

UNIT MOVEMENT PLANNING

Proponent For Inspection: DOL

Point of Contact: _____

Unit Inspected: _____

Date of Inspection: _____

Unit Representative: _____

Unit Phone No.: _____

Inspector's Name: _____

Inspector's Phone No.: _____

Unit Overall Rating: T P U

REFERENCE: FORSCOM Reg 55-1, 1 Oct 97

STANDARDS: "T"= 90% success rate of evaluated tasks with no failed critical tasks. "P"= 70% success rate of evaluated tasks with no failed critical tasks. "U"= less than 70% success rate of evaluated tasks or one failed critical task.

INSPECTION CRITERIA	LEVEL	GO	NO GO	REMARKS
1. Does the unit have a current Deployment Plan? (FORSCOM Reg 55-1, para 1-5)	CO/BN			
2. Is the Deployment Plan prepared IAW FORSCOM Reg 55-1, Annex H?	CO/BN			
3. Is the Deployment Plan based upon the scenario driven regional contingencies/ OPLANs identifying aerial and seaport locations? (FORSCOM Reg 55-1, para 1-5)	CO/BN			
4. Has the Deployment Plan been reviewed by the chain of command and approved by the Installation Unit Movements Coordinator within the last year? (FORSCOM Reg 55-1, para 4-5)	CO/BN			
5. Has an officer/senior NCO, E-6 and above, with alternate been appointed to serve as Unit Movement Officer (DET, CO, BN, BDE)? (FORSCOM Reg 55-1, para 2-9)	CO/BN/BDE			
6. Do the Unit Movement Officers possess a secret clearance? (FORSCOM Reg 55-1, para 2-11)	CO/BN			
7. Did they have one-year retainability when appointed? (FORSCOM Reg 55-1, para 2-11)	CO/BN			
8. Has the Unit Movement Officer and Alternate been trained? (FORSCOM Reg 55-1, para 2-11)	CO/BN			
9. Has the Battalion coordinated planning guidance that pertains to its subordinate units? (FORSCOM Reg 55-1 para 4-5)	BN			
10. Has the Brigade coordinated planning guidance with its subordinate units? (FORSCOM Reg 55-1, para 4-5)	BDE			
11. Have subordinate unit deployment plans been tested for effectiveness? (FORSCOM Reg 55-1, para 4-5)	CO/BN			
12. Has Brigade/Battalion prepared and maintained Deployment Plans that incorporate subordinate level requirements? (FORSCOM Reg 55-1, para 4-5)	BN/BDE			
13. Has the Brigade/Battalion provided training to subordinate units in the preparation of unit Deployment Plans and AUEL reporting? (FORSCOM Reg 55-1, para 4-5)	BN/BDE			
14. Are the Unit Movement Data (AUEL) sheets current in TCACCIS? (FORSCOM Reg 55-1, para 4-6)	CO/BN			
15. Has the unit prepared a Vehicle Load Card (FORSCOM Form 285R) for each cargo carrying vehicle? (FORSCOM Reg 55-1, para 5-3)	CO/BN			
16. Does the data in TCACCIS agree with what has been written on the Vehicle Load Cards? (FORSCOM Form 285-R; FORSCOM Reg 55-1, para 4-6)	CO/BN			
17. Has a packing list been prepared for each box or container that has been loaded onto a vehicle, trailer, or is a separate shipment? (FORSCOM Reg 55-1, para 5-3)	CO/BN			
18. Has the Unit Movement Officer reviewed the plan to ensure it conforms to directives of higher headquarters? (FORSCOM Reg 55-1, para 4-6)	CO/BN			
19. Does the unit have the required publications? (FORSCOM Reg 55-1, Appendix A)	CO/BN			
20. Does the unit have SOP's for the following? a. Identifying, loading, certifying and transporting hazardous cargo? b. Identifying and marking vehicles for convoy movements? c. Enroute maintenance during convoy movement?	CO/BN			

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21. Does the AUEL (TCACCIS) report match the equipment on the property book? (FORSCOM Reg 55-1, para 4-2)	CO/BN			
22. Is the Shipment Unit Number (SUN) written above the date completed block of the 285R card or in the appropriate block? (FORSCOM Reg 55-1, para 5-3)	CO/BN			
23. Has blocking, bracing, packing, and crating material been considered, requirements identified and coordination with the appropriate directorate made? (FORSCOM Reg 55-1, Chapter 6)	CO/BN			
24. Have unit load teams been identified and trained? (FORSCOM Reg 55-1, para 4-6)	CO/BN			
25. Are rail and aircraft load plans prepared for vehicles, equipment, and personal baggage? (FORSCOM Reg 55-1, para 6-7 and Appendix D)	CO/BN			
26. Has the unit identified their requirements for "C" boxes for the storage/shipment of personal property? (FLW Reg 525-1, para 1)	CO/BN			
<p>27. Is the Unit Deployment Plan prepared in the following format? (FORSCOM Reg 55-1, Annex H)</p> <p>I. TABLE OF CONTENTS</p> <p>II. BASIC MOVEMENT ORDER</p> <p>III. REFERENCES</p> <ul style="list-style-type: none"> - Ft Leonard Wood Installation Deployment Support Plan - Brigade/Group Supplement - Battalion Supplement - Required regulations IAW FC Reg 55-1, Appendix A - Required plans and forms <p>IV. DEPLOYMENT ANNEXES</p> <p>A. Procurement</p> <p>B. Class I</p> <ul style="list-style-type: none"> - Planned to draw MREs based on 100% authorized strength - DD Form 1750 Packing List for shipment to theater - DD Form 577 to draw MREs - Implementing instructions to draw MREs at TISA <p>C. Class II</p> <ul style="list-style-type: none"> - Listing of 15-day supply of SSC items to include field sanitation supplies - DA Form 3645 and 3161 for TA-50 inventory and bulk draw of Chemical Defense equipment - DD Form 1750 for all supply items - Has all hazardous material (i.e., DS2, STB) been identified? (CFR 49 & TM 38-250) - DA Form 1687 to draw, TA-50 and CDE 	CO/BN			

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<ul style="list-style-type: none"> - Sizes for an issue of Organizational Clothing and Individual equipment - Separate implementing instructions for drawing TA-50, and CDE D. Class III <ul style="list-style-type: none"> - Listing of 15-day stockage of POL package products for vehicles and weapons being shipped. - DD Form 1750 for packaged POL - Has a listing identifying hazardous placards and marking required been prepared? Are they on hand? (Check CFR 49 & TM 38-250 for marking and placards) - DA Form 1687, Signature Card - Implementing instructions & draw package class III E. Class IV <ul style="list-style-type: none"> - DA Form 4283, approved by DEH & ITO, identifying all dunnage and BBPCT&S needed for all shipments - Implementing instructions to draw BBPCT&S from DPW warehouse F. Class V <ul style="list-style-type: none"> - DA Form 581 for TAT ABL. Copy provided to supporting Ammunition Officer (to be released from Depot stocks 60 Cal & above) G. Class VII <ul style="list-style-type: none"> - Shortages must be on requisition and status indicated - Listing of all equipment to be shipped by commercial rail or truck - Listing of residual equipment (i.e. installation property) H. Class VIII <ul style="list-style-type: none"> - Medical Materials, See AR 40-5 and FORSCOM Reg 700-2 I. Class IX <ul style="list-style-type: none"> - Listing of combat PLL - DD Form 1750 for Planning & Shipment to theater - Implementing instructions for requisition, pick-up, safe storage and deployment - Listing of 15 day supply of PLL for arms rooms and NBC items - Listing of PLL for lines that are 100% shortfall - DD Form 1750 for planning and deployment J. Pre-deployment Support Requirements <ul style="list-style-type: none"> - List of deploying soldiers living in troop billets, SEBQ, BOQ, and off-post who have no family members remaining in the area 	CO/BN			

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<ul style="list-style-type: none"> - Personal Property Record - Residual Property Identification Book - Pre-movement maintenance support required (MAIT) - List of equipment requiring purging. Copy provided to DOL, Maintenance Div - Implementing instructions and location of the purging site <p>K. Enroute Support Requirements</p> <ul style="list-style-type: none"> - Implementing instructions identifying enroute maintenance, recovery, and fuel requirements to APOD/SPOD <p>L. Air Transportation (Always use personnel, TAT, and baggage for planning. Include equipment if OPLAN/CONPLAN indicates. Consider COMSEC Equip and other sensitive items.</p> <ul style="list-style-type: none"> - Personnel Manifest (15 OCONUS, 7 CONUS copies) - TAT lists for advance party and main body - DA Form 2327 Aircraft Utilization Plan - 463L pallet requirements - D/AACG SOP <p>M. Convoy Requirements</p> <ul style="list-style-type: none"> - DD Form 1265 (convoy clearance) - DD Form 1266 (special hauling requirements) - Driver's strip maps - Convoy Commander's briefing - Markings for conveying equipment (Sign's, flags, placards) - DD Form 836 for vehicles transporting hazardous materials <p>N. Rail Movements</p> <ul style="list-style-type: none"> - Automated Unit Equipment Listing - Installation SOP for Rail Operations - Rail Load Plans for equipment - Identify any specialized or oversized equipment <p>O. Commercial Movement Requirements</p> <ul style="list-style-type: none"> - Memorandum identifying number of personnel, A & B bags, rucksacks and weights that require transportation to the APOE - Memorandum identifying equipment and/or cargo and weights that require transportation to the APOE - Packing lists 				

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<p>P. Facilities</p> <ul style="list-style-type: none"> - Ft Leonard Wood facilities to be used during deployment <p>Q. Points of Contact</p> <ul style="list-style-type: none"> - Internal POCs with phone numbers - External POCs with phone numbers <p>R. Safety SOPs</p> <ul style="list-style-type: none"> - Air Load Safety SOP - Rail Load Safety SOP - Vehicle Operation Safety SOP <p>S. N-Hour Sequence (Timeline) corresponding with TFFDL of primary CAPSTONE mission</p> <ul style="list-style-type: none"> - Matrix, Annex C - Battalion Timeline <p>T. Plan coordination documentation</p> <ul style="list-style-type: none"> - Inspection schedules by higher headquarters - Inspection schedules for subordinate units - Inspection results <p>U. Appointment Orders and Certificates</p> <ul style="list-style-type: none"> - Unit Movement Officer - Unit Movement NCO - Air Load Planner - Hazardous Cargo Certifier - Unit Air, Rail, and pallet Load Teams - COMSEC Courier List - Plans sent through Chain of Command for validation and approval before submitting to DOL, Trans Div for final approval <p>V. Unit Movement Data</p> <ul style="list-style-type: none"> - AUEL printout that cross matches with DD Form 1750 and FORSCOM Form 285-R using Shipment Unit Number (SUN) - Packing Lists DD Form 1750 for air, rail, sea deployed equipment/vehicles - DA Form 1387-2 for hazardous cargo being air shipped - Vehicle Load Card (FORSCOM Form 285-R), for air, rail, and convoy movement that cross matches with AUEL using SUN - DD Form 836, Shipping Paper and Emergency response information for hazardous material transported by government vehicles - DD Form 626, Motor Vehicle Inspection Transporting Hazardous Materials - Container Packing Certificate or Vehicle Packing declaration 				

