USAR Regulation 140-1

Army Reserve

Force Management

Department of the Army
Office of the Chief, Army Reserve
Washington, DC 20310-2400
1 June 2009

SUMMARY OF CHANGE

USAR Regulation 140-1
Force Management

This major revision dated 1 April 2009—
  o Is a complete revision of and replaces USARC Regulation 140-1, dated
    30 October 1992. The title has been changed from "Programming, Documentation,
    and Execution of Force Structure Actions" to "Force Management."

* USAR Regulation 140-1

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Army Reserve
Force Management

For the Commander:

CHARLES E. PHILLIPS, JR.
Colonel, GS
Chief of Staff

Official:

CORRINA M BOGGESS
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Deputy Chief of Staff, G-1

History. This publication is a major revision. It was originally published 30 October 1992 as USARC Reg 140-1.

Summary. This regulation prescribes the policies for execution of the Force Management Programs of the US Army Reserve.

Applicability. This regulation applies to Headquarters, US Army Reserve Command (USARC) and all major subordinate commands (MSCs) under the command and control of the USARC. This regulation does not apply to units/organizations that are in a "mobilized" duty status. During mobilization, units/organizations will follow procedures developed by their commands of assignment.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G-3/5/7, Force Management Directorate (ARRC-OPF). The proponent has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. The proponent may delegate this approval authority, in writing, to a division or branch chief under their supervision within the proponent agency.

Army management control process. This regulation contains management control provisions in accordance with AR 11-2, but it does not identify key management controls that must be evaluated.

Supplementation. Supplementation of this regulation is prohibited without prior approval from Commander, USARC, ATTN: ARRC-OPF, Fort McPherson, GA 30330-5000.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Deputy Chief of Staff, G-3/5/7, Force Management Directorate (ARRC-OPF), 1401 Deshler Street SW, Fort McPherson, GA 30330-2000.

Distribution. A link to this pamphlet is on the USAR Intranet website at http://usarcintra/ and the Army Reserve Component portion of the Army Knowledge Online (AKO) website (http://www.us.army.mil/). This pamphlet is intended for command level B. Local reproduction is authorized.

Contents (Listed by paragraph number)

 * This regulation supersedes and rescinds USARC Regulation 140-1, dated 30 Oct 1992.

Chapter 1
Introduction

1-1. Purpose
This regulation prescribes policies for the execution of the Force Management Programs of the US Army Reserve (USAR). Force Management consists of the Command Plan, Force Structure (Force Integration) and Stationing and Documentation of the Army Reserve Force Structure. The policies herein apply specifically to those Army Reserve units and organizations under the command and control of the United States Army Reserve Command (USARC).

1-2. References
Required and related publications and prescribed forms are listed in appendix A.

1-3. Explanation of abbreviations
Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. General
The Chief, Army Reserve (CAR)/Commanding General, USARC has designated the G-3/5/7, Force Management Directorate (FMD) as the proponent for force structure and stationing action for all USAR troop program units (TPUs). To accomplish this mission, the Dir, FMD must rely on the coordination with and cooperation of a number of other staff elements of the USARC staff, CAR staff and various DOD agencies. In turn, these staff elements and agencies require certain information to determine the resources necessary to accomplish the action. The Dir, FMD will devise and, in coordination with the concerned agencies, develop a single submission process for the review and approval of each force structure and stationing request.

1-5. Responsibilities
   a. The USARC General Staff/Special Staff.
     (1) The Dir, FMD is the USARC staff proponent for Force Management Programs of the USARC. As such, Dir, ARFP may directly task other USARC staff agencies regarding force management matters.
     (2) Due to the nature of the functions within the various divisions of the G-3/5/7, staffing of force structure actions will be forwarded separately to the G-33 and the G-37.
     (3) *The Dir, FMD will—*
     (a) Issue instructions for the preparation of documents and other input for the annual Command Plan Cycle, in accordance with HQDA guidance.
     (b) As a minimum, annually publish a USARC Structure Message (USTRUC), detailing to Unit Identification Code (UIC) level, the changes to the Army Reserve force structure. (The USTRUC will usually be published subsequent to the issuance of the US Army Structure Message (ARSTRUC) by HQDA.)
     (c) Coordinate with applicable staff sections for all force structure and force modernization actions.
     (d) Integrate all functional actions required to activate, convert, reorganize, change authorized levels of organization (ALO), inactivate, and relocate USAR units in support of approved plans.
     (e) Process table of organization and equipment (TOE), Modified Table of Organization and Equipment (MTOE), and Table of Distribution and Allowance (TDA) changes for both personnel and equipment. Submit TOE change request to TRADOC when appropriate.
     (f) Review all force structure actions and identify costs, funds, and full-time support (FTS) resource requirements/resources for execution of approved actions.
     (g) Execute approved actions based on availability of personnel, equipment, funds, FTS resources, and facilities.
     (h) Publish and distribute permanent orders and unit authorization documents for all approved actions.
     (i) Prioritize all force structure requirements.
     (j) Conduct functional reviews, identify issues and problems, and recommend solutions.
     (k) Provide guidance/tasking to MSCs each fiscal year (FY), which allows documentation packets to be completed, submitted, and processed to meet command plan timelines (RCS: RCFD-014).
     (l) Ensure appropriate force structure changes are entered in The Army Authorization Documents System (TAADS) for hand-off of data to related and dependent systems, allowing sufficient time to effect appropriate changes within the automated systems to meet current regulatory and policy requirements.
     (m) Responsible for the accuracy and timeliness of TAADS/vertical TAADS (VTAADS) data provided to supporting systems.
     (4) *The G-1 will—*
     (a) Review the force structure program for accuracy of personnel information and the ability of strength management assets to support the force structure action and assess the personnel readiness impact of the proposed action.
     (b) Verify MSC commander's statement that a qualified commander is available for unit activations.
     (c) Advise and assist Dir, FMD in evaluating structure and doctrine.

(d) Review and assess USARC force structure program to ensure executability.

(e) Ensure appropriate systems within the G-1's control are updated as force structure actions are implemented.

(5) *The G-2/6 will—*

(a) Review the force structure program to determine telecommunications and automation requirements.

(b) Advise and assist Dir, ARFP in evaluating structure and doctrine.

(c) Review and assess the USARC force structure program to ensure executability.

(6) *The G-33 will—*

(a) Review the USARC force structure program for impact on training and readiness, overall unit readiness, mobilization requirements, and Readiness Groups' ability to support actions.

(b) Highlight readiness impacts of force structure actions to the USARC Readiness Council and to the Command Group.

(c) Serve as USARC point of contact for all actions relating to maintenance of UIC data within the Joint Chief of Staff (JCS) Status of Resources and Training System (SORTS).

(d) Advise and assist the Dir, FMD in evaluating structure and doctrine.

(e) Review and assess the USARC force structure program to ensure executability.

(7) *The G-4 will—*

(a) Review the force structure program to determine logistical impact, to include an assessment of the local area maintenance support activities' ability to support the request.

(b) Assess equipment availability.

(c) Advise and assist Dir, ARFP in evaluating structure and doctrine.

(d) Review and assess the USARC force structure program to ensure executability.

(8) *The G-37 will—*

(a) Review the USARC force structure program for impact on training.

(b) Highlight training impacts of force structure actions to ARFP and to the Command Group.

(c) Assist FMD when requests for stationing and relocation actions are submitted.

(d) Assess for training impacts.

(e) Advise and assist Dir, FMD in evaluating generation force and training support capability requirements.

(f) Review all activation and inactivation actions of Army Reserve units to assess impact on training.

(9) *The Directorate of Resource Management (DRM)/G-8 will—*

(a) Validate MSC expenditures against required force structure actions, to include force modification, stationing dollars, and facilities.

(b) Advise and assist Dir, ARFP in evaluating structure and doctrine.

(c) Review and assess the USARC force structure program to ensure executability.

(10) *The Full-Time Support (FTS) Directorate will—*

(a) Function as staff proponent for the management and execution of the FTS Program.

(b) Issue guidance for the preparation of FTS TDA documents and other input for the annual Command Plan Cycle, in accordance with HQDA guidance.

(c) Validate and determine the FTS manpower requirements for all USAR TPU units.

(d) Manage the allocation of FTS resources for all USAR TPU units.

(e) Evaluate the force structure program and update the FTS TDAs to provide the appropriate FTS resources for all structure changes during the appropriate fiscal year Command Plan cycle.

(f) Integrate all FTS manpower management actions required to activate, convert, reorganize, inactivate, and relocate the FTS personnel staffing of USAR units in support of approved structure plans.

(g) Develop permanent orders for FTS TDAs.

(11) *The USARC Special Staff.* Aviation, Chaplain, Inspector General, Internal Review, Public Affairs, Staff Judge Advocate, and the USARC Surgeon will—

(a) Advise and assist Dir, ARFP in evaluating structure and doctrine when their specialties are involved.

(b) Review and assess USARC force structure program to ensure executability.

b. *Major subordinate command (MSC).*

(1) Regional support commands (RSCs).

(a) The Chief, Plans, Analysis and Integration (PAI) Office is the RSC staff proponent for Force Management Programs within the RSC area of operation. As such, Chief, PAI may directly task other RSC Staff agencies regarding force management matters.

(b) The Chief PAI will coordinate stationing actions submitted by the operational and functional (O&F) commands with the appropriate RSC staff agencies.

(c) The Chief, Department for Public Works (DPW) will review stationing requests to verify that the facility is capable of and ready to sustain the force structure action being proposed.

(d) The Chief, PAI and DPW will periodically review facility utilization to determine future requirements for facilities management.

(2) Operational and functional (O&F) commands will—

(a) Execute all force structure actions and meet all readiness objectives.

(b) Budget for approved force structure and force modernization actions (funded and unresourced requirements).

(c) Ensure requisitions to fill all authorized FTS positions are forwarded to the appropriate agency.

(d) Ensure all force structure documentation meets the requirements of this regulation and complies with higher headquarters' guidance.

(e) Submit command plan issues arising from shortfall or changes that may adversely affect the current/future USARC force program.

(f) Coordinate with the RSC(s), PAI Office, which controls the facilities involved in the proposed stationing action. Informal coordination with DPW and other appropriate staff is encouraged to make the process run smoother, but formal coordination must be accomplished through the PAI Office.

(g) Support USAR force modernization as required by each designated system.

Chapter 2
Total Army Analysis (TAA) and Command Plan

2-1. General

a. The TAA/Command Plan is the process by which the US Army determines what structure is necessary to counter potential military situations during the following 5 to 7 years. The TAA process is made up of a number of steps:

(1) The Resource Conference;

(2) The Command Plan; and

(3) Publishing of the USARC Structure Message (USTRUC).

b. Each of these steps may follow a progression or may happen during the same period of time.

2-2. The Resource Conference

The Resource Conference is an analysis of the entire Army structure from the SRC level. Based on the "war-fight" requirements developed by the Army's combatant commanders, the conference determines first what types of units are required to meet the projected requirements and then the Conference Board determines which Army Component will be tasked to field and train. This process is the TAA. At the conclusion of the conference, the Army Structure Message (ARSTRUC) is developed and staffed. Upon approval, the ARSTRUC is sent to the major Army commands for implementation.

2-3. The Command Plan

a. The Command Plan is the process where each Army command addresses the changes directed by the ARSTRUC from the UIC level. The force integrators (FIs) will review the ARSTRUC for the directed changes and provide an analysis of those changes by SRC. The ARSTRUC directs changes on a purely add or subtract basis. The FIs will provide a recommendation for the changes utilizing the options of "conversion," or "reorganization, as well as "activation" and "inactivation." These recommendations and the analysis will be transmitted to the command and control (C2) headquarters (HQ) for each UIC concerned for their review and concurrence.

b. If the C2 HQ agrees with the recommendations, no further action is necessary.

c. A USAR Form 19-R will be submitted for any changes to the programmed actions in the ARSTRUC. One USAR Form 19-R will be submitted for each UIC action requested by the C2 HQ to which the UIC is assigned. The USAR Form 19-R will be submitted to USARC FMD Office for review and action as necessary.

d. At the conclusion of the review period, the Dir, FMD will review the recommendations of the FI, as well as the comments received through the USAR Form 19-R submissions, and make a determination on each action.

2-4 The USARC Structure Message (USTRUC)

a. The USTRUC translates the changes directed by the ARSTRUC to specific actions affecting the Army Reserve force structure at the UIC level (e.g., what units will be "inactivating," "converting to a different SRC," or "reorganizing" to add or subtract personnel). The USTRUC will also specify the effective date (EDATE) that each force structure action will take place.

b. At the time of the release of the USTRUC the Army Reserve Force File will be updated to include all the changes, additions, and deletions identified by the USTRUC.

Chapter 3
Stationing the Force

3-1. General
a. The Dir, FMD is the proponent for all USARC subordinate force structure and stationing actions. Army Reserve units are not authorized to establish a base operations, whether permanent or temporary, without authorization from the Dir, FMD.

b. A request for stationing will be submitted by the C2 HQ of the unit to station a unit in a specific location. This request will be submitted with sufficient time to properly process the request. For initial stationing, all documentation must be submitted at least 18 months prior to EDATE. For relocations, whether "temporary' or "permanent," all documentation must be submitted 6 months in advance of EDATE. Emergency relocations will be handled on a case-by-case basis, as conditions dictate.

c. All USARC Directors/Directorates requiring input on any stationing action will contact the Dir, FMD and coordinate their input requirements, so that all input may be submitted in one coordinated submission. This will not relieve any directorate from their fiduciary responsibilities nor shift them to the Dir, FMD, but is intended to streamline the process so that subordinate commands have only one submission to make. (Example: If additional funds are necessary to station a unit, a request for an "Unresourced Requirement" (URR) will be submitted as directed by the G-8/DRM (the proponent for URR submissions), while also providing a copy in the stationing packet. The Dir, FMD will not be responsible for this submission.)

d. The Dir, FMD will receive and process the stationing requests in the most efficient manner possible. Each stationing request will be staffed with all primary staff and with those special staff elements as necessary. Stationing requests for new organizations and/or relocations that cross congressional boundaries will require additional staffing at Office of the Chief, Army Reserve (OCAR)/HQDA.

3-2. Stationing priorities
USAR structure can provide many opportunities for stationing. Factors that must be given priority consideration in the stationing decision process are:

a. Retention of trained soldiers in the AR.

b. Continued utilization of existing facilities.

c. Changing demographics of the community.

3-3. Stationing packet requirements
a. The Dir, FMD will provide written guidance on submission requirements for each type of stationing packet.

b. Types of stationing packets.

(1) USAR 122-R Stationing Packet. This type of stationing packet must be submitted for all stationing actions.

(2) AR 5-10 Stationing Packet. For USAR Force Structure being stationed on an Active Army Installation, an AR 5-10 Stationing Packet will be provided in addition to the USAR 122-R Stationing Packet.

c. Stationing packet submission and processing.

The HQ designated as the C2 HQ for the unit will prepare and submit the required stationing packet documents (to include the USAR Form 122-R), in accordance with the guidance published by the Dir, FMD.

Chapter 4
Modified Table of Organization and Equipment (MTOE) and Table of Distribution and Allowances (TDA) Documentation

4-1. General
a. The USAR MTOE and TDA documents are developed by US Army Force Management Support Agency (USAFMSA) under the Centralized Documentation (CENDOC) process.

b. The Force Design Branch, Force Support Division will be the proponent for the administration of MTOE and TDA documents for the USARC, administration of the Equipment Survey Program, and the publication of permanent orders (POs).

4-2. MTOE Documents
a. The MTOE is a modified version of a table of organization and equipment (TOE) that prescribes the unit organization, personnel, and equipment necessary to perform a mission in a specific geographical or operational environment. The MTOE, like the TOE, reflects <u>wartime</u> requirements and is not intended to be used to document "nice-to-have items. It is the base document for—

     (1) Preparing personnel and equipment requisitions.

     (2) Distributing personnel and equipment resources.

     (3) Reporting unit status.

     (4) Preparing supply and maintenance records and reports.

   b. The Dir, FMD will issue guidance for requesting changes to MTOE documents.

   c. Requests for changes to MTOE documents will be for wartime requirements and/or authorizations only. Requests will be staffed and forwarded to Army Reserve Force Programs for review and staffing.

4-3. TDA Documents

   a. A TDA is developed by USAFMSA under CENDOC, as are MTOEs. The TDA prescribes the organizational structure for a unit having a support mission for which a TOE does not exist. TDA units are developed based on the type and level of workloads associated with the unit mission. Unlike MTOE units, TDA units are usually "one-of-a-kind," organized for a unique mission.

   b. The Dir, FMD will issue guidance for requesting changes to TDA documents.

   c. Requests to change a TDA document will be for mission requirements only. Requests will be staffed and forwarded to Army Reserve Force Programs for review and staffing.

   d. Requests for changes to FTS TDA documents will be forwarded to the FTS Directorate.

4-4. Equipment survey teams

   a. The Equipment Survey Program is assigned to G-3/5/7, Force Management Directorate. The equipment survey team will—

     (1) Oversee equipment surveys at least once every 3 years for each assigned Army organization organized under TDA and MTOEs, as applicable.

     (2) Submit approved equipment survey results report.

     (3) Verify that equipment identified as excess during the survey has been turned in or reported as such.

     (4) Assure surveyed organization can access the USAFMSA website (https://webtaads.belvoir.army.mil/usafmsa) and understands submission requirements for the FMSWeb 4610-R Tool (available on the USAFMSA website) prior to departure from the survey site.

     (5) Assure individual equipment authorization changes are based on personnel requirements and DA memorandums.

     (6) Assure standard adopted items of equipment identified in chapter 2, Supply Bulletin (SB) 700-20 that are in short supply Army-wide are authorized in TDA Organizations only when no suitable chapter 6, SB 700-20 items are available. When possible, TDAs will incorporate commercial equipment if not identified in chapter 8, SB 700-20.

   b. Commanders or supervisors of units being surveyed will—

     (1) Provide administrative support to include the use of automatic data processing equipment (ADPE) and clerical assistance in preparing equipment survey reports.

     (2) Provide the equipment survey team with requested data prior to the survey start date.

     (3) Provide personnel for augmentation of the equipment survey team when necessary.

     (4) Arrange for and attend entrance and exit briefings given by the chief of the equipment survey team.

     (5) Request line item numbers (LINs) from Commander, USAFMSA, (MOFI-FMA-T).

     (6) Ensure that the appropriate supporting supply activity accountability officer accepts excess equipment as it is generated during the survey.

     (7) Ensure identified excess equipment is turned in within 90 days after the completion of the on-site survey.

     (8) Ensure all required changes are entered into the FMSWeb 4610-R Tool within 60 days after completion of the on-site survey.

     (9) Report excess Defense Communications System (DCS) (Army) equipment, US Army Communications-Electronics Command (USACEC) B-46 items, non-DCS communications security (COMSEC) equipment, and medical equipment in accordance with disposition instructions in AR 570-7, paragraph 2-12

     (10) Update Continuing Balance System-Expanded, as required by AR 710-3.

4-5. Permanent order (PO) management

   a. The PO process begins with the receipt of an "Approved" authorization document (MTOE or TDA) from USAFMSA. No PO, other than a "Relocation," "Amendment," or "Corrected Copy," will be published without an "Approved" document.

   b. Permanent orders are drafted in the Permanent Orders System (POS) and placed in "review status" for review by the respective C2 HQs, FTS Directorate, and Force Management Division.   The maximum timeframe authorized to review a PO is 45 days. If there are any discrepancies, note the discrepancies on the tab designated for comments on the POS. Once all parties have responded and any discrepancies resolved, the PO is forwarded for publication.

   c. A PO will be published for the following actions:

     (1) Activations (TDA=Organized) – Unit activates – PO initiated based upon approved MTOE or TDA.

(2) Inactivations (TDA=Discontinued) – PO initiated based upon an approved inactivation date and completion of congressional notification

(3) Reorganization – PO initiated based upon personnel/SRC or a major equipment change.

(4) Permanent Change of Station – PO initiated based upon an approved relocation packet or MILCON project.

(5) Redesignation – PO initiated based upon approval from Center of Military History.

(6) Amendment - PO initiated to change an order to reflect facts that did not exist at the time the original order was published. An order can only be "Amended" once. "Amended" POs cannot be "Corrected Copy"

(7) Corrected Copy – PO initiated to correct the original order to show the true state of affairs existing at the time the original order was published. An order can be a "Corrected Copy" once.

(8) Revocation – PO initiated when there's no need for original order. Once revoked, the process cannot be reversed.

d. A PO will not be published for "Update" documents, as there are no significant changes to either personnel or equipment authorizations.

Chapter 5
Concept Plans

5-1. General

a. A concept plan is a detailed proposal to create or change one or more units, whether MTOE or TDA. The purpose of a concept plan is to ensure that resources are used to support Army objectives and priorities, ensure full understanding of the change, enable auditing of resource realignments, ensure supportability, and satisfy a variety of HQDA functional interests related to how the organization plans to implement the proposed addition or change.

b. A concept plan must align with Army goals and policy without building duplicate structure and be an improvement to a required capability to warrant creating a new unit/organization, or restructuring an existing one. In the current constrained resource environment, all concept plans must include a proposed bill payer strategy. The command must be prepared to resource concept plan proposals from within the command's available authorizations and in accordance with the approved resourcing strategy.

c. Concept plans will normally propose additions or changes to TDA structure. The MTOE Army has a systematic, disciplined methodology for organizational design centered on the Force Design Update (FDU) process. The FDU process determines Army doctrinal, organizational, training, material, leadership, and education, personnel, and facility (DOTMLPF) requirements and then translates them into programs and structure.

5-2. Guidelines

a. Concept plans may be submitted at any time. However, to be considered during the budget cycle, which is the key to resourcing the concept plan, they must be approved by HQDA by 15 December of that Program Objective Memorandum (POM) year. HQ, USARC will publish instructions and suspense dates for the submission of concept plans with the Command Plan Instructions each year. Depending on their complexity, concept plans usually require 120 – 150 days from the time they are received at HQ, USARC until a decision is reached by HQDA.

b. The outcome of a successful concept plan submission is the approval of an organization's/unit's structure, manpower, and equipment requirements. Following the decision on requirements, a decision will be provided for the authorization allocation of military manpower, both TPU and FTS. TDA equipment requirements that meet HQDA review thresholds will be referred to the HQDA TDA Units Equipment Review and Validation Board for a resourcing and documentation decision.

c. Submission of a concept plan does not authorize the modification of structure into a "provisional" status. "Provisional" status must be requested and approved by HQ, USARC.

Chapter 6
Force Validation Committee (FVC)

6-1. General

a. The Force Validation Committee (FVC) is established to identify unit and systemic shortfalls and issues that affect the mobilization readiness of the Army Reserve. The FVC reviews all aspects of manning, equipping, funding, training and stationing to ensure that the organizations attain a satisfactory readiness category, as established by the USARC Command Group, upon activation or conversion.

b. The FVC will consist of the following:

(1) USARC Chief of Staff – Committee Chair.

(2) Dir, FMD – Committee Co-Chair and Program Lead.

(3) G-1.

(4) G-33.

(5) G-4.
(6) G-37.
(7) Other principal and special staff as appropriate.
(8) All MSC commanders and appropriate staff.
(9) Invited guests.

c. The purpose of the USARC FVC is to—

(1) Review the force structure of the Army Reserve;

(2) Identify routine, specific and systemic issues which diminish the ability of an organization from attaining and/or maintaining a positive mobilization readiness posture; and

(3) Provide this information to the Command Group through regularly scheduled Force Validation Briefings.

d. To accomplish this, the FMD, in conjunction with the USARC G-3, will develop a list of units to review and analyze for the FVC using criteria developed by the Command Group. The FVC meets on a monthly basis to review the data and identify needed actions to assist MSCs in achieving a higher state of readiness.

e. The FVC will require dedicated support from all staff sections and command elements to be successful. It is important that the participants identify staff representatives to regularly plan, analyze, and/or provide data for the validation process.

6-2. Responsibilities

a. **The Dir, FMD will—**

(1) Schedule the FVC on a regular basis, in conjunction with the USARC Chief of Staff calendar.

(2) Develop criteria and a list of units to analyze and evaluate during the FVC.

(3) Provide the list of units to all participants.

(4) Ensure that staff representative is able to articulate force structure requirements, identify issues, and recommend solutions

(5) Establish communications with Installation Management Command (IMCOM) to identify and monitor all critical actions that must be accomplished to attain and maintain adequate facility readiness levels.

(6) Provide all necessary data for the preparation of briefing slides prior to the FVC.

b. **The USARC staff will—**

(1) Ensure that staff representative is able to articulate personnel requirements, identify issues, and recommend solutions

(2) Identify and monitor all critical actions that each unit must accomplish in order to attain and maintain required personnel readiness levels.

(3) Provide all necessary data for the preparation of briefing slides prior to the FVC.

c. **The MSC commanders will—**

(1) Ensure that command representative(s) is (are) able to articulate unit requirements, identify issues, and recommend solutions.

(2) Identify and monitor all critical actions that each unit must accomplish in order to attain and maintain required overall readiness levels.

(3) Respond to specific inquiries made by USARC staff representatives and/or Chief of Staff.

(4) Provide all necessary data for the preparation of briefing slides prior to the FVC.

6-3. Concept of Operations

a. The Dir, FMD maintains overall responsibility for the FVC process at HQ, USARC.

b. Due of the nature of the data being included on the slides and being briefed, the FVC will normally be handled at the "SECRET" level. It is imperative that all participants take the necessary precautions to safeguard the materials and discussions against security violations.

c. The FMD will lead the collection of data and prepare the initial slides. These slides will be placed on the USARC shared non-secure internet protocol router (NIPR) directory – UNCLASSIFIED, to allow MSCs to review, comment, and update.

d. The MSCs will return updated data slides to Dir, FMD for consolidation. The final UNCLASSIFIED version is posted to the USARC shared directory – UNCLASSIFIED (NIPR).

e. The USARC staff reviews the data and assesses the readiness status of the units involved using Unit Status Report (USR) standards. Once this data is entered, the data slides become classified "SECRET" and are stored on the USARC shared secure internet protocol router (SIPR) directory.

f. Army Reserve Operations Center (AROC) releases the classified version of the slides to the participating MSC Operations Centers NLT 24 hours prior to FVC meeting.

g. The FVC meets monthly and conducts secure video teleconference (SVTC) with MSCs to review the data and identify actions to improve readiness.

Appendix A
References

Section I
Required Publications

SB 700-20
Army Adopted Items of Materiel and List of Reportable Items. (Cited in para 4-4(6). Available at: https://liw.logsa.army.mil/help/general/mergedProjects/WebLIDB/mergedProjects/Item%20Information%20WebHelp/supply_bulletin_700_intro.htm.)

AR 570-7
Manpower and Equipment Control for Equipment Survey Program. (Cited in para 4-4b(9).)

AR 710-3
Inventory Management Asset and Transaction Reporting System. (Cited in para 4-4b(10).)

Section II
Related Publications

AR 5-9
Area Support Responsibilities

AR 5-10
Stationing

AR 11-2
Management Control

AR 37-104-4
Military Pay and Allowance Policy

AR 71-11
Total Army Analysis (TAA)

AR 135-7
Incentive Programs

AR 140-1
Mission Organization and Training

AR 140-483
Army Reserve Land and Facilities Management

AR 335-15
Management Information Control System

RCS RCFD-014
"Change in Status of USAR Organizations" and "USAR Command Plan Issue Worksheet"

Section III
Prescribed Forms
The following forms are available on the AKO and USAR Intranet websites.

USAR Form 19-R
USARC Command Plan Issue Worksheet. (Prescribed in para 2-3c.)

USAR Form 122-R
Change in Status of USAR Organization. (Prescribed in para 3-3.)

Section IV
Referenced Forms

This section contains no entries.

Glossary

Section I
Abbreviations

C2
command and control

CAR
Chief, Army Reserve

DPW
Department of Public Works

FI
force integrator

FTS
full-time support

HQ
headquarters

HQDA
Headquarters, Department of the Army

MTOE
modified table of organization and equipment

MSC
major subordinate command

PO
permanent order

RSC
regional support command

SRC
standard requirements code

TAA
total Army analysis

TAADS
The Army Authorization Documents System

TAG
The Adjutant General

TDA
table of distribution and allowances

TOE
table of organization and equipment

TPU
troop program unit

UIC
unit identification code

USAFMSA
US Army Force Management Support Agency

USAR
US Army Reserve

USARC
US Army Reserve Command

Section II
Terms

This section contains no entries.

Section III
Special Abbreviations and Terms

ARSTRUC
US Army Structure Message

CENDOC
Centralized Documentation

Dir, FMD
Director, Force Management Directorate

EDATE
effective date

FMD
Force Management Directorate

FVC
Force Validation Committee

O&F
operational and functional

PAI
plans, analysis, and integration

USTRUC
USAR Structure Message