervision and evaluation of AT for ARNG units within their geographic areas of responsibility. They will coordinate and review ARNG plans developed by the respective states and territories, taking into consideration the appropriateness of the training and its relevance to the unit's wartime mission. NGB will consider resources available for training and will have final approval authority for all AT plans.

c. When appropriate MACOM resources are not available, HQ FORSCOM will task its commands to provide qualified personnel to fill augmentee and evaluator positions at semi-active federal installations and at state-controlled training sites.

d. TRADOC will task only TRADOC commands to provide professionally qualified personnel to fill augmentee and evaluator requirements at Fort Chaffee, AR (AR 5-9). Requests for AT evaluators will be forwarded by the appropriate CONUSA to TRADOC (ATBO-BOT), with an information copy to FORSCOM, ATTN: AFOP-OT.

e. TRADOC is responsible for the assessment of training divisions at state-owned and semi-active federally-owned installations.

f. Military District of Washington (MDW) is responsible for providing evaluators, augmentees and related site support to Fort A.P. Hill.

g. CONUSAs, USARC, and MACOMs are responsible for assessing site support augmentation for required AT conducted on their installations. MACOMs may request additional assistance under AR 614-11. In the case of medical augmentation, USMEDCOM or its subordinate activity or installation (MEDAC/MEDCEN) will assess and validate augmentee requirements for the installation.

h. CONUSAs and MACOMs are responsible for validation of evaluator/augmentee requirements prior to submitting requests to HQ FORSCOM.

i. AC sponsors are responsible for providing AT evaluators within the grade and qualifications established in FORSCOM Regulation 220-3 (Reserve Component Training Assessment).

(1) Each corps will use its own resources to accomplish its training association responsibilities. Should shortfalls remain after corps resources are exhausted, the corps may submit a request for support or relief to HQ FORSCOM, ATTN: AFOP-TI, Fort McPherson, GA 30330-6000. If a request for support or relief of training association responsibilities is validated by FORSCOM Training Integration Division (AFOP-TI), it will be forwarded to FORSCOM CTD for further action. If support is granted, another command(s) will be tasked to support the shortfall, and an information copy of the tasking message will be sent to the corps.

(2) Installations are responsible for supporting their sub-installations' requirements. For example, Fort Drum is responsible for supporting Fort Indiantown Gap's and Fort Devens' requirements.

(3) For OCONUS training, refer to AR 350-9.

j. For AC Judge Advocate (JA) support to RC JA Annual Training and other RC JA training, refer to FORSCOM Circular 27-XX-1.

D-2. Site support augmentation

a. MACOM Procedures

(1) An AC installation hosting AT for RC units will use its organic resources to provide the necessary augmentation personnel. Shortfalls will be handled as described below:

(a) If a corps-aligned installation lacks sufficient personnel in the required MOS's and grades, it will submit its request to fill augmentee shortfalls to the corps headquarters. If the corps cannot fill all shortfalls, it will forward its unfilled augmentee requirements to FORSCOM CTD NLT 15 November.

(b) If a non-corps-aligned installation lacks sufficient personnel in the required MOS's and grades, it will submit its request to fill augmentee requirements directly to FORSCOM CTD NLT 15 November.

(c) The installation must be prepared to fund travel and per diem for all augmentees for up to two rotations. An installation receiving FORSCOM CTD approval for more than two rotations will be responsible for funding subsequent increments.

(2) Medical augmentee requirements will be identified by the Medical Command (MEDCOM) planner and will be forwarded to the Health Services Support Area (HSSA) for validation. The HSSA will forward approved positions to CONUSAs, which will input the augmentee requirements into the Annual Training Evaluator Augmentee System (ATEAS) and forward them to FORSCOM (AFOP-OT).

(3) A request to fill augmentee shortfalls will include administrative/reporting instructions and the name and phone number of a point of contact for fund cite and additional information. It will also include a listing of uniform and personal equipment requirements.

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(a) The commanders of semi-active and state-owned installations (i.e., Forts Dix, McCoy, Indiantown Gap, Gruber, Pickett, Hunter-Liggett, etc.) will forward their non-medical augmentee requirements to CONUSA in their geographical area NLT 1 Oct for the following training year. CONUSA will input all requirements into the ATEAS) and transmits total augmentee requirements to FORSCOM, ATTN: AFOP-OT via ATEAS NLT 15 Nov of each training year. FORSCOM will task AC and USARC to support augmentee positions.

(b) CONUSAs will use their resources to fill as many evaluator shortfalls as possible. If shortfalls remain after CONUSA has exhausted its resources, it will forward the remaining shortfalls to FORSCOM CTD NLT 15 November via ATEAS.

b. USARC Procedures

(1) USARC may use RC personnel and temporarily hired civilians to augment semi-active federal installations. Only after USARC's own resources have been exhausted will HQ FORSCOM consider supporting USARC from other AC assets.

(2) USARC will program and budget Reserve Personnel Army (RPA) funds and man-day spaces for USAR augmentees at semi-active installations.

(3) USARC will request from subordinate commands personnel to augment non-state-owned installations. USARC will furnish SNL information to FORSCOM CTD NLT 30 days prior to the TDY report date. SNL information consists of each augmentee's name, rank, and SSN. Requests for the filling of shortfalls must be submitted to FORSCOM CTD a minimum of 110 days prior to the first requested reporting date.

c. HQ FORSCOM Procedures

(1) Upon receipt of an augmentation request, HQ FORSCOM will task its subordinate commands to obtain qualified AC augmentees. Augmentation requests, including complete justification, should be submitted to FORSCOM CTD, by the CONUSA.

(2) HQ FORSCOM will furnish a roster of all augmentee requirements to USARC NLT 15 Nov. Updates that include SNL data will be furnished periodically thereafter until the end of the AT period.

d. Medical Support Procedures

(1) Medical healthcare services for RC soldiers during Annual Training on Army installations is provided by U.S. Army Medical Command (MEDCOM).

(2) Each semi-active or state-owned installation has a medical plan developed by MEDCOM to support AT.

(3) Installation medical plans developed by MEDCOM identify medical minimum essential personnel to support requirements.

(4) MEDCOM planners, in conjunction with USARC, coordinate directly with USAR TDA medical units and ARNG state surgeons to fill shortfalls.

(5) Medical augmentation shortfalls beyond MEDCOM and RC capabilities may be requested by MEDCOM according to Appendix D.

D-3. Selection and assignment of evaluator personnel

a. Responsibilities

(1) TRADOC will furnish evaluators for semi-active TRADOC installations (e.g., Fort Chaffee), training divisions, and units training on TRADOC installations.

(2) AMC will use its organic resources to fill evaluator requirements for RC units training at AMC installations.

(3) Each CONUSA will use its organic resources to fill AT evaluator requirements for units without an AC sponsor (FORSCOM Regulation 350-4) who are training at semi-active, federal, or state installations.

(4) USARC/MACOM commands are responsible for evaluation of units scheduled for annual training on their installations.

(5) If TRADOC, AMC, USARC, a MACOM, or a CONUSA is unable to fill any evaluator positions from its own resources, it may submit a shortfall request to HQ FORSCOM, which will attempt to assist. Requests for shortfall support must be submitted to FORSCOM CTD NLT 15 November. Line numbers for TRADOC and AMC may be obtained from FORSCOM CTD.

b. Personnel Fill Procedures

(1) AC commands will provide evaluators from their organic resources to evaluate units that conduct annual training on their installations. Shortfalls will be handled as follows:

(a) Evaluator requirements beyond a corps-aligned command's capability must be submitted through the corps headquarters. If the corps cannot fill all shortfalls, it will submit its requirements to FORSCOM CTD at least 110 days prior to the reporting date.

(b) Evaluator requirements beyond a non-corps-aligned command's capability must be submitted directly to FORSCOM CTD at least 110 days prior to the reporting date.

(2) Each CONUSA is responsible for:

(a) Reviewing requirements and filling positions from its own resources.

(b) Providing FORSCOM CTD, NLT 15 November, via ATEAS, with a listing of all evaluator requirements, including shortfalls and those involving associated units.

(c) Providing both HQ FORSCOM and HQ TRADOC with information copies of TRADOC evaluator requirements for semi-active TRADOC installations (e.g., Fort Chaffee).

(d) Providing special instructions to be included in HQ FORSCOM's administrative letter on evaluator requirements (these instructions will be provided to FORSCOM CTD NLT 25 September).

(e) Providing FORSCOM CTD, NLT 25 September, with a photomaster of the CONUSA-prepared administrative handout on AT sites. The handout should make use of FORSCOM Form 354-R (Annual Training Site) for each training site. HQ FORSCOM will consolidate forms, then print and distribute them to all MACOMs and FORSCOM/TRADOC installations. Camera-ready copies of FORSCOM Form 354-R are available from local forms management offices for reproduction.

(3) FORSCOM (AFOP-OT) will submit a request for USAR support to USARC, ATTN: AFRC-OPT-S, and an information copy will be sent to the appropriate CONUSA DCSOPS/DCST.

(4) MACOM commands are responsible for reviewing requirements and filling positions from their own resources. Requests for shortfall support must be submitted to FORSCOM CTD NLT 15 November.

(5) MTMC will provide AT evaluators IAW FORSCOM Regulation 350-2. Training sites and dates will be made in coordination with the appropriate CONUSA. MTMC personnel will conduct the TAM evaluations and provide qualified evaluators, including the site chief evaluator. Direct technical communication channels between MTMC and associated units is authorized. Communications that are directive in nature will be channeled through HQ FORSCOM, the appropriate CONUSA, and the USARC chain of command.

(6) Upon receipt of a valid request to fill shortfall evaluator requirements from any command, HQ FORSCOM will task its subordinate commands, as well as its activities on TRADOC installations, to provide qualified AC personnel. Each tasked command will:

(a) At least 30 days prior to the reporting date, provide FORSCOM CTD with the name fill data for each evaluator position tasked.

(b) Notify FORSCOM CTD in writing of those requirements which cannot be filled, as well as an explanation for the inability to provide support.

(7) HQ FORSCOM, HQ TRADOC, HQ AMC, DAEN and HQ MEDCOM will maintain coordination in requesting assistance and in filling evaluator requirements. To prevent the deterioration of AC unit combat readiness or the degradation of service schools or Army Training Centers, HQ FORSCOM, HQ TRADOC, HQ AMC, and HQ MEDCOM may request evaluators from other MACOMs in the event of position shortfalls.

(8) The Office of Chief of Engineers will be requested to fill engineer evaluator requirements for state-controlled sites and semi-active federal installations.

(9) Requests for personnel to evaluate engineer topographic units should be submitted to the Defense Mapping Agency.

(10) MEDCOM will be requested to provide Army Medical Department (AMEDD) officers in support of FORSCOM, TRADOC, and other major command requirements.

(11) USAR officers, warrant officers and NCOs (SSG-SGM) may be used in evaluation functions under the following conditions:

(a) As members of an evaluation team if AC shortfalls have been confirmed.

(b) Troop Program Unit and IRR/USAR officers will not be used as AT site or team chief evaluators except for the following type units: PAD, PSYOPS, CA, JAG, Medical, and certain transportation and maintenance units (Railway-Marine). AGR officers, however, may be used for any of the foregoing unit types. All requests for USAR personnel to serve as evaluators will include a fund availability statement (RPA/OMAR) from the requesting MACOM. HQ FORSCOM will provide name fill data to HQ TRADOC, HQ AMC, and each CONUSA throughout the training cycle.

D-4. Sources of evaluators

a. Advisory and Full-Time Unit Support (FTUS) personnel should be used; however, they may not be used to evaluate units which they are assigned to advise or assist. FTUS personnel assigned to a CONUSA Operational

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Readiness Evaluation (ORE) team may be utilized when additional evaluator duties do not conflict with primary duties of the ORE team.

b. AC host commands will conduct the evaluation of units assigned a site support or mutual support (ARTEP, MTT, etc.) AT mission.

c. Units which conduct parallel or on-the-job training with AC counterparts will be evaluated by the appropriate AC units.

d. Evaluators for an RC-associated unit will be provided by the AC sponsor, regardless where the training takes place in CONUS.

e. Readiness Group personnel and Reserve Training Teams may be used as evaluators.

f. Active guard and reserve personnel (AGR).

D-5. Submission of augmentee/evaluator requirements

a. Commands requesting support must furnish FORSCOM CTD with requirements for augmentees and evaluators within the appropriate time frame. CONUSAs must use the ATEAS system, while TRADOC, AMC, and AC commands should use electronic messages.

b. If a requirement is deleted or changed, HQ FORSCOM may be advised telephonically. Written confirmation of the change or deletion must be received by HQ FORSCOM within 72 hours of the telephonic notification.

c. Installation activity codes will be used IAW figure D-1. Line numbers beginning with activity code "Z" will be issued by FORSCOM CTD.

D-6. Funding

Funding for evaluator support will be obtained from the installation Directorate of Reserve Components (DRC) or Directorate of Resource Management (DCSRM), as appropriate, of the command to which the evaluator is permanently assigned. Readiness Group personnel and personnel tasked by USARC will obtain their fund sites from the DRC/DCSRMs of their supporting installations (i.e., Forts Meade, McPherson, Sam Houston, or Lewis). POC lists are published annually in a FORSCOM Annual Training Site Brochure.

D-7. Selection and qualification of evaluators

a. AC personnel are to be assigned evaluator duty IAW instructions contained herein.

b. Only fully qualified personnel of the highest caliber will be detailed to perform evaluator duty.

c. Current or recent commanders are prime candidates for selection as AT evaluators.

d. Branch qualifications and Specialty Skill Identifiers (SSIs) must be compatible with the type of unit to be evaluated. Team members may be combat arms.

e. The grade/experience criteria/standards are prescribed for combat unit evaluators in FIG D-2. Grade experience reductions will not be made without direct coordination with FORSCOM CTD.

f. The selection standards prescribed above will also be applicable, whenever possible, for non-combat unit evaluators; however, in the event of a specialty shortfall, technical expertise will take precedence over command experience. AG postal units may be evaluated by MSGs or SGMs.

g. Branch-qualified MSC officers may be used in lieu of AMEDD Medical Corps and Dental Corps officers.

<u>Command</u>	<u>Evaluators</u>	<u>Augmentees</u>
First United States Army	A0001-A0999	L001-L999
Second United States Army	H0001-H9999	
Fifth United States Army	C0001-C9999	D
Sixth United States Army	E0001-E9999	F
Fort Drum	G	H
Fort Indiantown Gap	I	J
Fort McCoy	K	
Fort Stewart	M	
Camp Atterbury	N	
Fort Dix		O
Fort Chaffee	P	Q
Fort A.P. Hill MDW	R	S
Fort Pickett	T	U
Camp Blanding	V	
Camp Shelby	W	B
Camp Ripley	X	
Camp Grayling	Y	
Other Misc (AMD/TRADOC/AC)	Z	Z

Figure D-1. Installation activity codes.

<u>Unit</u>	<u>Grade</u>
COL Commands - other than Sep Bdes or Div Bdes, e.g. Grps, Hosp, Etc	**1-COL/LTC, 1 SGM
LTC Commands - without companies, e.g. Hosps, Sep Bn, etc., and USAR Training Battalion, HHC, Bn	1-LTC/MAJ
MAJ Commands - e.g. Aviation Companies, etc.	***1-MAJ/CPT
CPT Commands - Btry, Trp's, Co's, Det's, Plts	1-CPT
Cbt Div HHC	1-MG/BG, 1-LTC/MAJ, 1-CSM
Cbt Bde (Sep)	1-BG/COL, 1-MAJ/CPT, 1-CSM, 1-SSG/MSG, (11C/13B)
HHC, Div Bdes; HHB, Divarty, DISCOM, HHB, FA Bdes	1-COL, 1-CPT, 1-CSM
ACR HHT (12C)	1-COL (12C), LTC/MAJ 1-CSM
ACR SQD	1-LTC (12C), 1-CPT (13E), 1-SSG/SGM (19D)
TOE Bn	1-LTC, 1-MAJ, 1-SSG/SGM
Non-Combat General Officer Cmd	1-BG/COL, 1-MAJ/CPT, 1-SSG/MSG

* For round out/up brigades and CFP 1-4 units see FORSCOM Regulation 220-3.

** A Major may evaluate hospitals commanded by a COL if COL/LTC is not available.

*** Aviation units in the H and L series TO&E require a MSG/SFC in addition to the evaluator team chief.

Figure D-2
Minimum evaluator, grade, and experience criteria.
(For Units Other than Round Out/Up Brigades and CFP 1-4 Units)*

APPENDIX E**Annual Training Equipment Requirements****E-1. General**

a. This appendix contains instructions for preparing and submitting FORSCOM Form 156-R and 156-1-R, Annual Training Equipment Requirements. Camera ready copies of FORSCOM Form 156-R and 156-1-R are available through the local Forms Management Office.

b. Guidance in this appendix provides the justification and validation required to source equipment shortfalls for Reserve Component (RC) Annual Training (AT) requirements. All references in this appendix to FORSCOM Form 156-R are inclusive of its continuation sheet, FORSCOM Form 156-1-R.

c. FORSCOM Form 156-R will be used to identify training equipment requirements, regardless of the purpose, mission or scope of the unit AT program. Even AT conducted outside the Continental United States (OCONUS) and Overseas Deployment Training (ODT) are included. The form will not be used to request expendable/consumable or durable supplies, CTA items, or commercial/nonmilitary standard equipment or services that are acquired through installation contractual arrangements and/or contractor operations. Nor will the form be used where coordination procedures are addressed in Army or FORSCOM regulations (i.e., use DA Form 3903 (Visual Information Workorder)) for graphics, etc.

d. A request for equipment in excess of, or of different types, other than authorized by appropriate authorization documents, will not be honored unless justification for a specific mission (site support) or other special requirement is included with the request. When the shortfall is a result of the requirements to support evaluators and Readiness Group (RG) assistants as prescribed in para E-4 below, the unit will justify the requirement with a statement in Block 26 of the FORSCOM Form 156-R. In addition, the unit will attach a copy of the applicable memorandum as indicated below:

- (1) Evaluator requirement - CONUSA guidance memorandum.
- (2) RG assistant - Memorandum of Request from RG.

e. The objective of these procedures is to fully assure that RC units are self-sustaining and supported within the RC chain of command. All available assets in the RC must be considered for use before active component (AC) units are tasked to provide their equipment.

f. The chronology of the AT equipment shortfalls resolution must create a clear record of all actions within a command to resolve the shortfall internally, not to simply pass a requirement up the chain of command until it arrives at HQ FORSCOM. Any deviation in these requirements can cause the FORSCOM 156-R to be returned to the requesting organization without action.

g. These procedures may be used to request all authorized equipment shortages for any RC training requirements unless other FORSCOM regulations address the training program and provide resourcing guidance and procedures. FORSCOM Form 156-R, prepared IAW the guidance detailed below, is recognized as the single source document for acquisition of equipment to support RC training, regardless of mission or purpose. Annual training will be given preference when competing with other initiatives for resources. Other initiatives must be addressed in the context of the applicable regulation or exercise guidance.

h. All transactions at each level of command will be recorded on the original request form. Reproduced copies will not be forwarded for action, but may be retained for action file purposes.

i. A forwarding endorsement will be prepared by the commander or staff section responsible for operations and/or training. The endorsement will state that the AT equipment requirement has been reviewed and validated by that command and that assets are not available. The FORSCOM Form 156-R will be forwarded to the next level of command through operations and/or training channels.

E-2. Responsibilities**a. RC Units**

(1) Each RC unit will determine the minimum essential equipment required for its support during the AT or exercise period. Equipment shortfalls will be identified in pre-AT or initial planning conferences to be held 170-185 days prior to the AT/exercise start date. When OCONUS training is involved, the requesting unit will coordinate for loan or use of assets from the OCONUS command as early in the planning cycle as possible.

(2) The RC unit will initiate FORSCOM Form 156-R and prepare supporting documentation (e.g., mission statement, site support details evaluator/advisor/assistant support or other justification) where equipment requested is in excess of that provided in authorization documents. If equipment is not available at the training site, Equipment Concentration Site (ECS), Mobilization and Training Equipment Site (MATES), Unit Training and Equipment Site (UTES), or other RC units, shortfalls must be indicated in block 19 of the form and forwarded

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through command channels to the RC unit's parent MUSARC or State Adjutant General at least 180 days prior to the requested date. Unit Commanders are reminded to resource equipment shortfalls at the lowest possible level prior to forwarding Form 156-R through the chain of command. All costs associated with the loan, including transportation and return to TM 10-20 standards, is the responsibility of the requesting unit. Each level of the chain of command must validate and fill subordinate unit AT shortfalls from local assets prior to forwarding Form 156-R to next higher command.

(3) When submitting a request for equipment which is not available at an ODT training site, enter the shortfall in Block 19 and attach a copy of the list of equipment which the OCONUS sponsor unit indicates must be brought from CONUS by the unit. As prescribed by FORSCOM Suppl 1 to AR 350-9, the OCONUS sponsor unit will provide the list to the training unit during the pre-AT conference. Ensure that the attached list is clearly identified as originating with the OCONUS sponsor unit.

(4) In cases where the pre-AT conference is scheduled too late to meet the 170-day suspense to the parent MUSARC or state AG, a verbal waiver will be obtained from the MUSARC or State AG. Under these circumstances, Form 156-R will be forwarded within 2 working days of the conclusion of the pre-AT conference.

b. MUSARCs and State AGs will:

(1) Review and validate unit AT equipment requirements through training and/or operations channels (if items are deleted at any level, the requesting unit should be advised by phone).

(2) Direct loans from internal assets.

(3) As shortfalls are satisfied, notify the originating unit with required source information (POC, telephone number).

(4) If internal assets are not available to fill shortfalls, every effort should be made to request assistance from other MUSARCs and/or state AGs. Tasking authority will remain at the MUSARC/NGB level.

(5) If shortfalls are not satisfied, complete the MUSARC/State AG portions of Form 156-R and forward as appropriate to the USARC, ATTN: AFRC-OPT-S or to the National Guard Bureau, ATTN: ARO-T NLT 140 days prior to training date or equipment marshalling date.

c. National Guard Bureau (NGB)

(1) Upon receipt of Form 156-R from the state, ARO-T will validate requirements and forward the Form 156-R to ARL-ME for filling of the equipment shortfalls from available assets.

(2) As shortfalls are filled, NGB will provide the requesting unit with source information (POC, telephone number) through the state AG.

(3) If NGB is unable to fill all shortfall requirements, NGB will annotate Form 156-R to show NGB action and will forward Form 156-R to USARC, provided that USARC has not processed it. If USARC has processed the Form 156-R, NGB will forward the form to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000, NLT 120 days prior to the date that the equipment is required.

d. USARC

(1) Upon receipt of Form 156-R from the MUSARC, AFRC-OPT-S will validate training requirements and forward Form 156-R to AFRC-LGS-S for filling of the shortfalls from available assets. If coordination at the lowest possible levels is not indicated on Form 156-R, the document will be returned to parent MUSARC without action.

(2) As shortfalls are filled, USARC will provide the requesting unit with source information (POC, telephone number) through the appropriate MUSARC.

(3) If USARC is unable to fill all shortfall requirements, USARC will annotate Form 156-R to show USARC action and will forward it to NGB, provided that NGB has not processed it. If NGB has processed the Form 156-R, USARC will forward the form to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000, NLT 120 days prior the date that equipment is required.

e. HQ FORSCOM

(1) HQ FORSCOM will fill shortages, where possible, from AC assets. The source (POC, telephone number, and unit, organization or activity) will be reflected in remarks, column 26. All requests for AC equipment arriving at FORSCOM later than 110 days prior to the required date will be fully justified, or they will be returned. The requesting unit's chain of command will ensure that all substitute LINs have been considered and that equipment is not available.

(2) When OCONUS training is involved, HQ FORSCOM will telephonically (or by FAX) coordinate Form 156-R requirements with the OCONUS command which will host the training. Assistance from that OCONUS command's assets will be requested and coordinated at this time.

(3) HQ FORSCOM will complete the tasking requirements to fill identified shortfalls NLT 90 days prior to planned training date.

E-3. Procedures for preparing FORSCOM Form 156-R

a. RC Unit Requiring Shortfall Equipment for AT

- (1) Complete items 1 through 17 of Form 156-R at home station before attending pre-AT conference.
- (2) If the amount in column 17 exceeds total the authorization in column 15, attach the justification supporting documents as required by paragraph E-2a(2) above to the Form 156-R.
- (3) Complete column 18a. If the total in column 18a is less than total in column 16, a full explanation as to why the home station's equipment is not being taken to AT is required. Only in extraordinary circumstances will HQ FORSCOM recognize equipment remaining at the home station as a shortfall requiring sourcing action from another command or facility.
- (4) During the pre-AT conference, initiate coordination with the host installation office responsible for coordinating AT and determine the availability of needed shortfall equipment at the training site. Indicate quantities available in column 18b.
- (5) During the pre-AT conference, coordinate with ECS and/or MATES facility (if available) at the host installation or training site and indicate in column 18c the possibility of alleviating shortfalls from these sources.
- (6) Indicate any shortages resolved through other sources (e.g., other tenants of the Reserve Center or actions directed by the next higher command) in column 18d.
- (7) During the pre-AT conference, place into blocks 28 and 29 the date and the name, title, telephone, and signature of the representatives of the training site and/or ECS/MATES. If a pre-AT conference is not held, or if the RC unit does not send unit representatives, the unit must still coordinate in writing or verbally with these representatives and fill in blocks 28 and 29 with the additional comment "verbal coordination" or "written response on file at unit," as appropriate. This requirement is not negotiable, and if not completed, will result in the Forms 156-R's being returned without action.
- (8) Indicate the final shortfall for each LIN in column 19.
- (9) At least 180 days prior to the start of training (unless directed otherwise), date/authenticate block 27 with the unit commander's signature, and submit the original through the chain of command to the MUSARC or state AG. Reproduced copies may be retained for unit files.
- (10) Submit a separate Form 156-R for each training period and each training site. For example, if a unit conducts AT at one site and participates in an exercise in active duty for special work (ADSW) status at a later date at an additional site, separate Forms 156-R are required.

b. MUSARC/State AG

- (1) Edit forms to ensure that entries made by the unit are correct and that items in excess of authorization are authorized by a mission statement, directive or other appropriate documentation. The unit must be notified when items are deleted from Form 156-R during the review and validation process. If columns 18b, 18c and 18d and blocks 28 and 29 are not completed, return the form to the unit for correction. If the request pertains to an ODT training exercise, ensure that the OCONUS sponsor unit list is attached.
- (2) If shortfalls will be passed to the USARC for validation, enter the total command-authorized and on-hand quantity for each such shortfall LIN in column 20a and 20b.
- (3) Indicate shortfalls sourced from other subordinate commands within the MUSARC or state AG (column 21a), other MUSARC or AG-controlled ECS or MATES facilities (column 21b), and other sources available to the MUSARC or state AG (column 21c). If shortfalls remain, use a copy of the form to notify the unit of resourced assets.
- (4) Enter the quantity short for AT in column 22. Block 30 must be signed by the MUSARC commander/state AG, or by the Deputy Chief of Staff for Training (DCST), state Plans, Operations and Training Officer (POTO), or other designated operations and/or training representative. Block 30 validates the equipment requirement for the scheduled training or site support mission and verifies the quantities of equipment shortages. Logistics personnel will not sign this validation/verification.
- (5) If column 22 is less than column 20b, the MUSARC or state AG authority who signed block 30 must include the following statement in the forwarding endorsement to USARC/NGB. "All command assets of LINs listed are committed to training or otherwise unavailable for resourcing against the stated shortfall."
- (6) The MUSARC/state AG will forward all original forms with endorsements and substantiating documents to the USARC/NGB for resourcing. Reproduced copies may be retained for MUSARC/State AG files.

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(7) If all shortages are filled, all original documentation will be returned to the requesting unit as soon as possible.

c. NGB

(1) ARO-T will review and validate FORSCOM Form(s) 156-R received from the state and forward the Form 156-R to ARL-ME to initiate action to source shortfalls from available assets. Unit must be notified when items are deleted from FORSCOM Form 156-R during the review and validation process. If shortfalls are completely resolved, return original documents to owning unit through requesting chain of command.

(2) Indicate quantity sourced in column 23b.

(3) In column 23a, enter the total for each shortfall LIN whose requirements cannot be satisfied by NGB.

(4) If column 23a is greater than column 23b, and if NGB requests HQ FORSCOM to source the shortfalls, the forwarding endorsement must include the following statement: "All NGB assets of LIN(s) listed are committed to training or otherwise unavailable for resourcing against the stated short falls."

(5) If shortfalls remain, NGB will forward the original copy of Form 156-R, along with an endorsement recapitulating all coordination, to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000. The Form 156-R and the endorsement must arrive at HQ FORSCOM NLT 110 days prior to the commencement of training. Reproduced copies may be retained for NGB files.

d. USARC

(1) AFRC-OPT-S will review and validate the Form 156-R received from the MUSARC and forward it to AFRC-LGS-S, which will direct action to fill shortfalls from all available assets. The requesting units must be notified if any item is deleted from Form 156-R during the review and validation process. If shortfalls are completely resolved, return the original documents to the owning unit through requesting chain of command.

(2) Indicate the quantity sourced by USARC in column 23b.

(3) At column 23a, enter the total for each shortfall LIN whose requirements cannot be satisfied by USARC.

(4) If column 23a is greater than column 23b, and if the USARC requests HQ FORSCOM to source the shortfalls, the forwarding endorsement must include the following statement: "All USARC assets of LIN(s) listed are committed to training or otherwise unavailable for resourcing against the stated shortfalls."

(5) If shortfalls remain, USARC must indicate coordination in a forwarding endorsement to HQ FORSCOM, ATTN: AFOP-OT, Fort McPherson, GA 30330-6000. The Form 156-R and the endorsement must arrive at HQ FORSCOM NLT 110 days prior to the commencement of training.

e.. Remarks column 26 should indicate the source of equipment and any other pertinent information. Remarks will be preceded by the appropriate code to identify who made them. Entry codes for column 26 are indicated by an asterisk on the line below block 29. The source code for USARC is seven (7).

EXAMPLE 1: If the NGB has fully resourced an item from ARNG assets in Alabama (1/131st AR), the entry would be as follows: "5. TAG AL /1/131AR, CPT DOE, DSN 666-1111"

EXAMPLE 2: If USARC has resourced 3 of 10 of an item from ECS # 43G (81st ARCOM) and the balance from 400th SUP Co (125th ARCOM), the entry would be as follows: "7. 81st/ECS #43G (3) 125/400 SUP CO (7), MAJ DOE, DSN 999-6666"

E-4. Logistical support for evaluators, assistors and advisors

a. Unless addressed in FORSCOM Regulation 220-3, this regulation, or other appropriate regulations, overall logistical support for AT evaluators is the initial responsibility of the training site commander (active, semi-active federal or state-owned). The CONUSA directing the evaluation determines vehicle and radio support requirements for AT evaluators and provides applicable guidance to the RC unit.

b. Total equipment support requirements for AT evaluators must be finalized during pre-AT conferences that are held as a result of guidance found in FORSCOM/ARNG Regulation 305-2, Appendix C or guidance provided by the CONUSA. The RC commander will prepare a Form 156-R for equipment shortfalls IAW preceding paragraphs E-2 and E-3.

c. Vehicle equipment support for RG assistors during AT will be obtained as follows:

(1) Use any RG assets available, to include assigned GSA vehicles. The RG commander will coordinate with the training site commander for allowance to use GSA vehicles in areas requiring assistor duties.

(2) Ride with the assisted unit.

(3) Use RC unit assets. RG commander will submit a memorandum to the RC unit being assisted indicating the need for equipment and why the shortfall exists. The memorandum will request that the RC unit include the item as a shortfall on FORSCOM Form 156-R if it is unavailable within the assisted unit.

(4) FORSCOM will coordinate with the USARC and NGB which, in turn, will coordinate with the MUSARC/State AG of the supported units to identify unused or partially used vehicles available during the period. Only when these resources are exhausted will FORSCOM seek to provide support from active component assets.

d. Equipment support for all other assistors and advisors is the responsibility of the unit or organization to which the assistor or advisor is assigned and should be provided through that chain of command or by a request to the appropriate AR 5-9 support installation. Support for them will not be requested with FORSCOM Form 156-R procedures.