

Army Regulation 220–1

Field Organizations

Army Unit Status Reporting and Force Registration– Consolidated Policies

**Headquarters
Department of the Army
Washington, DC
16 August 2022**

UNCLASSIFIED

SUMMARY of CHANGE

AR 220–1

Army Unit Status Reporting and Force Registration–Consolidated Policies

This major revision, dated 16 August 2022—

- o Adds responsibilities of the Army commands, Army service component commands, direct reporting units, and Headquarters, Department of the Army staff and agencies and aligns the responsibilities with those established in general orders and other Army publications (chap 2).
- o Adds unit status reporting background, and policies on reporting an assigned mission level (paras 4–1 and 5–7).
- o Clarifies the criteria and restrictions that apply to units reporting early (para 4–3g(5)).
- o Updates procedures for commanders to lend staff support, in report preparation, to separate units (para 4–4a).
- o Clarifies that level 6 will be used to report the status of a measured-area only (para 4–4e(2)(a)).
- o Updates policy for the commander’s C-level, subjective upgrade process (para 4–4f).
- o Updates procedures for creating and approving supplemental requirements to AR 220–1 (para 4–4f(5)).
- o Updates policy for timeliness of reporting requirements (para 4–6).
- o Changes metrics for personnel levels and equipment and supplies on hand (paras 5–2 and 5–4).
- o Revises exemption processes and equipment readiness code designations (paras 5–4d, 5–4g, and 5–4h).
- o Revises guidance and removes a requirement to provide lists in the reporting application (para 5–4k).
- o Requires explanatory comments from the commander if the unit reports T–1 and P–4, concurrently (para 5–6d).
- o Directs some commanders to report Comprehensive Soldier and Family Fitness resilience reporting (para 6–6).
- o Adds reporting requirements on the chemical, biological, radiological, and nuclear response enterprise (para 6–8).
- o Updates force registration details, and updates descriptive designators for some authorization units (chap 7).
- o Updates policy on access to and release of information in the Defense Readiness Reporting System–Army (para 9–6a).
- o Incorporates Army Directive 2016–07 (throughout).
- o Rescinds DA Pam 220–1, dated 16 November 2011, upon publication of this regulation (throughout).

Field Organizations

Army Unit Status Reporting and Force Registration—Consolidated Policies

By Order of the Secretary of the Army:

JAMES C. MCCONVILLE
General, United States Army
Chief of Staff

Official:



MARK F. AVERILL
Administrative Assistant to the
Secretary of the Army

History. This publication is a major revision.

Summary. This regulation establishes fundamental Army policies for readiness reporting and force registration that are synchronized with, and complemented by, the basic procedures explained in the Army Readiness Portal and the data entry instructions provided at the Defense Readiness Reporting System—Army portal or embedded in the applicable Defense Readiness Reporting System—Army software application. The Army Readiness Portal serves as a repository where all current approved Army readiness reporting practices will be available along with similar guidance from related Army Readiness authoritative councils and groups.

This regulation also implements CJCSI 3401.02B, CJCSM 3150.02B, DoDD 7730.65, DoDI 8500.01, DoDI 7730.66, and DoDI 6025.19.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and U.S. Army Reserve units, unless otherwise stated. During mobilization, the proponent may modify chapters and policies contained in this regulation.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G–3/5/7. The proponent has the authority to approve exceptions or waivers to this regulation consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded

through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific requirements.

Army internal control process.

This regulation contains internal controls in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix B).

Supplementation. Supplementation of this regulation and establishment of command or local forms are prohibited without prior approval from the Deputy Chief of Staff, G–3/5/7 (DAMO–ODR), 400 Army Pentagon, Washington, DC 20310–0400.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to usarmy.pentagon.hqda.list.dcs-g-3-5-7-odr-all@army.mil.

Distribution. This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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Chapter 1

Introduction

1–1. Purpose

This regulation implements the policy, processes, methodologies, and information technology (IT) systems established by the Secretary of Defense (SECDEF), the Chairman, Joint Chiefs of Staff (CJCS), and the Secretary of the Army (SECARMY), pursuant to their responsibilities under Title 10, United States Code, for determining and reporting the readiness of military forces to conduct their assigned missions. Also it establishes the specific readiness-status-reporting requirements that are applicable to Army units, organizations, and installations. Department of Defense (DoD) and Joint Staff (JS) policies require military units to report their readiness status for their deliberate, “designed” capabilities, and for their “assigned” missions. This regulation provides the authoritative policy to the commanders of Army units regarding each of these fundamental readiness-reporting requirements. It also synchronizes Army unit-status reporting, and force registration policies, with the basic procedures explained in the Army Readiness Portal <https://drrsa.aoc.army.pentagon.mil/>.

1–2. References and forms

See appendix A.

1–3. Explanation of abbreviations and terms

See the glossary.

1–4. Responsibilities

See chapter 2.

1–5. Records management (recordkeeping) requirements

The records management requirement for all record numbers, associated forms, and reports required by this regulation are addressed in the Record Retention Schedule–Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

1–6. Statutory authority

a. The SECDEF has the following responsibilities and/or performs the following functions related to readiness reporting in accordance with Section 117, Title 10, United States Code (10 USC 117):

(1) Establish a comprehensive readiness reporting system for the DoD that measures the capability of the Armed Forces objectively, accurately, and timely.

(2) Perform measurements at an interval reflected in this regulation as determined by the policy from JS and Office of the Secretary of Defense (OSD), of critical warfighting deficiencies in unit capability and the level of current risks relative to the capability of forces to carry out their wartime missions. Utilize the unit readiness indicators in required reports in accordance with 10 USC 482.

b. The CJCS has the following responsibilities and/or performs the following functions:

(1) In accordance with 10 USC 117(d), conduct quarterly Joint readiness reviews.

(2) In accordance with 10 USC 153, establish and maintain, after consultation with the commanders (CDRs) of the unified and specified combatant commands (CCMDs), a uniformed system to evaluate the preparedness of each command to carry out missions assigned to the command.

c. Combatant commanders (CCDRs) exercise command authority over their assigned forces in accordance with 10 USC 164.

d. Commander, Special Operations Command exercises additional authority specified by 10 USC 167 for all special operations forces.

e. Sections 117, 153, and 482, Title 10, USC, provide the requirements and responsibilities for readiness reporting established by Congress.

f. 10 USC 7013 establishes the SECARMY’s responsibility to the National Command Authority for the internal organization, training, logistics, readiness, control of resources and equipment, mobilization, demobilization, administration, support, and discipline of all Army commands and forces, including those assigned to the CCDRs.

g. The National Defense Authorization Act (NDAA) is a Federal law specifying the budget and expenditures of the DoD. Each year's act also includes other provisions.

1-7. The Defense Readiness Reporting System–Enterprise

a. *Department of Defense Systems.* The Defense Readiness Reporting System–Enterprise (DRRS–E) is the collaboration of independent Service, Joint, and the OSD readiness-focused IT applications, combined with readiness-specific authoritative data, all related by a common ability to support readiness reporting and assessment requirements. The DRRS–E complies with Department of Defense Instruction (DoDI) 8410.02 and uses an enterprise of collaborative, net-centric IT systems, leveraging DoD-approved, data-sharing strategies and common operating environments to facilitate readiness reporting throughout DoD. Figure 1–1 illustrates the DRRS–E concept.

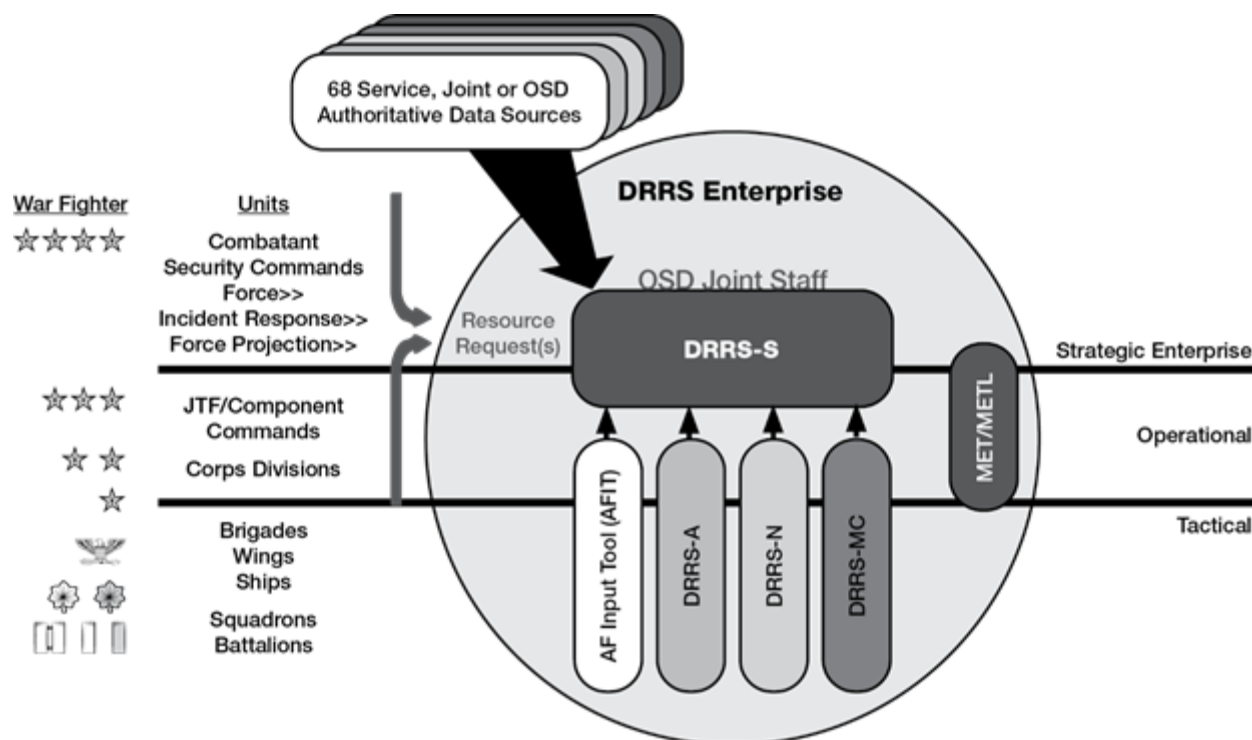


Figure 1–1. Defense Readiness Reporting System Enterprise concept

(1) *The Chairman's Readiness System.* The Chairman's Readiness System (CRS) is designed as a management and assessment tool for use by the CJCS, Services, CCMDs, combat support agencies, and OSD, as described in the CJCS Guide 3401D. The CRS is a processing system, not a specific IT program. In this system, Joint and unit readiness is captured and used to evaluate the preparedness of the U.S. military.

(2) *The Defense Readiness Reporting System –Strategic.* The Defense Readiness Reporting System–Strategic (DRRS–S) is the readiness status reporting system described in Department of Defense Directive (DoDD) 7730.65 and DoDI 7730.66, and is intended to provide a capabilities-based, adaptive, near real-time readiness reporting system for the DoD. The primary readiness status-reporting construct in DRRS–S is the mission-essential task (MET). This is grouped in a list referred to as the readiness-level (R-level) mission-essential task list (METL). The capability assessments provided in DRRS–S are based on the assessment of METs and Joint capability areas (JCAs). The METs and JCAs are derived from the Universal Joint Task List, described in Chairman of the Joint Chief of Staff Manual (CJCSM) 3500.04F and promulgated via Joint Chiefs of Staff (JCS) J–7's website, ensuring a common lexicon in determining the tasks that are linked to a specific operation, plan, or core requirement. DRRS–S extends current readiness reporting by adding capability assessments in addition to the resource measurements and overall assessments currently required by the CRS. See figure 1–2.

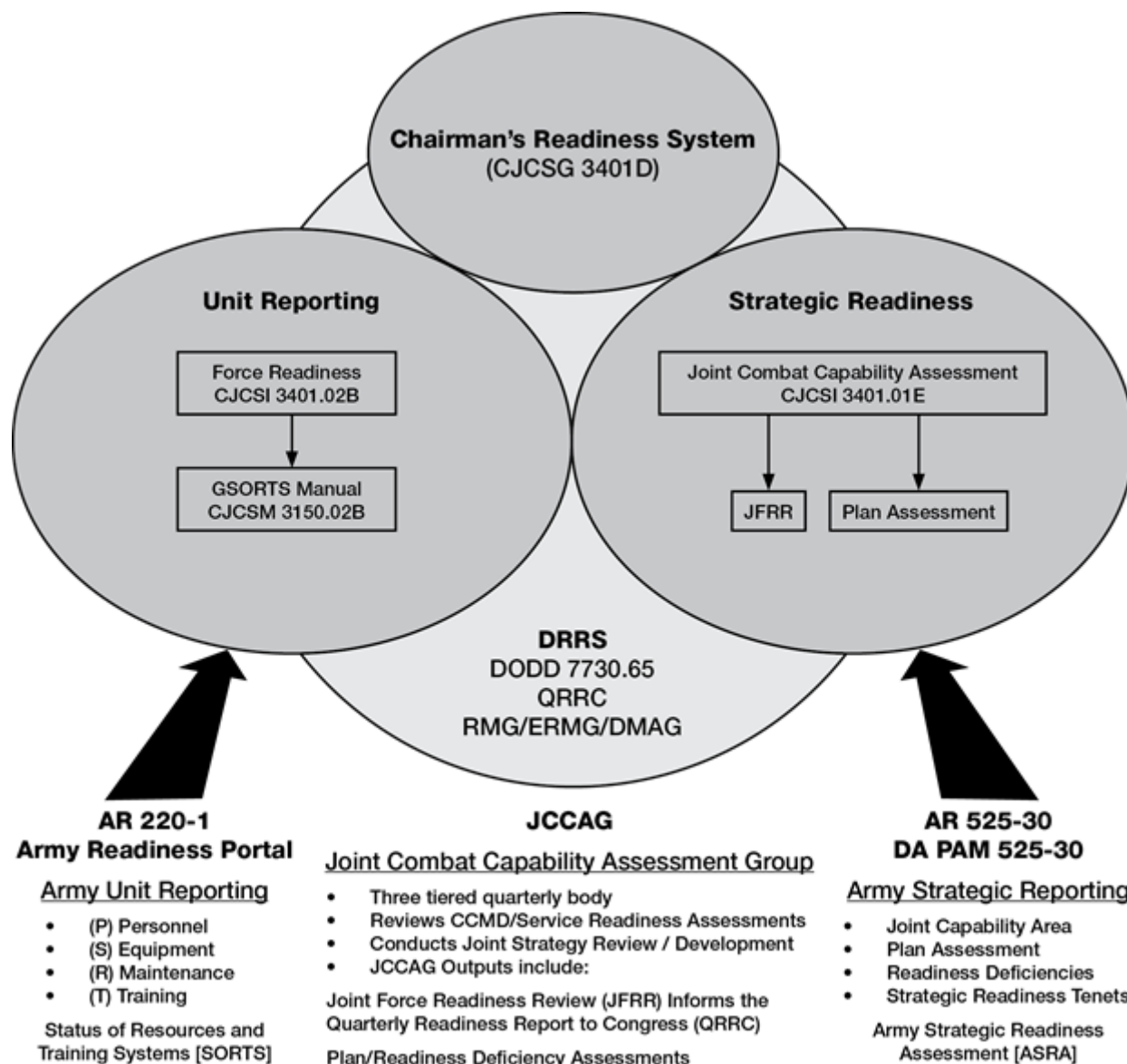


Figure 1–2. The Chairman's Readiness System

b. Reporting systems. The CJCS's readiness reporting system is known as the CRS, and the SECDEF readiness reporting system is known as the DRRS. Currently, DRRS–S is the IT system that supports both information requirements. The Services interface with DRRS as determined by law and policy to comply with the requirements directed by the SECDEF and the CJCS, as well as the requirements supporting their unique Service responsibilities. The DRRS–E is the collaboration of these independent Service, Joint, and OSD systems.

Chapter 2 Roles and Responsibilities

2–1. Assistant Secretary of the Army (Acquisition, Logistics and Technology)

The ASA (ALT) will—

- a.* Ensure effective coordination within Department of the Army (DA), of Army readiness and unit-status reporting policies and programs in their assigned functional area of responsibility (AOR), as appropriate or as directed by the SECARMY.
- b.* Coordinate new-equipment fielding, replacement equipment, and new-equipment training, to optimize Army readiness and unit-status reporting (see AR 770–2).
- c.* Coordinate with the Deputy Chief of Staff, G–4 (DCS, G–4), to develop and initiate program-specific sustainment strategies, to support and improve Army readiness and unit-status reporting.
- d.* Coordinate with the Commander, Army Futures Command (AFC) to help and advise them on sustainment concepts, and requirements, for new materiel solutions being considered.

2–2. Assistant Secretary of the Army (Financial Management and Comptroller)

The ASA (FM&C) will—

- a.* Provide strategic financial guidance for readiness policies, plans, training, and programs executed by the Army Staff (ARSTAF).
- b.* Help Army commands (ACOMs) and installations establish and sustain audit readiness within their organization, as directed by the Under Secretary of Defense (Comptroller).
- c.* Work in conjunction with the Deputy Chief of Staff, G–8 (DCS, G–8) in the planning, programming, budgeting, and execution (PPBE) process, to fulfill the Army’s Title 10 responsibilities, support the war-fight, build and sustain readiness, and rebuild strategic depth.

2–3. Assistant Secretary of the Army (Installations, Energy, and Environment)

The ASA (IE&E) will, in conjunction with the Deputy Chief of Staff, G–9 (DCS, G–9), ensure effective coordination within Headquarters, Department of the Army (HQDA) of Army readiness, and unit status reporting policies and programs, in assigned functional AOR as appropriate, or as directed by the SECARMY.

2–4. Assistant Secretary of the Army (Manpower and Reserve Affairs)

The ASA (M&RA) will—

- a.* Ensure effective coordination, within HQDA, of Army readiness and unit-status reporting policies and programs, in assigned functional AOR as appropriate, or as directed by the SECARMY.
- b.* Coordinate changes to mobilization laws and policies to clarify and enhance the deployability status of Army National Guard (ARNG) and United States Army Reserve (USAR) personnel. Ensure that Reserve Component (RC) organizations maintain capability to meet Army, and externally directed, unit status reporting requirements.

2–5. Chief Information Officer

The CIO will—

- a.* Serve as principal advisor to the SECARMY, and other Army leadership, on matters related to the overall supervision of information management and policy for Army readiness.
- b.* Oversee the policy, governance, and information resource management applicable to unit-status reporting processes, in accordance with other regulations, such as AR 25–1 and AR 25–2.
- c.* Update policies to modernize Army and Joint capabilities supportive of readiness-reporting processes, by working with stakeholders in all Army mission areas. These are the business mission area (BMA), the DoD intelligence mission area (DIMA), the enterprise information environment mission area (EIEMA), and the warfighting mission area (WMA).
- d.* Develop policies to aid resourcing of enterprise wide Cybersecurity, Data, Cloud, and Unified Network architecture to comply with Army, DoD, and Federal statutory requirements.

2–6. Chief, National Guard Bureau

The CNGB (or the Director, Army National Guard (DARNG), if so delegated), will—

- a.* Assign specific staff responsibilities for monitoring and using unit status data in assigned functional AORs.
- b.* Use unit-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- c.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs; and the status of Army units, organizations, and installations when developing plans and programs.

- d.* Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop DRRS-A applications, and the procedures for using readiness-status data to improve the readiness status of ARNG units, organizations, and installations, and to improve the unit status reporting system.
- e.* Ensure ARNG units have the command guidance and supplementary instructions necessary to accurately report the status of their sustainable readiness (SR), to meet the applicable goals and objectives.
- f.* Ensure ARNG units are prepared to comply with unit-status reporting requirements resulting from their dual-mission status, as directed by their respective governor or responsible authority.
- g.* Provide recommendations to adapt or revise mobilization policies and authorities, as required, enhancing and/or sustaining the deployability of individual Army Guardsmen and cohesive ARNG units.
- h.* Approve the authoritative listing of CDU equipment items and CDU equipment categories recommended by the CNGB and maintained by the DCS, G-8, in coordination with the DCS, G-4 and the Chief, Army Reserve (CAR).
- i.* In coordination with the DCS, G-8; the DCS, G-4; and the CAR; recommend to the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) the CDU equipment items and the CDU equipment categories that best enable the Total Army to support civil authorities and most effectively represent the Army's essential equipping requirements.

2-7. Deputy Chief of Staff, G-1

The DCS, G-1 will—

- a.* Serve as principal advisor to the ASA (M&RA), and Army leadership, on personnel readiness.
- b.* Assign specific staff responsibilities for monitoring, and using, readiness-status data within the DCS, G-1's respective AOR.
- c.* Use readiness-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- d.* Set and meet milestone dates for correcting problem areas; consider problems identified in the commander's unit status reports (CUSRs) regarding the manning statuses of Army units, organizations, and installations when developing plans and programs.
- e.* Help the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) develop DRRS-A applications, and procedures for using readiness-reporting data to improve the readiness statuses of Army units, organizations, and installations.
- f.* Synchronize Army manning and Army personnel management policies, to optimize Army readiness and to aid unit-status reporting.
- g.* Support the development and implementation of policies and procedures, to accurately portray the manning status of reporting units as defined in this publication and the Army Readiness Portal.
- h.* As the proponent for military occupational specialty (MOS) substitution, help the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) synchronize the latest MOS substitution data with DRRS-A. To this end, provide to DAMO-ODR the current MOS substitution information in a machine-readable data set.
- i.* Ensure synchronization of personnel data systems with the DRRS-A system, and ensure that Commander, Human Resources Command provides the required personnel data to the DRRS-A database, to support the unit status reporting process.
- j.* Devise and recommend to the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) the necessary revisions and updates to the personnel data points and metrics in unit-status reports (USRs). This is done to support SR, and to improve and sustain their relevance, accuracy, and objectivity, under the supervision of the ASA (M&RA).
- k.* Serve as the proponent for the administratively nondeployable personnel criteria.
- l.* Assist Office of the Surgeon General (OTSG) and U.S. Army Medical Command (MEDCOM) to establish definitions and criteria for determining and reporting the medical readiness of individual Soldiers, to support the unit status reporting process.

2-8. Deputy Chief of Staff, G-2

The DCS, G-2 will—

- a.* Assign specific staff responsibilities for monitoring, and using, readiness-status data within respective AORs.
- b.* Use readiness-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- c.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the status of Army units, organizations, and installations when developing plans and programs.

d. Help the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) develop the DRRS-A application and procedures for using readiness-reporting data to improve the readiness statuses of Army units, organizations, and installations.

e. Help the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) develop and refine security-classification guidance for the information and data contained in the DRRS-A system.

f. Ensure the Commander, U.S. Army Intelligence and Security Command provides USR management oversight for the reporting units under its administrative control (ADCON) authority, as required by AR 380-5 and as appropriate.

g. Serve as principal advisor to the SECARMY and Army leadership on the training, readiness, force structure, manning, and resources necessary to conduct intelligence and to provide intelligence support to DoD.

2-9. Deputy Chief of Staff, G-3/5/7

The DCS, G-3/5/7 will—

a. Supervise Army-readiness reporting, and reporting on the Army's readiness status for prioritization and resourcing decisions, as directed by the SECARMY.

b. Approve all waivers, exceptions, or modifications to the policies and unit status reporting requirements established in this publication, consistent with controlling law and regulations. The directorates of the DCS, G-3/5/7 will have the supporting and/or associated authorities and responsibilities established in the remainder of this paragraph.

c. Serve as the HQDA proponent for experimentation oversight and policy and will consider the impacts on, and implications to, the readiness status of units when recommending planning, programming, and budgeting actions.

d. As appropriate or as directed, the Director, Force Management (DAMO-FM) will—

(1) Develop and document operating force (OF) and generating force (GF) units and organizations in coordination with the DCS, G-3/5/7's Director, Readiness (DAMO-ODR); the DCS, G-1; the DCS, G-4's Director of Current Operations, Plans, and Strategic Readiness (DAL-OPO); the DCS, G-8's Director, Force Development (DAPR-FD); and the applicable U.S. Army Training and Doctrine Command (TRADOC) proponent agency. Establish manning and equipping requirements based on the core functions and/or designed capabilities of units, and provide discrete visibility of both the equipment and manning aspects associated with the readiness and capability of crew-served weapon systems and command posts, as appropriate.

(2) Direct unit inactivation, discontinuation, activation, reactivation, conversion, reorganization, and similar actions to minimize adverse impact to Army readiness.

(3) Use the guidelines, processes, and procedures established in this regulation and on the Army Readiness Portal to—

(a) Specify the equipment readiness code (ERC) and pacing items for MTOE and TDA units and organizations in the appropriate formal requirements and authorization documents (see para 5-4).

(b) In conjunction with TRADOC, update and maintain tables of organization and equipment, in accordance with AR 71-32 to include ERC, on the Force Management System website (FMSWeb), at <https://fmsweb.army.mil>.

(c) Update and maintain the authoritative listing of CUSR exempt line item numbers (LINs) in the United States Army Force Management Support Agency (USAFMSA) database and at FMSWeb.

(d) In conjunction with the Director, Strategy, Plans and Policy (DAMO-SS), and the Director, Operations, Readiness, and Mobilization (DAMO-OD), oversee and approve force-structure definitions and the categorization of units entered into the DRRS-A system.

(e) As the proponent for authorized equipment substitutes, coordinate within the Cloud Equipping (cQuiP) substitutions module, to review and approve the authorized substitute-equipment items to be listed in Supply Bulletin (SB) 700-20.

(f) As the proponent for reportable LIN exemptions, coordinate with the DCS, G-4; the DCS, G-8; ACOMs; Army service component commands (ASCCs); direct reporting units (DRUs); CNGB; and CAR to review and approve and document approved LIN exemptions.

(g) As appropriate, or as directed by the DCS, G-3/5/7, recommend to the Director, Training (DAMO-TR) and TRADOC the criteria and standards used to determine the status of the mission-command systems, and command posts, reported in the USR.

(h) Serve as the DA unit identification code (UIC) manager, and review for approval, all UIC requests submitted to HQDA on behalf of the DCS, G-3/5/7. Also submit approved requests for initial FR.

e. As appropriate or as directed by the DCS, G-3/5/7, the Director, Operations, Readiness and Mobilization will—

(1) Manage the FR and unit status reporting processes to ensure Army organizations and capability elements are properly registered in the authoritative data source (ADS) and that timely, accurate, objective, and uniform reports are prepared and submitted by Army units in compliance with externally directed and Army requirements.

- (2) Serve as the focal point for the prioritization, integration, and synchronization of decision making on policies impacting on unit-status reporting and FR processes. This includes policies to establish new or additional requirements and/or to revise or adapt readiness-reporting processes.
- (3) Develop requirements for Army-readiness reporting.
 - (a) Provide requirements to ASA (ALT), materiel developer, TRADOC, and so forth.
 - (b) Coordinate requirements across ASCCs, ACOMs, DRUs, JS, and OSD.
- (4) Develop policies, standards, and procedures for unit-status reporting and FR, to include describing report submission channels and prescribing oversight responsibilities, based on the command and support relationships and authorities existing between Army units, organizations, and installations. Synchronize Army-readiness-reporting policy with OSD and JS-readiness-reporting policies.
 - (a) Through the reporting system, the program manager provides unit-reporting-application training resources to help establish unit-reporting-application-training programs by the ASCCs, ACOMs, and DRUs.
 - (b) Establish and provide unit-readiness reporting and force registration governance through existing or new forums. These include the Strategic Readiness Assessment Group, Army Readiness Council, policy boards, unit identification code information officer (UICIO) standards, and knowledge-management products and processes.
- (5) Collect unit-status information and data, make audit checks for accuracy, and maintain automated historical records.
- (6) Ensure that required reports are submitted, to the JS and OSD, in a timely manner.
- (7) Process and distribute unit-status information and data in a usable format to requesting DoD organizations and government agencies.
- (8) Establish and maintain an automated methodology for collecting, reviewing, and analyzing unit status information and data.
- (9) Develop and issue guidance for using unit-status information and data before, during, and after mobilization. Guidance also must be issued to support current operations, contingency operations, and the deliberate planning process.
- (10) Act as a focal point for developing procedures to access and use unit-status information and data, via the DRRS-A applications.
- (11) Keep the Army leadership apprised of the readiness status of Army units, organizations, and installations.
- (12) Task ARSTAF agencies and the responsible ACOM, ASCC, DRU commanders CNGB, and/or CAR when applicable, to provide supplemental unit-status information and data, and analyses of unit-status information.
- (13) Ensure readiness-reporting policy, and supporting systems and software, are synchronized.
- (14) Issue timely supplemental guidance, after initiation of an operational requirement, to clarify unit status reporting requirements for deployed units, to include personnel deployability and equipment-availability criteria, and for subsequent disengagement, if needed.
- (15) Coordinate the development and implementation of appropriate training programs for unit status reporting software.
- (16) Act as the ARSTAF proponent for the DRRS-A database and Army's FR process, and complete these specific tasks:
 - (a) Develop policies governing the operation of the DRRS-A system and for managing data in the DRRS-A database, as explained in chapter 8.
 - (b) The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) oversees the management of the DRRS-A and provides guidance and direction to U.S. Army Command and Control Support Agency, and other supporting agencies and contractors, to develop, maintain, and enhance the DRRS-A database-hosting environment.
 - (c) Manage the DRRS-A database and provide guidance and direction to command UICIOs, unit UICIOs when required, other supporting agencies, and contractors for developing, maintaining, and enhancing the DRRS-A database.
 - (d) Monitor compliance by Army organizations and agencies with FR requirements, and initiate appropriate corrective actions when necessary.
 - (e) Manage and maintain reference files and the master database for DRRS-A at HQDA.
 - (f) Coordinate with the United States Army Command and Control Support Agency (USACCSA) Network Security Division, to request opening of communication channels and firewall requests as necessary for mission partners.
 - (g) Provide validated basic identity data element (BIDE) data to OSD, JS, and Army agencies.
 - (h) Consider requests for the release of DRRS-A information to external agencies.
 - (i) Smooth data-exchange interface between the DRRS-A database with the DRRS-S database at the National Military Command Center.

(j) Provide requested DRRS–A data to external agencies, when authorized by the Director, Operations, Readiness and Mobilization (DAMO–OD).

(k) Develop and update memorandums of agreement (MOAs), system interface agreements (SIAs) and data use agreements with ADSs bi-annually and as required. Provide a report of ADS changes to the CIO(SAIS–ADD).

(l) In conjunction with the Director, Strategy, Plans and Policy (DAMO–SS), and the Director, Force Management (DAMO–FM), oversee and approve force-structure definitions and the categorization of units entered into DRRS–A.

(m) Coordinate the annual CDU equipment list, in accordance with paragraph 6–5c of this publication.

(n) Ensure parent UICs are registered by G–3’s Chief, Force Accounting and Documentation Division (DAMO–FMP) only, and that inactivations and discontinuances are Director, Force Management (DAMO–FM) approved.

f. As appropriate or as directed by the DCS, G–3/5/7, the Director, Strategy, Plans, and Policy (DAMO–SS) will—

(1) Recommend to the Director, Readiness (DAMO–ODR) the unit status reporting requirements necessary to aid and support global force management (GFM) policy requirements.

(2) In coordination with the Director, Training (DAMO–TR), the Director, Force Management (DAMO–FM), and Commander, U.S. Army Forces Command (FORSCOM), define and establish the fundamental elements of the process and the data points reported or imported into the DRRS–A database, to enable visibility of the SR of rotational units.

(3) On a quarterly basis, and in coordination with the JS and OSD, update the authoritative master listing on the Secure Internet Protocol Router Network (SIPRNET) unit-reporting application containing the names, numbers, and descriptions of those plans and named operations that may potentially be supported by Army units. In coordination with the DCS, G–2 provide guidance for the security classification of the information and data contained in this master listing, and act as the HQDA release authority, as required.

(4) In conjunction with the Director, Force Management (DAMO–FM), and the Director, Operations, Readiness and Mobilization (DAMO–OD), oversee and approve force structure definitions and the categorization of units that are entered into the DRRS–A system.

g. As appropriate or as directed by the DCS, G–3/5/7, the Director, Training (DAMO–TR) will—

(1) Serve as the proponent for training readiness, metrics, and assessments.

(2) In conjunction with TRADOC, FORSCOM, and the JS, develop policy, validate requirements, and provide resources for training by units to enable commanders to attain and sustain required levels of training readiness.

(3) Revise and recommend to the Director, Operations, Readiness and Mobilization (DAMO–OD) the requirements and criteria established in this regulation, for units to report training readiness status.

(4) As proponent for the T-level assessment, ensure MET proficiency or other future T-level measures, as approved, are synchronized and incorporated into DRRS–A.

(5) Obtain DCS, G–3/5/7 approval of TRADOC-developed standard METs and METLs. Ensure synchronization of standard METs into DRRS–A.

(6) In conjunction with TRADOC, ensure instructions on the Army’s unit status reporting process are incorporated within institutional training and formal Army courses, as appropriate.

(7) Evaluate, update, and maintain the squad, crew, team-manning information, and related data tables to ensure DRRS–A data accuracy and relevance, to support commands managing squad, crew, and team capabilities, as documented in MTOE-authorization documents.

h. As the commander of a staff-support agency of the DCS, G–3/5/7, the Commander, USACCSA will—

(1) Provide and coordinate with DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) to establish communication channels and firewall requests with JSP.

(2) Provide infrastructure support for housing the DRRS–A environment, with the Joint Services Provider and Defense Continuity of Operations Integrated Network. This must begin with the initial hand-off process and include adequate storage area network volumes, space, power, heating, ventilation, air conditioning, network connectivity, security/vulnerability monitoring, continuity of operations functionality, and access to facilities and DRRS–A equipment. This support must be provided 24 hours a day, 365 days of the year for DRRS–A representatives, installations, and operations.

2–10. Deputy Chief of Staff, G–4

The DCS, G–4 will—

a. Serve as the proponent for reporting the physical condition of Army equipment and the equipment’s ability, or inability, to perform its intended mission. Advise and assist the ASA (ALT) to prescribe policy and direction for assessing Army-equipment readiness and sustainability.

b. Coordinate and synchronize Global Combat Support System–Army as it supports readiness reporting.

c. Assign specific staff responsibilities for monitoring and using readiness status data within respective AORs.

- d.* Assign specific staff responsibilities for monitoring and using logistics-readiness-status data within respective AORs.
- e.* Use logistics-readiness-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- f.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the status of Army units, organizations, and installations when developing plans and programs.
- g.* Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop the DRRS-A application and the procedures for using logistics-readiness-status data to improve the readiness status of Army units, organizations, and installations. Help to improve the Army's readiness-reporting system.
- h.* Review, revise, and adapt appropriate sustainment and logistics-management policies, as required, to support the unit status reporting process for equipment readiness.
- i.* In coordination with the DCS, G-3/5/7; the DCS, G-8; Commander, FORSCOM; Commander, TRADOC; Commander, U.S. Army Materiel Command (AMC); and Commander, U.S. Army Special Operations Command (USASOC); develop effective equipping priorities to optimize Army readiness and improve unit status.
- j.* In coordination with AMC, ensure the U.S. Army Logistics Data Analysis Center (LDAC) synchronizes its data systems, for logistics and supply-management information, with the DRRS-A system and provides the required logistics data to the DRRS-A database, to support the unit status reporting process.
- k.* As the office of primary responsibility for managing SB 700-20, in coordination with DCS, G-3/5/7's Director, Force Management (DAMO-FM), ensure the preparation, updating, and maintenance of SB 700-20 is accomplished, in accordance with DA Pam 708-3.

2-11. Deputy Chief of Staff, G-6

The DCS, G-6 will—

- a.* Serve as principal advisor to the Chief of Staff of the Army, and other Army leadership, on matters related to the operational readiness of cyber and signal forces across the Army.
- b.* In coordination with DCS, G-3/5/7, implement the prioritization, integration, and synchronization of force structure, equipping, and employment of cyber and signal forces, in support of unit status reporting processes, in accordance with AR 25-1 and AR 25-2.
- c.* Develop, maintain, and facilitate the implementation of a secure, seamless, unified network architecture for all Army mission areas (BMA, DIMA, EIEMA, and WMA).
- d.* Provide strategy, planning, and implementation guidance to aid unit status reporting, in accordance with HQDA Regionally Aligned Readiness and Modernization Model readiness standards.

2-12. Deputy Chief of Staff, G-8

The DCS, G-8 will—

- a.* Serve as proponent for equipment on hand (EOH) readiness metrics and assessments.
- b.* Assign specific staff responsibilities for monitoring, and using, equipping-readiness-status data within their respective AORs.
- c.* Use equipping-readiness-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- d.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the statuses of Army units, organizations, and installations when developing plans and programs.
- e.* Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop the DRRS-A applications, and the procedures for using equipping-readiness-status data, to improve the readiness status of Army units, organizations, and installations, and to improve the Army's readiness-reporting system.
- f.* In coordination with the ASA (ALT), synchronize the procurement of weapon systems and equipment to enhance unit readiness.
- g.* Review, revise, and adapt all equipping policies to facilitate timely, accurate, objective, and uniform USRs.
- h.* In coordination with the DCS, G-3/5/7; the DCS, G-4; TSG; Commander, FORSCOM; Commander, TRADOC; Commander, AMC; and Commander, USASOC, develop effective equipping priorities to optimize Army readiness and improve unit status.
- i.* In coordination with the necessary HQDA staff, participate in the approval process, as required, to recommend to the Director, Force Management (DAMO-FM) the authorized substitute-equipment items listed in SB 700-20, appendix H (see DA Pam 71-32).

j. In coordination with the DCS, G-4's Chief, Major End Items Division (DALO-SPE), as required, participate in the exemption process to recommend to the Director, Force Management (DAMO-FM) the modernization equipment items exempt from on-hand status reporting in the CUSR.

k. In conjunction with ASA (FM&C), synchronize Army resourcing decisions within the PPBE process to optimize Army readiness, enhance unit status and support unit status reporting processes.

l. Maintain the authoritative listing of CDU Army equipment items that the CNGB recommended, and the DCS, G-3/5/7 approved, for use in preparing externally directed reports.

2-13. Deputy Chief of Staff, G-9

The DCS, G-9 will—

a. Assign specific staff responsibilities for monitoring and using readiness status data within respective AORs.

b. Use readiness status data to identify problem areas and perform analyses to determine root causes and possible solutions.

c. Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the status of Army units, organizations, and installations when developing plans and programs.

d. Help the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) develop the DRRS-A application and the procedures for using readiness status data to improve the readiness status of Army units, organizations, and installations and to improve the Army's readiness reporting system.

e. Review, revise, and adapt all installation management policies in support of individual training, unit training, mobilization, demobilization, deployment, and redeployment to enhance unit readiness status.

f. Devise and recommend to DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) the requirements and criteria established in this regulation for status reporting by Army installations and U.S. Army garrisons (USAGs) into the DRRS-A database.

g. Synchronize and facilitate installation reporting and ensure installation status reports (ISRs) are formatted for acceptance in the DRRS-A database.

h. Develop and recommend to DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) the Army installations and USAGs that will submit reports and the frequency of report submissions.

i. Review the status reports submitted by Army installations and USAGs to analyze readiness trends and identify resourcing issues.

j. In coordination with the U.S. Army Cyber Command (ARCYBER), ensure Network Enterprise Centers provide the technical means and support to transmit CUSRs via established report submission channels to the Director, Operations, Readiness, and Mobilization (DAMO-OD). Coordinate directly with the responsible ACOM, ASCC, DRU commanders, and/or CNGB, when applicable, to establish MOAs or memorandums of understanding (MOUs) regarding additional support and assistance to reporting units, as required.

2-14. Chief, Army Reserve/Commanding General, U.S. Army Reserve Command

The CAR, as the CG, USARC, will—

a. Assign specific staff responsibilities for monitoring and using readiness status data within respective AORs.

b. Use readiness status data to identify problem areas and perform analyses to determine root causes and possible solutions.

c. Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the status of USAR units, organizations, and installations when developing plans and programs.

d. Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop the DRRS-A applications, and the procedures for using readiness status data to improve the readiness status of USAR Army units, organizations, and installations, and to improve the Army's unit-status- reporting system.

e. Ensure USAR units have the command guidance and supplementary instructions necessary to accurately report the status of their SR to meet the applicable goals and objectives.

f. In coordination with FORSCOM, ensure USAR units comply with unit status reporting requirements before, during, and after mobilization.

g. USAR UICIOs will ensure that BIDE and Army basic identity data element (ABIDE) records reflect the USARC as an "interested command."

h. Provide recommendations to adapt mobilization policies and authorities as required enhancing and/or sustaining the deployability of individual Army Reservists and cohesive USAR units.

2-15. Chief of Engineers

The COE will—

- a.* Assign specific staff responsibilities for monitoring and using unit-status data within the respective AORs.
- b.* Use unit-readiness status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- c.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the statuses of Army units, organizations, and installations when developing plans and programs.
- d.* Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop the DRRS-A applications, and the procedures for using unit-status data to improve the readiness statuses of Army units, organizations, and installations, and to improve the Army's readiness-reporting system.

2-16. The Surgeon General/Commanding General, U.S. Army Medical Command

TSG, as the CG, USAMEDCOM, will—

- a.* Assign specific staff responsibilities for monitoring and using readiness-status data in assigned functional AORs.
- b.* Use readiness-status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- c.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the statuses of Army units, organizations, and installations when developing plans and programs.
- d.* Assist the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) to develop the DRRS-A applications, and the procedures for using readiness-status data, to improve the readiness statuses of Army units, organizations, and installations, and to improve the Army's readiness-reporting system.
- e.* Ensure effective coordination within DA of policies and programs in assigned functional AORs, as appropriate or as directed by the SECARMY or the Chief of Staff, Army (CSA).
- f.* Provide CUSR management oversight for medical organizations, as required and appropriate.
- g.* Ensure medical data systems are synchronized with DRRS-A, and provide the required medical-status data to the DRRS-A database, in support of the unit status reporting process.
- h.* Collaborate with Commanders of FORSCOM, AMC, USASOC, RC leadership and the ARSTAF to plan, develop, and coordinate the training, manning, and equipping strategies for Regular Army (RA) and RC medical units.
- i.* Appoint and train a primary and alternate UICIO to accomplish the FR requirement, explained in chapter 7 of this publication. Designate assistant UICIOs, in accordance with the provisions of the FR chapter.
- j.* Perform DRU responsibilities established in paragraph 2-24.

2-17. The Provost Marshal General

The PMG will—

- a.* Assign specific staff responsibilities for monitoring and using readiness status data in assigned functional AORs.
- b.* Use readiness status data to identify problem areas and perform analyses, to determine root causes and possible solutions.
- c.* Set and meet milestone dates for correcting problem areas; consider problems identified in CUSRs and the status of Army units, organizations, and installations when developing plans and programs.
- d.* Assist the DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) to develop the DRRS-A applications, and the procedures to use readiness-status data, to improve the readiness status of Army units, organizations, and installations, and to improve the Army's unit status reporting system.
- e.* Ensure U.S. Army Corrections Command (USACC), a field operating agency, maintains and publishes command guidance and supplementary instructions necessary to accurately report the status of their SR, to meet the applicable goals and objectives.
- f.* In coordination with Commanders of FORSCOM, TRADOC, and ASCCs with operational correctional facilities, ensure USACC provides CUSR management oversight for corrections and detention organizations, as required and appropriate.
- g.* Ensure USACC provides USR management oversight for the reporting units under its ADCON authority.

2-18. Commanding General, U.S. Army Forces Command

The CG, FORSCOM will—

- a.* Assign specific staff responsibilities for supervising and coordinating the preparation and submission of the CUSR within their command.
- b.* Ensure subordinate units have the command guidance and supplementary instructions necessary to accurately report the status of their SR to meet the applicable goals and objectives.

- c. Ensure subordinate units comply with unit status reporting requirements, to include submitting accurate and complete reports in a timely manner; monitoring readiness statuses of subordinate units, analyzing and correcting problem areas; and reporting unresolved readiness issues to the appropriate ARSTAF agency.
- d. When developing plans and programs, manage resources to improve the readiness status of units. Consider problems identified in CUSRs and the status of subordinate units, organizations, and supporting installations.
- e. Manage, in coordination with the DCS, G-3/5/7, unit activations, inactivations and discontinuations, conversions, reorganizations, and similar actions, to minimize the impacts on readiness.
- f. Assist (the command reporting officer) Army reporting units and organizations—including units and organizations from other commands stationed or operating in the command's geographical AOR—to prepare and submit their CUSRs.
- g. Assist Army reporting units and organizations—including units and organizations from other commands stationed or operating on installations where FORSCOM operational commanders serve as senior commanders—to prepare and submit their CUSRs.
- h. Develop, staff, and implement MOAs and/or MOUs with other commands, agencies, and installations for CUSR assistance and support to subordinate units, as required.
- i. Develop, staff, and implement supplementary guidance to ensure applicability, consistency, and compliance with readiness-reporting policy and procedures among all reporting units in FORSCOM.
- j. Coordinate the hand-off or retention of responsibility for USR management oversight of allocated units transitioning from the ADCON of the parent ACOM, ASCC, DRU, or State with the gaining command. Ensure basic readiness status and location data is updated, CUSR submission channels are current, and both operational control (OPCON) and ADCON are confirmed or updated. Notify DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) of any exceptional situations, and obtain their assistance to resolve any issues.
- k. Fill the roles of Army force provider for conventional Army Force (ARFOR) and Army tasking authority (ATA) for units under FORSCOM's command authority. These roles will also extend to the supported command for collective unit training, and will provide detailed guidance to commanders of reporting units. The commands will receive help applying data points to their units, and recommendations to DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) regarding new or revised data points required to support the process.
- l. Coordinate with the CAR regarding any USAR-unique readiness reporting issues, and/or any readiness-reporting requirements initiated by FORSCOM that will significantly impact USAR units.
- m. In coordination with the Director, Operations, Readiness and Mobilization (DAMO-OD), as required, integrate the Army's force generation management processes into the DRRS-A family of systems, to promote accurate and uniform readiness reporting (see AR 525-29).
- n. Appoint and train a primary and an alternate UICIO to meet the FR requirements explained in chapter 7 of this publication. Designate assistant UICIOs, in accordance with the provisions of the FR.
- o. Review readiness reporting policy guidance and submit recommended changes, as appropriate. Incorporate readiness-status reporting into exercises and mobilization exercises.
- p. In coordination with commanders from MEDCOM, U.S. Army Medical Logistics Command (AMLC), USASOC, RC leadership, and the ARSTAF, collaborate with TSG to plan, develop, and coordinate the training, manning, and equipping strategies for RA and RC medical units in order to optimize Army readiness and support the unit-level-status-reporting process (see AR 10-87).

2-19. Commanding General, U.S. Army Training and Doctrine Command

The CG, TRADOC will—

- a. Assign specific staff responsibilities for supervising and coordinating the preparation and submission of the CUSR within their commands.
- b. Ensure subordinate units have command guidance, and supplementary instructions, necessary to accurately report the status of their progressive readiness to meet the applicable goals and objectives.
- c. Ensure subordinate units comply with readiness-status-reporting requirements, to include the submission of accurate and complete reports in a timely manner; monitor the readiness status of subordinate units, analyze, and correct problem areas; report unresolved readiness issues to the appropriate ARSTAF agency.
- d. Manage resources to improve the readiness status of subordinate units; consider problems identified in CUSRs and the statuses of subordinate units, organizations, and supporting installations when developing plans and programs.
- e. Manage, in coordination with the DCS, G-3/5/7, unit activations, inactivations and discontinuations, conversions, reorganizations, and similar actions to minimize the impacts on readiness.
- f. Assist Army reporting units and organizations prepare and submit their CUSRs.

- g. Develop, staff, and implement MOAs and/or MOUs with other commands, agencies, and installations for CUSR assistance and support to subordinate units, as required.
- h. Develop, staff, and implement supplementary guidance, as required, to ensure applicability, consistency, understanding of—and compliance with—readiness reporting policy and procedures among subordinate units.
- i. Coordinate the hand-off of responsibility (or, when applicable, the retention of responsibility) for CUSR management oversight of allocated units transitioning from the ADCON of the parent ACOM, ASCC, DRU, and/or State control, when applicable, with the gaining command. Ensure that basic readiness status and location data is updated, CUSR submission channels are prescribed or reinforced, and the information regarding the headquarters exercising OPCON and ADCON over these units is confirmed and/or updated, as required. Notify DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) of any exceptional situations or circumstances and obtain their help to resolve contentious issues, as appropriate or required.
- j. Recommend to the Director, Force Management (DAMO-FM) the criteria to be established, by this regulation, for assigning ERCs to unit equipment and designating pacing items. Additionally, recommend to the Director, Force Management (DAMO-FM) the units, organizations, and equipment by type for ERC assignment and pacing item designation for use by the USAFMSA in formal authorizations documents. Base ERC and pacing item recommendations on the unit's core functions and deliberate capabilities, and the criticality of the equipment to those core functions and deliberate capabilities. As a general policy, all equipment listed on the formal authorizations document (modification table of organization and equipment (MTOE) or table of distribution and allowances (TDA)) is considered the minimum mission-essential equipment required by the unit in order to execute its core functions and provide the deliberate capabilities, to include sustainment capability.
- k. As the proponent, develop and sustain standard METs and METLs for all MTOE units across the Army for approval by HQDA.
- l. Create a collective, task-hierarchy taxonomy that links the standard METLs to the Universal Joint Task List.
- m. Use the HQDA-approved standard METLs to develop and sustain combined arms training strategies (CATS).
- n. Use the training development capability to develop and sustain training and evaluation outlines (T&EOs) that include tasks, conditions, and standards for standard METLs, supporting collective tasks, and other collective tasks identified in CATS.
- o. Use the Army Training Management System (ATMS) (Digital Training Management System (DTMS)), Army Training Network (ATN), and Army Training Strategy development tool to distribute CATS, standard METLs, and collective task T&EOs to Army units.
- p. Ensure Army doctrine is integrated with Joint doctrine to aid and enable unit status reporting requirements doctrinally aligned and compatible.
- q. Assist the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) develop and refine units' status-reporting requirements for GF units.
- r. The Director, U.S. Army Center of Military History (CMH), with the Chief, Force Structure and Unit History Branch (AAMH-FPO), on behalf of the CG, TRADOC will—
 - (1) Determine all unit designations and provide them to the Director, Force Management (DAMO-FM).
 - (2) Determine unit long names for AA-, FF-, and FX-level (where applicable) UICs and update DRRS-A accordingly.
 - (3) Maintain a record of historic UICs.

2–20. Commanding General, U.S. Army Futures Command

The CG, AFC will—

- a. Assign specific staff responsibilities for supervising and coordinating the preparation and submission of the CUSR within their commands.
- b. Ensure subordinate units have the command guidance and supplementary instructions necessary to accurately report the status of their progressive readiness to meet the applicable goals and objectives.
- c. Ensure subordinate units comply with readiness status reporting requirements, to include the submission of accurate and complete reports in a timely manner; monitor the readiness status of subordinate units, analyze, and correct noted problem areas; report unresolved readiness issues to the appropriate ARSTAF agency.
- d. Manage resources to improve the readiness status of subordinate units; consider problems identified in CUSRs and the status of subordinate units, organizations, and supporting installations when developing plans and programs.
- e. Manage, in coordination with the DCS, G-3/5/7, unit activations, inactivations, discontinuances, conversions, reorganizations, and similar actions to minimize the impacts on readiness.
- f. Assist Army reporting units and organizations to prepare and submit their CUSRs.

- g.* Develop, staff, and implement MOAs and/or MOUs with other commands, agencies, and installations for CUSR assistance and support to subordinate units, as required.
- h.* Develop, staff, and implement supplementary guidance, as required, to ensure applicability, consistency, understanding of and compliance with readiness reporting policy and procedures among subordinate units.
- i.* Coordinate the hand-off of responsibility (or, when applicable, the retention of responsibility) for CUSR management oversight of allocated units transitioning from the ADCON of the parent ACOM, ASCC, DRU, and/or State control, when applicable, with the gaining command. Ensure that basic readiness status and location data is updated, CUSR submission channels are prescribed or reinforced, and the information regarding the headquarters exercising OPCON and ADCON over these units is confirmed and/or updated, as required. Notify DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) of any exceptional situations or circumstances and obtain their assistance to resolve contentious issues, as appropriate or required.
- j.* In coordination with the ASA (ALT), synchronize the procurement and delivery of weapon systems and equipment to enhance unit readiness.
- k.* In coordination with the DCS, G-3/5/7; the DCS, G-4; Commander, FORSCOM; Commander, TRADOC; TSG; and Commander, USASOC, develop effective equipping priorities to optimize Army readiness and improve unit status.

2-21. Commanding General, U.S. Army Materiel Command

The CG, AMC will—

- a.* Assign specific staff responsibilities for supervising and coordinating the preparation and submission of the CUSR within their commands.
- b.* Ensure subordinate units have the command guidance and supplementary instructions necessary to accurately report the status of their progressive readiness, to meet the applicable goals and objectives.
- c.* Ensure subordinate units comply with readiness-status-reporting requirements, to include the submission of accurate and complete reports in a timely manner; monitor the readiness status of subordinate units; analyze and correct noted problem areas; and report unresolved readiness issues to the appropriate ARSTAF agency.
- d.* Manage resources to improve the readiness status of subordinate units; consider problems identified in CUSRs and the status of subordinate units, organizations, and supporting installations when developing plans and programs.
- e.* Manage, in coordination with the DCS, G-3/5/7, unit activations, inactivations, discontinuations, conversions, reorganizations, and similar actions; for example, synchronizing the deliveries of weapon systems and equipment to units, to minimize the impacts on readiness.
- f.* Assist Army reporting units and organizations, to include units and organizations from other commands stationed or operating in the command's geographical AOR, to prepare and submit their CUSRs.
- g.* Develop, staff, and implement MOAs and/or MOUs with other commands, agencies, and installations for CUSR assistance and support to subordinate units, as required.
- h.* Develop, staff, and implement supplementary guidance, as required, to ensure applicability, consistency, understanding of and compliance with, readiness reporting policy and procedures among subordinate units.
- i.* Coordinate the hand-off of responsibility (or, when applicable, the retention of responsibility) for CUSR management oversight of allocated units transitioning from the ADCON of the parent ACOM, ASCC, DRU, and/or State control, when applicable, with the gaining command. Ensure basic unit status and location data is updated, CUSR submission channels are prescribed or reinforced and the information regarding the headquarters exercising OPCON and ADCON over these units is confirmed and/or updated, as required. Notify DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD) of any exceptional situations or circumstances and obtain their help to resolve contentious issues, as appropriate or required.
- j.* In coordination with the DCS, G-4, ensure the U.S. Army LDAC synchronizes its authoritative data systems for logistics and supply management information with the DRRS-A system and provides the required logistics data to the DRRS-A database in support of the unit status reporting process.
- k.* As the lead for conventional ammunition and chemical, biological, radiological, and nuclear (CBRN) and high explosive defense, assist DCS, G-3/5/7's Director, Readiness (DAMO-ODR), in conjunction with TRADOC and the DCS, G-4 to develop, refine, and implement status reporting requirements that establish the materiel readiness of Army units to conduct operations in an all hazards environment.
- l.* The Commanding General, U.S. Army Installation Management Command (CG, IMCOM) on behalf of the CG, AMC, will—
 - (1) Manage Army installations (readiness officers) to support readiness and mission execution and ensure unit readiness through the availability of efficient, effective base services and facilities.

(2) Ensure that subordinate units comply with readiness-status-reporting requirements (command UICIOs), to include submitting accurate and complete reports in a timely manner; monitoring readiness statuses of subordinate units; analyzing and correcting noted problem areas; and reporting unresolved readiness issues to the appropriate ARSTAF agency.

(3) In conjunction with the DCS, G-9, help the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) develop and refine status-reporting requirements for Army installations and garrisons.

(4) In times of increased deployments in response to HQDA direction, provide UICIO services to installation tenants and transients as needed, in accordance with chapter 7.

(5) The garrison commander creates a DUIC from the parent AA UIC, with the descriptive designator of "ZZ" for the installation.

m. In coordination with the DCS, G-1, the DCS, G-3/5/7, and OTSG, establish medical readiness definitions and criteria for consideration and/or application in the personnel management, unit status reporting processes and guidance for deployability determinations.

2-22. Commanding General, U.S. Army Special Operations Command

In addition to the ASCC responsibilities established in paragraph 2-24, the CG, USASOC will—

a. As the Army proponent for manning, training, equipping, sustaining, mobilizing/demobilizing, and deploying/redeploying Army special operations forces (ARSOF) in support of Joint Force commander's rotational and emerging requirements, synchronize and integrate Army and Joint policy, strategy, plans, and doctrine to support readiness reporting requirements.

b. Recommend to the DCS, G-3/5/7's Chief, Training Division (DAMO-TRC), the ARSOF elements and systems reported in CUSR training data and the manning and qualification criteria for these elements and systems.

c. The command readiness officer will assist Army reporting units and organizations to prepare and submit their CUSRs.

d. In coordination with AMLC, FORSCOM, RC leadership, and the ARSTAF, collaborate with OTSG to plan, develop, and coordinate the training, manning, and equipping strategies for RA and RC medical units, to optimize Army readiness and support the unit status reporting process.

e. For USR oversight purposes, serve as the division-level, headquarters-equivalent for CONUS-based USASOC units not on active duty.

2-23. Commanding General, U.S. Army Cyber Command

In addition to the ASCC responsibilities established in paragraph 2-24, the CG, ARCYBER will—

a. As the Army proponent for manning, training, equipping, sustaining, mobilizing/demobilizing, and deploying/redeploying ARCYBER operations forces, in support of U.S. Cyber Command and Joint Force commander's rotational and emerging requirements, synchronize and integrate Army and Joint policy, strategy, plans, and doctrine to support readiness-reporting requirements.

b. Recommend to the DCS, G-3/5/7's Chief, Training Division (DAMO-TRC), the ARCYBER elements and systems reported in CUSR training data, and the manning and qualification criteria for these elements and systems.

c. The command readiness officer assists Army reporting units and organizations to prepare and submit their CUSRs.

d. In coordination with leaders from MEDCOM and FORSCOM, RC leadership, and the ARSTAF, collaborate with OTSG to plan, develop, and coordinate the training, manning, and equipping strategies for RA and RC medical units, to optimize Army readiness and support the unit status reporting process.

2-24. Chief, National Guard Bureau and Commanders of Army commands, Army service component commands, and direct reporting units

The commanding generals of the ACOMs, ASCCs, and DRUs identified in AR 10-87, and the CNGB, when applicable, will—

a. Assign specific staff responsibilities for supervising and coordinating the preparation and submission of the CUSR within their commands.

b. Ensure subordinate units have the command guidance, and supplementary instructions, necessary to accurately report the status of their progressive readiness, to meet the applicable FG goals and objectives established by the Army campaign plan (ACP).

c. Develop assigned mission METL, and report assessments in support of CCDR Joint METLs.

- d.* Ensure subordinate units comply with unit status reporting requirements, to include the submission of accurate and complete reports in a timely manner. Monitor the readiness status of subordinate units; analyze and correct noted problem areas. Report unresolved unit-readiness issues to the appropriate ARSTAF agency.
- e.* Manage resources to improve the readiness status of subordinate units; consider problems identified in CUSRs and the status of subordinate units, organizations, and supporting installations when developing plans and programs.
- f.* Manage, in coordination with the DCS, G-3/5/7 unit activations, inactivations, discontinuances, conversions, reorganizations, and similar actions, to minimize the impacts on readiness.
- g.* Review readiness reporting policy guidance, and submit recommended changes, as appropriate. Incorporate readiness-status reporting into exercises.
- h.* Assist Army reporting units and organizations—to include units and organizations from other commands, stationed or operating in the command's geographical AOR—prepare and submit their CUSRs.
- i.* Develop, staff, and implement MOAs and/or MOUs with other commands, agencies, and installations for CUSR assistance and support to subordinate units, as required.
- j.* Develop, staff, and implement supplementary guidance, as required, to ensure applicability, consistency, understanding of, and compliance with, readiness reporting policy and procedures among subordinate units.
- k.* Coordinate the hand-off of responsibility (or, when applicable, the retention of responsibility) for CUSR management oversight of rotational units transitioning from the ADCON of the parent ACOM, ASCC, DRU, and/or State control, when applicable, with the gaining command. Ensure basic readiness status and location data is updated, CUSR submission channels are prescribed or reinforced, and the information regarding the headquarters exercising OPCON and ADCON over these units is confirmed and/or updated, as required. Coordinate with the CCDR regarding any readiness reporting issues involving the ARFOR assigned to the command, and notify DCS, G-3/5/7's Director, Readiness (DAMO-ODR) of any exceptional situations or circumstances. Obtain DCS, G-3/5/7's Director, Readiness (DAMO-ODR) assistance to resolve contentious issues, as appropriate or required.
- l.* In support of the Army's FR process, appoint, train, and maintain primary and alternate UICIOs at installations and at the appropriate organizational echelon(s), to accomplish the FR requirements explained in chapter 7 of this publication. Designate assistant UICIOs in accordance with the provisions of the FR chapter.
- m.* Report all appointments and/or any status changes within 24 hours of change for UICIOs and alternate UICIOs located at installations, garrisons, or the determined appropriate organizational level under their purview. Send the report that must contain the names of primary and alternate installation UICIOs, their office symbols, and telephone numbers, to Department of the Army, DCS, G-3/5/7 (DAMO-ODR), Army Readiness Division, 400 Army Pentagon, Washington, DC 20310-0400 within 24 hours after appointment and/or any changes.
- n.* Update FR within 24 hours following any change to the present geographical location (PRGEO data field), the current status, and activity code (ACTIV data field), the next higher operational command (OPCON data field), or the next higher ADCON authority (ADCON data field).
- o.* Ensure the "UNITS" unit type code (UTC) is current. (The Army Readiness Portal, Force Registration Users Guide, UICIO Handbook, and the data entry instructions provided by the FR software application explain the procedures for validating the UTC.)
- p.* Ensure all units within their purview are compliant with USR reporting requirements.
- q.* Continuously update BIDE in the DRRS-A database, to ensure that the CUSR requirements of subordinate units and elements are correctly indicated.
- r.* Ensure that the UICIO appointed by the ACOM, ASCC, DRU commanders, CNGB, or HQDA representative accomplishes all tasks requiring UICIO action in accordance with this regulation, to include—
 - (1) Maintaining a central UIC database for the parent and sub-organizations of the agency or command. At HQDA, the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will maintain the database and provide technical and data support to UICIOs.
 - (2) Ensuring all UICs used in automated systems within the ACOM, ASCC, DRU, and ARNG are properly registered.
 - (3) Performing the necessary coordination with other command UICIOs and other activities, such as logistics, operations, personnel, personnel processing activities, and so forth.
 - (4) Monitoring registered and revalidated BIDE records, created by HQDA UICIO after thorough research, for changes or corrections in the initial input. This will help minimize erroneous data transmitted worldwide.
 - (5) Ensuring that electronic copies of permanent orders are provided to the Center of Military History, AAMH-FPO (Fort McNair, DC 20319-5060), so that proper long names can be maintained in the DRRS-A database.
 - (6) Submitting requests for any new Army geographical (GEO) location to Department of the Army, DCS, G-3/5/7 (DAMO-ODR), Army Readiness Division, 400 Army Pentagon, Washington, DC 20310-0400.
 - (7) Participating in DRRS-A status meetings and testing events.

s. In coordination with HQDA, establish and provide unit-reporting-application training, necessary to ensure their respective reporting units can report in accordance with the reporting policy of this regulation.

2–25. Commanders of Army reporting units, garrison commanders and senior commanders

These commanders will—

- a. Continuously measure and assess the mission readiness status of their units or organizations for significant changes and maintain the highest readiness status level possible with the resources provided.
- b. Review the readiness status reports of subordinate units and organizations for accuracy and for compliance with applicable policies and regulations.
- c. Prioritize and distribute resources to subordinate elements consistent with established priorities and mission-essential requirements to maximize applicable unit readiness.
- d. Submit CUSRs, to include change reports, validation reports, deployed reports, and ad hoc reports, as required.
- e. Ensure subordinate units or organizations have the necessary computer hardware, software, and trained personnel to process and submit the CUSR via established reporting channels into the DRRS–A database.
- f. Be prepared (garrisons) to provide UICIO services to installation tenants and transients, as needed, in accordance with chapter 7.

Chapter 3

Overview

3–1. Key Joint and Department of Defense policies

- a. DoDD 7730.65 establishes the DRRS; DoDI 7730.66 assigns responsibilities and provides implementing instructions.
- b. DoDD 5100.01 establishes the functions of the DoD and its major components (COMPOs), supporting the core mission areas of the Armed Forces, which are broad DoD military operations and activities required to achieve the strategic objectives of the National Security Strategy, National Defense Strategy, and National Military Strategy (NMS). Specifically this directive requires the Army to monitor and assess operational readiness and capabilities of ARFOR for assignment to the CCMDs.
- c. CJCSI 3401.01E establishes the Joint Combat Capability Assessment (JCCA) as the policy and process for reporting and assessing the readiness of DoD to execute the NMS. CJCS Guide 3401D outlines the policies and procedures. The JCCA is a major element of the CRS. (See fig 1–2.)
- d. CJCSI 3401.02B establishes uniform policy, procedures, and criteria for reporting authoritative information to the President and SECDEF, related to the readiness of military forces to meet missions and goals assigned by the SECDEF.
- e. CJCSM 3150.02B describes the procedures and provides detailed instructions for collecting and preparing Status of Resources and Training System (SORTS) data on units of the Armed Forces, other Federal departments, and selected foreign organizations.

3–2. Key Army policies, references, doctrinal publications, and training resources

- a. AGO 2020–01 establishes the SECARMY’s expectations for the functioning of HQDA and assigns major functions and responsibilities to the principal officials of HQDA, to assist the SECARMY in the operation and functioning of HQDA.
- b. AGO 2011–07 establishes the roles of FORSCOM to train, mobilize, deploy, sustain, transform, and reconstitute assigned conventional forces, and re-designates FORSCOM as the Service Force Provider for Army conventional forces. Additionally, AGO 2011–07 delegates training readiness oversight for RC conventional forces in the continental United States (CONUS).
- c. HQDA EXORD 125–17 provides the Army’s implementation guidance for DoD’s Global Force Management Data Initiative.
- d. AR 10–87 establishes the ACOMs, ASCCs, and DRUs, and prescribes their missions, functions, and command and staff relationships with higher collateral headquarters, theater level support commands, and agencies in the DA.
- e. AR 40–501 provides information on medical fitness standards for induction, enlistment, appointment, retention, and related policies and procedures.
- f. AR 40–502 provides policies for medical readiness and information on medical deployment determinations and individual medical readiness elements.

- g. AR 71–32 establishes the policies for developing and documenting organizational requirements and authorizations, and for establishing certain force development functions in the DCS, G–3/5/7.
- h. AR 210–14 establishes the ISR Program within the DA. This regulation prescribes responsibilities, policies for implementing the ISR Program.
- i. AR 525–29 establishes the Army’s force-generation policy to guide the planning for, and synchronizing of, unit resourcing, readiness, and employment in support of Joint and Army requirements.
- j. AR 525–30 establishes the policies, procedures, and responsibilities for planning, preparing, executing, and assessing Army Strategic Readiness. It describes both existing and maturing concepts, responsibilities, policies, and implementing procedures; it is intended to evolve as Army Strategic Readiness matures. This regulation establishes the basis for coordinated Army Strategic Readiness Assessment execution, within the DA, to support national objectives.
- k. AR 350–1 prescribes policies, procedures, and responsibilities for developing, managing, and conducting Army training and leader-development-and-training-assessment standards.
- l. AR 600–8–101 prescribes policy, standards, and requirements for performing the functions of in-processing and out-processing the Soldier Readiness Program. It also covers mobilization processing, deployment processing, and deployment-cycle support.
- m. AR 700–138 establishes policies, responsibilities, and procedures for reporting the physical condition of Army equipment and the ability or inability to perform its intended mission.
- n. The ACP is section V of The Army Plan. It establishes annual priorities and initiatives from the SECARMY and CSA that require measurable end states or decisions in the year of execution.
- o. Army Doctrine Publication (ADP) 3–0 discusses and defines unified land operations and the role of doctrine. It also describes the strategic context within which ARFOR expect to operate and discusses the foundations of the operating concept and the tenets of Army operations.
- p. ADP 7–0 and FM 7–0 establish the Army’s doctrine for training units for unified land operations. FM 7–0 presents the overarching doctrinal guidance for training brigade combat teams (BCTs), functional and multifunctional brigades (BDEs), expeditionary ARFOR to conduct unified land operations. FM 7–0 applies to the RA and RC.
- q. The ATN, at <https://atn.army.mil>, is a component of the ATMS. ATN is the Army’s online entry point for unclassified (UNCLAS) training information and doctrine (FM 7–0), unit training management tools, multimedia training products, and training links. These tools allow units and institutions the capability to plan, prepare, execute, assess, manage, and report training. ATN serves as the online portal for accessing a wide variety of proponent and subject matter expert developed training products. AR 350–1 designates ATN as the source for HQDA-directed mandatory training.

3–3. Key terminology and lexicon

- a. *Commander unit-status report.* The readiness-status reports submitted into DRRS–A by the unit. The acronym CUSR is used in this publication to emphasize commander responsibility. The acronym USR also is used where applicable.
- b. *Measure and measurement.* These two terms are used in this regulation to indicate a process to accomplish a status determination using largely objective calculations and the result of that process, respectively.
- c. *Assess and assessment.* These two terms are used in this regulation to indicate a process to accomplish a status determination using largely subjective appraisal or evaluation and the result of that process, respectively.
- d. *Reporting units.* This is Army-unique terminology that encompasses all Regular Army units and RC Army units not on active duty that are required by this regulation to report resource measurements, capabilities assessments, or designated Army-unique requirements into the DRRS–A database. Reporting units include, but are not limited to, all MTOE and TDA units with UICs beginning with “W” and ending with (parent UIC) “AA,” “FF” (see para 3–3e), and installations with UICs ending in “ZZ.” The terminology “measured units” and “assessed units” are JS lexicon, which equate to “reporting units” in Army lexicon. USR management oversight authority for the reporting unit types will ensure reporting unit compliance with this regulation.
- e. *“FF” composite reporting units.* For composite unit readiness reporting purposes, MTOE units identified in the Army Structure (ARSTRUC) and as defined in this regulation, must submit composite unit readiness reports. The unit descriptive designator “FF” is reserved for DUICs derived from the composite reporting parent unit “AA” UIC. Parent units identified to submit composite reports will register in FR an FF DUIC as a pre-requisite for composite unit readiness reporting. These units are either a major unit or major headquarters (see para 4–2 for details), and for the purpose of unit readiness reporting policy, are those units required to submit composite unit readiness reports. The FF DUIC from the force management perspective is a nominal parent organization DUIC, derived from the parent AA UIC for depicting a hierarchical composite organization. The FF DUIC is used to indicate the linkage and association

between separate parent headquarters with subordinate parent unit organizations for the purpose of composite reporting. The unit types required to register in FR an FF DUIC for composite unit readiness reporting is described within this regulation (para 4–2) and are found documented in the current ARSTRUC message (Army unit inventory slide and supporting documentation). The FF DUIC is considered a nominal hierarchical unit since it does not have a corresponding MTOE requirements document associated with the FF DUIC. Rather it is comprised of separate parent headquarters and subordinate parent unit organizations that are substantiated by MTOE requirements documents. Paragraph 4–3 contains composite reporting guidance.

f. Active duty, Regular Army, Reserve Component. These terms and the associated acronyms and abbreviations are used in this publication to distinguish between the units in the various force structure COMPOs and the duty status of units and individual Soldiers. The term active duty refers to all RA and mobilized RC units in full-time, active military service of the United States. The important distinction between active duty units and RA units is that RC units on active duty retain their COMPO 2 or COMPO 3 designations; they do not become RA (COMPO 1) units following mobilization. (See glossary.)

g. Active Army. Includes RA, ARNG, and USAR Soldiers who are currently on active duty status. Active duty units and active duty Soldiers are on full-time duty in the military service of the United States. Soldiers on active duty status (with some exceptions) comprise the Active Army. See glossary for further detail.

h. Deployability. For CUSR purposes, Soldiers are reported to be deployable in the context of their “unit,” not as individual qualification for deployment. This concept applies to reporting units that in execution of their core, designed capabilities deploy as directed by command authorities. Personnel and medical authorities govern deployability of individuals, which informs CUSR reporting. Soldiers may also become nondeployable for CUSR purposes, which has no bearing on individual deployability:

(1) For example, a Soldier in a rear detachment, while fully qualified to be “deployable,” is not measured as “deployable” to their unit because they are not present with the deployed unit and do not fall under the operational control of the unit.

(2) For example, when an element of a home station unit deploys as the home station unit advanced echelon element, the advanced echelon falls under OPCON of receiving theater command and the home station unit reports this advanced echelon as nondeployable. Additional references for reporting guidance related to deployed and non-deployed reporting units are found at paragraphs 4–7, 4–9, and 4–10.

i. Deployable. A Soldier under the direct operational control of the reporting unit, whether present or able to be present within 72 hours, who is in compliance with all required personnel readiness standards, and is not restricted from deploying to perform the unit’s core designed and assigned missions, and is not specifically classified as non-deployable.

j. Nondeployable. A Soldier who is restricted from worldwide deployment for a unit’s core designed or assigned mission due to one of the following reasons:

(1) Does not meet the baseline individual (administrative and medical) readiness standards for worldwide deployment as defined in AR 600–8–101 and AR 40–501 and related policies, respectively.

(2) Does not meet CCDR’s mission-specific individual readiness standards when tailored for accomplishment of an assigned mission.

(3) Cannot be under the direct operational control of the USR reporting unit or be present within 72 hours.

(4) Has not graduated from an area of concentration or MOS awarding course.

(5) Commander determines the Soldier is nondeployable for exceptional reasons that do not meet the criteria.

k. A deployed unit.

(1) *Deployed unit definition.* A unit (AA- or FF-level) is considered deployed for USR reporting purposes when 50 percent or more of the required personnel from the unit structure and the unit’s command and control capability are deployed. Refer to the below paragraph 3–3k(2), for those exceptions where the above deployed-unit definition does not clearly indicate whether it is the unit, rather than a subunit element that is deployed.

(2) *Exceptions.* For exceptions to paragraph 3–3k(1), ACOM, ASCC, DRU commanders, and CNGB will resolve questions concerning unique deployment circumstances and will inform DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) of the resolution. If resolution cannot be achieved ACOM, ASCC, DRU commanders, and CNGB will make a recommendation to DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) for final determination.

Chapter 4

Army Readiness Reporting

4–1. Army readiness reporting overview

a. General. The CUSR process is nested within and complements the Army Strategic Readiness Process and Assessment documented in AR 525–30. Throughout this regulation are references to the Army Readiness Portal and the DRRS–A portal. While technically the DRRS–A portal is a subset of the Army Readiness Portal, they are essentially synonymous. The specific term used in any given instance is based on context.

b. Enduring principles. The end-state goal of readiness reporting is to ensure clarity across the broadest range of military headquarters responsible for operational planning of the capability of unit(s) to perform those functions for which they were organized or designed, and when necessary assigned. This CUSR process relies on two independent but inter-related processes—standardized organization design and documentation enabled by the Army’s Force Management process, and independent evaluation of quantifiable and subjective factors by unit commanders. The enduring principles listed below are the foundation to achieving the readiness reporting end-state goal.

(1) Commanders of multiunit organizations (composite units, BCTs, combat aviation brigades, and so forth) consider those units under their operational control. These include organic units and any units placed under the OPCON of the reporting unit. Commanders will not consider, for CUSR preparation purposes, the readiness of units detached and/or operating outside of the commander’s operational control.

(2) The established doctrinal design serves as the authoritative requirements documentation for defining the unit’s standards and requirements for unit reporting purposes. At the “AA” level this includes MTOE requirements. While at the “FF” composite reporting unit level, this includes the Force Management System (FMS) and doctrinal design, as found in the approved TOE or recapitulation TOE of the parent unit, associated with an “FF” unit type organization. These unit types for example, are any of the BCT, and BDE or higher HQ types currently in the Army inventory. Additionally, these unit organizations typically have an associated approved, standardized METL that reflect the unit’s designed, core capabilities for employment in support of the NMS.

(3) The USR are commanders’ reports. The commander submitted USR supports tactical, operational, and strategic planning and risk assessments.

(4) When the partial readiness of an Army unit is planned by HQDA, the unit commander is expected to accurately report this partial readiness status. They should not hesitate to do so, since the CUSR enables CCDRs, Joint force providers, strategic planners, Congress, and other external users of Army readiness data to accurately assess and effectively monitor the strategic risks associated with partial readiness. No commander is expected to achieve or report a unit-readiness status that is higher than that possible with the resources made available to them. All commanders at all times will submit timely, accurate, and complete reports that neither exaggerate, nor mask, unit-readiness deficiencies.

c. Strategic readiness. Army Strategic Readiness focuses on the readiness of the Army as an institution to provide sufficient, capable units to support the NMS. AR 525–30 enables Army senior leaders to obtain an integrated view of current and future strategic readiness by creating a process to assess the strategic readiness. See the Army Readiness Portal’s readiness reporting process procedure manual (PPM#2), to see the comparison between AR 220–1 and AR 525–30 policy perspectives.

d. Unit-status reporting purpose.

(1) *Readiness reports and data.* The CUSR, founded on enduring USR principles (fig 4–1), enable the commanders of the Army’s reporting units, with a few exceptions, to prepare and submit a single report into a single Army system (DRRS–A) in order to comply with all Army and readiness reporting requirements established by CJCSI 3401.02B and DRRS. These reports also facilitate and support various DoD, CJCS, and Army readiness review processes, such as the JS’s quarterly Joint Force Readiness Review, the Army’s Strategic Readiness Assessment, and the Army’s Quarterly Readiness Report to Congress.

(2) *Commander’s unit-status-report information.* The Army, in addition to the Joint reporting policy, requires additional data that increases the value of the CUSR as a resource management and operations tool for HQDA. The additional data required by the Army enables commanders to portray the effects of resource application more clearly in their units, organizations, and installations. The information and data contained in the CUSR enables commanders and staffs at all levels to analyze and address key unit status indicators. At the installation level and below, the CUSR assists commanders in identifying resource shortfalls to facilitate cross-leveling actions and to alleviate shortfalls. Additionally, the CUSR provides information to HQDA that—

(a) Assists in the portrayal of Army wide conditions and trends.

(b) Assists in the identification of factors that degrade the readiness status.

(c) Assists in the identification of resource shortfalls, if any. Actual levels of personnel and equipment assets in units and organizations are compared with the core functions and core-designed capabilities established by the applicable formal authorizations documents (MTOEs or TDAs).

(d) Assists HQDA and intermediate commands to make resource-allocation decisions. Informs senior decision-makers' assessments on the employability and deployability of reporting units.

(3) *Commander's unit-status-report assessment.* The CUSR indicates how close a unit or organization is to reaching prescribed levels of fill for personnel and equipment, the operational readiness status of the equipment items possessed by the unit, and the training proficiency status of the unit or organization. The CUSR is used by commanders at higher levels, and senior Army leaders, to synchronize operational planning and resource management. At HQDA, ACOM, ASCC, DRU, and/or CNGB-level, CUSRs are used as the basis for resourcing requests and/or decisions. For Joint planners and CCDRs, the CUSR provides an important and uniform assessment on the ability of individual units and organizations to accomplish their core functions. The CUSR also shows if units and organizations can provide the capabilities for which they were designed and, when applicable, the missions assigned to plan/evaluate, prepare for, or that they have been formally ordered to execute or are currently undertaking. The METL assessments are used by OSD for operational and resourcing decisions and to brief Congress using the three-tier Yes/Qualified Yes/No (Y/Q/N) rating scale.

(4) *Force generation policy support.* All existing rules and tables contained in this regulation support the operationalization of FG (AR 525–29) by determining unit readiness levels (AR 220–1 (C-level, A-level, and P, S, R, T)) and reporting these levels through the CUSR. ARFOR report decisive action readiness using category readiness ratings, which are assessed and reported through the CUSR. These readiness standards inform the FG planning through their incorporation in assessing unit readiness status while progressing through the FG process.

e. Readiness reporting measurements and assessments.

(1) *Assessments of core function, core-designed capabilities, and assigned missions.* Commanders of Army units measure the status of resources and training in their units and assess the overall readiness and capability of their units to accomplish or provide their core functions, or core-designed capabilities and, when applicable, to execute their assigned missions.

(2) *General.* Four measured areas or metrics established by CJCSI 3401.02B support the overall assessment of the unit's core functions, or core-designed capabilities (C-level); two measured areas or metrics support the overall assigned mission (A-level) assessment; and two measured areas or metrics support the overall CBRN-level assessment. Commanders also determine and report various USR "data points" (mandatory and optional) to provide additional information or details regarding the readiness status of their units.

(3) *Required reporting.* The measurements and assessments reported in DRRS–A are those required by CJCSI 3401.02B or DRRS–S or those established by HQDA to support resource management actions and/or to inform risk analyses, planning, sourcing, and deployment/employment decisions. The unit-reporting application user's guide and help screens explain detailed procedures to determine and report the various measured area levels and the USR metrics and data points. Modification of the computed status of each individually measured area is not permitted.

(4) *Measures and reporting.* The SORTS readiness measurements and assessments use a four-tier scale, featuring levels 1 through 4, and the DRRS–S assessments use a three-tier scale, Y/Q/N capability assessment. The Army Readiness Portal's readiness reporting PPM#2, provides detailed procedures to determine and report these measurements and assessments. This chapter establishes the basic reporting requirements for assessments of overall unit readiness and mission capability. Chapter 5 addresses the specific measurements and assessments that support these overall assessments.

f. Overall assessments types. There are three significant, overall mission-readiness and mission-capability assessments reported by Army units into the DRRS–A system:

(1) *Capability level.* The capability level (C-level) is the unit commander's overall readiness assessment (based on four-tier rating scale). It reflects the unit's ability to accomplish or provide core functions or designed capabilities and to execute decisive action, in accordance with MTOE/TDA requirements and in METL. See table 4–1 for C-level definitions and figure 4–1 for the methodology for the C-level assessment. This overall assessment is derived by considering the current status of four measured areas (personnel, EOH, equipment readiness or serviceability, and training) (P, S, R, T). The measured areas indicate the availability status of resources, equipment, deployability of personnel, and unit training proficiency, measured against the requirements and capabilities established by the unit's MTOE or TDA. The C-level value equals the lowest status level determined for the four measured resource areas (P, S, R, T). The conditions of a unit may lead the commander to determine it necessary to subjectively upgrade or downgrade the unit's C-level assessment report. This may happen when a situation or circumstance causes an inaccurate assessment of a unit's readiness. A waiver to the subjective upgrade or downgrade prohibition must be approved, in

accordance with paragraph 4–4f. As a reminder, A-level assessments are not restricted by the same prohibition on subjective upgrades. Paragraph 4–4g covers A-level, subjective upgrade guidance.

Table 4–1
Status of Resources and Training System category levels (C-levels, four-tier rating scale)

C-levels	Definition/explanation (four-tier rating scale)
C–1	The unit possesses the required resources and is trained to accomplish or provide the designed core functions and fundamental capabilities. The status of resources and training in the unit does not limit flexibility in methods to accomplish core functions or increase vulnerability of unit personnel and equipment. The unit does not require any compensation for deficiencies.
C–2	The unit possesses the required resources and is trained to accomplish or provide most of the designed core functions and fundamental capabilities. The status of resources and training in the unit may cause isolated decreases in the flexibility of choices to accomplish core functions. However, this status will not increase the vulnerability of the unit under most envisioned operational scenarios. The unit will require little, if any, compensation for deficiencies.
C–3	The unit possesses the required resources and is trained to accomplish or provide many, but not all, of the designed core functions and fundamental capabilities. The status of resource and training in the unit will result in significant decreases in flexibility to accomplish the core functions and will increase vulnerability of the unit under many, but not all, envisioned operational scenarios. The unit will require significant compensation for deficiencies.
C–4	The unit requires additional resources or training to accomplish or provide the designed core functions and fundamental capabilities. However, the unit may be directed to undertake some portion of its core functions with resources on hand (available).
C–5	The unit is undergoing a HQDA-directed resource action and/or is part of a HQDA directed program and is not prepared to accomplish or provide the designed core functions or fundamental capabilities. However, the unit may be capable of undertaking non-traditional, non-wartime-related missions.

Note. The C-level reported by the unit should be consistent with the overall Y/Q/N assessment for the “core mission” reported by the unit. To meet JS and DoD reporting requirements, all Army reporting units in the OF are required to assess and report their C-levels monthly. (See also chap 5.) Units report C–5 in lieu of C–4, in accordance with the policy established in paragraph 5–9. See figure 4–1 for C-level methodology.

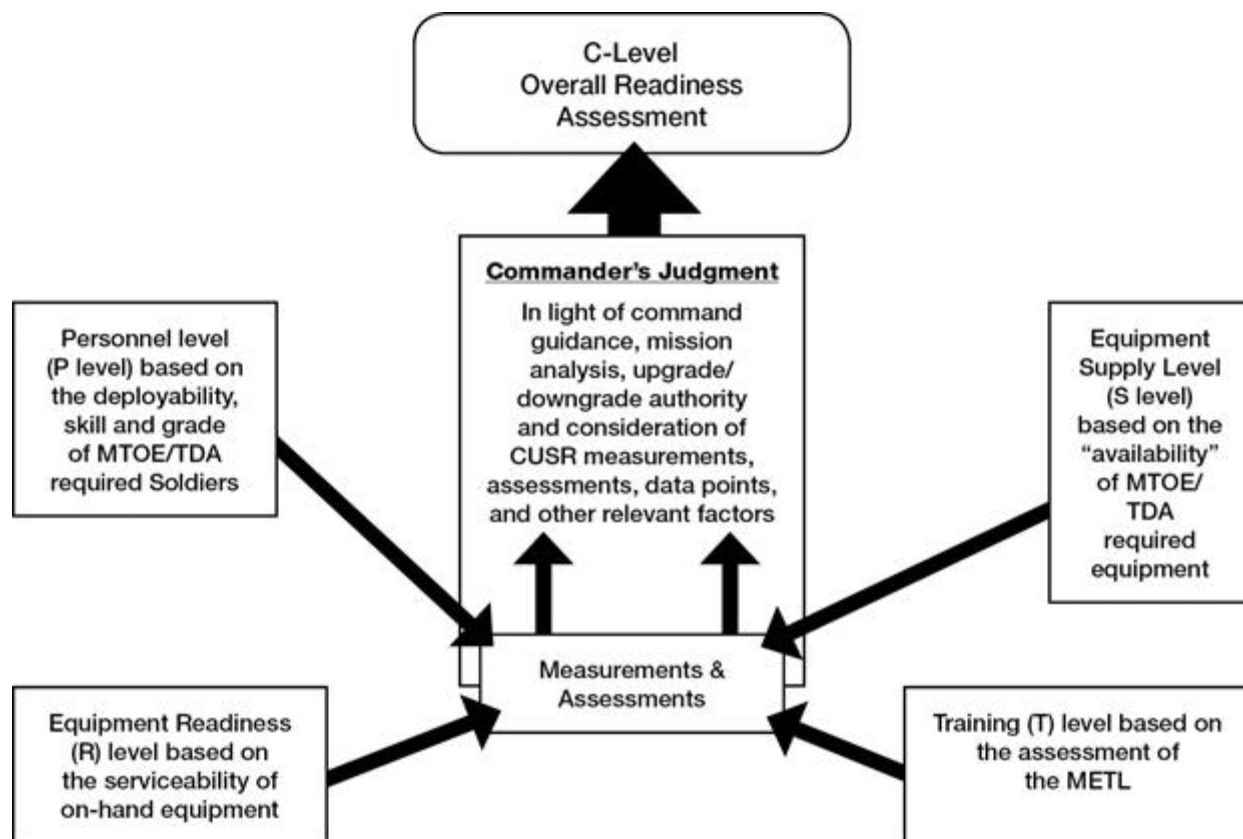


Figure 4-1. C-level methodology for overall readiness assessment

(2) *Assigned mission level.* The assigned mission level (A-level) capability assessment is the assessment of a unit's overall readiness to accomplish a primary assigned mission as required. A-level is reported into DRRS-A by Army units using the four-tier rating scale, in lieu of the percent effective (PCTEF)-level required by CJCSI 3401.02B.

(3) *Yes/Qualified Yes/No assessments.* The overall Y/Q/N mission capability assessments are the separate overall readiness assessments of core designed functions and capabilities and (when applicable) any assigned missions (includes the primary assigned mission and any other designated contingency requirements) that are required by DoD and reported into DRRS-A using the three-tier rating scale. See table 4-2 for A-level definitions figure 4-2 for the A-level assessment methodology, and the Army's Readiness Portal's, readiness reporting PPM#2 chapter 7 for the METL task assessment and overall Y/Q/N assessment methodology figures.

(a) *Mission-essential task assessments.* The most significant aspect of the DRRS-S process is the requirement for commanders of all reporting units, including Army installations, to report their assessments of the capabilities of their units, organizations, or installations to accomplish individual METs, using OSD's Y/Q/N three-tier metrics in all readiness status reports, to include deployed reports. While the training proficiency assessments (established in Army training doctrine) measure the unit's training proficiency for its METs, the Y/Q/N task capability assessments required by DRRS-S are intended to reflect a unit's actual potential to perform the task. See the Army Readiness Portal's readiness reporting PPM#2, Chapter 7 for additional information on the MET assessment methodology.

(b) *Commander's assessment.* Commanders must carefully analyze and consider resource status and recent performance and then apply operational judgments to determine valid Y/Q/N MET assessments. FM 7-0 establishes and explains Army doctrine for developing and assessing the METL. See the Army Readiness Portal's readiness reporting PPM#2 for additional information on the MET assessment methodology.

g. *The A-level.* The A-level reflects the overall readiness assessment of the unit's ability to accomplish its primary assigned mission. See table 4-2 for A-level definitions, figure 4-2 for the A-level assessment methodology, and the Army Readiness Portal's, readiness reporting PPM#2 Chapter 7 for the METL task assessment and overall Y/Q/N methodology figures. The A-level contains measured areas that indicate the status of training and resources—personnel assigned mission manning (AMM) and assigned mission equipping (AME)—measured against the specific requirements for the assigned mission established, or conveyed, by the ATA. If the unit is preparing for or executing an

assigned mission that includes all of its core functions and requires all of its designed capabilities, then the A-level and C-level should coincide (Note. An A-level is determined and reported only for the primary assigned mission). Units with more than one assigned mission will establish the primary assigned mission and determine and report the A-level for the primary assigned mission and, if required, report assessments for any additional assigned missions, in accordance with the provisions of paragraph 5–7. The initial A-level value will match the lowest status level determined for the two supporting measured resource areas (manning and equipping). However, if necessary and appropriate, this initial value can be subjectively changed (upgraded or downgraded) by the commander to accurately align the A-level reported with the corresponding definition/explanation based on the commander’s professional experience and judgment in accordance with paragraph 4–4g. To meet JS and DoD reporting requirements, all of Army reporting units are required to assess and report their A-levels on a monthly basis, when certain operational requirements are formally assigned for preparation or execution and/or when directed by their higher headquarters.

Note. Levels 5 and 6 are not applicable to A-level assessments.

Table 4–2
The assigned mission levels (A-levels)

A-levels	Definition and explanation
A–1	The unit possesses the required resources and is trained to accomplish all portions of the mission currently assigned. The status of resources and training in the unit does not limit flexibility in methods, to accomplish the assigned mission nor increase vulnerability of unit personnel and equipment. The unit does not require any compensation for deficiencies.
A–2	The unit possesses the required resources and is trained to accomplish, or to undertake, most portions of the mission it is currently assigned. The status of resources and training in the unit may cause isolated decreases in the flexibility of choices to accomplish the assigned mission. However, this status will not increase the vulnerability of the unit under most envisioned operational scenarios. The unit will require little, if any, compensation for deficiencies.
A–3	The unit possesses the required resources and is trained to accomplish, or to undertake many, but not all, portions of the mission it is currently assigned. The status of resource and training in the unit will result in significant decreases in flexibility to accomplish the assigned mission and will increase vulnerability of the unit under many, but not all, envisioned operational scenarios. The unit will require significant compensation for deficiencies.
A–4	The unit requires additional resources or training to accomplish, or to undertake, the mission currently assigned; however, the unit may be directed to undertake portions of the assigned mission with the resources on hand (available).

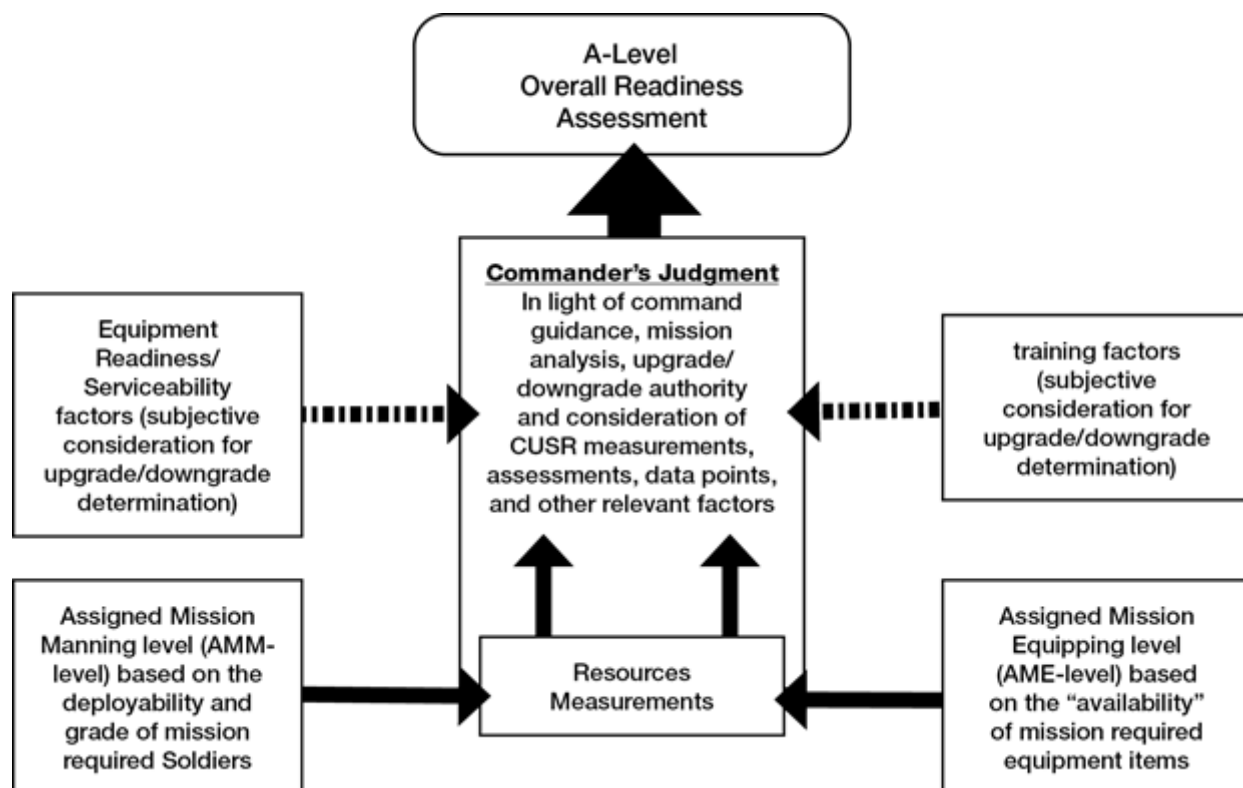


Figure 4–2. A-level methodology for overall readiness assessment

h. Overall assessments. These overall assessments support current DRRS–S requirements and apply for both the core functions or core-designed capabilities of reporting units and for any assigned missions. To meet DRRS–S reporting requirements, assigned missions must be identified by plan number or operation name. The Y/Q/N overall assessment for the unit’s core functions, or core-designed capabilities is based on the Y/Q/N assessments of the associated METs. The Y/Q/N overall assessment for the unit’s assigned missions, if any, are based on the Y/Q/N MET assessments associated with assigned missions. The Y/Q/N MET assessments, while taking into consideration the C- or A-level metrics, consider the training proficiency assessment ratings accomplished in accordance with Army training doctrine and the availability of mission-required resources.

(1) *Overall, Yes/Qualified Yes/No assessment of core functions, or core-designed capabilities.* This overall Y/Q/N assessment indicates the reporting unit’s ability to execute its core functions and/or provide its core-designed capabilities. The core functions, or core-designed capabilities overall Y/Q/N assessment is based on the Y/Q/N assessment of the associated METs. It is inconsistent and illogical for a unit to report C–4 due to resource or training constraints while concurrently reporting “Yes” or “Qualified Yes” for this overall assessment since the C–4 assessment indicates necessary resources are unavailable to the unit for its core functions, or core-designed capabilities. Commanders who report both C–4 and “Yes” for this overall assessment are required to explain why the resource or training shortfalls indicated by the C–4 assessment do not impede the ability of the unit to accomplish its core functions, or core-designed capabilities.

(2) *Overall, Yes/Qualified Yes/No assessment for the assigned mission.* The assigned mission overall Y/Q/N assessment indicates the unit’s ability to execute the assigned mission—the current operation or the designated plan. The assigned mission overall Y/Q/N assessment is based on the Y/Q/N assessments that are associated with the assigned mission. It would be inconsistent and illogical for a unit to report A-level 4 due to resource or training constraints, while concurrently reporting “Yes” or “Qualified Yes” for this overall assessment. This is because the A-level 4 assessment indicates that necessary resources are unavailable to the unit for the assigned mission. Commanders who report both A-level 4 and “Yes” for the assigned mission assessment will explain, specifically, why the resource or training shortfalls indicated by the A-level 4 assessment do not impede the ability of the unit to accomplish the assigned mission. Note that an A-level is determined and reported only for one assigned mission.

(3) *Determining and reporting overall Yes/Qualified Yes/No assessments for more than one assigned mission.* When circumstances require that units determine and report overall capability status for more than the one assigned mission, unit commanders will determine and report an overall Y/Q/N assessment based on the Y/Q/N assessments of the METs specifically associated with each additional assigned mission. Only overall Y/Q/N assessments (three-tier metrics) are available for use to assess unit capability for any additional assigned missions. The Army Readiness Portal's readiness reporting PPM#2 explains the reporting procedure details.

i. *Reporting procedures.* The reporting procedures for these other overall assessments are explained in the Army Readiness Portal's readiness reporting PPM#2.

4-2. Army reporting units

a. *Reporting units.* All Army units and organizations (COMPOs 1, 2, 3, and 6), must be registered in the DRRS-A database and are required to submit CUSRs under the provisions of this regulation; they are referred to as "reporting units." Reporting units are organized typically as "generating" or "operating" force units.

(1) *Generating force units.* The GF units that are required to report into the DRRS-A database are all parent units (AA-level). These GF units will submit reports in accordance with their current and approved authorization document; within the reporting frequency requirements; and within the minimum data-entry requirements established in this chapter (also see table 4-4). Exemptions from reporting must be approved by HQDA, in accordance with the procedures in paragraph 4-11.

(2) *Operating-force units.* All OF units with UICs ending in AA (parent units) registered in the DRRS-A database are reporting units required to submit CUSRs. (The only exceptions are the MTOE units for which special provisions apply; these are explained in para 4-11.) These reporting units include, but are not limited to—

(a) The OF battalions (BNs), separate companies, separate detachments, or equivalent size units, organic to or are included in the designed structure of a major unit (MU) or major headquarters (MHQ).

(b) The OF units not organic to or part of the design structure of one of the MUs and MHQs described in paragraph 4-2b that are company-size units or larger, AA-level UICs, parent-level detachments, and/or parent-level units deployable under any Joint operations plan (OPLAN).

b. *Reporting unit definitions.*

(1) "Parent unit UIC AA units" are reporting unit BNs down to separate companies, detachments, or like organizations with their UIC ending in AA. Parent units include OF and GF BNs, BN-level mission command headquarters having no organic subordinate AA UIC elements, separate companies—to include headquarters companies—detachments, and other organizations designed for separate employment or discrete missions. For the BN-level command headquarters with no organic subordinate AA UIC elements, the commander will report on their unit's ability to command and control subordinate elements as designed and may accept feeder reports from the Headquarters and Headquarters Company commander.

(2) MUs are composite-reporting unit MTOE organizations at BDE level (for example ABCT, IBCT, SBCT, Cavalry Regiments, ARSOF group, and some functional or multifunctional BDEs) that have, by force design, subordinate organic AA UIC elements that execute operational missions and tasks. Brigade-submitted CUSR are "composite" reports based on the condition of their subordinate measured units and their ability to operate together as designed and, when applicable, their assigned mission. The core readiness measurements and assessments are derived from the approved recapitulation TOE, the recapitulation TOE is a document that prescribes the wartime mission, capabilities, organizational structure, mission essential personnel and equipment requirements, and is typically available on FMSWeb. Each subordinate unit organization's TOEs of an MU provide specific capabilities that are inherently critical to the accomplishment of the MU core mission. The MU subordinate organizations for force-management purposes typically have the same troop program sequence number (TPSN) and distinct element sequence numbers. An example of this type of unit is the BCT, a composite readiness-reporting unit, where its subordinate organizations are accounted for in the core readiness assessment (C-level). Unless specifically exempt by DCS, G-3/5/7's Director, Readiness (DAMO-ODR), all currently existing MUs or BDEs as described and listed in the current ARSTRUC message are composite-reporting units. The ARSTRUC message is available through the Director, Force Management (DAMO-FM), and the organic elements of MUs are identified in FMSWeb using "units by organization" under authorization documents. The descriptive designator for this nominal composite-unit-reporting type is "FF," so the last two characters of the DUIC derived from the parent headquarters UIC will end with "FF." The "FF" DUIC is used as a method to create a nominal hierarchical composite parent organization, to indicate the linkage and association between the separate parent "AA" headquarters with subordinate parent-unit organizations for composite-unit-reporting purposes.

(3) MHQs are those composite reporting MTOE organizations, at BDE level or higher (some functional and multifunctional BDEs, division and corps HQs, ARSOF groups, regiments, and commands), that are different from the

MU's in that by design of the force type, do not have subordinate organic AA UIC elements to execute operational missions and tasks. The Army readiness portal's readiness reporting PPM#2 further explains the distinctions between various Army reporting units and the implications of those distinctions to USR requirements. Brigade and higher units, as described, typically submit CUSR based on their ability to command and control subordinate elements. The descriptive designator for these unit types is "FF," and the units typically are the functional and multifunctional BDEs, division, or equivalent HQs, and the corps or equivalent HQs, and by exception any TDA organization that meets the MHQs definition and is reflected in the ARSTRUC.

4-3. Reporting unit guidance for report development and submission

a. The commander's unit-status report. The CUSR is a commander's report prepared by the commander of the reporting unit or composite reporting unit, organization, installation, or by the commander's designated representative, and routinely submitted through ADCON channels to DCS, G-3/5/7's Director, Readiness (DAMO-ODR), via unit reporting application input software. While the ACOM, ASCC, or DRU commander exercising ADCON over the reporting unit and/or the CNGB, when applicable, review the CUSR to ensure that the reports are accurate, timely, complete, and comply with regulatory requirements and command guidance, the CUSR is intended to convey the unit commander's concerns and personal assessments to the chain of command and Army resource managers.

b. Unit readiness. The CUSR is not a performance report card and is not used as a tool to evaluate or compare the accomplishments of organizations, those of their commanders, or to determine future force-structure decisions. Under the current concepts, FG supports the imperative that METL-based, decisive-action training to common, objective, and measurable standards best prepares and postures ARFOR to meet operational demands, whether known, unknown, or contingency. The FG process uses the reporting unit's C-level to set the expected C-level the reporting unit must maintain or achieve to process through the FG process. The office of primary responsibility for FG is the DCS, G-3/5/7's Director, Training (DAMO-TR). For FG policy and procedures refer to AR 525-29.

c. Commander's unit-status-report detail. The CUSR is comprised of basic unit information (BUI), readiness and capability measurements, assessments, data points, and the commander's comments. The CUSR's format in general is organized for operational units that are Parent Unit UIC or AA units at BN level, down to a separate company, BCTs, or BDEs with subordinate assigned AA units (MUs), division and corps units with habitually assigned subordinate elements (MHQ); and GF units as a registered AA unit with current TDA authorization document. The commanders of the units, organizations, and installations categorized use the appropriate CUSR report, in accordance with table 4-4, to report into the DRRS-A database via unit-reporting application. Registration data and updates entered into DRRS-A via the FR application are addressed in chapter 7. The Army Readiness Portal's readiness reporting PPM#2 contains the explanation for the status-reporting methodologies for measuring and aggregating personnel and equipment status and further explains the various CUSR reports. The current unit-reporting application accommodates current and emerging readiness-status-reporting requirements, established by OSD, JS, HQDA, ACOMs, ASCCs, DRUs, and CNGB. All CUSRs require the reporting units to enter or update their BUI, to indicate their METs, to determine the applicable measured area levels and overall assessments, and to provide the commander's comments explaining any reported readiness-status deficiencies. These data-entry requirements comprise the minimum-reporting requirements directed by DCS, G-3/5/7's Director, Readiness (DAMO-ODR) to meet the OSD and JS requirements described in this chapter and chapter 3. The importance of the commander's comments is explained in paragraph 4-4.

d. Operating force composite reporting. In reference to the listed unit types in paragraph 4-2 (MU or MHQ), composite reports are the typical readiness report submitted while deployed and in garrison. OF composite reports are intended to provide a collective assessment of the status of MUs and MHQs, indicating their ability to accomplish their core functions and provide their designed capabilities and/or assigned missions they are currently required to report. These composite-reporting-unit organizations and subordinate organizations (when applicable) are organized under the parent unit's "AA" headquarters-derivative unit identification code (DUIC), which will always end with the descriptive designator of "FF" (see chap 7). The "FF" DUIC, for unit-reporting purposes, identifies the composite-reporting organization and allows for the hierarchical organization of the parent and subordinate parent units within the unit-reporting application in DRRS-A. Within FMS the FF DUIC is used to depict the composite-reporting organization's parent and subordinate "AA" unit organizations. The FF DUIC is categorized as the "nominal parent unit" for the overall composite organization, for aggregating in a hierarchical fashion, the parent "AA" UICs and subordinate unit "AA" UICs, to depict the unit "at rest" within FMSWeb. These composite-reporting organizations are typically MTOE organizations, but there are exceptions, and the unit can be a TDA organization. The preponderance of TDA organizations that would have an "FF" composite report requirement are already identified in the ARSTRUC. Any organization that does not meet composite-reporting-unit organization definitions, as found within this regulation, or do not exist in the specified section of the ARSTRUC, must be approved by DCS, G-3/5/7, Director,

Readiness (DAMO–ODR) for any TDA or MTOE unit to submit composite reports as required for “FF” unit organizations.

(1) *Composite-unit assessment.* For MUs, collective assessments are based on the conditions or the status levels reported by their organic units (minus any detachments) and current augmentations (assigned/attached and OPCON) and the ability of subordinate units or elements to operate together.

(2) *Composite unit minus organic units.* For MHQs, which by design do not have organic forces beyond their headquarters elements, the collective assessment for the core functions, or designed capabilities, represented by the C-level assessment is based on the collective ability of the organic elements (minus detachments), and current augmentations that comprise the headquarters, to execute the mission command focused METL. However, for these MHQs as well as reporting units at lower levels, the basis for the A-level assessments, when applicable, depend on the resources and assets available to accomplish the assigned mission, measured against the specific requirements. These available assets and resources include the units, or elements, currently under the command authority that were subordinate to the MHQs for execution of the assigned mission.

(3) *Composite-report submission.* Composite reports are submitted by the unit types, as described, and as listed in the current ARSTRUC message. Exceptions to reporting, such as an exemption, must be approved by DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), in accordance with the provisions of paragraph 4–11. Special instructions and procedures for composite reporting are found in the unit-reporting application User’s Guide and the Army Readiness Portal’s readiness reporting PPM#2. The composite-level criteria table used for the composite-reporting-unit assessment is found in table 4–3, as well as on the portal. If there is a difference in the table values found here and on the portal PPM#2, the portal PPM#2 composite-level-criteria table will take precedence.

Table 4–3
Composite level criteria (personnel, equipment on hand, and equipment readiness)

Level	At least 50 percent of units at:	Average of units
1	1	1.54 or less
2	2 or better	1.55 to 2.44
3	3 or better	2.45 to 3.34
4	Cannot meet criteria to be level 3	

e. Generating-force-reporting units. The CUSR management oversight authority, in coordination with DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), may require additional GF units, elements, or detachments to submit reports or require more frequent reporting than addressed in paragraph 4–7 and table 4–4. For example, the USR management authority, after coordinating with DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), can designate a reporting unit as a GF entity with a DUIC not addressed in paragraph 4–2. Similarly, the USR management authority can direct a GF unit with an AA-level UIC to report more frequently than required by HQDA (for example, monthly vice quarterly). The GF units reporting pursuant to requirements established by the USR management authority must comply with the procedures explained in the unit-reporting application User’s Guide and user help screens. For example, GF units or elements with DUICs directed to report into the DRRS–A database must use the applicable unit-reporting application report types designed for DUICs. All reports will be forwarded to HQDA in accordance with the submission timeline explained in table 4–4.

f. Basic unit information. The BUI is the information reported by reporting unit commanders used to identify specific units, to establish their resource and training requirements, and to indicate the current command chains (operational and administrative), and USR oversight responsibilities. The BUI must be reviewed and updated by the commander of a reporting unit, in conjunction with each CUSR the commander prepares and submits into the DRRS–A database. The BUI also aids in auto-calculations throughout the report-preparation process. BUI data-entry requirements are applicable to all reporting units. Mandatory data fields depend on the type of unit and/or type of report. Commanders of reporting units update their BUI to indicate their current command relationships and authorities, to include identifying their organic elements and current augmentations by UIC and DUIC, in accordance with the FR chapter. The Army Readiness Portal PPMs#3, unit-reporting application User’s Guide, and user help screens explain the BUI data-entry requirements in detail.

g. Basic reporting criteria and guidance. Because CUSRs are part of the JS’s and DoD’s readiness-reporting systems, reporting criteria and guidelines are standardized for all Services, to the maximum extent possible. A major goal of these systems is to provide useful and accurate information to the CCDRs on the readiness status of the ARFOR they will receive in theater. These include accurate measurements and assessments of their readiness to execute

assigned missions. The assigned mission level (A-level), the supporting AMM, and AME metrics, associated METs (to include training proficiencies that support the METs), and mandatory comments are intended to support these information requirements. The commander for each reporting unit will continue to use the unit's core functions/designed capabilities and MTOE requirements as the basis for determining and reporting the C-level, the measured area levels (P, S, R, T), and for estimating required training days. The criteria and guidelines for determining and reporting the unit's readiness status for its core functions and/or designed capabilities and assigned mission(s) are fixed by JCS, OSD, and Army policy. They cannot be modified by subordinate units, organizations, or commands without authorization.

(1) *Measured areas.* For USR purposes, when applicable, the determination of the C-level and the measured area levels for personnel (deployable), EOH (available), equipment readiness/serviceability and unit training proficiency will be accomplished only by measuring the current status of resources and training in the unit or organization against the unit's core functions/designed capabilities.

(2) *Basis for measured areas.* The core functions/designed capabilities of units and organizations will be based only on the official structure established by the applicable formal authorizations document (MTOE or TDA) or, when these documents are unavailable and/or are not applicable, by force-structure guidance issued by the DCS, G-3/5/7's Director, Programs and Stationing Division (DAMO-FMF) or, when appropriate, by the responsible ACOM, ASCC, DRU commander, and/or CNGB. A unit's formally documented structure establishes the baseline for measuring its readiness and capability for its core functions/designed capabilities. (Units must use the same MTOE or TDA to determine requirements for both personnel and equipment.) The readiness and capability represented by the unit's current task organization—to include any augmentations and all organic units/elements, unless they are currently detached—are compared to this baseline (either objectively or subjectively), to assess and report the readiness status and capability for its core-functions or core-designed capabilities (see para 5-4h for augmentation table of distribution and allowances (AUGTDA) consideration). If needed, commanders of reporting units should seek guidance from their chain of command regarding their current command authority, for USR purposes, over any augmentations, or detachments.

(3) *A-level.* When MUs or MHQs are task-organized in support of an assigned mission (OPLAN, contingency plan (CONPLAN), or named operation), commanders of these type of reporting units will report against the assigned mission (A-level) requirements and their core mission (C-level), as listed in this regulation. Provisional/task-organized organizations are those units tailored and oriented toward a specific contingency or current-operational requirement. Typical unit types for these missions are BCT, division, or corps units with additional reinforcing capabilities under their control (assigned, attached, OPCON, tactical control) for assigned mission accomplishment.

(4) *Reporting.* In accordance with Army implementation of CJCSI policy requirements, the C-level reported in the CUSR is not used to indicate the reporting unit's ability to accomplish or sustain a currently assigned operational requirement. Commanders of reporting units focused on assigned missions will use the assigned mission level (A-level) data field to report their readiness-status assessments for the assigned mission, in accordance with this regulation. If the mission assigned for planning or execution replicates and/or encompasses the core functions/designed capabilities of the reporting unit, then the C-level and A-level will coincide.

(5) *Reporting against requirements.* As updates and changes to authorizations are published and provided to units, confusion often develops as to which requirements and authorization document (MTOE or TDA) the unit should use to determine the measurements and assessments reported in the CUSR. In general, reporting units will measure and report readiness status against their currently effective MTOE/TDA document. However, use of a future MTOE or TDA document, when creating a report, is limited to less than 45 days in the future. If a unit has a valid and approved need to report using a MTOE or TDA document more than 45 days in the future, an exception can be made by DCS, G-3/5/7's Director, Readiness (DAMO-ODR) upon receipt of the request from the unit's higher headquarters. Reorganizing units can report early against a future document, if the unit more closely resembles the future document rather than the currently effective document. Reporting units will not be approved to report early against a MTOE or TDA if the overall P-level or S-level would be degraded below P-3 or S-3, and the reporting unit could report P-3 or S-3 or better, under the currently effective document. Once a unit begins to report against a future MTOE or TDA (in advance of the effective date (E-date)), the previous document will not be used for further readiness-status reporting unless specifically directed by the responsible ACOM, ASCC, DRU commander, or CNGB. Additionally, units must use the same MTOE or TDA to determine their requirements for both personnel and equipment.

4-4. Preparation, processing, and review of reports

a. *Commander's unit-status-report preparation.* Commanders of the units, organizations, and garrisons will use the unit-reporting application to prepare the CUSR. All CUSR data submitted by reporting units and organizations will be submitted electronically in the format generated by the unit-reporting application. Reports are processed into the DRRS-A database, which updates Joint and OSD systems and databases. For separate reporting units that do not

have an organic staff to assist with preparation of the CUSR, the reporting unit's next higher command with dedicated staff will assist the separate reporting unit, as necessary, to complete its report.

b. Commander's unit-status-report reporting channels. Commanders of reporting units and organizations submit their CUSR information via ADCON channels that normally include the ACOM, ASCC, DRU commanders, and the CNGB for ARNG/Army National Guard of the United States (ARNGUS) units not on active duty, through HQDA to the JS and OSD. (See para 4–5.)

c. Report preparation. The commander preparing the report must review the information and data applicable to the unit, organization, or installation that is imported by the unit-reporting application from official Army sources and databases. For example, personnel/human resources, medical, logistics, force management, property accountability, and training systems. Then the commander reports, in their judgment, the most accurate information and data in the CUSR, based on the policies and criteria established in this regulation. It is important to note that updated or corrected information and data reported into DRRS–A, via unit-reporting application by the commander, does not update or correct that information residing with the official systems of record. The commander is responsible to initiate appropriate actions, using the process established by the official source to update or correct any discrepancies in the status information and data, on the unit residing with that official source. Official sources for status information, imported by unit-reporting application, are identified and discussed in chapter 8.

d. Maintaining current data set. Unit-reporting application software uses authoritative downloads, from Army data systems, to enhance the accuracy of reports and reduce the burden to units. Thus all units submitting a regular report must complete an authoritative data download, using the unit-reporting application website, concurrent with the preparation of the CUSR. This action ensures the most current property and personnel data is included in the CUSR and provides visibility of the status of information and data necessary for accurate analysis-informed decision making by senior Army leaders. Reporting units on active duty (including mobilized RC units) complete an authoritative data extract monthly. Non-mobilized RC units complete an authoritative data download, in conjunction with their report preparation. Units currently deployed outside the continental United States (OCONUS), to accomplish operational requirements, are required to use the relevant report at table 4–4. The ACOM, ASCC, or DRU commander exercising ADCON over the registered unit and/or, when applicable, the CNGB will provide necessary oversight.

e. Commander responsibilities.

(1) Precise and concise commander comments that describe the cause-and-effect relationship between deficiencies and current unit readiness and capability are extremely important, to explain or clarify significant resourcing issues.

(2) Commander comments are closely reviewed, routinely, by resource managers and senior leaders at higher headquarters, to include HQDA, to identify urgent concerns requiring immediate actions. The Army Readiness Portal PPMs#2, the unit reporting application User's Guide, and user help screens explain the data-entry instructions and provide examples.

(a) Four-tier system (decisive action). Commanders' C-level narrative assessment comments are required for all reported C-levels, and the comments must explain the unit's ability to execute core functions and provide as-designed capabilities. The narrative should consider the impact of measured areas less than level 1. Measured areas range from L1–L4, and L6 applies only to the measured areas (P, S, R, T). The level 6 measure is used only to indicate that a measured area is not measurable, or as directed by HQDA. Remarks should be as concise as possible and should not re-state information found in other portions of the report. If the unit reports less than C–1, remarks must provide information and details that state the impact and risk to unit readiness or capability, mitigation the commander applied to minimize the impact, and resources and training required for the unit to be rated C–1. The commander must also provide a short-term forecast of future readiness, anticipating the next unit-readiness level increase or decrease. Additionally, commanders must comment on any measured area not rated level 1. Comments will identify the shortfall, impact to unit readiness or capability caused by the shortfall, mitigation applied to minimize the impact, and resources and training required for the unit to be rated level 1 in that measured area.

(b) Assigned mission. Overall, commanders' A-level, narrative-assessment comments are required for all reported A-levels. The comments must explain the unit's ability to execute the assigned mission and explain any capability gaps associated with the assigned mission. This narrative should also consider the impact of measured areas when less than level 1. Remarks should be as concise as possible and should not re-state information found in other portions of the report. If the unit reports less than assigned mission level 1, commanders must provide additional information stating the impact and risk to assigned mission accomplishment and the unit to be rated assigned mission level–1. When units are programmed to receive resources or training after arrival in theater (for example, augmentations, theater provided equipment (TPE), Army prepositioned stocks (APS), or in-theater training), commanders also must project when the units are expected to attain sufficient assets or training to report as A-level 1; the projected status at the latest arrival date (LAD); or the projected status following receipt of the additional resources. Regarding assigned mission manning and assigned mission equipping, commanders must comment on any assigned mission measured

area not rated level 1. Commanders will identify the shortfall, impact to unit readiness or capability caused by the shortfall, mitigation that is applied to minimize the impact, and resources and training required for the unit to be rated level 1 in that measured area.

(c) *Mission-essential task assessments.* METs measure the designed capabilities against assigned missions with the three-tier system. Regarding overall mission-capability assessments, the commander's comments are required. Remarks should be as concise as possible. If the unit reports other than Overall Yes (Y), remarks must provide information and details which state the impact/ risk to unit readiness or capability, all mitigation that is applied to minimize the impact, and resources and training required for the unit to be rated Overall Yes (Y). Regarding task-capability assessments, commanders must comment on any Qualified Yes (Q) or No (N) assessment. Comments must include the reason the commander assesses the function or capability less than a Yes, and the resources and/or training required to attain a Yes assessment. Regarding accuracy, the commander of the reporting unit, organization, or installation is solely responsible for the accuracy of the information and data entered by his unit in the CUSR, and for ensuring that readiness deficiencies, if any, are clearly explained and are neither masked nor exaggerated.

f. *Subjective upgrade or downgrade in C-level.*

(1) *Subjective upgrades.* In general, subjective upgrades or downgrades of a unit's C-level by the unit commander in their monthly readiness assessment reports, as outlined in this regulation, are prohibited. However, when a unit commander determines it necessary to subjectively upgrade or downgrade a unit's assessment report, due to a situation or circumstance that causes an inaccurate assessment of a unit's readiness, then a waiver to the subjective upgrade or downgrade prohibition must be approved. Unit commanders require the waiver to be approved by the first general officer (GO) or Senior Executive Service (SES) civilian in the unit's chain of command for non-general officer level commands. For GO or SES-level commands, there is no requirement to seek waiver approval from the next-higher headquarters and is approved by that GO, or SES commander. For any waiver approved, the GO or SES approval must include their name, grade, position, and rationale for the upgrade or downgrade, in the unit status report. The approving waiver authority will ensure that mitigation procedures are in place to support the subjective upgrade criteria that corresponds to the appropriate C-level definition, as defined in this regulation.

(2) *Subjective upgrades and downgrades.* Subjective modifications to the levels determined for the individually measured resource areas (that is P, S, R, T) are not allowed. However the commander, after receiving a subjective upgrade or downgrade prohibition-waiver approval, as directed in paragraph 4-4f(1), may subjectively adjust the C-level value initially established for the unit that is based on the lowest level computed for the associated, measured-resource areas. The commander will compare the initial C-level value determination to the C-level value definitions in this regulation. Then, if necessary, the commander will subjectively upgrade or downgrade this initial C-level value, to align with the definition that most closely matches the overall-readiness assessments, in accordance with this regulation. When an upgrade or downgrade is approved by the waiver authority, the action will follow the same three restrictions found in paragraph 4-4f(3). For detailed procedures, see the Army readiness portal's readiness reporting PPM#2 and the unit-reporting application user's guide.

(3) *C-level guidance.* In general, subjective upgrades and downgrades of units' C-level assessments are prohibited. However, after approval by the subjective upgrade or downgrade prohibition-waiver authority, commanders can initiate subjective upgrades or downgrades for C-level assessments. There are three restrictions to subjective upgrades and downgrades to which commanders must adhere: no modifications to the levels determined for the individually measured resource areas (P, S, R, T); no more than one deficient measured resource area below the desired upgrade level; and no subjective upgrade to C-1. However, the commander can subjectively adjust the C-level value, initially established for the unit, that is based on the lowest level computed for the associated, measured-resource areas and as informed by training assessments. The commander will compare the initial C-level value determination to the C-level value definitions in this regulation. Then if necessary, the commander subjectively upgrades or downgrades this initial C-level value, to align with the definition that most closely matches the overall readiness assessments, in accordance with the following policy: non-general-officer level commands cannot subjectively upgrade or downgrade two levels, without approval of the second higher commander; general-officer-level commands may subjectively upgrade or downgrade one level, and two levels with approval by next-higher command. All upgrades and downgrades require remarks supporting the subjective action.

(4) *Headquarters, Department of the Army approval.* Only DCS, G-3/5/7's Director, Readiness (DAMO-ODR) is authorized to approve a C-level change of three levels (for example, upgrade from C-4 to C-1 or downgrade from C-1 to C-4). All upgrades and downgrades of this magnitude must be first approved by the unit's waiver approval authority as directed in the above paragraphs before submission to HQDA for approval.

(5) *Generating force units.* The policy for C-level subjective upgrades, and downgrades, contained in paragraph 4-4f, is only applicable to GF units that are designated as deployable and have HQDA-documented capabilities and requirements that support the creation of a C-level assessment. That is, unless the ACOM, ASCC, DRU commander,

or CNGB for non-mobilized ARNG units formally establishes a supplement to this regulation for subjectively changing the overall levels of GF units only. Prior to implementation, supplements to AR 220–1 must be formally approved by DCS, G–3/5/7’s Director, Readiness (DAMO–ODR). Approved supplements require revalidation and approval by HQDA every 5 years.

g. Subjective upgrade or downgrade for A-level assessments.

(1) In general, commanders can initiate subjective upgrades or downgrades for A-level assessments and are not subject to the same C-level subjective upgrade or downgrade prohibition. There are three restrictions to subjective upgrades and downgrades to which commanders must adhere: no modifications to the levels determined for the individually measured resource areas (AMM, AME); no more than one deficient, measured-resource area below the desired upgrade level; and no subjective upgrade to A–1. However, the commander can subjectively adjust the A-level value, initially established for the unit that is based on the lowest-level computed for the associated measured resource areas and as informed by training assessments. The commander will compare the initial A-level value determination to the A-level value definitions in this regulation, and then, if necessary, subjectively upgrade or downgrade this initial A-level value to align the A-level value reported with the definition that most closely matches the overall readiness assessments in accordance with the following policy:

(2) Non-general-officer level commands require the first-higher commander’s approval to subjectively upgrade or downgrade the A-level values of their unit by one level. Subjectively changing the A-level value by two levels requires the approval of the second-higher commander. Commanders of reporting units must indicate received approval for the one- or two-level change in the “Reason for Subjective Upgrade/Downgrade” remarks, and provide comments explaining their reasons for the subjective change.

(3) General-officer-level commands may subjectively upgrade or downgrade the A-level of the unit, by one level, unilaterally. Subjectively changing the A-level value by two levels requires the approval of the next-higher commander. The commander must indicate approval for the two-level change and explain the reasons for any subjective changes in the “Reason for Subjective Upgrade/Downgrade” remarks.

(4) Only DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) is authorized to approve an A-level change of three levels (for example, upgrade from A–4 to A–1 or downgrade from A–1 to A–4). All upgrades or downgrades of this magnitude first must be approved by the unit’s waiver-approval authority, as directed in the above paragraphs, before submission to HQDA for approval.

(5) The policy guidance for A-level, subjective upgrades and downgrades, contained in paragraph 4–4g, also is applicable to GF units, unless the ACOM, ASCC, DRU commander, or CNGB for nonmobilized ARNG units, formally establishes a supplement to AR 220–1. Prior to implementation, supplements to AR 220–1 must be formally approved by DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), before implementing supplementary guidance for subjectively changing the overall A-levels of GF units only. Approved supplements require revalidation and approval by HQDA every 5 years.

h. Reporting oversight. Modifying the computed status of each individually measured area is not allowed. See the Army Readiness Portal readiness reporting PPM#2 for the Army methodology for overall unit-readiness assessments.

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

(2) The ACOM, ASCC, DRU commander exercising ADCON authority over the reporting unit—and, when applicable, the CNGB and/or commanders with CUSR management oversight responsibility—will review the reports of subordinate units for accuracy and will enforce compliance with the reporting requirements established by this regulation. They also may provide additional information regarding the readiness status of the subordinate units as follows:

(a) At the BDE level and below, authorities at higher levels may insert additional information in the upper-echelon comments of the subordinate unit’s report.

(b) At the division-headquarters level and above, authorities at higher levels may insert additional information in the upper-echelon comments of the subordinate unit’s report, provide comments in their own composite reports (use the “oversight” label when available in unit reporting application), or send their comments through the chain of command to HQDA by separate communication.

i. Additional oversight authorities. For USR oversight purposes, the State Adjutant General will be considered as the division-level headquarters equivalent for ARNG/ARNGUS units not on active duty, unless there is an existing division headquarters within the State with established training and readiness oversight authority delegated by an appropriate command. For USAR units not on active duty, the USAR’s major-subordinate commander will review reports of USAR units. For CONUS-based USASOC units not on active duty, USASOC will be considered the division-level-headquarters equivalent. Commanders of USASOC units based OCONUS will submit CUSRs for review and processing through their chain of command to USASOC.

4-5. Reporting procedures and channels

Army units routinely submit their CUSRs through the ADCON channels in effect at the time of report submission. Reports from the preponderance of ARNG units that are not on active duty are processed through NGB with information copies provided to FORSCOM. Only designated ASCCs are authorized to provide CUSR data for “for info” directly to unified commands, see paragraph 9-6 and the Army Readiness Portal’s readiness reporting PPM#2 for further detail.

4-6. Timeliness of data

a. The intent of readiness reporting is accurate and timely reporting of unit-readiness status to assist senior Army leaders in their mission assessments requiring current Army-unit-readiness information. Timely reported, readiness-status data is considered accurate, valid information when received at HQDA within 24 hours of actual status change. Statuses may be forecast up to 72 hours from the time of the assessment, if the unit expects to receive additional resources if called upon to execute a mission. Expectations not based on a formal plan must be confirmed via command channels. See paragraph 4-7 and table 4-4 for report-submission times.

b. All Army reporting units must maintain the currency of their registration information and submit an update within 24 hours of a change.

c. The following criteria and timelines apply to all units, except installations, required to assess and report readiness status (that is, reporting units):

(1) In accordance with 10 USC 117, units required to assess readiness must submit an assessment monthly or within 24 hours of a change as outlined in subparagraph (2). When the reporting unit initiates its required report, the unit commander will have 72 hours from report initiation to report submission to their next higher command.

(2) The following events necessitate a change report, due within 24 hours of the event necessitating the change:

(a) As applicable, a change to the C-level or the A-level overall assessments.

(b) As applicable, a change in any of the individual, measured-resource-area levels that support the C-level and A-level overall assessments.

(c) As applicable, the receipt by a unit of an execute order, or prepare-to-deploy order, requiring the reporting of an A-level assessment.

(d) As applicable, the receipt of a mobilization order by an RC unit and the unit’s arrival at the mobilization station or demobilization station.

(e) As applicable, change in present location, activity, OPCON, or ADCON.

(f) A change in status resulting in a “No” assessment for any of the METs associated with the unit’s core functions, designed capabilities, assigned mission, or a change in the unit’s location, mission, or command relationship with the next higher unit.

(g) In any event, Army reporting units will perform measurements and assessments monthly. See table 4-4 regarding CUSR submission timelines for Army reporting units.

4-7. Unit-report-submission requirements

a. *General.* Unit commanders report their unit’s readiness status through the CUSR, whether at home station or deployed. Commanders report their unit’s readiness status, based on reporting requirements established by this regulation and/or supporting guidance for reporting found at the Army Readiness Portal.

b. *Reports submitted monthly by nondeployed Regular Army units, and nondeployed Reserve Component units while on active duty status, and nondeployed Reserve Component units, on a quarterly and monthly basis.* Reports have an “as of date” or “date of change of category information (RICDA) field,” in SORTS on the 15th of the month. The RICDA indicates the effective date of the status data and information contained in the report. Only one report will be submitted with a RICDA indicating the 15th of the month. Subsequent reports reflecting updates and changes must be submitted as a Type 5, with a RICDA other than the 15th of the month.

c. *Deployed reports.* In addition to the above reporting requirements, commanders of units, when deployed as defined in paragraph 3-3k(1), must submit a deployed report (types 1D, 2D, 3D) within 24 hours after the main body closes in theater (during reception, staging, onward movement, and integration (RSOI)), or at the deployed location. The deployed unit commander after the initial, deployed-report submission, will continue to submit deployed reports, as of the 15th of each month while the unit or organization is deployed. While deployed, the unit commander will report both their C-level mission—based on the unit’s ability to accomplish their core functions and provide their capabilities as designed that are currently under their control—and, when applicable, report an A-level report on the unit’s ability to accomplish the currently assigned operational requirement (see para 5-7). The following are descriptions for the specific reports Army reporting units (MTOE and TDA) are required to submit, in accordance with the description and reports table. USR management-oversight authorities (ACOM, ASCC, and DRU commanders with

ADCON over reporting units, or when applicable the CNGB) ensure that reporting units comply with reporting requirements in this regulation:

(1) *Type 1*. This report is typically submitted by commanders of nondeployed OF units with UICs ending in AA. For example, BN, separate company, detachment, and so forth. (See para 4–2*b*.) Additionally, by exception GF unit commanders designated by their USR oversight authority will submit type 1 reports, in accordance with table 4–4. The type 1 report is submitted monthly by nondeployed AC units, nondeployed RC units while on active duty status, and designated RC units following their formal alert for deployment. Commanders of other nondeployed RC units not on active duty routinely submit this report quarterly and submit the type 6 report for the remaining months when the unit status is unchanged from the last type 1 report. This report provides a detailed assessment of all measured resource areas (P, S, R, T), the overall levels (C-level and A-level, if applicable) and Y/Q/N capability assessments for both METs and missions, for example, unified land operations (ULO) and, if applicable, assigned missions.

(2) *Type 1D*. This report is typically submitted by commanders of deployed OF units with UICs ending in AA (AC and RC) containing a detailed assessment of all measured resource areas. This is similar in content to a Type 1 report, except that reporting the unit's A-level is mandatory. This report provides a detailed assessment of all measured resource areas (P, S, R, T), the overall levels (C-level, A-level, and Y/Q/N), and capability assessments for both METs and missions (such as ULO and, if applicable, assigned missions). This report is required within 24 hours after the main body closes in theater (during RSOI) or at the deployed location. It is also required subsequently, as of the 15th of each month, while the unit or organization is deployed. Reports are due to HQDA no later than 96 hours after the "as of date." This report allows the commander to continue to determine and report the status of resources and training for the unit's core functions/designed capabilities. Meanwhile, the commander concurrently determines and reports the ability of the unit or organization to undertake the current operational requirement.

Note. A-level and assigned mission-capability assessments are required after missions and forces are assigned and/or when directed.

(3) *Type 2*. This report is a composite report typically submitted by commanders of nondeployed OF, composite reporting brigades categorized as MUs with UICs ending in FF (such as IBCT, ABCT, SBCT, cavalry regiments, ARSOF group, and some functional or multifunctional BDEs) with subordinate mission-required forces with AA-level UICs in their designed/established structure. (See paras 4–2*b*(2) and 4–3*d*.) This report indicates the collective readiness of the MU, based on the readiness measurements reported by its subordinate elements. The report is submitted monthly by commanders of nondeployed AC major units, nondeployed RC major units while on active duty, and by designated major RC units following their formal alert for deployment. Commanders of other nondeployed, major RC units not on active duty submit this report quarterly and submit the type 6 report for the remaining months when the unit status is unchanged from the last type 2 report. For this report, the composite-aggregation methodology is used to determine the levels for personnel (P-level), EOH (S-level), equipment/serviceability (R-level). However, the training readiness (T-level) is the MU commander's assessment regarding the ability of the major unit to execute the war-time or primary mission(s) for which it was organized or designed. Additionally, the overall levels (C-level and A-level, if applicable) and Y/Q/N capability assessments for both METs and missions (such as ULO and, if applicable, assigned missions). When reporting, 90-day C-level projections are required.

(4) *Type 2D*. This report is a composite report typically submitted by commanders of deployed OF, composite reporting brigades (MUs) with UICs ending in FF that have subordinate mission required forces with AA-level UICs in their designed/established structure. (See paras 4–2*b*(2) and 4–3*d*.) This report indicates the collective readiness of the MU based on the readiness measurements reported by its subordinate elements. The report is submitted monthly by deployed RA major unit commanders and deployed RC major unit commanders while on active duty. For this report the composite-aggregation methodology is used to determine the levels for personnel (P-level), EOH (S-level) and equipment/serviceability (R-level). However, the training readiness (T-level) is the MU commander's assessment regarding the ability of the major unit to execute the war-time or primary mission(s) for which it was organized or designed. Additionally, the overall levels (C-level and A-level, if applicable) and Y/Q/N capability assessments for both METs and missions (for example, ULO and, if applicable, assigned missions). When reporting, 90-day C-level projections are required. (See "deployed unit" definition, para 3–3*k*(1)). This report is required within 24 hours after the main body closes in theater (during RSOI) or at the deployed location and subsequently, as of the 15th of each month while the unit or organization is deployed. Reports are due to HQDA no later than 96 hours after the "as of date." This report allows the commander to continue to determine and report the status of resources and training for the unit's core functions/designed capabilities. Concurrently, the commander determines and reports the ability of the unit or organization to undertake the current operational requirement.

Note. A-level and assigned mission-capability assessments are required after missions and forces are assigned and/or when directed.

(5) *Type 3.* This report is a composite report typically submitted by commanders of nondeployed OF, composite reporting units/headquarters MHQs at BDE or higher with UICs ending in FF that lack a defined organizational structure and/or do not have mission required forces habitually assigned or under OPCON during peacetime (that is, corps or division headquarters, some functional or multifunctional BDEs, and so on). (See paras 4–2*b*(3) and 4–3*d*.) Report is submitted monthly by commanders of designated nondeployed RA major units and MHQs, and by designated nondeployed RC major units or headquarters. Commanders of other nondeployed RC major units or headquarters designated to submit this report not on active duty submit this report quarterly. This report provides the CCDR’s detailed assessment of the measured resource areas (P, S, R, T), the C-level, A-level if applicable, and Y/Q/N capability assessments for ULO METs and the ULO.

(6) *Type 3D.* This report is a composite report typically submitted by commanders of deployed OF, composite reporting units or headquarters MHQs at BDE or higher, with UICs ending in FF, that lack a defined organizational structure and/or do not have mission-required forces habitually assigned or under OPCON during peacetime. That is, corps or division headquarters, some functional or multifunctional BDEs, and so on. (See paras 4–2*b*(3) and 4–3*d*.) This report is submitted while a unit or organization is deployed away from its home station for an operational requirement (see “deployed unit” definition, para 3–3*k*(1)). This report is required within 24 hours after the main body closes in theater (during RSOI) or at the deployed location and subsequently, as of the 15th of each month while the unit or organization is deployed. Reports are due to HQDA no later than 96 hours after the “as of date.” This report allows the commander to continue to determine and report the status of resources and training for the unit’s core functions/designed capabilities while, concurrently determining and reporting the ability of the unit or organization to undertake the current operational requirement. This report provides a detailed assessment of the measured resource areas (P, S, R, T), the C-level, A-level if applicable, and Y/Q/N capability assessments for ULO METs and the ULO.

(7) *Type 4.* This report is submitted quarterly by commanders of TDA GF nondeployable units that have no authoritative data available (that is, METs, METL, and organizational design). Unit types that typically use this report are DRUs, garrisons, installations, ACOMs, and DRUs. DRU commanders submit their reports directly to HQDA; all other GF unit commanders report through their HQDA-approved reporting chain.

(8) *Type 5.* This is a change report (CR) to the initial report and is required when any of the measured and reported areas of a reporting unit have changed from initial report and the reporting unit is still within established reporting window (15th through the 14th) for the initial report with an “as of date” of the 15th. Report must have an “as of date” (RICDA) other than the 15th of the month. Reasons for report submission include: any change to an overall readiness status level (that is, C-level, A-level or CBRN-level) or overall capability assessment (Y/Q/N); any change to a measured area (P, S, R, T) level, AMM-level, AME-level, CBRN S-level or CBRN T-level, even if the unit’s overall readiness or capability assessment does not change; and any change in the unit’s mission status. Type 5 reports are required to be submitted within 24 hours of the event requiring the change report. When applicable, change reports can differ in type from the previous report, or the change report can replicate most of the data contained in a previous report, except for the changed status data and the new “as of date.”

(9) *Type 6.* This is a validation report (VR) to report the unchanged unit status when there is no change in readiness status from the last report submitted and is typically submitted by RC reporting units (ARNG/ARNGUS and USAR), garrison units, and by custodians of APS. Validation reports enable RC units and APS custodians to meet the JS requirement for a monthly report without unnecessarily burdening units when there are no significant changes to readiness status. A validation report cannot be used if there is any change to an overall level (that is, the C-level, A-level, or the CBRN-level), or to the overall Y/Q/N mission capability assessment for either the unit’s core functions/designed capabilities or assigned mission. Additionally, validation reports are not allowed if there is a change to the status level of any measured area that directly supports the C-level determination (for example, the P-level, the S-level, the R-level, or the T-level), to the status of any measurement that directly supports the A-level (that is, the AMM-, and AME-levels), or to either of the two measurements that directly support the CBRN-level (that is, the CBRN T-level or the CBRN S-level). Since validation reports merely update the “as of date” of the readiness-status information and data contained in the previous report, they assume the format and type of the previously submitted report. Validation reports must have an “as of date” or RICDA indicating the 15th of the month.

Note. Validation reports cannot be used when the previous full report was a deployed report.

(10) *Type 7.* This report is for DUICs nondeployed ad hoc elements that do not have a designed structure established by a formal authorization and requirements document (that is, MTOE or TDA) or are subordinate elements

having a sub-unit UIC (also known as “documented DUIC, A0, B0,” and so on). Typically, the element or entity is identified by a derivative UIC or its sub-unit UIC. The report is submitted monthly or as directed.

(11) *Type 7d*. This report is for deployed DUICs and deployed ad hoc elements that do not have a designed structure established by a formal authorization and requirements document (that is, MTOE or TDA) or are subordinate elements having a sub-unit UIC (also known as “documented DUIC, A0, B0,” and so on). Typically, the element or entity is identified by a derivative UIC or its sub-unit UIC. The report is submitted monthly or as directed.

d. Reporting frequency. The basic requirements for report submission and frequency are outlined in table 4–4.

Table 4–4
Report-submission requirements and frequency

Report type ¹	Reporting requirements and/or frequency				Notes
	“Active duty” MTOE, and “designated” TDA ²	APS and RC (ARNG and USAR) MTOE not on active duty	Army garrisons and installations	“Other” TDA ACOM, DRU ³	
Type 1 (AA UIC)	Monthly	Jan, Apr, Jul, and Oct	N/A	N/A	4
Type 1D (AA UIC)	Monthly	N/A	N/A	N/A	7
Type 2 (MU)	Monthly	Jan, Apr, Jul, and Oct	N/A	N/A	4
Type 2D (MU)	Monthly	N/A	N/A	N/A	7
Type 3 (MHQ)	Monthly	Jan, Apr, Jul, and Oct	N/A	N/A	4
Type 3D (MHQ)	Monthly	N/A	N/A	N/A	7
Type 4 (GF)	Jan, Apr, Jul, and Oct	Jan, Apr, Jul, and Oct	Jan, Apr, Jul, and Oct	Jan, Apr, Jul, and Oct	4
Type 5 (CR)	As required	As required	As required	As required	Report update ⁶
Type 6 (VR)	N/A ⁵	Feb, Mar, May, Jun, Aug, Sep, Nov, and Dec	N/A	N/A	Validation report ⁵
Type 7 (DUIC)	Monthly or as directed	Monthly or as directed	N/A	Monthly or as directed	
Type 7D (DUIC)	Monthly or as directed	N/A	N/A	N/A	

Notes.

¹ Army Readiness Portal, the unit reporting application user’s guide, and user help screens describe each report type in detail, to include the reporting units for which each report type is applicable and the circumstances when using each report type is authorized.

² “Active duty” units include COMPO 1 units and RC units (ARNG and USAR) that currently are on active-duty status. “Designated” TDA units are those TDA units for which special reporting provisions apply (see paras 4–3e and 4–11).

³ “Other” TDA units are TDA units that are not Army garrisons, installations, or those TDA units for which special provisions apply, in accordance with paragraphs 4–3e and 4–11.

⁴ The readiness status data in type 1, 2, 3, and 4 reports is as of the 15th of the month that reports are required (monthly or quarterly), and the reports are due to HQDA not later than 96 hours after this “as of date.”

⁵ Type 6 reports are applicable only to RC (COMPO 2 and COMPO 3) MTOE units and organizations that are not on active-duty status and APS when no status change since previous report. RC units identified and scheduled (alerted) for operational deployment are required to submit monthly regular reports in accordance with the provisions of paragraph 4–7.

⁶ Type 5 reports are required to be submitted within 24 hours of the event requiring the change report. HQDA requires that “other” TDA units report any changes to readiness status levels or assessments in their next report when due. However, the ACOM, ASCC, DRU commander, or CNGB for non-mobilized ARNG TDA units, may require change reports via their supplementary instructions, see paragraph 4–7c(8).

⁷ The first deployed reports are required within 24 hours after the main body closes in theater (during RSOI) or at the deployed location, and subsequent reports are due as of the 15th of each month while the unit is deployed. TDA units and organizations that are deployed must comply with the same monthly reporting requirements as deployed MTOE units. While APS is issued, custodians may report level 6 and/or C–5, in accordance with paragraph 5–9. The APS custodians will also report deployment indicator code “E” when equipment is issued.

4–8. Command relationships, authorities, and readiness reporting

a. General. JS readiness reporting policy guidance establishes that reporting units should base their overall category-level assessments on resources or elements presently in their “possession” and/or under their “control.” These include organic elements and any augmentations supporting the unit’s core-functions or core-designed capabilities. JS

readiness reporting policy also requires each reporting unit to identify in its report the next higher unit in its current operational chain of command and the next higher ADCON authority. The most-used ACOM and support relationships are similar but not identical to Joint command and support relationships. The most significant differences are that Joint command relationships do not include “organic” because a Joint Force commander is not responsible for the organizational structure of units, which is a Service responsibility. Also, “assignment” and “attachment” are commonly used Army-unique command relationships that are either defined differently in Joint doctrine or are not used, respectively. Currently, the terminology for the ACOM and support relationships explained in ADP 5–0 integrates Joint doctrine and common English usage. The following paragraphs explain how the most used ACOM and support relationships impact on unit-status reporting:

b. Organic, assigned, attached, operational control, and command authority. Organic elements are those assigned to and forming an essential part of a military organization. The organic parts of an Army reporting unit are those subordinate units and elements listed in its formal authorizations document (MTOE or TDA). In accordance with previous doctrine, Army “assigned units” remained subordinate to the higher headquarters for extended periods, typically years, while Army “attached units” were temporarily subordinated to the gaining headquarters. However, Joint doctrine and JS reporting requirements address and consider organic, assigned, attached, and OPCON forces similarly and address them collectively as “OPCON.” To minimize confusion over the differences between Joint and Army lexicon, the OPCON authority relationship as defined by the Joint doctrine will be addressed hereafter in this publication as “command authority,” unless the reference to OPCON is specifically associated with the OPCON data field label in SORTS data. In general, command authority will serve as the basis for commanders of Army reporting units to determine the subordinate elements that will be considered in their mission-readiness-and-capability assessments reported into DRRS–A. For USR purposes, units under the command authority of the reporting unit will include all organic elements, unless presently detached. They will also include any augmenting units or elements for which the reporting unit has a command relationship that enables it to task, organize, and direct for operations, in accordance with Army doctrine. Accordingly, commanders will identify their attachments and detachments, and then assess and report in the CUSR the mission-readiness-and-capability assessments for their units, based on their command authority over the subordinate units and elements. Issues regarding whether parent units, or gaining units, retain or have command authority over augmentations and detachments should be resolved through command channels.

c. Administrative control. In accordance with the provisions of AR 10–87, the ADCON relationship conveys the authority necessary to exercise the SECARMY’s Title 10, United States Code responsibilities as authorized. HQDA, ACOMs, ASCCs, and DRUs contribute to 10 USC support of all Army organizations through ADCON. The oversight and management of training, readiness, mission preparation, and other administrative and 10 USC support functions are part of a commander’s ADCON responsibilities for subordinate units. Therefore, for the purposes of Army readiness reporting and FR—

(1) FR requirements are accomplished by the ACOM, ASCC, or DRU commander exercising ADCON authority over the registered unit and/or the CNGB, as applicable. ADCON is the definitive authority that routinely serves as the basis for establishing readiness-status report submission channels and FR responsibilities.

(2) In general, the ACOM, ASCC, DRU commanders exercising ADCON authority over the reporting unit and/or, when applicable the CNGB, are responsible to establish and/or enforce readiness-status report submission channels, processes, and procedures to ensure that subordinate elements submit timely, accurate, and complete reports.

(3) In accordance with AR 10–87, in some cases ADCON responsibilities are shared by more than one Army organization to support ARFOR globally using the ACOMs and DRUs more efficiently and effectively. Shared ADCON responsibilities, and those pertaining to the specific oversight responsibilities for resourcing and training, require coordination and documentation via appropriate orders, processes, and procedures. See the Army Readiness portal for USR management-oversight decision tree that illustrates the implications of command authority and ADCON relationships on USR management-oversight responsibilities.

4–9. Deployability of units

The deployability of Army units and elements for missions and operational deployments is determined by the Army force provider in conjunction with HQDA, the Joint force provider, and the applicable ASCC CCDR, pursuant to the FG process. While units are employed/deployed, for CUSR purposes specific instructions, and/or additional guidance, regarding timelines and criteria for disengagement, recovery, post-deployment training, reconstitution, and redeployment may be provided to units through command channels. In the absence of such specific instructions and guidance, and when the deployability of subordinate units or elements must be determined for CUSR purposes, commanders of MUs, MHQs, and AA UICs preparing reports (in accordance with table 4–4) will comply with the special instructions for CUSR calculations and assessments contained in chapter 4. In general, subordinate units and elements operating outside the command authority of their parent unit or parent headquarters will be considered not deployable by the

parent unit or headquarters for CUSR calculations and assessments. Subordinate units and elements away from their home stations, to participate in training, will be considered deployable (see chap 3). For their USR calculations, commanders of composite reporting units will use P-4 and S-4 as the measured area levels of subordinate measured units that are part of their organic or designed/established structure but are not available. The exception is if these detached units have been replaced by OPCON-aligned augmenting units that have, in the commander's judgment, comparable or equivalent capabilities. This use of P-4 and S-4 enhances the accuracy of P-level and S-level calculations, in composite reports, by incorporating the negative impact of unavailable resources and assets (see chap 5).

4-10. Deployed reporting requirements

a. General. This paragraph addresses the specific USR requirements that are impacted by the operational deployment of Army units and organizations. It is applicable to all Army organizations designated as reporting units, to include the MUs and MHQs. The impact on specific units and organizations will depend on the deployment or employment circumstances, the assigned missions that are applicable, and the external guidance and instructions received from HQDA or the responsible ACOM, ASCC, DRU, and/or CNGB, when applicable, regarding Joint and Army status-reporting requirements. These impacts may include changes to command relationships and authorities (for example, ADCON and command authority), guidance for determining the deployability of Soldiers and subordinate units, USR management-oversight responsibilities, and/or CUSR submission channels, the mandatory information, report types required, and CUSR submission timelines.

b. Reporting measurements and assessments while deployed. Commanders of deployed units will use the applicable deployed report format in accordance with table 4-4 and will continue to provide C-level and A-level assessments explained in paragraphs 4-1f and 4-1g.

c. Administrative control. Unless formally specified or directed otherwise, the responsible ACOM-, ASCC-, or DRU-level commander is responsible for USR management of the Army units under their ADCON authority while these units are deployed. Pursuant to the deployment of Army units during a crisis and in wartime, the responsible ACOM, ASCC, DRU commander will coordinate with the gaining command and publish orders to specify the ADCON responsibilities to be retained by the losing command. USR management oversight is an important ADCON responsibility that must be addressed in these orders.

4-11. Exempted and excused units

a. Unit-reporting exemption. No reporting unit is automatically exempted or excused by HQDA from USR requirements, and all reporting unit commanders will submit reports in accordance with the applicable policy guidance and established criteria. Effective upon publication of this regulation all prior exemptions from reporting are rescinded.

b. Exemption authority. HQDA retains approval authority to exempt unit commanders from reporting and submitting commander's unit status reports.

c. Exemption delegation. The USR management oversight authority may request a temporary USR exemption from DCS, G-3/5/7's Director, Readiness (DAMO-ODR) for a specific reporting unit for which DCS, G-3/5/7's Director, Readiness (DAMO-ODR) has not delegated such authority for exemption (for example, only HQDA can exempt an OF and/or MTOE unit with AA-level UIC).

d. Exemption request. All requests must clearly explain the extraordinary circumstances requiring the unit exemption and indicate the time period requested for temporary unit exemption. DCS, G-3/5/7's Director, Readiness (DAMO-ODR) normally will not approve USR exemptions for time periods exceeding 24 months.

e. Excusing units from submitting commander's unit status reports.

(1) All reporting unit commanders are required to submit reports on a continuing basis, regardless of changes to the unit's command relationships and authorities or deployment/employment status, unless exempted in accordance with paragraph 4-11a or excused in accordance with the provisions of this paragraph.

(2) In highly unusual cases (for example, complex unit relocation or other special situation when exceptional circumstances degrade or temporarily prevent the unit commander from accurately determining the status of the unit), the commander may request that DCS, G-3/5/7's Director, Readiness (DAMO-ODR) excuse the unit, temporarily, from these established reporting requirements.

f. Requesting exemptions and excusals. Forward all requests for exemptions and excusals through the responsible ACOM-, ASCC-, DRU-, and/or CNGB-level management oversight authority to the DCS, G-3/5/7, Army Readiness Division (DAMO-ODR), 400 Army Pentagon, Washington, DC 20310-0400. The Director, Army Readiness Division will coordinate the request with J-33, JS for concurrence, if necessary, prior to granting final approval.

g. Coordinating instructions.

(1) Reporting unit commanders will continue to submit required reports until they receive final approval of their request for exemption or excusal.

(2) DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will continue to consider as a reporting unit any unit or organization having previously reported into the DRRS-A database (for example, a currently reporting unit) and/or a unit previously required to report by the ACOM-, ASCC-, DRU-, and/or CNGB-level USR management oversight authority until a request for exemption or excusal is approved by DCS, G-3/5/7's Director, Readiness (DAMO-ODR).

h. Type 5 and 6 reports. Commanders will submit type 5 and 6 reports as required by table 4-4. MUs and headquarters commanders submitting reports will consider exempted and excused units in their reports, in accordance with the procedures explained in the Army Readiness Portal.

i. Materiel condition status reporting. Reporting unit commanders are not automatically excused from the materiel condition status reporting requirements established by AR 700-138 when they are granted an exemption or excused from readiness status reporting in accordance with provisions within AR 700-138. A separate request for exemption or excusal from equipment readiness reporting requirements under provisions of AR 700-138 is required. Approval authority is the DCS, G-4 (DAL-OPO), for units of BN size and larger. The responsible ACOM, ASCC, DRU commander or CNGB is the approval authority for units smaller than BN size.

j. C-5 report approval. Approval to report C-5 is not a reporting exemption. The C-5 reporting unit commander will prepare and submit reports as required by the provisions of chapter 5 and this chapter.

Chapter 5 Reporting Status of Resource and Training Measures

5-1. General

Army reporting units will report an overall C-level assessment, derived from the lowest of the four measured areas required to perform its wartime missions, as determined by the unit's organizational design and core-function capability. Commanders of reporting units determine and report on the four measured area levels, indicating the current status of resources and training in the unit, to support their overall C-level assessments: personnel (P), equipment and supplies (S) on hand/available, equipment readiness/serviceability (R), and unit training proficiency (T). These measured areas are referred to as "P," "S," "R," and "T."

5-2. Personnel level metrics and data

a. Personnel level. Commanders of Army reporting units will measure personnel readiness using three metrics for determining the personnel fill status that is based on the unit's strength requirements for its core functions or core-designed capabilities. The three metrics are: total deployable personnel strength, assigned military occupational specialty skills match, and the deployable senior grade composite level. The applicable, current, and approved MTOE or TDA is the authoritative source for the unit's required strength. While commanders of Army reporting units also are required to determine and report additional personnel data points (for example, the assigned strength percentage, turnover percentage, and so on), the personnel level is determined solely based on the results of these three P-level metrics. The three metrics for calculating the P-level are shown in table 5-1; the reported P-level assessment is the lowest of the three calculated P-level metrics.

Table 5-1
Metrics for determining the personnel level

Level	Deployable strength	Assigned MOS skills match	Deployable senior grade strength by category/composite
1	100-90 percent	100-85 percent	100-85 percent/1.54 or less
2	89-80	84-75 percent	84-75 percent/1.55 - 2.44
3	79-70 percent	74-65 percent	74-65 percent/2.45 - 3.34
4	69 percent or less	64 percent or less	64 percent or less/3.35 or more

b. Determining and reporting the required strength. The required strength is established by the data entered in the requirements column of the unit's formal requirements and authorizations document (MTOE or TDA). The required strength is the baseline (the denominator) for each of the three P-level metrics. The required strength includes all Army personnel as documented on the unit's MTOE/TDA authorization document, where authorizations equal requirements for the unit documented personnel positions (this includes medical personnel managed under the MTOE Assigned Personnel (MAP) system). The unit reporting application software application imports personnel data for each individual Soldier currently assigned or attached to the unit from the applicable authoritative personnel system or database (for TDA units this will include documented DA Civilian positions; see the reporting application user's guide). The

P-level is calculated by comparing the reporting unit's deployable strength, its assigned military occupational specialty skills match, and its deployable senior grade strength, with the required strength established in its formal requirements and authorizations document (MTOE or TDA). The results of these three computations are referred to in this publication as the P-level metrics. For CUSR purposes a Soldier is considered deployable, when under the direct operational control of the reporting unit, whether present or can be present within 72 hours, who is in compliance with all required personnel readiness standards, and not restricted from deploying to perform the unit's core designed and assigned missions. A Soldier is deployable for CUSR purposes, unless restricted from worldwide deployment, as described in the nondeployable definition. Personnel deployability policy and related criteria established and governed by AR 600-8-101, AR 40-501, AR 40-502 are reflected and referenced as necessary within this regulation to support unit-readiness reporting. When determining personnel status data for the CUSR, unit commanders will report Soldiers in the grade to which they are promotable.

c. Determining and reporting the assigned strength. The assigned strength status reflects the number of personnel formally assigned the unit by official orders. The following basic procedures for determining and reporting assigned strength data apply to all units:

(1) All units compute the assigned strength percentage by considering as "assigned" only those personnel currently assigned to the unit by official orders.

(2) Personnel attached to a unit via temporary orders (formerly known as TCS) will not be included in the assigned strength data reported by that unit.

(3) The assigned strength percentage equals the assigned strength, divided by the required strength.

(4) Commander deployability determinations occur at the administrative and medical ADS. Refer to AR 600-8-101, AR 40-501, and AR 40-502.

(5) Assigned strength for USAR units includes Active Guard Reserve and COMPO 1 personnel assigned on a separate TDA who would have deployed with the unit if it had been mobilized on the "as of date" of the report.

(6) Inactive National Guard personnel are not included in assigned strength computations.

(7) USAR Army Medical Department units with personnel assigned to the unit and further attached to the National Army Medical Department Augmentation Detachment will count those personnel as assigned.

(8) USAR troop-program-unit attachments and RC Soldiers attached to units "for training only" are included in the assigned strength data reported by their parent units. Commanders of the unit of attachment will not include USAR troop program unit attachments or RC Soldiers "attached for training only" in the assigned strength data, reported by the unit of attachment.

d. Deployable personnel strength for commander's unit-status report purposes. The deployable personnel strength is the portion of the unit's assigned strength and attachments, to include individual Soldier augmentations that are considered deployable with the unit to accomplish the wartime missions for which the unit was designed. The deployable strength percentage is determined by dividing the deployable strength by the required strength. The deployable strength percentage is a P-level metric. There are five nondeployable categories that count against a unit's deployable strength: Baseline Medical; Baseline Administrative; Deployed Report conditions; OPCON parameters; and Reserve specific conditions. See AR 40-501, AR 40-502, and AR 600-8-101 (personnel readiness) for the medical and administrative subcategories of these conditions and specified definitions (see paragraph 3-3). Commanders of reporting units that are deployed or that have deployed elements or individuals must determine if DCS, G-3/5/7's Director, Readiness (DAMO-ODR) or the responsible ACOM, ASCC, DRU commander, and/or CNGB ADCON authority have established and disseminated any policy applicable to their specific deployment(s). These may include specific instructions to assist commanders in determining the deployability for CUSR purposes of their subordinate elements, deployable personnel, and rear detachments. The responsible ACOM, ASCC, DRU commander, and/or CNGB ADCON authority will insert comments in the CUSR of the measured unit, or forward separate correspondence to DCS, G-3/5/7's Director, Readiness (DAMO-ODR) to explain any supplemental guidance impacting on the determination of personnel deployability that has been provided to the measured unit.

e. Assigned military occupational specialty skill match. The assigned MOS skills match percentage reflects those assigned Soldiers, who possess the training and skills necessary to perform effectively in the duty position in which the Soldier currently serves within the unit. The assigned MOS skills match percentage is calculated by dividing the number of assigned and attached Soldiers qualified for the duty position to which the Soldiers currently serve in the unit, by the required strength for the respective duty position (grade/military occupational specialty code (MOSC) requirement) on the unit's formal authorization document (MTOE or TDA). (The Soldier's qualification status is determined in accordance with AR 600-8-101). The assigned MOS skills match percentage is a factor applicable to the P-level metric determination. For the CUSR purposes, MOS-qualified Soldiers serving against a duty position (grade/MOSC requirement) more than the number of Soldiers required for that duty position will not improve the assigned MOS skills match percentage calculation. (That is, a 100-percent-assigned-MOS-skills match is the highest

percentage allowed for each strength calculation by required duty position; additional skill identifiers are not part of the P-level metric).

f. Deployable senior-grade composite level. This is the level resulting from the aggregation of the discrete levels determined for each of the five categories of senior grade personnel: junior noncommissioned officer (NCO) (E-4(P)/E-5/E-6), senior NCO (E-6(P)/E-7-E-9), warrant officer (junior WO1-CW2/senior CW3-CW5), junior officer (O-1-O-3), and senior officer (O-3(P)/O-4-O-6). A deployable senior-grade-strength percentage is determined for each applicable senior-grade category by dividing the number of deployable senior-grade personnel in the category, by the number of senior-grade position requirements applicable to that category. See the Army readiness portal's readiness reporting PPM#2 for the aggregation procedures related to determining this metric. The senior-grade requirements for each category are derived from a unit's formal requirements and authorizations document (MTOE or TDA). Both the deployability status and the promotion status of the Soldier are considered in determining each senior-grade category level.

5-3. Authorized substitutes for required personnel

For USR purposes, reporting units measure their readiness status against the personnel requirements, by MOS and grade, that are established on the MTOE or TDA and any authorized personnel substitutes.

a. Personnel substitutes. Commanders of reporting units will report only those personnel substitutes specifically authorized by HQDA in place of these formally established requirements. This paragraph establishes the basic policy guidance for reporting the personnel substitutes authorized by HQDA. The Army Readiness Portal readiness reporting PPM#2 explains the detailed procedures.

b. Substitute personnel. Authorized personnel substitutes are Soldiers possessing the required MOS (includes either additional MOSC or secondary MOSC) indicated in the unit's MTOE or TDA for their current assigned duty positions, or who hold one of the MOSs formally designated and directed for substitution by DA Pam 611-21. Unless specified otherwise by DCS, G-3/5/7's Director, Readiness (DAMO-ODR) or Plans & Resources Directorate (DAPE-PR) for USR purposes, this MOS substitution applies to an enlisted Soldier serving in a duty position up to two grades higher, or one grade lower, than the Soldier's current grade and for officers and warrant officers serving one grade higher, and one grade lower, than their current grades. The authoritative MOS substitutions are consolidated in DA Pam 611-21 and within the Notification of Future Change Cycle documents; both are located on MILSUITE (<https://www.milsuite.mil/book/groups/smartbookdapam611-21>).

5-4. Equipment-on-hand level (available) metrics and data

Equipment and supplies-on-hand level (S-level) is the second of the four measured area levels. The S-level (also known as the EOH-level) is one of the primary factors in determining a unit's overall C-level.

a. On-hand and available. The S-level is calculated by separately comparing the approved authorizations document's (MTOE) quantities of mission-essential equipment items (ERC-P or ERC-A), with the quantities in the unit's possession or available within 72 hours. This means for MTOE units their S-level is based on the required quantities as indicated in their authorizations document and the S-level for APS is only the authorized quantities as indicated in their authorizations document. Reporting unit commanders will use the approved authorization document posted on FMSWeb. The S-level measurement is not based solely on property-accountability records, and it does not consider the operational readiness or serviceability of the equipment items. See the Army Readiness Portal's readiness reporting PPM#2 for S-level calculation instructions.

b. Unit equipment availability. The term "on hand (available)" are two terms combined for the purpose of indicating the on-hand equipment owned by the reporting unit (property book) is in the unit's possession, and under their control (available). The terms "on hand (available)" are used in this chapter to specifically indicate that the equipment items under discussion are currently in the possession of the reporting unit, currently controlled by the reporting unit and/or can be made available to it for operational use within 72 hours.

c. Equipment readiness code-P. Pacing items are those major weapon systems, aircraft, and other equipment items that are central to the organization's ability to accomplish or provide core functions/designed capabilities, and therefore, are subject to continuous monitoring and management at all levels of command. In general, pacing items are only associated with MTOE organizations and are reflected within the MTOE organization's approved requirements-authorization document, found on FMSWeb.

d. Table of distribution and allowances equipment. The equipment items listed on TDA documents are not currently ERC coded. As a result, TDA equipment items listed in the maintenance master data file (MMDF) are considered as ERC-A items for CUSR purposes, unless supplemental guidance developed by the ACOM, ASCC, DRU commander, or CNGB and approved by the DCS, G-3/5/7's Director, Force Management (DAMO-FM) establishes

otherwise. For ACOMs, ASCCs, DRUs, and/or CNGB-level ADCON authorities that require more definitive readiness coding of TDA equipment, contact the DCS, G-3/5/7's Director, Force Management (DAMO-FM).

e. Equipment readiness code-P management. The DCS, G-3/5/7's Director, Force Management (DAMO-FM), supported by TRADOC, establishes, and maintains the authoritative listing of ERC-P (pacing item) LINs for MTOE units at FMSWeb. Units may not independently change their ERC-P (pacing item) LINs but must inform the responsible ACOM, ASCC, DRU commander, and/or CNGB, if suspected discrepancies exist. The responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, will review the discrepancies indicated and initiate the correction of unit documents in coordination with the DCS, G-3/5/7's Director, Force Management (DAMO-FM). Units will report all items as currently documented while awaiting correction of administrative errors. The DCS, G-3/5/7, Director, Force Management (DAMO-FM), with coordination from DCS, G-3/5/7's Director, Operations, Readiness and Mobilization (DAMO-OD), is the final approval authority regarding ERC determination.

f. Reportable equipment. All the equipment on a reporting unit's formal requirements and authorization document (MTOE or TDA) is reportable in the CUSR. However, CUSR S-level calculations include the on-hand (availability) status of two categories of mission-essential equipment items, ERC-P (pacing item) and ERC-A. Refer to the MTOE to determine the category of each item of equipment and the required quantity. ERC-P equipment items (pacing items) are determined by the DCS, G-3/5/7's Director, Force Management (DAMO-FM) using the guidance and procedures explained in the Army Readiness Portal's readiness reporting PPM#2. The authoritative listing of pacing items is maintained on FMSWeb at: <https://fmsweb.army.mil/>. Contact the DCS, G-3/5/7's Director, Force Management (DAMO-FM) as necessary for access. The metrics for calculating the S-level are shown in table 5-2.

Table 5-2
Equipment available metrics (high density line item numbers)

Step 1: By-LIN S-level metrics (ERC-P/A LINs only)

By-LIN S-level	1	2	3	4
Equipment items other than aircraft	100-90 percent	89-80 percent	79-65 percent	Less than 65 percent
Aircraft	100-90 percent	89-80 percent	79-60 percent	Less than 60 percent

Step 2: Unit S-level metrics (ERC-P/A LINs only)

Unit S-level	1	2	3	4
All units	ERC-P/A LINs @ S-1 ≥ 90% and all ERC-P LINs = S-1	ERC-P/A LINs @ S-1 + S-2 ≥ 80% and all ERC-P LINs = S-1 or S-2	ERC-P/A LINs @ S-1 + S-2 + S-3 ≥ 65% and all ERC-P LINs = S-1, S-2 or S-3	ERC-P/A LINs @ S-1 + S-2 + S-3 < 65% or any ERC-P LIN @ S-4

Note. S-5 levels equate to S-4 in step 1, and S-6 levels are not considered in step 2.

g. Exempt equipment items. All ERC-P and ERC-A equipment items listed on a measured unit's MTOE are reportable in the CUSR and included in the unit's S-level calculations, to include developmental line item number (Z-LIN) pacing items, unless they have been specifically exempted in accordance with the procedures explained in the Army Readiness Portal's readiness reporting PPM#2 and the unit reporting application's user help screens. The LIN exemption is maintained by DAMO-FM's LIN exemption process (see AR 71-32). Additions and deletions to the authoritative listing of exempt equipment items at FMSWeb must be coordinated through DCS, G-3/5/7's Director, Readiness (DAMO-ODR) and approved by DCS, G-3/5/7's Director, Force Management (DAMO-FM). LIN exemptions approved in accordance with the procedures explained in the Army Readiness Portal's readiness reporting PPM#2 and the unit reporting application user help screens may apply Army wide or only to specific units, and/or they may apply for an unlimited time period or only for a specific time period. A conditional LIN exemption will exempt the designated LIN from the S-level calculation of the reporting unit, only if the designated LIN currently is on-hand (available) and at the S-4 level of fill. Conditional LIN exemptions of S-levels 1, 2, or 3 are not exempted from the overall S-level computation. Only DCS, G-3/5/7's Director, Force Management (DAMO-FM) can exempt LINs from readiness-status reporting.

h. Equipment items table of distribution and allowances units. For GF and OF TDAs, the existing exemption process as written in the above paragraph do not apply to these unit types. LINs documented on GF and OF TDAs are not to be considered for inclusion in the LIN exemption process. ERC-P LINs are not documented on HQDA-approved TDAs (OF, GF); by default, all LINs approved for documentation on TDAs are ERC-A designated. The

management of TDA LINs is accomplished through the DCS, G-3/5/7's Director, Force Management (DAMO-FM), primarily through the HQDA TDA/AUGTDA Equipment Review and Validation Board.

i. Obsolete equipment items. Equipment items that have been formally designated obsolete by the DCS, G-3/5/7's Director, Force Management (DAMO-FM) will not be considered in S-level calculations, even if the obsolete equipment items remain in the possession of the reporting unit. Obsolescence can be formally designated for equipment items by LIN or by national stock number (NSN). Obsolescence by NSN is designated when multiple NSNs apply to one LIN and all the NSNs under the LIN have not been designated as obsolete. In this situation, the LIN remains valid and cannot be formally designated as obsolete until all its NSNs are formally designated as obsolete. The following instructions apply to the situations indicated. Detailed procedures are explained in the Army Readiness Portal's readiness reporting PPM#2 and the unit reporting application user help screens:

(1) *Obsolete line item numbers.* The DCS, G-3/5/7's Director, Programs and Stationing Division (DAMO-FMF) will remove obsolete LINs from the MTOEs and TDAs of units immediately upon formal designation of the LIN as obsolete. If necessary while MTOE and TDA updates are pending execution in The Army Authorization Document System (TAADS)/FMS, the DCS, G-3/5/7's Director, Programs and Stationing Division (DAMO-FMF) will use the exempt LIN process to exempt the obsolete LINs from further consideration in S-level calculations.

(2) *Obsolete national stock numbers while the line item number remains valid.* In situations where an equipment item with an NSN is formally designated as obsolete, the unit commander will not consider or report the obsolete items as on hand (available) in the S-level calculated for the unit. If the equipment requirements indicated by LIN on the unit's MTOE/TDA remain valid, then the S-level calculation for the LIN will be determined by dividing the number of on hand (available) equipment items (do not include any obsolete items) by the ongoing MTOE and TDA requirements.

(3) *Coordinating instructions.*

(a) The authoritative source of equipment item obsolescence is chapter 2 of SB 700-20, currently published in the logistics ADS Army Enterprise System Integration Program (AESIP).

(b) Do not report any obsolete items in lieu of any MTOE- or TDA-required item.

(c) While the DCS, G-3/5/7's Director, Force Management (DAMO-FM) LIN exemptions do not normally apply to equipment items on-hand in the unit at the S-3 level of fill or better, LIN exemptions due to obsolescence are applicable regardless of the level of fill.

(d) Equipment items announced by HQDA as pending obsolete, terminal, or other interim stage to obsolete, with or without a specific obsolete date, will continue to be reported in the CUSR if the items remain on hand (available) to the unit and meet the authorized substitute or in lieu of established criteria.

j. Headquarters, Department of the Army-authorized substitute equipment items.

(1) *Substitute equipment.* Authorized substitutes are those class II, VII, and VIII equipment items prescribed by HQDA in accordance with the provisions explained in DA Pam 708-3. Thus substitutes, if currently on hand (available) in the unit, will be reported as on hand (available) in the CUSR, in place of the class II, VII, and VIII equipment items required, in accordance with the unit's formal requirements and authorizations document (MTOE or TDA).

(2) *Headquarters, Department of the Army-authorized substitute equipment.* The authorized substitutes listed by LIN in SB 700-20, appendix H, are selected based on their ability to fulfill the operational requirements established by the MTOE/TDA for the equipment item and logistical support ability (see DA Pam 71-32). Recommended changes to SB 700-20, appendix H, may be submitted via cloud equipping (cQuiP) to the DCS, G-3/5/7's Director, Force Management (DAMO-FM). If cQuiP is not available, send to HQDA, Office of the Deputy Chief of Staff Army G-3/5/7 (DAMO-FM), 400 Army Pentagon, Washington DC 20310-0400.

(3) *Authorized substitute adjustments.* When authorized substitutes are approved for issue on a greater than one-for-one basis, calculate an adjusted quantity of fill for the required LIN; then, compute the percentage of fill and determine the level for the required LIN, using the instructions in the Army Readiness Portal's readiness reporting PPM#2 and the unit reporting application user help screens. Comments are required if the commander determines that there are problems of capability or compatibility, caused by the mandatory use of a HQDA-authorized substitute equipment item. Possible problems could include a compatibility problem (with higher, supported, or supporting unit's interoperability) or a problem that degrades the measured unit's mission readiness. (An example would be a wheeled vehicle maintenance unit assigned to support an armored unit.)

(4) *Authorized substitute criteria.* The criteria for determining the authorized substitute items that are listed in SB 700-20, appendix H, is explained in AR 710-1. The process for determining and approving authorized substitute items is illustrated in figure 5-1 of this regulation.

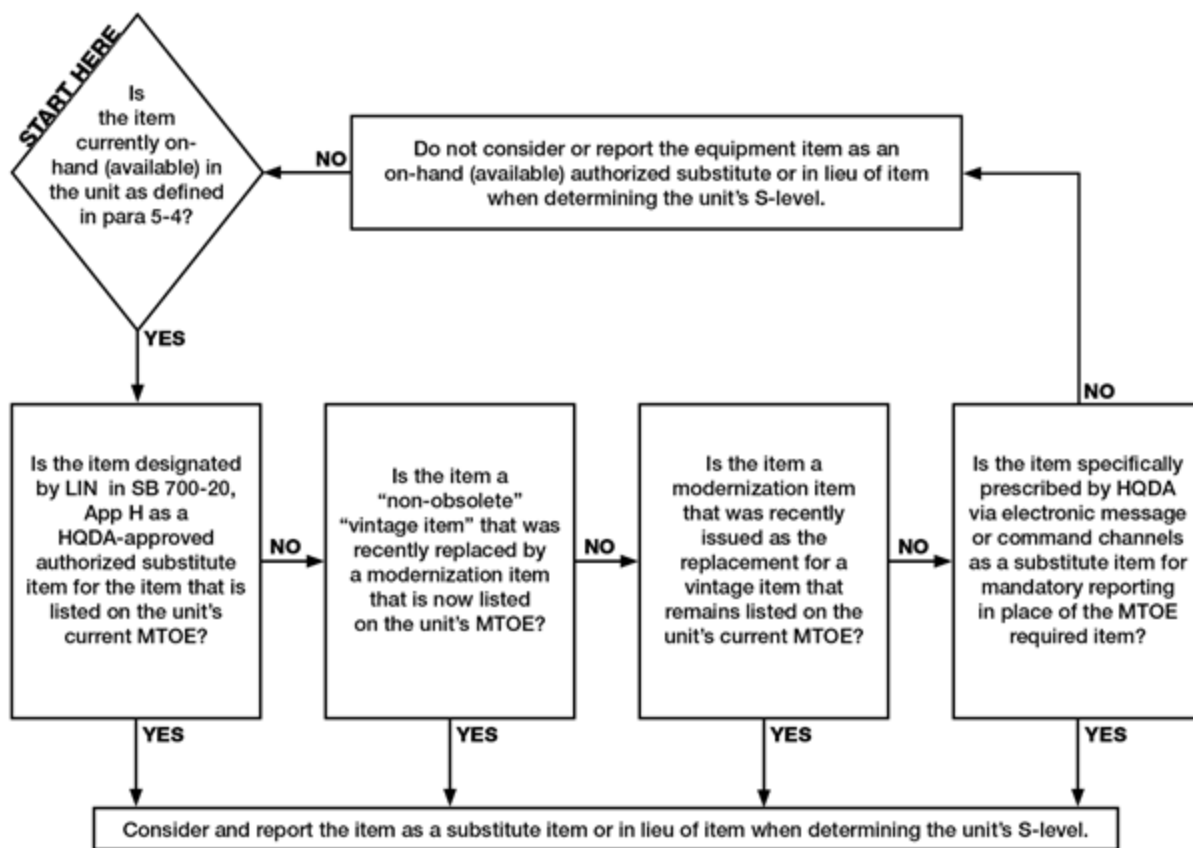


Figure 5–1. Process for determining and approving authorized substitute items

k. *In-lieu-of equipment items.* In-lieu-of items are those on hand (available) equipment items, to include non-type classified items and nonstandard items, that do not have a valid substitute relationship reflected in SB 700–20, appendix H, but that the commander wishes to report as on hand (available) in place of an equipment item required in accordance with the unit’s formal requirements and authorization document. In the opinion of the commander of the measured unit, subject to validation at the O–6 command level, in-lieu-of equipment items must be able to perform as required by the measured unit’s core functions/designed capabilities. Relevant factors impacting the suitability of an equipment item, under consideration for designation as an in-lieu-of equipment item, include the deployability of trained operators, trained maintenance personnel, necessary repair parts, ammunition, and compatibility with other equipment. Additionally, the following criteria will be used when determining suitability of an item for reporting as “in-lieu-of” in the CUSR:

- (1) Item must have the same characteristics as the authorized item and cannot be formally designated as obsolete by HQDA.
- (2) Item can be used in conjunction with other items (for example, a tractor can haul an in-lieu-of trailer).
- (3) Item must be supportable to include required repair parts availability and repairable within the unit/organizational scope or available through other means (in-theater contractor support or direct support maintenance team). A source of supply for replacement of the major end item must be available.
- (4) Item will be deployed with the unit to accomplish the core functions/designed capabilities if the required item is not available.
- (5) Any non-type classified items or nonstandard item reported as an “in-lieu-of” for CUSR purposes must be registered in cQuiP with either a standard LIN or a nonstandard LIN.
- (6) If a modernization item of equipment or system is added to a requirements and authorization document, to replace a current vintage item of equipment, but the new item (or an authorized substitute from SB 700–20) is not fielded, the unit commander will designate the older item or system as “in-lieu-of” the new item. This is done for CUSR purposes, if it meets the established criteria.

(7) If a modernization item of equipment or system has not been added to a requirements-and-authorization document, and SB 700–20 has not been updated to include the item as an authorized substitute, but the new item has been fielded to replace the current vintage item of equipment, then the commander will designate the modernization item as “in-lieu-of” the vintage item for CUSR purposes.

(8) On-hand (available) equipment items or systems considered for in-lieu-of designation by the unit commander, for CUSR purposes, must be evaluated on a system-for-system, function-for-function, or capability-for-capability basis. Additionally, it must be registered on the unit property book and indicated for the ILO purpose. The unit commander’s decision to report in the CUSR on hand (available), in-lieu-of equipment items in place of the required and documented equipment items must be specifically approved at the O–6 command level. The responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, will ensure that subordinate units properly apply this in-lieu-of policy. For APS, headquarters, Commander, AMC must approve in-lieu-of items (except class VIII, which will be approved by Commander, AFC in coordination with TSG, the lead integrator for the Army Health Systems) See HQDA EXORD 058–20, WARNO #2.

(9) The number of equipment items for which a unit currently is accountable is determined by the property book or for classified items only, by the COMSEC custodian, because accountable quantity and model information of classified COMSEC items are not authorized to be recorded on unclassified systems such as the property book. For CUSR purposes, the number of equipment items that currently is on hand (available) to a unit to accomplish its mission requirements are determined by the unit commander pursuant to the provisions of this subparagraph.

l. Evaluating component-part availability. Reportable LINs having several components, for example, sets, kits, or outfits (SKO) and/or MMS, MES, DES, DMS, VES. These will be reported as on hand (available) if property records show the LIN has been issued and at least 90 percent of each SKO nonexpendable, durable, and expendable items with a shelf life of 60 months or greater (shelf life codes of I, S – Z, or 9) are present and serviceable. Do not count the set as on hand (available), if more than 10 percent of the nonexpendable, durable, or expendable components with a shelf life of 60 months or greater are unserviceable, expired, missing, depleted, or require supply action under AR 735–5 (for example, a financial liability investigation of property loss). All RC units will exclude all expendable MMS, MES, DES, DMS, VES, optical equipment sets, or other medical assemblage component items that have a shelf life less than 60 months (shelf life codes of A–H, J–N, P–R, or 1–8) from readiness calculations. COMPO 1, echelons above brigade (EAB) medical units, such as medical units with a standard requirement code (SRC) series of 08, will exclude from readiness calculations all expendable items with a shelf life less than 60 months that are part of sets covered in an Army centralized contingency program. More information regarding Army medical centralized contingency programs is available in SB 8–75–S7 (Department of the Army supply bulletin – Army medical department supply information) and can be accessed on <https://www.amlc.army.mil/usamma/logistics/publications/>.

m. Reserve Component equipment. Commanders of RC units will report as assigned equipment all reportable equipment at equipment concentration sites, displaced equipment training centers, regional training sites-maintenance, regional training sites-medical, unit training equipment sites, mobility and training equipment sites, weekend training sites, and area maintenance support activities.

n. Available (on-hand) equipment accountability. Assigned equipment outside of the control of the measured unit that is not included in an established plan that ensures the availability of the equipment for mission requirements will not be counted as available. Examples include, but are not limited to, equipment left in theater by redeploying units for use by other units, equipment loaned to deploying units, equipment undergoing rebuild or remaining behind at the home station of deploying units, and/or centrally stored supplies and equipment. Equipment that is deployed with a subordinate element (also known as a DUIC) of the parent organization owning the equipment will be counted as available by the parent organization only if the subordinate element remains under the command authority of the parent organization. Reportable equipment that is not counted as on hand (available) by the unit to which the equipment is assigned will be reported as on hand (available) by the unit physically in control of the equipment if a CUSR is required from the unit possessing the equipment.

o. Loans from Army pre-positioned stocks. APS equipment deployed or loaned as a unit set, partial set, or task force package will be reported by the using unit commander that signed for the equipment. The deploying unit commander will include the equipment that was transferred, or lent, in its EOH computations. The EOH for the lending APS reporting will be reduced to reflect the transfer or loan.

p. Equipment availability exceptions. Only those equipment items listed on the reporting unit’s property book and MTOE or TDA authorization document, that currently are possessed by the unit or under its direct control, or obtainable within 72 hours, will be considered available for CUSR purposes. However, at the direction of the responsible ASCC, the unit commander will consider as available for CUSR purposes the assigned equipment that is part of an established plan that ensures the equipment will be deployed to meet the unit in theater or will be provided to the unit in theater (for example, TPE). A system must be established to keep the commander informed as to the fill level and

maintenance status of this equipment. Equipment that is not on site but remains under the control of the unit will be considered as available if the unit commander has both the authority and the resources to transport or move the equipment to rejoin the unit at its current location in 72 hours or less in order to meet operational requirements.

q. Chemical, biological, radiological, and nuclear equipment availability. Special considerations for CBRN equipment items and APS. While not a direct factor in determining the unit's overall S-level, the CBRN S-level also is determined and reported in the CUSR and may be considered by commanders when determining whether the unit's overall C-level should be upgraded or downgraded.

r. Army pre-position stocks equipment availability. APS custodians will calculate the S-level for APS by comparing the fill level to the authorized column in the formal requirements and authorizations document (MTOE) for the APS. The unit's overall S-level is equal to the lower of the ERC-P/A or ERC-P computations. The APS custodians also will report deployment indicator code "E" when equipment is issued.

5-5. Equipment readiness and serviceability level metrics and data

a. Equipment readiness and serviceability. Commanders of Army reporting units will measure the operational readiness or serviceability (R-level) of the equipment items that are in their possession, under their control or available to them within 72 hours, and that are designated by HQDA via the MMDF as reportable for maintenance. Separate measurements will be accomplished for each maintenance reportable pacing item and for all maintenance reportable equipment currently in the unit's possession (aggregate). An R-level rating is determined for each measurement, and, subsequently, the unit's R-level rating is determined in accordance with a methodology that considers each of these R-level measurements. The basic metrics for calculating the unit's R-level are shown in table 5-3. The Army Readiness Portal's readiness reporting PPM#2 explains the detailed procedures. The R-level indicates how well the unit or organization is maintaining its on-hand equipment, and is an assessment of available days or time the equipment is fully mission capable. For CUSR purposes, equipment is considered operationally ready if it is determined to be "fully mission capable" (FMC) in accordance with the standards prescribed in the applicable technical manual or specified serviceability literature (see "not ready if" column of the preventive maintenance checks and services in the TM 10/20 series).

b. Equipment items reportable for maintenance. Those items designated as reportable in the most current version of the MMDF. The MMDF is maintained by AMC's LDAC under the direction of the DCS, G-4. LDAC updates the MMDF quarterly and posts it to the AESIP. The MMDF can be accessed via the AESIP Portal.

c. Readiness-level-reportable equipment. Because the R-level includes all maintenance-reportable equipment items that currently are possessed by the unit—to include equipment items that are not listed on its MTOE and/or that are not authorized substitutes or in-lieu-of equipment items for MTOE-listed items—the readiness condition of mission-required equipment items can be masked by the status of reportable but nonessential equipment items. Hence, commanders should be especially careful to consider the readiness condition of mission-essential equipment items and after gaining C-level prohibition waiver authority approval, subjectively adjust (upgrade or downgrade) the overall C-level status determination if necessary, to accurately represent the unit's overall mission readiness.

d. Readiness-level calculations. A decision support chart illustrating the relationship and applicability of the various Army criteria for determining the equipment items whose operational status should be used in R-level calculations. is provided in the unit reporting application user's guide and user help screens and the Army Readiness Portal's readiness reporting PPM#2. The unit reporting application automates and enforces these R-level calculation steps.

Table 5-3
Level for percentage of equipment fully mission capable

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

5-6. The training level metrics and data points

a. Training-readiness level. The unit assessment of its training-readiness level (T-level) is the fourth of the four measured areas that are the primary factors to determine a unit's overall C-level. The T-level reflects the commander's assessment of their unit's training task proficiency in the METs associated with its core functions/designed capabilities. The T-level metric relies on the values derived from the unit's MET proficiency assessments that are within the unit reporting application, translated into a T, P, and U, for the purpose of calculating the T-METL proficiency

percentage into a T-level reference table 5–4. The determination procedures to derive a unit’s trained task proficiencies are located on ATN, at <https://atn.army.mil>.

b. The training-readiness level is based on the unit’s mission-essential task proficiencies. The T-level and the MET proficiencies:

(1) To determine the T-level, commanders within DTMS, record the task proficiency of each MET on the unit’s standard METL. Each MET is evaluated in accordance with the MET’s T&EO performance steps and measures, and task criteria matrix. This information and criteria guide the evaluator in determining the level of task proficiency observed during the evaluation. Detailed procedures for determining MET proficiency are explained on the ATN and in FM 7–0.

(2) Using the resulting MET training assessments, apply the rules below in paragraph 5–6c, and table 5–4, to determine the unit’s T–METL percentage and translate it into a T-level.

c. Reporting the training-readiness level, mission-essential-task-list percentage. The T–METL percentage is calculated using the following methodology:

(1) The number of “T” assessments are multiplied by 3; the number of “P” assessments are multiplied by 2; and the number of “U” assessments are multiplied by 1; these results are summed and become the numerator.

(2) Multiply total number of METs by 3, and this becomes the denominator.

(3) T–METL percentage is calculated by dividing the numerator by the denominator; then multiply the result by 100 to get the T–METL percentage.

d. Reporting the training-readiness level. Use table 5–4 to translate the T–METL percentage (and any “U” assessed MET proficiencies as applicable) to the corresponding T-level. (Note. Where the unit reports T–1 and is P–4, commander comments are required to validate and justify the disparate measured area ratings, and conflict with guidance as found on the ATN.)

Table 5–4

Translating the training-readiness level, mission-essential-task-list percentage into a T-level

T–METL percentage determined	T-level (Applicable to only the METs associated with the unit’s core functions/designed/capabilities)
Equal to or greater than 85% -and- No U METs	T1
Equal to or greater than 70% and less than 85% -and- No U METs	T2
Equal to or greater than 55% and less than 70%	T3
Less than 55%	T4

e. Reporting other non-assessment training data.

(1) *Training days.* T-Days are the commander’s estimate of the minimum number of continuous training days, unconstrained by resources, to achieve T1. T-Days are derived from the approved unit-training plan and refined through commander-to-commander dialogue. Commanders optimize the training plan to implement multi-echeloned training, presume unconstrained resources and continuous training days, then determine how many training days are required to achieve T1.

(2) *Squad, crew, and team manning.* Squad, crew, and team manning is not part of the unit-training assessment. Assessing the capability of squad, crew, or team-manning capabilities is a function available to commanders as a tool to assess their squads, crews, or teams. Accuracy of the data tables for the squad, crew, or teams is a responsibility of the DCS, G–3/5/7’s Director, Training (DAMO–TR), and all corrections and adjustments, or new data sets related to emerging capabilities, must be submitted through the DCS, G–3/5/7’s Director, Training (DAMO–TR) for approval, correction, or creation. All data sets will be provided to DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) in a format that allows for inclusion in the DRRS–A database.

f. Key terminology.

(1) “Standard METL” represents the fundamental doctrinal tasks that units’ core functions and fundamental capabilities are designed to accomplish, or provide, in a contemporary operational environment. Standard METL is developed and approved by the DCS, G-3/5/7 for all reporting units. Units for which standard METL is not yet developed will develop a METL, in accordance with Army training doctrine in FM 7-0.

(2) “Assigned missions” are those operational requirements that have been directed by Army tasking authorities to specific units and formally ordered for execution, or officially assigned for contingency planning and preparation (includes named operations, OPLANs, quick reaction forces, and so on). Units reporting readiness for an assigned mission will develop METL for the assigned mission in accordance with Army training doctrine in FM 7-0. The Assigned Mission METL can be exactly the same as the Standard METL, but only if the mission requirements demand the full unit-designed capabilities.

g. Mandatory commander comments required for training-level ratings. As a part of the T-level assessment for unit reporting, the commander must provide supportive and clarifying comments for the unit training assessment within the reporting application. Further explanation for determining the T-level is outlined on the Army Readiness Portal’s readiness reporting PPM#2. (Note that the commanders may consider other aspects of training that could include the weapons qualification, Soldier fitness, and other training proficiencies that support the unit’s METL when determining the need for subjective changes to the unit’s C-level assessment, as discussed in para 4-4.)

5-7. Assigned mission level

a. Measured areas supporting the overall, assigned mission level assessment. Commanders determine and report two measured area levels indicating the status of manning, and equipping, in the unit. The measured areas supports their overall, assigned mission level (A-level) assessments. The two area levels are the AMM-level and the AME-level.

Note. The commander’s Y/Q/N assessment of the unit’s training proficiency in the METL tasks associated with the assigned mission and the serviceability status of mission-required equipment items should be considered when determining the A-level. The resource and training requirements for the specific mission assigned will be used to determine these levels. Commanders of deploying units also are required to report their projections for these status levels at a specified date in the future or following a key future event.

b. Basic business rules. Commanders of Army reporting units that have assigned missions will report an overall A-level (1, 2, 3, or 4). This overall A-level considers and includes the readiness status of subordinate units and/or elements (those that submit separate reports and those that do not) that have assigned missions supporting the assigned mission of the reporting unit. Commanders of brigade or higher reporting units whether home station or deployed will consider detached AA-level elements in their A-level assessments/determinations to indicate a detached unit is supporting an assigned mission. Assigned mission status reporting is not required for unit deployments to accomplish training only or to participate in training exercises. While assigned missions normally require units to deploy away from their home stations, the assigned mission status reporting requirements established in this paragraph also apply to assigned missions that can be executed by units from their home station locations (for example, defense support to civil authorities). Commanders will provide detailed comments in the remarks field for each assigned mission assessment to explain any capability gaps associated with the assigned mission. When units are programmed to receive any resources or training required for their assigned mission after arrival in theater (for example, in-theater manning augmentations, TPE, APS, or in-theater training), commanders also must project when the units are expected to attain sufficient assets or training to report A-level 1, the projected status at the LAD, or the projected status following receipt of the additional resources. The Army Readiness Portal’s readiness reporting PPM#2 explains the detailed reporting procedures at: nonsecure internet protocol router network (NIPRNET); <https://drsa.aoc.army.pentagon.mil> or (SIPRNET); and <https://portal.drsa.aoc.army.pentagon.smil.mil>.

c. Reportable units and/or elements. Assigned mission level data will be reported by parent unit commanders and composite reporting unit commanders currently assigned operational requirements for execution and, when applicable, by these reporting units for any subordinate units/elements not required to report separately when these subordinate elements have assigned mission but remain under their command authority. Various scenarios and conditions for assigned mission status reporting are explained in the Army Readiness Portal’s readiness reporting PPM#2.

d. Reporting by exception. Assigned mission status data will be determined and reported for Army units or elements that do not meet the established criteria when directed by DCS, G-3/5/7’s Director, Readiness (DAMO-ODR) or the ATA, by exception. For example, DUIC elements that are assigned exceptional operational requirements that warrant visibility, via a CUSR, can be directed to prepare and submit a DUIC report (Type 7/7D).

e. Measured areas supporting A-level measurements. The two measured areas (AMM and AME) that support the determination of the overall A-level assessment are outlined in table 5-5. The initial A-level determination is based

on the worst-case level of these two supporting measured area levels. Commanders may upgrade or downgrade this initial A-level determination, in accordance with the provisions of paragraph 4–4g. (Note that the commander’s assessment of the unit’s training proficiency in the METL tasks associated with the assigned mission and the serviceability status of mission required equipment items should be considered when determining the need for subjective changes to the A-level).

Table 5–5
Level criteria for assigned mission manning, assigned mission equipping, and assigned mission training

Measurement	Level 1	Level 2	Level 3	Level 4
Assigned mission manning	≥90 - 100% of mission required personnel and ≥85 - 100% of mission required senior grade personnel currently are deployable	≥80% of mission required personnel and ≥75% of mission required senior grade personnel currently are deployable	≥70% of mission required personnel and ≥65% of mission required senior grade personnel currently are deployable	<70% of mission required personnel or <65% of mission required senior grade personnel currently are deployable
Assigned mission equipping	≥90 - 100% of mission required equipment items currently are on-hand (available)	≥80 - 89% of mission required equipment items currently are on-hand (available)	≥65 - 79% of mission required equipment items currently are on-hand (available)	<65% of mission required equipment items a currently are on-hand (available)

Note.

¹ The established criteria do not apply when the manning and equipping requirements, for the unit’s assigned mission, replicate the manning and equipping requirements established on the unit’s MTOE/TDA.

f. Establishing assigned mission requirements. For any mission assigned to a unit by the ATA, the ATA will establish or convey the specific manning, equipping, and training requirements to the unit that will serve as the basis for the unit’s determination of the AMM-, and AME-levels as follows:

(1) The ATA can, without further HQDA approval, establish the manning, equipment, and training requirements for the assigned mission and convey them to the unit when—

(a) The manning, equipment, and training requirements determined by the ATA for the assigned mission do not exceed the unit’s MTOE or TDA requirements.

(b) The manning, equipment, and training requirements determined by the ATA for the assigned mission exceed the unit’s MTOE or TDA requirements, but the ATA will resource the overages internally.

(c) The manning, equipment, and training requirements determined by the ATA for the assigned mission exceed the unit’s MTOE or TDA requirements, but the overages have been formally approved by the DCS, G–3/5/7. For example, further HQDA approval is not required for equipment requirements that are established on a mission-essential equipment list (MEEL), or equipment tables of distribution and allowances (ETDA), that have been formally approved by the DCS, G–3/5/7 for specific missions.

(2) The ATA will obtain the approval of the DCS, G–3/5/7 before establishing or conveying manning, equipment, and training requirements when—

(a) The manning, equipment, and training requirements determined by the ATA for the assigned mission exceed the unit’s MTOE or TDA requirements in any way (that is, by type, grade, classification, or by number) and will not be resourced internally by the ATA.

(b) The manning, equipment, and training requirements determined by the ATA for the assigned mission will result in an operational needs statement (ONS) or a Joint unit ONS.

(3) Following determination by the ATA of the unit’s manning, equipment, and training requirements for the assigned mission and, if applicable, any HQDA actions required, the ATA will provide the appropriate command guidance to clearly establish the approved requirements. For example, the ATA guidance will specify any attachments or detachments; any additions or deviations to the unit’s MTOE or TDA requirements; include or reference the memorandum received from the DCS, G–3/5/7 approving specific additions or deviations to the MTOE or TDA requirements; and cite the formally approved MEEL, ETDA, or ONS that is applicable.

(4) If the manning, equipment, and training requirements for the currently assigned mission are not specified to the unit by the ATA, then the unit commander will use the MTOE or TDA requirements for personnel and equipment as the basis for determining and reporting the unit’s manning, equipping, and training status levels for the assigned mission. Also, if the manning, equipment, and training requirements for the unit’s assigned mission are exactly the same as the manning equipment, and training requirements established on the unit’s MTOE or TDA, then the AMM-level, and AME-level will replicate the P-level, and S-level respectively.

(5) Commanders will provide appropriate comments to explain any resource or training deficiencies for their units' assigned missions and to explain their concerns regarding their units' overall readiness for their assigned missions.

5–8. Chemical, biological, radiological, and nuclear readiness

CJCSI 3401.02B requires reporting units to determine and report a chemical, biological defense resources and training level. This will be accomplished by determining the overall CBRN-level. The overall CBRN-level indicates the ability of the unit to operate in a hazardous environment and requires assessment using the four-tier rating scale only. The measured areas influencing the overall CBRN-level assessment are:

a. Chemical, biological, radiological, and nuclear supplies-on-hand level (deployability and serviceability of chemical, biological, radiological, and nuclear equipment items). For the CBRN report, the commander must identify the equipment items required by the unit to operate in a CBRN environment, assess the EOH (available) status and the current maintenance status of the required CBRN equipment items, and then provide an overall CBRN S-level assessment in light of this information. The CBRN S-level is a four-tier metric; however, unlike other USR S-levels that are objectively calculated and do not consider equipment serviceability issues, the CBRN S-level is subjectively determined by the unit commander based on both supply and maintenance factors in accordance with the descriptive criteria and procedures established on the Army Readiness Portal's readiness reporting PPM#2. The unit-reporting application user's guide and Help Screens also explain CBRN S-level reporting procedures and provide examples of the data entry requirements.

b. Chemical, biological, radiological, and nuclear-training level. For the CBRN report, commanders determine the number of training days required by the unit to conduct operations in a CBRN environment, and that determines the applicable CBRN T-level. Commanders assess the level of training in the unit for operations in a CBRN environment, using the rating schema at table 5–6 and explained in the Army Readiness Portal. Additional instructions are provided on the Army Readiness Portal's readiness reporting PPM#2, the unit-reporting application user's guide, and Help Screens.

c. Chemical, biological, radiological, and nuclear-level assessment. The CBRN-level reflects the commander's determination of the unit's capability to perform the core functions under CBRN conditions. This determination is based on CBRN S- and T-levels, with the overall readiness level being the lowest of either of these two levels.

Table 5–6
Chemical, biological, radiological, nuclear metrics

CBRN measurements and assessments

4-tier metrics	Overall CBRN readiness assessment	Supporting resource and training measurements & assessments	
Tier 1	CBRN–1	CBRN S1	CBRN T1
Tier 2	CBRN–2	CBRN S2	CBRN T2
Tier 3	CBRN–3	CBRN S3	CBRN T3
Tier 4	CBRN–4	CBRN S4	CBRN T4

5–9. Capability-level-5 reporting

a. Directed capability-level-5 reporting. When, as the direct result of HQDA actions, Army reporting units are not resourced or trained for their core functions or designed capabilities and/or are not available for external taskings, the unit commanders will report C–5. They will do so in accordance with the instructions in this paragraph and the detailed procedures in the Army Readiness Portal's readiness reporting PPM#2, the unit-reporting application user's guide, and help screens.

b. Capability-level-5 reporting restrictions. HQDA manages the force with the goal of “standing-up” units at the overall level of C–3 or better, so the C–5 units are restricted to the following:

- (1) Units undergoing activation, reactivation, inactivation, discontinuation, conversion, or other HQDA-directed resource actions, such as APS fleet maintenance for example.
- (2) Units not manned, or equipped, but required in wartime.
- (3) Units placed in cadre status by HQDA.
- (4) Units specifically directed to report C–5 by DCS, G–3/5/7's Director, Readiness (DAMO–ODR).
- (5) Directed and mandatory C–5 reporting.

c. Headquarters-directed, capability-level-5 reporting. DCS, G–3/5/7's Director, Readiness (DAMO–ODR) will direct C–5 reporting by Army reporting units when necessary to ensure uniformity in compliance with and

interpretation of C-5 reporting policy by Army units and organizations. For example, when the deployability of an Army unit for tasking is being restricted by HQDA, for exceptional deployment scenarios and in circumstances where nonstandard missions and exceptional authorizations documents are applicable. HQDA-directed C-5 reporting units will report the applicable reason code established and explained in the unit-reporting application, to clearly indicate that the HQDA-directed C-5 reporting is due to special circumstances.

d. Inactivations/discontinuations. The responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, may direct units programmed for inactivation/discontinuation to report C-5. This happens when the unit reaches level 4 in any measured area level (except authorized 6s) and is within 365 days of the E-date of inactivation or discontinuation. Commanders of inactivating/discontinuing units will continue to report until the E-date for inactivation/discontinuation is reached. The unit must possess orders directing the action or be on a HQDA-approved command plan (RC only) and have a confirmed E-date prior to reporting C-5. Commanders of inactivating units already eligible to report C-5 will also report the measured areas (P, S, R, T)-5 once they have reached (P, S, R, T)-4 status, by standard computation rules for measured areas. ACOM commanders will act to ensure this effort is implemented for inactivating units, within 12 months of inactivation unless deployed. If deployed, then implement during the first post-deployment USR after returning.

e. Activations and/or reactivations. The responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, will direct units undergoing activation/reactivation at an overall level of less than C-3 (C-4) to report C-5 until they attain a minimum level of three in all measured areas (P-level, S-level, R-level, and T-level). Reporting C-5 begins when the unit initially activates or reactivates, and continues until it has achieved and can report an overall status level of C-3 or until the period authorized for C-5 reporting has ended (whichever is earlier). After achieving and reporting a C-3 status level, the unit must report C-4, and cannot report C-5 if the unit status subsequently deteriorates below the C-3 level (C-4). The maximum time that a unit may report C-5 is 1 year for COMPO 1 and COMPO 6 organizations, and 3 years for COMPO 2 and COMPO 3 organizations.

Note. C-5 reporting extensions require DCS, G-3/5/7's Director, Readiness (DAMO-ODR) approval.

f. Conversions. ACOM, ASCC, DRU commanders, and/or CNGB will inform DCS, G-3/5/7's Director, Readiness (DAMO-ODR) of units with AA-level UICs they have approved, or directed to report C-5 as a result of undergoing an HQDA-directed action or program. This includes conversion of units to cadre status and the transfer of equipment from APS to designated units.

(1) Units undergoing conversion lasting 365 days or less are authorized to report C-5.

(2) Conversions lasting longer than 365 days must be endorsed by a general officer or member of the SES exercising ADCON over the reporting unit. These lengthy conversions also must be approved by the DCS G-3/5/7's Director, Operations, Readiness, and Mobilization (DAMO-OD).

(3) For other conversions, the responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, will direct units undergoing conversion to report C-5 when they reach level 4, in any measured area, because of the conversion. The unit commanders will continue to report C-5 until they again achieve at least a level 3 in all measured areas, or on a date specified by HQDA or the approving command.

(4) The maximum time a converting unit may report C-5 is 1 year for COMPO 1 and COMPO 6 organizations, and 3 years for COMPO 2 and COMPO 3 organizations.

(5) Conversions are defined as a major change of a unit to another SRC at the parent unit level (AA) or a complete change in the type of unit or branch.

Note. C-5 reporting extensions require DCS, G-3/5/7's Director, Readiness (DAMO-ODR) approval.

(6) The responsible ACOM, ASCC, DRU commander, and/or CNGB when applicable, installations, and units will determine the effect of HQDA-directed program or actions prior to the E-date. If a C-4 level will result, the responsible ACOM, ASCC, DRU commander, and/or CNGB when applicable, may approve C-5 reporting or request an extension from DCS, G-3/5/7's Director, Readiness (DAMO-ODR), if needed; request a change to the E-date from the DCS, G-3/5/7's Director, Programs and Stationing Division (DAMO-FMF); or continue the action at a C-4 level.

(7) Requests to extend authority for C-5 reporting are not required for units authorized to report C-5 in accordance with this regulation (for example, Type B, cadre units). These units may report C-5 indefinitely, unless C-5 reporting is HQDA directed (exempted from reporting), or until they are able to attain the status of level 3, or better, in all measured areas and/or can report C-3.

(8) Requests for HQDA approval to report C-5 will be endorsed by a general officer or member of the SES exercising ADCON over the reporting unit, or by the Chief of Staff or G-3 of the ACOM, ASCC, or DRU. The DCS, G-3/5/7 is the directing and approval authority for C-5 reporting by all MUs and MHQs.

(9) Requests will be forwarded to DCS, G-3/5/7, Army Readiness Division (DAMO-ODR/Army Readiness Division), 400 Army Pentagon, Washington, DC 20310-0400. If required, DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will coordinate with the JS regarding the request.

(10) The responsible ACOM, ASCC, DRU commander, and/or CNGB, when applicable, must regularly review the status of units reporting C-5 (monthly for COMPO 1 and every 3 months for the other COMPOs) to determine if a C-5 level is still warranted and to evaluate actions being taken to improve the status of the unit. C-5 reporting procedures are explained on the Army Readiness Portal's readiness reporting PPM#2.

g. Units reporting capability-level 5.

(1) Unit commanders that have their levels for authorized personnel and/or equipment established so that, even when filled to the authorized level, the established level does not allow the unit to achieve a level 3 or higher (includes Type B, medical, transportation, and cadre units), will report C-5 in accordance with the procedures established in the Army Readiness portal's readiness reporting PPM#2.

(2) Unit commanders reporting C-5 will use the applicable reason code, provide comments to explain the action(s) that caused the level 5 to occur in a measured area and indicate the anticipated date of resolution. A unit that reports level 5 in any measured area must also report C-5 overall. Similarly, one or more of the measured areas must be reported as level 5 for the unit to report an overall level of C-5.

Chapter 6

Special and Army-Unique Reporting Requirements

6-1. General

The readiness-status-reporting requirements established by JS and DoD were designed, by them, to meet their specific information requirements. Army-unique readiness-status-reporting requirements reflect those distinctive criteria and/or additional metrics and data points established by HQDA. These supplement the Joint and/or DoD requirements, to improve the accuracy or applicability of the information, align reporting procedures with Army doctrine or policy, and/or enhance the value of the CUSR as a resource-management-and-operations tool for the Army. Army-unique information and data contained in the CUSR enable the Army to clearly see and portray unit and Army readiness, as the force recovers from previous operations. Army-unique information and data also enable HQDA to accurately assess the progressive readiness of ARFOR, as they prepare for future operations.

6-2. Reporting assigned mission levels, in lieu of percent-effective levels

a. Background. CJCSI 3401.02B requires military units to determine and report a PCTEF-level (in addition to the C-level) to provide a separate and distinct assessment of the unit's ability to execute its currently assigned mission. PCTEF reporting is required no later than 90 days prior to unit deployment, or on receipt of an execute order. PCTEF reporting requirements continue until the unit redeploys, or is released from orders for the assigned mission. The PCTEF-level represents the unit commander's subjective assessment of mission readiness and is reported into DRRS-S using the four-tier rating scale (levels 1, 2, 3, or 4). Army units determine and report an assigned mission level (A-level) into DRRS-A, in accordance with the provisions in this publication and Army Readiness Portal's readiness reporting PPM#2 to meet these PCTEF-level reporting requirements. This A-level is translated into a PCTEF level by DRRS-A, for entry into the DRRS-S database.

b. Concept. Like the PCTEF-level, the A-level is an overall-readiness assessment that reflects the unit's ability to accomplish the assigned mission and those tasks on its METL that are specifically associated with the assigned mission. Unlike the PCTEF-level, which is an entirely subjective assessment, the A-level contains measured resource areas that indicate the deployability status of resources (personnel and equipment) measured against the specific resource and mission requirements of the assigned mission established or conveyed by the ATA. If the unit is preparing for, or executing, an assigned mission that encompasses all its core functions and requires all its designed capabilities, then the A-level and C-level will coincide.

6-3. Reporting on more than one concurrently assigned mission

a. Background. CJCSI 3401.02B establishes that military units with more than one assigned mission at a particular time should report a PCTEF level reflecting the lowest rating of the assigned missions and use a remarks field to provide an assessment level for each mission. DoDI 7730.66 requires military units to report discrete METL assessments using the three-tier reporting scale (Y/Q/N) for the "core mission" and for each "named operation" that units have been designated to support or to execute.

b. Concept. To support DRRS–S reporting requirements and meet Army reporting requirements, Army units will perform an A-level overall assessment (see para 5–7) for all assigned missions, and the lowest determined A-level assessment is submitted to DRRS–S. The Army Readiness Portal’s readiness reporting PPM#2 explains in detail the USR procedures for reporting on more than one assigned mission and the A-level assessment.

6–4. Reporting on operation plans in support of combatant-commander requirements

a. Background. DoDI 7730.66 requires the SECARMY to develop service component METLs with conditions and standards, including supporting and supported tasks, as appropriate, in support of CCDR Joint METLs. It also requires that military units assess and report on “major plans,” based on discrete METLs developed for these plans.

b. Concept. To meet the JS reporting requirements Commanders of the ACOMs, ASCCs, and DRUs headquarters identified in AR 10–87 will develop and report Joint METLs (selected from the Uniform Joint Task List) directly into the DRRS–S system, pursuant to the guidance received from their CCDRs. Other Army reporting units will report their readiness and capability to execute plans into the DRRS–A via the unit-reporting application. This is done when these plans are directed for execution as an assigned mission or, by exception, when specifically directed by DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) or the responsible ACOM or ASCC Commander.

c. Unit status reporting procedures. The Army Readiness Portal’s readiness reporting PPM#2 explains in detail the USR procedures for reporting on OPLANs.

6–5. Determining aggregate equipment on-hand status, by force-structure component and by state or territory

a. General. This paragraph establishes the basic policies and business rules that will be used to determine and, when necessary, to report the aggregate equipment EOH (available) status and the aggregate EOH (accountable) status by COMPO, and by state or territory, to ensure uniform results are produced to respond to externally directed reporting requirements. Calculating the aggregate EOH (available) and EOH (accountable) status by COMPO, and by state or territory, is a special requirement that is not related in any way to the S-level calculations reported by Army reporting units in the CUSR to support their C-level assessments. In addition to equipment-status data imported from, or furnished by, authoritative sources, these special EOH calculations may use some equipment-status data contained in CUSRs. However, these special EOH calculations will be accomplished only at HQDA-level, and the provisions of this paragraph establish no additional status-reporting requirements for individual Army reporting units. Detailed procedures for determining both the aggregate EOH (accountable) status and the aggregate EOH (available) status by COMPO, and by state or territory, are explained in Army Readiness Portal.

b. Percent of fill. The current aggregate EOH status for each COMPO and state or territory will be determined as a percentage of fill calculated by LIN and designated equipment category. The percent of fill is calculated for EOH (accountable) and EOH (available) by dividing the EOH (accountable) quantity by the authoritative requirements and by dividing the EOH (available) quantity by the authoritative requirements, respectively. The detailed procedures are explained in the Army Readiness Portal’s readiness reporting PPM#2.

c. On-hand (accountable) equipment items.

(1) *Component level 1 and component level 3.* All equipment items for which the units and elements in the COMPO are accountable, based on current property records, are considered in determining the on-hand (accountable) quantity for COMPO 1 and COMPO 3. An EOH (accountable) quantity for each state or territory is not calculated for either COMPO 1 or COMPO 3.

(2) *Component level 2.* All equipment items for which COMPO 2 units and elements are accountable, based on current property records, are considered in determining the on-hand (accountable) quantity for COMPO 2. EOH (accountable) status by state or territory also is calculated for COMPO 2. If COMPO 2 units have organic elements located in more than one state or territory, then CNGB will identify the accountable assets applicable to each state or territory.

d. On-hand (available) equipment items.

(1) *Component level 1 and component level 3.* The on-hand (available) quantity is the same as the on-hand (accountable) quantity for COMPO 1 and COMPO 3.

(2) *Component level 2.* The on-hand (available) quantity for COMPO 2 is the same as the on-hand (accountable) quantity. However, the on-hand (available) quantity for each state or territory will include only those on-hand (accountable) equipment items currently possessed by the COMPO 2 units currently under the control of that state or territory. Equipment items in the possession of ARNG units on Federal duty status (that is, 10 USC status for mobilization) will not be considered in the calculation of the EOH (available) quantity by state or territory.

e. Critical dual use equipment items.

(1) *Definition.* CDU equipment items are those MTOE equipment items identified by the CNGB, and approved by the DCS, G-3/5/7, that have high utility for domestic missions. CDU equipment items may be found across all Army Force Structure COMPOs (RA, Reserve, and National Guard), since civil-support missions are not limited solely to ARNG units.

(2) *Process.* The Army's authoritative CDU list is an annual collaborative staffing effort with equipment identified by the CNGB; formally approved by the DCS, G-3/5/7; and maintained by the DCS, G-8 for use at HQDA to meet externally directed equipment-status reporting requirements. The CDU list is categorized into 10 capabilities sets: Aviation/Airlift, Command and Control (C2), CBRN, Engineering, Medical, Communications, Transportation, Security, Logistics, and Maintenance. Equipment nominated for inclusion by the ARNG and/or USAR must be: first, critical to accomplishing both domestic and operational missions; second, authorized on current MTOEs; third, reliable, sustainable, and maintainable for the foreseeable future; and fourth, authorized in sufficient quantities for effective mission response. The goal of the DCS, G-8 is to equip these units to no less than 80 percent of their required CDU items. This ensures they have the equipment needed to meet domestic operational needs, regardless of the SR module they currently occupy.

(3) *Annual milestones.* No later than 1 August: DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will solicit CDU update proposals from primary stakeholders (CNGB; CAR/USARC; the DCS, G-4; the DCS, G-8; Commander, FORSCOM; and Commander, United States Army North) and from other ACOMs, ASCCs, DRUs, and ARSTAF. No later than 1 October: DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will review proposed CDU equipment lists submitted by primary stakeholders and identify potential issues. No later than 1 November: DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will staff a CDU equipment-list-update proposal, among primary stakeholders, to gain consensus before submitting lists to the DCS, G-3/5/7. No later than 1 December: DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will submit the proposed CDU list update to the DCS, G-3/5/7 for approval. No later than 1 January: DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will use the approved CDU list to update the DRRS-A database.

f. Equipment status projections. The 24 months out projections of future aggregate EOH (accountable) status and future aggregate CDU EOH (accountable) status will be prepared using the current aggregate EOH (accountable) status as a starting point. Added to this are those distributions that have been approved during the Army Equipping Enterprise and Re-use Conference and loaded in the Army Equipping Enterprise System. Projections of the future EOH (available) status, or the future EOH (available) CDU status, will not be calculated.

g. Equipment categories. The following categories of aggregate EOH status will be calculated and reported semi-annually for each COMPO and, for COMPO 2 equipment items only, for each state, territory, and the District of Columbia.

- (1) Aggregate EOH (accountable).
- (2) Aggregate EOH (available).
- (3) Aggregate CDU EOH (accountable).
- (4) Aggregate CDU EOH (available).
- (5) Aggregate EOH (accountable) projection 24 months out.
- (6) Aggregate CDU EOH (accountable) projection 24 months out.

6-6. Comprehensive Soldier and Family Fitness resilience reporting

a. General. Resilience training from the Comprehensive Soldier and Family Fitness (CSF2) program equips an individual with valuable life skills that help one to better cope in stressful situations, bounce back from adversity, and avoid self-defeating behavior. Resilience is a key component of readiness, and increased resilience creates more capable units and a ready Army.

b. Comprehensive Soldier and Family Fitness program guidance. In accordance with AR 350-53, the USR contains data fields to measure the execution and compliance with the CSF2 program guidance. CSF2 data/metrics are populated through unit input into DTMS. The unit-reporting application will pull CSF2 data/metrics from DTMS into the unit-reporting application's personnel tab. Company-sized or larger reporting units with AA-level UICs (BNs, separate companies, and headquarters companies) will report CSF2 training data under the personnel tab of the unit-reporting application. The tab will display certified master-resilience trainers, the number of Soldiers trained on each of the annually required resilience skills, and the number and percentage of unit Soldiers who have completed the Global Assessment Tool in the last 12 months. The commander's narrative portion requires remarks. Detailed reporting requirements and instructions are contained in the Army Readiness Portal's readiness reporting PPM#2.

c. Resiliency reporting. The resilience reporting requirements are applicable to all RA (COMPO 1), ARNG (COMPO 2), and USAR (COMPO 3) units.

d. Resiliency reporting units. Units required to report are company-sized or larger Army OF units (MTOE) and GF units (TDA), to include garrison and installation reporting units currently required to submit a routine USR, in accordance with this policy.

6–7. Military working dog certification rates reporting

a. Unit commanders with assigned military working dog (MWD) teams are required to verify the conduct and the accuracy of MWD training records. Military police commanders with assigned MWDs will ensure handlers conduct MWD sustainment training and certification in accordance with AR 190–12, report the status of their MWD programs to ensure compliance and proper oversight of MWD programs by military police commanders at all levels.

b. Procedures for completing the ad hoc MWD status report in the unit reporting application are found on the Army Readiness Portal’s readiness reporting PPM#2.

6–8. Reporting by chemical, biological, radiological, and nuclear response enterprise forces

a. In accordance with the HQDA CBRN response enterprise (CRE) EXORD 2012, and subsequent orders. The CRE military elements identified in this chapter are required to report unit readiness as outlined within this regulation. The military elements of the CRE consist of the Weapons of Mass Destruction-Civil Support Teams, CBRN Enhanced Response Force Packages, Homeland Response Forces, the Defense CBRN response force, Command and Control CBRN response element A (C2 CRE–A), and Command and Control CBRN response element B (C2 CRE–B).

b. The supporting commands and agencies review USRs submitted by Army CRE elements and address significant Army CRE mission-readiness concerns in their parent report.

c. FR and UICIO’s activities and responsibilities as found in this regulation, apply to CRE elements. UICIOs register DUICs in the DRRS–A database to identify CRE elements for which AA-level UICs are not suitable or applicable.

d. Reporting guidance: Force providing commands ensure USRs submitted by Army CRE elements satisfy the mandatory information. Information reported into the DRRS–A database will comply with the requirements of this regulation. The DRRS–A portal, the DRRS–A user’s guides, and the user help screens embedded in the unit-reporting application and FR software applications provide additional information.

(1) Unless the force providing command specifically directs otherwise, all Army CRE-allocated units that currently have no other operational requirements report their CBRN response missions as their primary mission.

(2) Army CRE units that are parent-level UIC units determine and report a Y/Q/N capability assessment for each CRE MET and an overall Y/Q/N assessment indicating the parent unit’s overall capability for the CRE mission.

(3) Army CRE units that are parent-level UIC units that have an assigned mission as well as allocated to the CRE, provide an assessment of its overall readiness to accomplish the CBRN response mission in its comments using the four-tier rating scale (levels 1, 2, 3, or 4).

(4) Reporting by Army CRE elements that are not parent units. Army CRE elements with sub-unit UICs and DUICs directed by force providers to prepare and submit separate reports, report their readiness status for the CBRN response mission requirements in a DUIC report.

(5) USR reporting requirements remain in effect for Army CRE elements. Force providing commands ensure the overall CBRN-level reported by commanders of Army CRE elements in their USRs are consistent with their assessments of their units’ capabilities for their assigned mission. Additionally, Army CRE elements provide precise comments to explain CRE mission specific inconsistencies or exceptional issues.

(6) FR and UICIO’s activities and responsibilities, as found in this regulation, apply to CRE elements.

6–9. Reporting by Army National Guard units with State-assigned missions

a. General. The Joint Forces Headquarters (JFHQ)–State provides mission command of all National Guard forces in the State or territory for the Governor, or in the case of the District of Columbia, the SECARMY. It also acts as Joint Services headquarters for national-level response efforts during contingency operations. The JFHQ–State supports Joint Task Force–State commanders and all the deployed units within the State, and acts as an information channel to the National Guard Bureau and CCDRs. The JFHQ–State coordinates any additional support required, such as mobilization of extra forces, or providing other logistical support. The JFHQ–State can act as a Joint Service headquarters for national-level response efforts during contingency operations. The JFHQ–State assumes tactical control of all assigned military units ordered to support contingency operations and coordinates situational awareness and resource requirements with CCDRs.

b. Army National Guard units required to report. The ARNG commanders with State-assigned missions or contingency requirements designated by JFHQ–State will report their capability assessments for these State-assigned missions into DRRS–A. This is done via the unit-reporting application, in accordance with the policy and procedures

established by CNGB. The State-assigned missions reported into DRRS–A may include operational requirements planned for initial execution while the ARNG units are on State active duty or while in a Title 32 status. The CNGB will coordinate these operational requirements, to include designating the specific units, the specific missions assigned to those units, and the specific METs associated with the assigned mission, with the JFHQs–State and the Army Force Provider. Under normal circumstances, only ARNG commanders with AA-level UICs and METL tasks contained in the Army Collective Task List, and/or CATS, will be required to report into DRRS–A via unit-reporting application.

6–10. Reporting by multiple component units

The intent of the multiple component unit (MCU) concept is to integrate, to the maximum extent within statutory and regulatory constraints, resources (that is, provide manpower and equipment) from more than one component into a cohesive, fully capable Army unit. Each component-specific element of the MCU will provide CUSR feeder data to the MCU commander. Subsequently, the MCU commander (flag holder) will submit a CUSR that reflects the status of the entire unit. The data and/or input required from RA (COMPO 1), ARNG (COMPO 2), or USAR (COMPO 3) elements of the MCU will consist of the feeder data required to support the preparation and submission of a CUSRs as applicable and necessary (see table 4–4). Specific USR procedures will be coordinated and documented in an MOU between the headquarters of each of the participating COMPOs. The Army Readiness Portal’s readiness reporting PPM#2 and FR PPM#3 will explain the basic MCU-reporting procedures and establish the UIC and DUIC conventions that will govern the registration of the various MCU elements in the DRRS–A database.

6–11. Reporting by Army installations and garrisons

Senior commanders are required to report quarterly into the DRRS–A database. On behalf of the Senior commander the Garrison commanders must report their ISR and Real Property Planning and Analysis System data through their chain of command to DCS, G–9. The DCS, G–9 will then provide ISR–I facility quality and functionality, ISR–S services, and Real Property Planning and Analysis System quality and quantity ratings in a format coordinated with the DRRS–A database. Garrison commanders complete their CUSR, but file them on their installation’s UIC of “ZZ.”

6–12. Derivative unit identification codes reporting

a. All DUICs are registered for organic elements of MTOE and TDA organizations that require separate registration in the DRRS–A database for a wide variety of operational and administrative reasons.

b. There is a temporary code that is indicated with a lower-case “d” for: undocumented-without-force-structure derivative unit identification code (dUIC). Normally, neither unstructured dUICs, nor sub-unit UICs (documented DUICs) are required to prepare and submit readiness-status reports to the DRRS–A database. For DUIC reporting, an A-level assessment is used.

c. Structured or documented DUICs, which are UICs ending in A0, B0, C0, T0, with formal documentation, such as an MTOE.

(1) DUICs can be considered for reporting purposes.

(2) Captain-level grade or higher. Below this level is not authorized.

(3) Identified with DUIC purpose codes (personnel and equipment structure), see Army readiness portal’s FR PPM#3.

(4) If the DUIC has an SRC with associated METs, a METL assessment is authorized in the A-level assessment.

(5) An A-level assessment can be calculated.

d. Unstructured dUICs that do not have a formal document (for example, an MTOE or TDA) that establishes their personnel and equipment requirements.

(1) DUIC can be considered for reporting purposes if it has “measured unit” characteristics (personnel and equipment structure) and is task-organized in support of an OPLAN, CONPLAN, or named operation.

(2) Captain-level grade, or higher, authorized only.

(3) Identified with dUIC type UIC and DUIC purpose codes (personnel and equipment structure), see Army readiness portal’s FR PPM#3.

(4) A METL assessment is not authorized.

(5) Only an AMM, and AME, can be assessed.

Chapter 7

Force Registration

7-1. General

a. General. FR supports the UIC management portion of the Army's Force Development Process. The FR process is also essential to the personnel, medical, financial, logistical, training, and installation processes. Once UICs are registered in the Army's authoritative database, the data is shared and consumed by the CCMDs, the JS, and OSD.

- (1) The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) is the functional lead for the Army's FR process.
- (2) For Army processes, a UIC is not valid for operational use in any Army system until it is properly registered.
- (3) A UIC will be properly registered in the FR database, in accordance with the policy in this regulation.
- (4) The FR database is the system of record for the registration of Army UICs and DUICs and serves as the central registry for all Army organizations and units.

(5) This regulation is the Army's authoritative FR policy. The policy addresses the development and operational use of official Army UICs and DUICs. The policy herein takes precedence in the event of any conflict with policy established by other HQDA agencies.

(6) The role of the UICIO is critical to the FR process. The HQDA UICIO provides direction, guidance, and oversight to that process. Command and installation UICs provide the same to their subordinate UICs.

b. Maintaining attribute data is another major function of the Force Registration database. Attribute data consists of information regarding the unit's location, chain of administrative and operational command, mobilization status, personnel, and major equipment.

c. Basic procedures for force registration. The basic procedures for FR are explained at the Army Readiness Portal's FR PPM#3, and the data-entry instructions are provided by the FR software application.

7-2. Force registration requirement

a. The FR of a UIC, directly into the FR database, supports UIC management. Documenting organizational authorizations is phase 5 of the Army's Force Development Process. UIC management is a requirement associated with authorization documents. An authorization document will not be approved for publication without a fully registered UIC, according to AR 71-32. FR responsibilities for the DCS, G-3/5/7 (DAMO-ODR, DAMO-FM), ACOM, ASCC, DRU commanders, CNGB, USARC commander, and the Center of Military History's Director, Force Structure and Unit History Branch are listed in chapter 2 of this regulation.

b. Organizations are assigned a UIC to ease the processing of information in numerous Army systems. The UIC, DUIC, and dUIC registration in the FR database provides a standard method of identifying units as official organizations in the automated systems within the Army and throughout the DoD community. Proper UIC, DUIC, and dUIC registration and maintenance identify unit capabilities and attributes, and this information is shared with Army organizations and the DoD.

c. The HQDA UIC manager from DAMO-FMP coordinates directly with the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) UICIO to complete the UIC registration process, which includes the partial registration of the UIC in the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) FR database.

d. ACOM, ASCC, DRU commanders, and the CNGB will provide coordination and support to FR activities, as described in chapter 2.

e. Regarding UICIO requirements:

(1) All commands will appoint, and train a primary and an alternate command UICIO to support FR activities. Command UICs will assign appropriate system access to their subordinates needed for their assignments.

(2) DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will maintain the master list of primary and an alternate command UICs. Organizations must provide the name and contact information for their UICIO to the HQDA UICIO in a timely manner.

(3) DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will assign UICs appropriate system access for their assignment.

(4) The HQDA UICIO will conduct close coordination with the community of UICs on all FR policy, procedures, and activities.

f. DCS, G-3/5/7's Director, Readiness (DAMO-ODR) monitors compliance by Army organization and agencies with FR requirements.

g. The major functions of FR are unit registration and unit maintenance.

7-3. Unit registration

a. Unit establishment. A unit is approved in accordance with the applicable provision of AR 71-32. Organizations authorized to request the establishment of parent-level UICs are ACOMs, ASCCs, DRUs, CCMDs, DARNG, and NGB.

b. Unit identification code request. UIC requests will be submitted to the DCS, G-3/5/7 (DAMO-FMP). The registration is initiated when a UIC is approved and issued by the HQDA UIC manager. The approved UIC is partially registered in the FR database by the HQDA UICIO. After partial registration is completed by the HQDA UICIO, the UICIO at the command level completes the registration of the AA-level. The command UICIOs also create all structured DUICs (sub-unit UIC) and unstructured DUICs, in accordance with the establishment order, MTOE document, and other necessary supporting documentation. All DUICs should be part of the AA UIC establishment order, to capture all sub-unit DUICs whether structured or unstructured.

c. Unit identification code creation and registration. The Director, CMH provides the long name for requested parent UICs. The Director, CMH will determine if there is an inactive unit with a lineage or other attributes that warrant its activation. If a historic UIC and long name are available, the Director, CMH will provide to FM; otherwise, the Director, CMH will provide the long name for FM to assign a new UIC. The HQDA UIC manager must provide the following information (at a minimum) to the HQDA UICIO for the purpose of initial entry into the FR database: organization security classification, UIC, TPSN, COMPO "1", "2", "3", "6", SRC or TDA number, abbreviated organization name, assignment, unit level code, (SRC-level for table of organization and equipment (TOE)), planned organization date (ODATE), carrier UIC (if applicable), and carrier ODATE (if applicable). The HQDA UICIO enters the initial UIC's BIDE or ABIDE in the FR database, thus creating a new unit record.

d. Purpose code use. Purpose codes are required for all UICs, DUICs, and dUICs. The purpose code and its defining attributes is a required input within the FR application during UIC, DUIC, or dUIC creation. Purpose codes help identify unit types and attributes represented by the six-digit DUIC code. A purpose code must be used for documented and nondocumented DUICs. Diagrams are available to help determine purpose codes from both UICs and DUIC/dUICs. Purpose code diagrams are posted in the Army Readiness Portal's FR PPM#3.

e. Parent unit registration.

(1) *Unit identification code registration requests.* To request establishment of a parent UIC, these organizations will submit requests to the HQDA UIC manager in accordance with AR 71-32, with the approval of the DCS, G-3/5/7's Director, Force Management (DAMO-FM).

(2) *Unit identification code request information.* A unit is approved in accordance with the applicable provisions of AR 71-32. The ACOM, ASCC, DRU, or CNGB requests must contain the following information (referred to as parent UIC assignment request data): Proposed reorganization/ODATE/E-date, command assignment, planned unit location, proposed TPSN, SRC, proposed OF/GF categorization in accordance with ACP decision point 99, and ACOM, ASCC, DRU, or CNGB.

(3) *Unit identification code purpose code.* The purpose code diagrams are used for determining the UIC purpose code for a UIC, DUIC, or dUIC.

(4) *Composite reporting unit registration.* The registration of FF DUICs for major Army units, and major Army headquarters required to prepare and submit composite reports, fall under the purview of DCS, G-3/5/7's Director, Readiness (DAMO-ODR). Registration and reporting procedures are outlined on the Army Readiness Portal's FR PPM#3.

f. Derivative unit identification code registration.

(1) *General.* The command UICIO will register all DUIC and dUICs required for current operations, deployments, and mobilizations in accordance with the procedures in FR, as explained at the Army Readiness Portal's FR PPM#3. Command UICIOs are authorized to register nondocumented dUICs in the FR database. As with the UIC, a DUIC/dUIC is not valid unless properly registered in the FR database. DUIC/dUIC(s), when created and registered, are documented with force structure or nondocumented without force structure. DUIC/dUIC(s) are not properly registered without an assigned purpose code, for one of the derivative unit types, as described in the paragraphs below.

(2) *Documented with force-structure derivative, unit-identification code.* These DUICs identify subunits whose structure is documented in a specific section, paragraph, or line number of an approved SRC, which expresses the structure of these subunits. Company and equivalent level units have a unique SRC in FMSWeb. These types of DUICs can include lettered companies (A0, B0, C0, and so forth) as well as team, detachments, platoons, and so forth, with an SRC assignment and listed within the unit's MTOE or TDA document. The exception to this is the FF DUIC created for composite reporting units. The FF acts as the nominal hierarchical parent unit for subordinate parent units for the purpose of composite unit reporting.

(3) *Home-station derivative, unit-identification code.* A standardized home station derivative unit identification code (HSDUIC) will be established and registered for the management of templates, alignment of DoDAACs, and

standardization of rear detachments. HSDUICs will be created for AA UICs and its subunit elements—such as T0, A0, B0, and so forth—and are established and created at HQDA; they are not allowed to be changed. HSDUICs, as required, can be created by the UICIO, in coordination with HQDA, for split-station units or similar instances. See the Army Readiness Portal’s FR PPM#3 for more details.

(4) *Location derivative unit-identification codes.* Location derivative unit identification codes (LDUICs) are used to document the location and structure of subordinate elements of a unit that are not co-located with the parent unit. LDUICs are also referred to as split-station UICs and are created when elements of a company are split from the unit and located in a different location. LDUICs must be properly registered in DRRS–A FR in order to be reflected in the FMS, the Army Organization Server (AOS), and the AOS–Data Interface (AOS–DI). See the Army Readiness Portal’s FR PPM#3 for more details.

(5) *Nondocumented without force-structure derivative, unit-identification code.* These dUICs are not documented, due to their temporary nature, in any Army authorization documentation. A dUIC may be established for up to 24 months for RA, and 40 months for RC units, to support operational and/or administrative requirements, to include mobilizations and deployments. Revalidation of these dUIC requirements will be conducted annually, and extensions will not be granted beyond the periods indicated in this paragraph, for this dUIC type.

(6) *Composite organizations.* A composite organization is formed by grouping a parent headquarters unit (UIC ending in AA) with other subordinate parent units, or composite organizations. A composite organization relies on a nominal unit aggregation point created in the ADS, as a DUIC ending in a specific descriptive designator, either FF or FX.

(a) *“FF”-type derivative, unit-identification code.* The FF DUIC is the dedicated descriptive designator for composite reporting units. The registration of an FF DUIC is only allowed for composite reporting organizations as described in paragraph 4–2b and paragraph 4–3d. Registering the FF DUIC is under the purview of the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), and is requested by the ASCC or Army command. The unit must meet the composite-reporting-unit criterion and descriptions found in paragraph 4–2b and paragraph 4–3d.

(b) *“FX”-type derivative, unit-identification code.* The FX DUIC is the dedicated descriptive designator for any DUIC created to establish a notional, administrative, aggregation point, to group units or administrative entities such as AOS nodes. The FX descriptive designator is for use by commands for the aggregation of MTOE or TDA units that do not submit composite reports but require a unit-aggregation point linked to a designated parent unit. For a command-determined administrative function, the unit, through command channels, will request that the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) create and register an FX DUIC, as a unit aggregation point for administrative, nonreporting purposes only. These DUICs are used to allow for the administrative aggregation of units and subordinate units. The units can be either MTOE or TDA units. Registering the FX is under the purview of the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR), and commands must request creation of an FX DUIC before registration of the FX can be done. A registered DUIC ending with the descriptive designator of FX will be created from the parent headquarters AA UIC (see FR–PPM#3 on Army readiness portal). This type of hierarchical unit is for administrative noncomposite reporting purposes only. Exceptions for not using the FX descriptive designator as the default aggregation method, for reasons such as to enable compatibility with legacy data systems, requires the notification of and approval by the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR).

7–4. Unit maintenance

a. Unit maintenance activities completed by UICIOs include the following:

- (1) Activations.
- (2) UIC, DUIC, and dUIC revalidation.
- (3) Reorganizations.
- (4) Mobilizations and demobilizations.
- (5) Deployments and redeployments.
- (6) Inactivations.
- (7) Discontinuations.
- (8) Reestablishing and restoring from archive.
- (9) Unit transfers.
- (10) Relocations.
- (11) Registrations, both partial and completed.

b. The procedures and additional details for these unit-maintenance activities are available at the Army Readiness Portal’s FR PPM#3. Continuous coordination among the HQDA UIC manager, HQDA UICIO, and the command or installation UICIOs is required.

c. The DCS, G-3/5/7's Director, Force Management (DAMO-FM) will initiate the inactivation or discontinuation of parent units registered in the FR database. The ACOM, ASCC, DRU commanders, and CNGB will issue a permanent order, in accordance with the provisions of AR 220-5, to accomplish the inactivation or discontinuation of their assigned units, by their command UICs, as required.

d. The ACOM, ASCC, DRU, and ARNG UICs—

(1) Execute inactivation transactions in the DRRS-A database to inactivate MTOE units, to include the parent UIC and any DUICs, on the E-date of the permanent order.

(2) Execute inactivation transactions in the DRRS-A database to inactivate documented DUICs on the E-date of the MTOE requiring the change.

(3) Execute discontinuation transactions in the DRRS-A database to accomplish the discontinuation of TDA units on the E-date of the permanent order.

(4) Coordinate with the DCS, G-4 to ensure property books are cleared, in accordance with AR 710-2.

(5) Coordinate with the DCS, G-1 to ensure all personnel have been transferred to valid positions, in accordance with AR 614-100 and AR 614-200.

e. The DCS, G-3/5/7 (DAMO-FM) organizational integrator, and the DCS, G-3/5/7 (DAMO-FM) command manager, respectively, initiate and coordinate actions to inactivate or discontinue MTOE or TDA units. Force review points or master force files provided to the DRRS-A database will verify these actions for AA-level UICs only.

f. The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) UICIO initiates and coordinates action to inactivate, or discontinue, any MTOE or TDA parent unit remaining in the DRRS-A database, after the unit's E-date for inactivation or discontinuation. This UICIO also maintains a separate archive file containing all UICs and DUICs that have been inactivated and have property and/or personnel assigned. The HQDA UICIO provides this file to requesting organizations and LDAC.

7-5. Structure of a unit identification code

a. *Unit-identification code structure.* The structure of a UIC (described in AR 71-32) is a six-character alphanumeric code that uniquely identifies a unit or organization. The UIC and its associated organization number, branch, and level represent a single permanent identifier for the organization. Procedures for registering a UIC are outlined in the Army Readiness Portal's FR PPM#3.

b. *The unit-identification code consists of three data elements.* It is structured as follows: service designator (position 1); parent organization designator (positions 2 through 4); and descriptive designator (positions 5 and 6).

c. *Position 1 is service designator.* "W" is used for all Army UICs. The three parent unit designators, in positions 2 through 4, uniquely identify the parent unit. The first digit of the parent designator set (the second position of UIC) is used to identify the type of unit, that is MTOE, TDA, or multi-COMPO.

d. *Positions 5 and 6 are descriptive designators.* Descriptive designators are used to identify the unit's organization level. Whether organic or composite in design, they are intended to show the hierarchical organization for unit types and identify specific unit-reporting types. Paragraphs 3-3 and 4-2, define how descriptive designators are linked to unit reporting types. The complete listing of approved descriptive designators are on the Army Readiness Portal's FR PPM#3.

e. *More information and procedures.* See the Army Readiness Portal's FR PPM#3 for additional details and procedures.

7-6. Basic identity data elements

BIDE are essential data elements required to register a UIC within the FR database. Every UIC has at least a minimum amount of identity information, depending on the type and status of the organization and other information. For a complete list of all BIDE data elements, see the Army Readiness Portal's FR PPM#3.

7-7. Force registration database

a. *Database.* The FR database is composed of several hundred data elements used by numerous Army, JS, and DoD agencies. Therefore, revisions and modifications affecting the display or use of the data elements in DRRS-A must be thoroughly coordinated with the proponent agency, or office, for the data elements and synchronized with users, as appropriate.

b. *Functional lead.* The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) is the functional lead for the FR database and application.

c. *Guidance.* The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will provide direction to supporting agencies and contractors for the development, maintenance, and enhancement of the FR database.

d. Access delegation. Commanders that have been delegated authority to grant access may only grant access to qualified personnel within, or subordinate, to their command or agency. See the Readiness Reporting Portal's FR PPM#3 for procedures to gain access to the FR application.

e. Access permission. The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will grant access to the FR database and application.

f. Authoritative data source synchronization. The office of overall primary responsibility for each data element in the DRRS-A database is the DCS, G-3/5/7's Director, Readiness (DAMO-ODR). When applicable, the ACOM, ASCC, DRU commanders, and CNGB, are responsible for synchronizing their DRRS-A databases with the DRRS-A database at HQDA.

g. Authoritative data source. The FR database at HQDA is the ADS for unit FR data. Command UICIOs, in coordination with the HQDA UICIO, ensure the database is always up-to-date. UICIOs advise the HQDA UICIO immediately of any suspected discrepancies.

h. Data source synchronization. The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) synchronizes the DRRS-A database with all external interfaces.

i. Maintenance. The HQDA UICIO directs and maintains the master database for FR at HQDA. All Army activities, specifically ACOM, ASCC, DRU commanders, and CNGB must ensure that their data in the master FR database is current and correct.

7-8. Force-management actions

a. General. FR activities support the Army's force-integration process. Updates and changes to the force-integration process require follow on updates in the FR database. The Army manages organizations through organizational integration, and it manages change through the force-integration process. Army organizations are modernized and reorganized via MTOE changes, and/or re-designated to enhance force capabilities. Army units are inactivated or discontinued when no longer required. Consolidated policies for the determination, development, and documentation of Army personnel and equipment requirements and authorizations and associated force-management activities are contained in AR 71-32 and AR 71-9. UICIOs should use these publications and/or consult with force-management officials in their organizations regarding the implications of specific force-management actions to UICIO requirements.

b. Activation and reactivation of unit identification codes. Parent units will be activated and reactivated, in accordance with the UIC registration process established in the Army Readiness Portal's FR PPM#3.

c. Modernization, reorganization, and re-designation. The HQDA UICIO initiates the transactions to register new UICs resulting from MTOE changes due to modernization or reorganization. Command UICIOs initiate the transactions to register new, structured DUICs resulting from MTOE changes due to modernization or reorganization. UICIOs correct any processing errors and ensure that transactions are completed in the FR database.

d. Inactivation and discontinuation of parent units, modified table of organization and equipment units. The ACOM, ASCC, DRU commander, or CNGB issues a permanent order to effect the inactivation or discontinuation of units, as required in accordance with the Structure and Manpower Allocation System.

e. Inactivation of derivative unit identification codes, outside of redeployment. For structured DUICs, the UICIO will inactivate the DUIC if its elimination is due to an MTOE or TDA realignment. Unstructured dUICs that require inactivation for reasons other than redeployment will be inactivated as follows: The UICIO will inactivate the DUIC upon formal request from the responsible commander. The UICIO will inactivate the DUIC during routine maintenance if it is determined that the dUIC is no longer required. Additionally, unless granted an extension by HQDA, any unstructured dUIC will be inactivated by the responsible UICIO, 24 months after the dUIC activation for RA dUICs and 40 months after the dUIC activation for RC dUICs.

7-9. Security classification of basic identity data element and Army basic identity data element

a. Force registration data. Force registration data is considered unclassified, unless indicated by the security classification data field as confidential (C) or secret (S), or if an extracted data set includes classified data elements.

b. Security classification guidelines. The classification requirements for BIDE and ABIDE data are based on the specific data that require protection from unauthorized disclosure. The security classification of CUSR data is addressed in chapter 9 of this publication.

c. Minimum classification guidelines. The DRRS-A database is a (S) database, and no data classified at a higher level than (S) will be entered. BIDE and ABIDE data extracted from the DRRS-A database are classified as indicated in this regulation. Reporting organizations that wish to classify their BIDE or ABIDE data at a higher level than that established by HQDA will coordinate with the DCS, G-3/5/7's Director, Readiness (DAMO-ODR), so this higher-level classification will be reflected in the DRRS-A database. Since CCMDs may also classify data at a higher level,

DRRS–A database users will check extracts produced during an operation to ensure a higher classification is not appropriate.

d. Aggregated basic identity data element and Army basic identity data element data. Composite or aggregated data (including by command or by unit type) is classified at the same or higher level as the most highly classified component. Chapter 9 of this regulation explains the policy and procedures for classifying, and for downgrading, the security classification of aggregated status data, respectively.

e. Downgrading basic identity data element and Army basic identity data element data. The ACOM, ASCC, DRU, ARNG, and HQDA UICIO reviews classified BIDE and ABIDE data annually to ascertain whether the classification level still applies. The ACOM, ASCC, DRU, ARNG, and HQDA UICIO, on a case-by-case basis, determines downgrading of classified BIDE or ABIDE data.

7–10. Releasing and accessing basic identity data element and Army basic identity data element data

a. The DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) is the final approval authority pertaining to the release of data, originating from the DRRS–A database to third parties or outside of Army channels. Submit all requests for release of DRRS–A data to DCS, G–3/5/7, Director, Readiness(DAMO–ODR), Army Readiness Division, 400 Army Pentagon, Washington, DC 20310–0400.

b. All organizations, or individuals, responsible for systems that use or provide access to DRRS–A data ensure that only appropriate personnel are authorized access to DRRS–A data elements. Personnel must have a valid need to know and hold the appropriate level of security clearance.

c. All organizations, or individuals, responsible for systems that interface with DRRS–A or that have been approved to routinely receive DRRS–A data release such data to third-party systems only after obtaining prior approval from the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) in a fully explained and validated MOU, MOA, or SIA. This restriction applies to all DRRS–A data, including unclassified information and data. It also applies to all third parties, Army organizations, and agencies.

Chapter 8 Defense Readiness Reporting System–Army

8–1. Army readiness systems

The DRRS–A system was developed by the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) to accommodate ongoing development and implementation of additional and/or revised readiness-status reporting and FR requirements. This was done to support existing policy and to meet responsibilities under 10 USC. The DRRS–A system is comprised of the DRRS–A database and the following applications: the unit-reporting application, the FR application, the Army Readiness Management System (ARMS) application, the Force Projection application, the Ad Hoc Query Tool, and the DRRS–A/unit reporting application portal. The applications of the DRRS–A system are depicted on the Army Readiness Portal’s Application PPM#1 and outlined within this chapter. See the Army Readiness Portal’s Application PPM#1 for detailed information on system applications.

8–2. Authoritative data sources

DRRS–A requires continuous authoritative feeds from force management, medical, logistics, personnel, training, mission, mobilization, demobilization, employment, installation, and facility data sources. This supports USR preparation and improves the performance and reliability of the DRRS–A application. The following list is not all inclusive and as new ADSs are identified, they will need to follow requirements identified in 9–3.

- a.* DRRS–A interfaces with DCS, G–1 to obtain ADS personnel and personnel-deployability data.
- b.* DRRS–A interfaces with DCS, G–3/5/7’s Director, Force Management (DAMO–FM) and USAFMSA to obtain ADS force-management and force-structure data.
- c.* DRRS–A interfaces with DCS, G–4 to obtain ADS logistics and on-hand equipment data.
- d.* DRRS–A interfaces with DCS, G–9 (using ISR and Real Property Planning and Analysis System) to obtain ADS installation and facilities data.
- e.* DRRS–A interfaces with DCS, G–3/5/7 (DAMO–ODM) to obtain ADS mobilization, demobilization, and orders data.
- f.* DRRS–A interfaces with MEDCOM to obtain ADS-medical and medical-deployability data.
- g.* DRRS–A interfaces with DCS, G–3/5/7’s Training Directorate (DAMO–TR) to obtain unit METLs, task assessments and CSF2 training data.

- h. DRRS–A interfaces with the Defense Information Systems Agency Secure File Gateway server, for Army ADS Federal logistics data.
- i. DRRS–A interfaces with the Army Enterprise Systems Integration Program hub, to receive the monthly cQuiP extract data file.

8–3. Data exchange interfaces

- a. The DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) identifies the data set(s) needed from the applicable ADS.
- b. The DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) and ADS organization’s points of contact, establish data-element specification, data rules, transfer frequency, point of contact, and transport mechanism. All the relevant information is captured in either an SIA or MOA. The SIA or MOA is reviewed, approved, and signed by the organizations and published for future reference.
- c. DRRS–A monitors the data flows to ensure the agreed data elements are captured in the DRRS–A database. When an anomaly is noted, a DRRS–A system or database administrator contacts the ADS point of contact and both resolve the issue according to the rules specified in the SIA or MOA.

8–4. Army Readiness Portal

- a. *Purpose.* To provide a single sign-on enabled front-end to all DRRS–A applications. Important planned or upcoming DRRS–A events are announced on the portal. New or updated documentation, training materials, process procedure manuals, user guides, information on how to request an application account, reference tables, and requirements are posted on the portal to view or print. New software patches and/or executable data files to download or install can be found on the portal sites. The SIPR Army readiness portal is the primary portal for the DRRS–A applications, the NIPR Army Readiness Portal provides access to the standalone application. See the Army Readiness Portal for further details about the portal content and configuration.
- b. *Access and registration.* The DRRS–A portal can be accessed by any user possessing a valid, active Identity, Credential, and Access Management (ICAM). Links for both the NIPR and SIPR DRRS–A portal, along with the DAMO–ODR SharePoint site, are:
 - (1) (NIPRNET): <https://drrsa.aoc.army.pentagon.mil>.
 - (2) (SIPRNET): <https://portal.drrsa.aoc.army.pentagon.smil.mil>.
 - (3) Check the NIPRNET, the DCS, G–3/5/7 Army Readiness Portal <https://drrsa.aoc.army.pentagon.mil>, and DAMO–ODR for any changes to the address, at <https://g357.army.pentagon.mil/od/odr>.

8–5. Applications

Detailed information on the following DRRS–A system applications can be found on the Army Readiness Portal.

- a. *Unit status reporting application.*
- b. *Access control for access registration.*
- c. *Force registration.*
- d. *Force projection.*
- e. *Army Readiness Management System.*
- f. *Ad Hoc Query tool.*

8–6. Database management

The Army Command and Control Database (AC2DB) is the database that supports the mission and administrative applications. The AC2DB is the Army’s authoritative database for readiness, BIDE, and unit mobilization indicator. The local data cache is the authoritative data used to populate the USR. The local data cache pulls authoritative Army data from a variety of unclassified business systems to support the preparation of USRs. This database is the main data store for DRRS–A application data. The data warehouse stores approved USR, FR, force projection, access control, and various reference data. The data warehouse is the Army’s authoritative database for readiness, BIDE, and the unit mobilization indicator. For further detail about the database and the database administrative requirements see the Army Readiness Portal.

8–7. Operations and maintenance

The DCS, G–3/5/7’s Director, Readiness (DAMO–ODR) is the functional owner and administrator of the DRRS–A environment. For additional operations and maintenance duties for the DRRS–A environment see the Army Readiness Portal.

8–8. User account management

To acquire a DRRS–A application account, users must adhere to requirements outlined on the DRRS–A portal or the Army Readiness Portal. The requirements for each application account is dependent on which application is being requested and to what degree the user plans on using the application. Any user with a valid ICAM account can access the DRRS–A portal, which will host further information on how to request a DRRS–A application account.

8–9. Future capabilities

The National Defense Authorization Act. PL 115–232 directs consolidation of the readiness reporting system, under the DRRS Implementation Office, within the OSD. When this requirement comes to its conclusion, the NetUSR application will have moved to the OSD system. The remainder of the DRRS–A enterprise will remain functional under Army ownership, though there will be a name change to reflect the removal of readiness reporting capability from the Army system. For more information on future capabilities see the Army Readiness Portal’s applications PPM#1.

Chapter 9

Security Classification

9–1. Security classification and declassification of readiness status and reports information

a. The classification requirements for CUSRs and the CUSR data in the DRRS–A database are based on the number and type of reporting units, and the amount and type of sensitive information or data in the CUSR, which require protection from unauthorized disclosure. The elements of CUSR information that warrant such protection include information that identifies current or planned missions, or vulnerabilities of specific units, or could expose them to unnecessary risks. Other sensitive CUSR information include measurements and assessments resulting from applying USR metrics or methodology, to include any assessment of unit capability to accomplish a specific mission or task, the assessment of overall unit readiness or capability, and the measurement of a specific resource level. The policy contained in this paragraph is specifically applicable to:

- (1) CUSRs in the DRRS–A database submitted in compliance with the provisions of this regulation.
- (2) The readiness status information and data contained in or extracted from these reports following their submission.
- (3) Any readiness information and data that apply the metric procedures, or metric criteria established by this regulation, to specific reporting units.

b. In accordance with the provisions of AR 380–5, the DCS, G–3/5/7 has been delegated original classification authority for all information, data, and reports contained in the DRRS–A database. The DRRS–A information, data, and reports that warrant protection from unauthorized disclosure via security classification include information, data, and reports that identify or indicate the following:

- (1) The current or planned missions or vulnerabilities of specific units, or information that could expose them to unnecessary risks, to include mobilization and deployment data on specific units, must be protected in accordance with AR 530–1.
- (2) The commander’s assessment of current or projected overall unit readiness or capability, and the measurements of the specific resource-status levels and training-status levels supporting the assessment.
- (3) The measurements and the assessments resulting from applying the CUSR metrics or methodology found in this regulation, which establish the unit’s current readiness status, to include the commander’s assessment of the unit’s current capability to accomplish a specific plan, mission, operation, task, or contingency requirement.

c. The type of DRRS–A information, data, and reports described are classified under the provisions of EO 12958. This order prescribes a uniform system for classifying, safeguarding, and declassifying national security information. Original classification under the provisions of Section 1.5(a) concerns military plans, weapon systems, or operations. Original classification under the provisions of Section 1.5(g) concerns vulnerabilities, or capabilities of systems, installations, projects, or plans relating to the national security. The classification of a report is based on both the type of unit and the type of information and data contained in the report. The security classification of information and data extracted from a report, requests or approvals associated with readiness-status-reporting measurements, and/or capability assessments requirements, and readiness status information applying CUSR metric procedures or metric criteria are based on the sensitivity of that information.

d. The classification policy explained in this chapter is specifically applicable to all information, data, and reports presently contained in the DRRS–A database, to include any information or data entered, or any report submitted via a DRRS–A software application for processing into the DRRS–A database. This includes, but is not limited to, the CUSRs that are prepared and submitted via the unit-reporting application. These database submissions must comply with:

- (1) The provisions of this regulation.
 - (2) The readiness information and data contained in, or extracted from, these reports following their submission.
 - (3) Any readiness information and data that apply the metric procedures or metric criteria established by this regulation to specific reporting units.
 - (4) All FR information and data entered into the DRRS–A database, via the FR application.
- e. The provisions of this chapter are not applicable to:
- (1) Information, data, and reports regarding the personnel status, equipment status, or training status of units, Soldiers, or equipment that reside in or are derived from other databases or systems or to reports, information, and data which do not apply CUSR metric procedures or metric criteria.
 - (2) Feeder reports, or other input data prepared by subordinate units, subordinate elements, or compiled by reporting units prior to its formal approval by the commander of the reporting unit for submission into the DRRS–A database, as part of an official CUSR. Prior to this approval and submission, unit-status information and data fall under the purview of the chain-of-command, for security-classification determination.
- f. Classified information will be marked, protected, and transmitted in accordance with AR 380–5 and AR 25–2. CUSRs, sensitive information extracted from reports as described in this chapter, and C–5 requests and approvals will be marked with a specific declassification date.

9–2. Security classification of commander’s unit-status-report information and data

a. Table 9–1 provides METL task assessment information.

Table 9–1
Minimum-classification guidance for mission-essential task list assessments (modification table of organization and equipment units)¹

Type of METs	Minimum classification		
	The individual METs	METL task assessments (Y/Q/N) ²	
		BN/separate company	BDE and above
The METs contained in the standard METL	Unclassified	Confidential	Secret
The METs associated with a current operation	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Secret, unless classified otherwise by the operation or plan classification or the appropriate tasking authority
The METs associated with a contingency operation	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Secret, unless classified otherwise by the operation or plan classification or the appropriate tasking authority
METL for a State-assigned mission	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Confidential, unless classified otherwise by the operation or plan classification or the appropriate tasking authority	Secret, unless classified otherwise by the operation or plan classification or the appropriate tasking authority

Notes.

¹ See paragraph 9–1e.

² METL task assessments accomplished in accordance with FM 7–0 and ATN are UNCLASSIFIED, unless classified by the command, tasking authority, or METL approval authority.

b. Table 9–2 shows the measurements of resources and training status.

Table 9–2
Minimum-classification guidance for resource and training status measurements (modification table of organization and equipment units)¹

Metrics for the measured area levels	Minimum classification	
	BN/separate company	BDE and above
Personnel (P-level)	Confidential	Secret

Table 9–2
Minimum-classification guidance for resource and training status measurements (modification table of organization and equipment units)¹—Continued

EOH (S-level)	Confidential	Secret
Equipment readiness (R-level)	Confidential	Secret
Training (T-level)	Confidential	Secret
CBRN equipment status (CBRN S-level)	Confidential	Secret
CBRN training status (CBRN T-level)	Confidential	Secret
AMM-level	Confidential	Secret
AME-level	Confidential	Secret

Note.

¹ See paragraph 9–1 e.

c. Table 9–3 shows the metrics and data points.

Table 9–3
Minimum classification guidance for metrics¹

Metrics for the measured area levels	Minimum classification	
	BN/separate company	BDE and above
Deployable strength percentage	Confidential	Secret
Deployable MOS skills match	Confidential	Secret
EOH percentage (pacing item)	Confidential	Secret
EOH percentage (overall ERC–A and ERC–P)	Confidential	Secret
Equipment readiness percentage (pacing item)	Confidential	Secret
Equipment readiness percentage (ERC–A and ERC–P)	Confidential	Secret
Mission-essential task list training percentage	Confidential	Secret
Other data points		
T-Days	Confidential	Secret
SR data points ¹	Unclassified ²	Unclassified ²
Plan numbers (without association to names or descriptions)	Controlled unclassified information (CUI)	CUI
All other CUSR data points	Confidential	Secret

Notes.

¹ See paragraph 9–1 e.

² The mission and LAD data reported by units among SR data points are classified by other sources.

d. Table 9–4 shows the overall levels and assessments.

Table 9–4
Minimum classification guidance for overall assessments¹

Type of overall assessment	Minimum classification	
	BN/separate company	BDE and above
Core functions/designed capabilities	Confidential	Secret
Mission accomplishment assessment (obsolete)	Confidential	Secret

Table 9–4
Minimum classification guidance for overall assessments¹—Continued

Assigned mission level (current operations assessment)	Confidential	Secret
Assigned mission level (contingency operation assessment)	Confidential	Secret
Assigned mission level (State-assigned mission)	Confidential, unless classified at a higher level by the tasking authority	Confidential, unless classified at a higher level by the tasking authority
CBRN-level	Confidential	Secret

Note.

¹ See paragraph 9–1e.

e. Classifying commander’s unit status report data, when aggregated with other data. When CUSR data is aggregated in a document or web-enabled system, the classification of the document or the system must be coordinated with, and specifically approved by, the DCS, G–3/5/7’s Director, Readiness (DAMO–ODR). This restriction is applicable to CUSR data elements—

- (1) Obtained from a single report.
- (2) Obtained from multiple reports.
- (3) To be used in combination with other data residing in the DRRS–A database, that is not part of the CUSR. (For example, FR data, imported background data, and so forth).
- (4) Obtained from other systems. Table 9–5 outlines the minimum classification guidance when the document or web-enabled system contains any of the following sensitive information supported by CUSR data elements.

Table 9–5
Minimum classification guidance for commander’s unit status report data when aggregated with other data¹

Sensitive information	Supporting CUSR data elements	Minimum classification when aggregated
Current or planned unit activity	BUI and SR data	Confidential
Deployed unit location	SR data	Confidential
Current mission assignment	SR data	Secret
Plan numbers	SR data	Secret, when associated with names and/or descriptions. CUI when listed alone
Names and/or descriptions of assigned plans or operations	SR data	Secret
OPCON relationships	BUI data	CUI
METL task assessments	See table 9–1	Secret
Resource and training measurements	See table 9–2	Secret
Other CUSR metrics and data points	See table 9–3	Secret
Overall assessments	See table 9–4	Secret

Note.

¹See paragraph 9–1e.

9–3. Security classification of commander’s unit-status reports

The following classification requirements apply:

a. Minimum classification of the commander’s unit-status reports for modification table of organization and equipment units and organizations.

- (1) Secret, when the CUSR is a report submitted by a MTOE organization at the BDE level and above, to include the MUs and MHQs.
- (2) Secret, when more than one BN or five or more separate MTOE company-and-detachment-sized units (AA-level UIC) are represented or reflected in the report.
- (3) Confidential, for all reports not classified secret, in accordance with the established guidelines.

(4) Reports that reference specific plans, operations, or exercises will be classified either with the classification of the plan, operation, or exercise, or consistent with guidelines established in subparagraphs 9–3a(1), 9–3a(2) and 9–3a(3), whichever results in the higher classification.

b. Classifying information extracted from commander’s unit-status reports of modification table of organization and equipment units, and designated table of distribution and allowances units, reporting per chapter 5. The provisions for minimum classification are established in tables 9–1, 9–2, 9–3, and 9–4. In addition to these, any portion of the CUSR that reflects current or projected overall-readiness-status measurements, or capability assessments—to include squad or crew manning and qualification data, and/or references to deployability, employability, or inability to accomplish an assigned mission—are classified as follows:

(1) Secret, when this information represents or reflects the status of a MTOE organization at BDE level or above, to include MUs and MHQs.

(2) Secret, when this information represents or reflects more than one MTOE battalion or five or more separate MTOE company/detachment-size units (AA-level UIC).

(3) Confidential, when this information is not classified secret, in accordance with the guidelines in subparagraphs (1) and (2) of this paragraph.

c. Classifying requests and approvals for C–5 status reporting, by modification table of organization and equipment units and table of distribution and allowances units, reporting per chapter 4. Because requests for, and approval of, C–5 status reporting may provide insight into the deployability, employability, or inability of specific unit(s) to accomplish, or provide, their core functions, or designed capabilities, these requests are classified as follows:

(1) C–5 requests and approvals will be classified secret, if more than one BN or five or more separate company-or-detachment-sized units are addressed in the request or approval. If the request or approval addresses a unit of BDE size or above, to include an MU or MHQ, the classification is Secret.

(2) Requests and approvals not classified secret, in accordance with the guidelines in subparagraph (1) will be classified confidential.

d. Classifying commander’s unit-status reports, submitted by table of distribution and allowances units, organizations, and installations. The security classification of CUSRs submitted by TDA units, organizations, and installations is confidential, unless a higher level of security classification is specifically prescribed. For example, CUSRs from TDA units and organizations required to report in accordance with this regulation, and are classified with the same criteria applicable to MTOE units (see para 9–3c). All CUSRs submitted by Garrison commanders are classified Confidential, per this regulation.

e. Reporting unit classification. Table 9–6 outlines the minimum classification of reports, by type of reporting unit.

Table 9–6
Minimum classification guidance for commander’s unit status reports 1

Type reporting unit	Minimum classification based on the number of reporting units represented in the report	
	Number of units	Classification
ACOM, ASCC, or DRU (FK-level UIC)	Any number	Secret
MTOE reporting units		
Corps/Corps Headquarters (FF-level UIC)	Any number	Secret
Division/Division Headquarters (FF-level UIC)	Any number	Secret
BDE/Group/Regiment (FF-level UIC)	Any number	Secret
BCT or equivalent (FF-level UIC)	Any number	Secret
Battalion (AA-level UIC)	One	Confidential
	More than one	Secret
Separate company/detachment (AA-level UIC)	Five or less	Confidential

Table 9–6
Minimum classification guidance for commander's unit status reports¹—Continued

	More than five	Secret
DUIC or sub-unit UIC	Any number	Confidential
TDA reporting units²		
Installation	Any number	Confidential
BDE level unit	Any number	Confidential
Company level unit	Any number	Confidential
DUIC or sub-unit UIC	Any number	Confidential

Notes.

¹ See paragraph 9–1e.

² All reports from TDA reporting units are classified as confidential, unless the reports are required in accordance with paragraph 4–2 and/or higher-level classification has been prescribed (that is, ACOM, ASCC, DRU).

9–4. Security classification of force registration information and data

Guidelines for the minimum-security classification of FR data are depicted in tables 9–7 and 9–8.

Table 9–7
Classifying force registration information and data for modification table of organization and equipment units¹

SET and/or type data (Criteria by type and number of TDA units)	SORTUNIT, RPTDUIC, and BIDE sets (ANAME, UTC, ULC, TPSN ABIDE, and so on.)	RPTNORG, losing, gaining, and transfer sets (RPTORG, SB RPT, INTR CMD, and so on.)	ORGLLOCN set (CSERV, OPC ON, ADCON, HOGEO, PRG EO, ACTIV, and so on.)	RESERVE set (Mobilization/deployment data)	PERSTREN set (Personnel data)	MEQLOCN set (Major equipment data)
1–5 subunit UICs or DUICs	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
6 or more subunit UICs or DUICs	Unclassified ²	Unclassified ³	Unclassified ³	Secret ⁴	Unclassified ⁵	Unclassified ⁵
1–5 separate companies (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
6 or more separate companies (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Secret ⁴	Unclassified ⁵	Unclassified ⁵
One battalion (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
Major unit/headquarter (FF level UIC (any number))	Unclassified ²	Unclassified ³	Unclassified ³	Secret ⁴	Unclassified ⁵	Unclassified ⁵

Notes.

¹ See paragraph 9–1e. This data will be updated based on CUSR data during crisis, when directed by the DCS, G–3/5/7's Director, Readiness (DAMO–ODR) or the responsible ACOM, ASCC, DRU commander, or for ARNG units not on active duty by CNGB.

² This data may be classified for some units.

³ This data may be classified up to secret, during deployed operations or crisis.

⁴ This data may be classified at a higher level, based on the systems from which the data was derived and/or current operational requirements.

⁵ This data will be updated based on CUSR data during crisis when directed by the DCS, G–3/5/7's Director, Readiness (DAMO–ODR) or the responsible ACOM, ASCC, DRU commander or, for ARNG units not on active duty, by CNGB.

Table 9–8**Classification of force registration information and data for table of distribution and allowance units¹**

Criteria by type and number of TDA units	ANAME, UTC, ULC, TPSN, ABIDE, and so on	RPTOR, SBRPT, INTR CMD, and so on	CSERV, OPCON, ADCON, HOGEO, PRGEO, ACTIV, and so on	Mobilization/deployment data	Personnel data	Major equipment data
1–5 sub-unit UICs or DUICs	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
Six or more sub-unit UICs or DUICs	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
1–5 separate companies (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
Six or more separate companies (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
One battalion (AA-level UIC)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
Two or more battalions (AA-level UICs)	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵
Major unit/head-quarter (FF level UIC (any number))	Unclassified ²	Unclassified ³	Unclassified ³	Confidential ⁴	Unclassified ⁵	Unclassified ⁵

*Notes.*¹ See paragraph 9–1e.² This data may be classified for some units.³ This data may be classified up to SECRET during deployed operations or crisis.⁴ This data may be classified at a higher level based on the systems from which the data was derived and/or current operational requirements.⁵ This data may be reported by units during crisis when directed by the DCS, G–3/5/7's Director, Readiness (DAMO–ODR) or the responsible ACOM, ASCC, DRU commander, or, for ARNG units not on active duty, by CNGB.

9–5. Declassifying and downgrading Defense Readiness Reporting System–Army information, data, and reports

a. CUSRs, and readiness-status information and data extracted from CUSRs, and readiness-status information and data applying CUSR-metric procedures or metric criteria will be marked with a specific downgrading and declassification date. Classification applies when the information or data was submitted for processing into the DRRS–A database, or the “as of” date of the report. The declassification date will be 8 years from the date of classification. Secret information will be downgraded to Confidential 4 years after the date of classification. The intent of this downgrading and declassification process is to make all information, data, and reports unclassified within 8 years of the classification date. Requests to downgrade or declassify DRRS–A information, data, or reports outside the timelines in this paragraph will be forwarded to the DCS, G–3/5/7's Director, Readiness (DAMO–ODR) for evaluation, on a case-by-case basis.

b. Information classified by the authority of a separate security classification guide, or similar authority, will be declassified in accordance with the security classification guide instructions.

c. This publication may be cited as the authority for the classification of CUSRs, sensitive information extracted from reports, readiness-status information applying CUSR metric procedures and metric criteria, C–5 requests or approvals, and FR information. The responsible ACOM, ASCC, DRU commander, and/or CNGB when applicable,

may establish additional classification guidance for CUSRs and the data contained in CUSRs, not to exceed secret, with the approval of the DCS, G-3/5/7.

9-6. Access to, and release of, Defense Readiness Reporting System—Army information and data

a. General. CUSRs are prepared by units via unit-reporting application and then submitted via ADCON channels for processing into the DRRS-A database. FR data is entered in the DRRS-A database by UICIOs and designated force-management officials, via the FR application. Subsequently, the DRRS-A database updates the JS's DRRS-S database with current readiness and FR information for Army-measured units and registered entities. The ARMS application provides visibility of selected Army-readiness statuses and FR data and information, contained in the DRRS-A database, to authorized users of ARMS. Policies for the unit-reporting application and ARMS registration are established in chapter 8. Provisions regarding user registration for the FR application are also in chapter 8. This paragraph explains policy regarding access to, and release of, any DRRS-A information or data obtained via any of these DRRS-A applications, and any data applying CUSR metrics obtained via other means. Note to foreign-disclosure officers: at the time of publication, HQDA is the original classification authority for Army-readiness data. NDAA 2019 directs consolidation of the readiness reporting system under OSD. Upon consolidation under DRRS-S, the original classification authority is then OSD.

b. Headquarters, Department of the Army policy.

(1) Information and data reported into the DRRS-A database is under Army purview, until the information and data is processed by HQDA into the DRRS-S database. At that point it becomes DRRS-S data, falling under the purview of OSD. Except as noted in the following subparagraphs, HQDA requires Army units to obtain HQDA approval to release DRRS-A information outside Army channels. This includes release to either DoD or non-DoD agencies, or to any of their sub-elements (other Services, Joint organizations, Government Accountability Office (GAO), members of Congress, and so forth).

(2) The restriction against releasing DRRS-A information and data outside Army channels does not apply to properly cleared officers in an official foreign-officer-exchange program with an Army organization, and having a valid need-to-know, based on their formally assigned duties. See also AR 25-2, regarding foreign access to information systems.

(3) Commanders of the ASCCs and the Army Sustainment Command headquarters identified in AR 10-87 are authorized to release DRRS-A information, and data, on the units under their ADCON authority, to their CCMDs and sub-unified commands. Coalition partners of the various CCDRs will obtain information and data on ARFOR from the CCDR.

(4) Requests for other approvals to release DRRS-A information and data outside of Army channels will be made in writing and forwarded to the DCS, G-3/5/7, Army Readiness Division (DAMO-ODR), 400 Army Pentagon, Washington, DC 20310-0400.

9-7. Retention of data

a. CUSRs will be retained on file, for no less than 2 years at the MU and MHQ level, and for no less than 6 months by other reporting units (AA-level UIC). Electronic files of CUSR data submitted via unit-reporting application, or printed copies of unit-reporting application screen shots, may be retained to satisfy this requirement. CUSRs will be destroyed in accordance with AR 380-5.

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

c. HQDA retains readiness-status reports, and their associated comments, submitted by Army units to HQDA after 1989. For readiness data submitted earlier than 1989 contact the DCS, G-3/5/7's Director, Readiness (DAMO-ODR). Submit all requests for readiness status data not in the possession of the unit to the DCS, G-3/5/7, Army Readiness Division (DAMO-ODR), 400 Army Pentagon, Washington, DC 20310-0400.

9-8. Specific policies and procedures for Defense Readiness Reporting System—Army information, data, and reports referencing the entire Army, Army National Guard, U.S. Army Reserve, and other large groupings

a. CUSR data that is aggregated or projected for identifiable entities and large groupings above the level at which Army units are required to report will be classified Secret if the data references deployability, or employability, or associates a specific CUSR metric or overall-unit assessment with a specific number of units, or a specific percentage of units.

(1) Identifiable entities above the level at which Army units report include the entire Army, the RA, the ARNG, the USAR, a specific State, a specific command, or any other specific grouping of a large number of Army units by

category, status, type, or location. For example, by COMPO, SR module, warfighting function, installation, SRC, LAD, boots-on-the-ground (BOG) end date, and so forth.

(2) CUSR metrics are the readiness-status measurements and assessments accomplished (includes projections) in accordance with the criteria established by this regulation that directly support the calculations, or determinations, of the resource measurements, capability assessments, and/or the overall unit assessments required to be reported. CUSR metrics include the three-tier metrics (such as the Y/Q/N assessments for the METL tasks) and the four-tier metrics (such as the P, S, R- and T-levels) described in chapter 4. The overall unit-readiness assessments include the required capability assessments for the core functions or core-designed capabilities (C-level and Y/Q/N assessment) and any assigned missions (A-level and/or Y/Q/N assessments), or CBRN-level as described in chapter 4. References to actual, or projected, deployability or employability status, applicable for classification include references that either indicate specific geographical locations or identify response times, capabilities, or limitations.

(3) For the purpose of determining the security classification of DRRS-A information and data, a specific number of units, or specific percentage of units, covered by these provisions also includes descriptive terms that explicitly establish a number or percentage like “all,” “none,” “two-thirds,” “one-half,” “1 out of 10,” and so forth.

b. When all three elements described in paragraph 9-1 are associated in a document, statement, or discussion, the resulting readiness information will be classified as Secret. Also, if two separate statements in the same document or discussion, when considered together, disclose DRRS-A data classified under the provisions of this chapter, then the document and each statement will be considered as Classified. For example, the following notional statements would be Classified as Secret.

- (1) Eighty-five percent (85%) of the Army currently is reporting C-1.
- (2) Sixty (60) USAR units currently are reporting S-2.
- (3) All units at Fort Swampy currently are reporting T-3.
- (4) Eighteen Army IBCTs currently are reporting A-level 4.
- (5) Fifty-five percent (55%) of the Army units in state X currently report “Q” for their overall assessments of core functions or core-designed capabilities.
- (6) Twenty-four (24) of the fifty-five (55) Army units examined during the inspection currently are reporting “Y” for the “movement to contact” METL task.
- (7) All of the ARNG units in state X currently are reporting a percentage of fill (determined in accordance with the provisions listed herein and the readiness reporting PPM#2) of 80% or higher.
- (8) Seventy-five percent (75%) of the Army units stationed in location X are currently reporting S-2 or better.
- (9) Two thirds of the ARNG units in state X currently are reporting an overall CBRN-level of 4.
- (10) Army units reporting C-3 or higher are considered as deployable for global operations. Seventy percent (70%) of Army units currently are deployable for global operations.
- (11) Sixty percent (60%) of the Army is projected to be S-2 or better by the end of fiscal year 09.
- (12) Two thirds of the ARNG combat BDEs in the Ready SR Module are projected to be C-3 by October, third quarter.

9-9. Specific procedures applicable to auditors, Congress, and the general public

a. Auditors and inspectors of the Government Accountability Office, or the Office of the DoD Inspector General, have legal authority under PL 96-226 and PL 97-252 for access to DRRS-A information and data. Only the President or Secretary of Defense can deny final access.

b. Release of data to Congress and its committees, staff, and investigators is governed by DoDI 5400.04.

c. Requests from the public for readiness data are processed under provisions of the Freedom of Information Act. Requests must be referred to the Directorate for Freedom of Information and Security Review.

d. Army units will forward all requests for Army-readiness data received from GAO, DoD Inspector General, Members of Congress and their staffs, and the general public to the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) for action or approval. When required, the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will refer denial proposals to the JS/J-39 for resolution action.

9-10. Specific access authorizations to readiness data

a. All organizations or individuals, responsible for systems that use or provide access to readiness data under the purview of this regulation will ensure that only appropriate personnel are authorized access to the readiness data elements. Personnel must have a valid need to know and hold the appropriate level of security clearance. Coordinate access to readiness IT systems with the DCS, G-3/5/7's Director, Readiness (DAMO-ODR).

b. Developers and administrators of application systems (that is, the Mobilization and Deployment Information System, ARMS, and so forth) that use or provide access to readiness data will ensure that only appropriately designated

personnel are authorized access to readiness data elements according to approved permissions. Developers and administrators of applications that access, or use, readiness data will staff and coordinate with the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) an interface control document that documents the readiness data used by the application. Developers and administrators of these systems will not grant access or release readiness data, the database schema, the requirements traceability matrix, or any other technical documentation for use by or in other applications.

c. System administrators who hold or maintain copies of the readiness database must ensure that only appropriately designated personnel are authorized access to it. Administrators of these systems will not grant access or release readiness data, the database schema, the requirements traceability matrix, or any other technical documentation without approval of the DCS, G-3/5/7's Director, Readiness (DAMO-ODR). The DCS, G-3/5/7's Director, Readiness (DAMO-ODR) will staff all requests for access with affected commands and agencies prior to approval.

Appendix A

References

Section I

Required Publications

Unless otherwise indicated, all Army publications are available on the Army Publishing Directorate website at <https://armypubs.army.mil/>. CJCS publications are available at <https://www.jcs.mil>. DoD publications are available on the Executive Services Directorate website at <https://www.esd.whs.mil/>. USCs are available at <https://us-code.house.gov/>.

ADP 3–0

Operations (Cited in para 3–2*o*.)

ADP 5–0

The Operations Process (Cited in para 4–8*a*.)

ADP 7–0

Training (Cited in para 3–2*p*.)

AGO 2011–07

Designation of the United States Army Forces Command as an Army Command (Cited in para 3–2*b*.)

AGO 2020–01

Assignment of Functions and Responsibilities within Headquarters, Department of the Army (Cited in para 3–2*a*.)

AR 10–87

Army Commands, Army Service Component Commands, and Direct Reporting Units (Cited in para 2–18*p*.)

AR 25–1

Army Information Technology (Cited in para 2–5*b*.)

AR 25–2

Army Cybersecurity (Cited in para 2–5*b*.)

AR 40–501

Standards of Medical Fitness (Cited in para 3–2*e*.)

AR 40–502

Medical Readiness (Cited in para 3–2*f*.)

AR 71–9

Warfighting Capabilities Determination (Cited in para 7–8*a*.)

AR 71–32

Force Development and Documentation Consolidated Policies (Cited in para 2–9*d*(3)(*b*)).

AR 190–12

Military Working Dog Program (Cited in para 6–7*a*.)

AR 210–14

Installation Status Report Program (Cited in para 3–2*h*.)

AR 220–5

Designation, Classification, and Change in Status of Units (Cited in para 7–4*c*.)

AR 350–1

Army Training and Leader Development (Cited in para 3–2*k*.)

AR 350–53

Comprehensive Soldier and Family Fitness (Cited in para 6–6*b*.)

AR 380–5

Army Information Security Program (Cited in para 2–8*f*.)

AR 525–29

Force Generation – Sustainable Readiness (Cited in para 2–18*m*.)

AR 525–30

Army Strategic and Operational Readiness (Cited in para 3–2*j*.)

AR 530–1

Operations Security (Cited in para 9–1*b*(1).)

AR 600–8–101

Personnel Readiness Processing (Cited in para 3–2*l*.)

AR 614–100

Officer Assignment Policies, Details, and Transfers (Cited in para 7–4*d*(5).)

AR 614–200

Enlisted Assignments and Utilization Management (Cited in para 7–4*d*(5).)

AR 700–138

Army Logistics Readiness and Sustainability (Cited in para 3–2*m*.)

AR 710–1

Centralized Inventory Management of the Army Supply System (Cited in para 5–4*j*(4).)

AR 710–2

Supply Policy Below the National Level (Cited in para 7–4*d*(4).)

AR 735–5

Property Accountability Policies (Cited in para 5–4*l*.)

AR 770–2

Materiel Fielding (Cited in para 2–1*b*.)

Army Readiness Portal

Located on the nonsecure internet protocol router network: <https://drsa.aoc.army.pentagon.mil> and the secure internet protocol router network: <https://portal.drsa.aoc.army.pentagon.smil.mil/> (CAC logon required). (Cited in title page.)

CJCS Guide 3401D

CJCS Guide to the Chairman's Readiness System (Cited in para 1–7*a*(1).)

CJCSI 3401.01E

Joint Combat Capability Assessment (Cited in 3–1*c*.)

CJCSI 3401.02B

Force Readiness Reporting (Cited in title page.)

CJCSM 3150.02B

Global Status of Resources and Training System (GSORTS) (Available at <https://jsportal.sp.pentagon.mil>.) (Cited in title page.)

CJCSM 3500.04F

Universal Joint Task Manual (Cited in para 1–7*a*(2).)

DA Pam 71–32

Force Development and Documentation Consolidated Procedures (Cited in para 2–12*i*.)

DA Pam 611–21

Military Occupational Classification and Structure (Cited in para 5–3*b*.)

DA Pam 708–3

Cataloging of Supplies and Equipment, Army Adopted Items of Materiel, and List of Reportable Items (SB 700–20) (Cited in para 2–10*k*.)

DoDD 5100.01

Functions of the Department of Defense and its Major Components (Cited in para 3–1*b*.)

DoDD 7730.65

Department of Defense Readiness Reporting System (DRRS) (Cited in title page.)

DoDI 5400.04

Provision of Information to Congress (Cited in para 9–9*b*.)

DoDI 6025.19

Individual Medical Readiness (IMR) (Cited in title page.)

DoDI 7730.66

Guidance for the Defense Readiness Reporting System (DRRS) (Cited in title page.)

DoDI 8500.01

Cybersecurity (Cited in title page.)

EO 12958

Classified National Security Information (Available at <https://www.archives.gov/>.) (Cited in para 9–1*c*.)

FM 7–0

Training (Cited in para 3–2*p*.)

PL 115–232

John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Available at <https://www.congress.gov/>.) (Cited in para 8–9.)

SB 8–75–S7

Army Medical Department Supply Information (Cited in para 5–4*l*.)

SB 700–20

Army Adopted/Other Items Selected for Authorization/List of Reportable Items (Cited in para 2–9*d*(3)(*e*).)

TM 10/20 series

Standards and Maintenance Allocation Chart (MAC) (Cited in para 5–5*a*.)

10 USC 117

Readiness reporting system (Cited in para 1–6*a*.)

10 USC 153

Chairman: functions (Cited in para 1–6*b*(2).)

10 USC 164

Commanders of combatant commands: assignment; powers and duties (Cited in para 1–6*c*.)

10 USC 167

Unified combatant command for special operations forces (Cited in para 1–6*d*.)

10 USC 482

Readiness reports (Cited in para 1–6*a*(2).)

10 USC 7013

Secretary of the Army (Cited in para 1–6*f*.)

Section II**Related Publications**

A related publication is a source of additional information. The user does not have to read it to understand this publication. Unless otherwise indicated, all Army publications are available on the APD website at <https://armypubs.army.mil/>. DoD publications are available on the ESD website at <https://www.esd.whs.mil/>.

ADP 1

The Army

AR 11–2

Managers' Internal Control Program

AR 25–30

Army Publishing Program

AR 40–61

Medical Logistics Policies

AR 40–68
Clinical Quality Management

AR 70–1
Army Acquisition Policy

AR 135–91
Service Obligations, Methods of Fulfillment, Participation Requirements, and Enforcement Provisions

AR 140–10
Assignments, Attachments, Details, and Transfers

AR 140–145
Individual Mobilization Augmentation Program

AR 220–90
Army Bands

AR 405–45
Real Property Inventory Management

AR 600–8–6
Personnel Accounting and Strength Reporting

AR 600–8–105
Military Orders

AR 600–20
Army Command Policy

AR 600–43
Conscientious Objection

AR 600–100
Army Profession and Leadership Policy

AR 600–110
Identification, Surveillance, and Administration of Personnel Infected with Human Immunodeficiency Virus

AR 601–210
Regular Army and Reserve Components Enlistment Program

AR 614–30
Overseas Service

AR 635–200
Active Duty Enlisted Administrative Separations

AR 700–127
Integrated Product Support

AR 708–1
Logistics Management Data and Cataloging Procedures for Army Supplies and Equipment

AR 750–1
Army Materiel Maintenance Policy

CJCSI 3500.02B
Universal Joint Task List (UJTL) Program (Available at <https://www.jcs.mil/>.)

DA Pam 25–403
Guide to Recordkeeping in the Army

DA Pam 350–38
Standards in Weapons Training

DA Pam 600–3
Officer Professional Development and Career Management

DA Pam 710–2–1

Using Unit Supply System (Manual Procedures)

FM 6–22

Leader Development

Force Registration Users Guide

(Available at the DRRS-Army Portal.)

PL 96–226

General Accounting Office Act of 1979 (Available at <https://www.congress.gov/>.)

PL 97–252

Department of Defense Authorization Act, 1983 (Available at <https://www.congress.gov/>.)

UICIO Handbook

(Available at the DRRS-Army Portal SIPR (<https://portal.drrsa.aoc.army.pentagon.smil.mil>) and Army Readiness Portal NIPR (<https://drrsa.aoc.army.pentagon.mil>.)

10 USC

Armed Forces

10 USC 101

Definitions

10 USC 162

Combatant commands: assigned forces; chain of command (Available at <https://uscode.house.gov/>.)

10 USC 12304

Selected Reserve and certain Individual Ready Reserve members; order to active duty other than during war or national emergency

Section III**Prescribed Forms**

This section contains no entries.

Section IV**Referenced Forms**

Unless otherwise indicated, DA forms are available on the APD website at <https://armypubs.army.mil/>.

DA Form 11–2

Internal Control Evaluation Certification

DA Form 2028

Recommended Changes to Publications and Blank Forms

DA Form 2406

Materiel Condition Status Report

Appendix B

Internal Control Evaluation

B-1. Function

The functions covered by this checklist involve the administration of the Army's unit-status reporting and FR processes. They include key controls for the following areas:

- a. CUSR management oversight by commands and agencies at echelons above the reporting units (that is, ACOM, ASCC, DRU, and CNGB/JFHQ-State (for non-mobilized ARNG units) and installations).
- b. Preparation and submission of CUSRs by composite reporting units.
- c. Preparation and submission of CUSRs by parent units.
- d. CUSR requirements unique to RC units.
- e. FR requirements.

B-2. Purpose

The purpose of this checklist is to assist HQDA, its field operating agencies; the responsible ACOM, ASCC, DRU commanders, CNGB/JFHQ-State (when applicable), installations, and the commanders of reporting units in evaluating the applicable key internal controls outlined in this appendix. It is not intended to cover all controls.

B-3. Instructions

Answers must be based on the actual testing of key internal controls (such as document analysis, direct observation, sampling, and simulation). Answers that indicate deficiencies must be explained, and corrective action indicated, in supporting documentation. The responsible ACOM, ASCC, DRU, CNGB/JFHQ-State must annually test and document the evaluation of the management controls and ensure retention of the testing documentation, for audit purposes. Certification that this evaluation has been conducted must be accomplished on DA Form 11-2 (Internal Control Evaluation Certification).

B-4. Test questions for unit status reporting

a. *Commander's unit-status report management oversight by commands and agencies at echelons above reporting units.*

(1) Are the officials responsible for CUSR management oversight knowledgeable regarding the provisions of AR 220-1 and the Army Readiness Portal and are these publications and other required references available and in use?

(2) Is a CUSR training and education program established for the commanders of reporting units and CUSR management officials in subordinate organizations and/or are provisions for CUSR instruction and assistance available to subordinates, when needed?

(3) If applicable, were any published instructions that supplement the provisions of AR 220-1 coordinated with and/or approved by DCS, G-3/5/7's Director, Readiness (DAMO-ODR) in accordance with AR 220-1 and have they been revised and or reviewed and re-approved within 5 years from the last HQDA approval?

(4) Is the information contained in CUSRs used to identify, analyze, and correct problem areas in subordinate units?

(5) Do installations under the purview of the AMC provide adequate facilities and technical support to enable status reporting?

(6) Are memorandums of agreement or memorandums of understanding between commands and the CG, AMC in effect to establish any additional CUSR support and assistance for AMC's installations?

(7) Does the mobilization station routinely require the advance party of a mobilizing RC unit to prepare, and submit, a CUSR within 24 hours of its arrival at the mobilization station?

(8) Are adequate instructions and guidance provided to units alerted for, or assigned, an operational requirement regarding the specific resource and training requirements for an assigned mission and the A-level data-reporting requirements?

(9) Does the gaining command or ASCC require deploying units to submit a deployed report, within 24 hours after the main body of the unit has closed into theater during RSOI?

(10) Are C-5 reporting units authorized, or directed, to report C-5 in accordance with applicable standards and criteria?

(11) Are commanders of reporting units accurately identifying the subordinate units or elements that should be included in the designed, or established, structure for CUSR purposes?

(12) Are reporting units using the established CUSR submission channels, or have alternative channels been prescribed?

(13) Are CUSRs submitted by reporting units reviewed for computation errors, or administrative defects, during processing?

(14) Is there a process to ensure the basic unit identification data, entered by reporting units, is current and accurate?

(15) Are procedures in place to ensure all reporting units submit reports, in accordance with required timelines?

(16) Are the CUSR requirements for all units registered in the DRRS-A database identified, approved, and annotated in accordance with applicable criteria?

(17) Are procedures in place for the responsible command and/or CNGB/JFHQ-State, when applicable, to specifically identify deployable TDA units with AA-level UICs and to ensure they submit the required reports?

b. Preparing and submitting commander's unit-status reports by composite reporting units.

(1) Are CUSRs prepared by subordinate units and elements reviewed for administrative errors before submission?

(2) Does the unit have the necessary computer hardware, software, and trained personnel to prepare and submit CUSRs?

(3) Are units downloading and using authoritative data, as prescribed?

(4) Are CUSRs maintained and/or destroyed in accordance with applicable requirements?

(5) Are C-5 reporting units authorized to report C-5, in accordance with applicable standards and criteria?

(6) Are commanders accurately identifying the units and elements that should be included in their organic, designed, or established structures, for CUSR purposes?

(7) Are commanders accurately identifying their attachments and detachments?

(8) Are change reports routinely submitted by units within 24 hours of the event necessitating the change report?

(9) Are commanders selecting, and using, the correct report category based on their operational circumstances?

(10) Is the unit's BUI data reviewed and updated in conjunction with report submission?

(11) Are subordinate units correctly determining and reporting the number of "USR available" and "mission deployable" Soldiers in accordance with the applicable definitions, criteria, and policy, respectively?

(12) Are subordinate units correctly identifying and reporting their maintenance reportable and on-hand (available) equipment items and their substitute and in-lieu-of equipment items in accordance with applicable criteria and policy, respectively?

(13) Have all exempt LINs indicated by subordinate units been properly approved?

(14) Are subordinate units counting as on-hand (available) for CUSR purposes, in accordance with the applicable criteria and policy?

(15) Are subordinate units using the monthly materiel condition status report DA Form 2406 (Materiel Condition Status Report) to compute their R-levels?

(16) Is the status of the unit's standard METL determined and reported in the CUSR, in accordance with applicable criteria, doctrine, and policy, respectively?

(17) Prior to the deployment of their units for assigned missions, are commanders providing readiness projections based on the receipt of programmed resources (personnel and equipment) at LAD, or in-theater, as required?

(18) While their units are deployed, are unit commanders continuing to submit reports and to determine and report their units' C-levels, in accordance with policy requirements?

(19) Are CUSRs properly classified and transmitted via secure means?

(20) When alerted for, or assigned, an operational requirement, are unit commanders determining and reporting an A-level indicating the ability of their units to accomplish the designated operational requirement with the units and elements under their mission command?

c. Preparing and submitting a commander's unit-status reports by parent units.

(1) Are CUSRs reviewed, and approved, by the responsible unit commander before submission?

(2) Does the unit have the necessary computer hardware, software, and trained personnel to prepare and submit USRs?

(3) When alerted for, or assigned, an operational requirement, are unit commanders determining and reporting an A-level indicating the ability of their units to accomplish their primary assigned missions?

(4) When alerted for, or assigned, an operational requirement, are the commanders of reporting units continuing to determine and report their units' C-levels, in accordance with the established requirements?

(5) Are C-5 reporting units authorized to report C-5, in accordance with applicable standards and criteria?

(6) Are commanders accurately identifying the subordinate units and elements that should be included in the designed, or established, structure for CUSR purposes?

(7) Are commanders accurately identifying the subordinate units and elements under their mission command, for CUSR purposes?

- (8) Do deploying units submit a deployed report, within 24 hours after its main body has closed into theater during RSOI?
 - (9) Are change reports submitted by units within 24 hours of the event necessitating the change report?
 - (10) Are commanders selecting and using the correct report type, based on their unit type, and operational circumstances?
 - (11) Is the unit's BUI data reviewed, and updated, in conjunction with CUSR preparation?
 - (12) Are the numbers of "USR available" and "mission deployable" Soldiers determined and reported in accordance with the applicable criteria and policy, respectively?
 - (13) Are reportable equipment items, substitute, and in-lieu-of equipment items correctly identified and reported in accordance with applicable criteria and policy, respectively?
 - (14) If applicable, have all exempt LINs reported by the unit in the CUSR been properly approved?
 - (15) Are "only equipment items" in the possession, or control, of the unit counted as on-hand (available) for USR purposes?
 - (16) Is the monthly material condition status report used by the unit to compute the R-level?
 - (17) Is the unit's METL determined, and reported, in the CUSR, in accordance with applicable doctrine, criteria, and policy?
 - (18) Are CUSRs properly classified and transmitted via secure means?
 - (19) Are CUSRs destroyed in accordance with applicable requirements?
 - (20) Prior to the deployment of their units for their assigned missions, are commanders reporting their readiness projections, based on the receipt of programmed resources (personnel and equipment) at LAD or in-theater as required?
- d. Commander's unit status report requirements unique to Reserve Component units.*
- (1) Do commanders of non-mobilized or non-federalized RC units accomplish status assessments in sufficient detail to validate the status levels have not changed, before submitting validation reports; are validation reports submitted during the months when regular reports are not due?
 - (2) Does the advance party of a mobilizing RC unit prepare, and submit, a CUSR within 24 hours of its arrival at the mobilization station?
 - (3) Following alert, are RC units preparing and submitting regular reports monthly, as required?

B-5. Test questions for force registration

- a.* Has the command appointed a trained primary UICIO, and a trained alternate UICIO, for their organizations and installations? Has the command provided the current contact information for those personnel appointed to the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) UICIO within 24 hours of any changes?
- b.* Does the command or UICIO complete registrations of the AA-level UICs, and all documented DUICs and sub-unit UICs, in accordance with the permanent orders or, for ARNG, in accordance with the Organizational Authorities issued under the purview of NGB?
- c.* Does the command or UICIO register all DUICs required for current operations, deployments, and mobilizations?
- d.* Does the command or UICIO provide a change report to HQDA within 24 hours following any change to the PRGEO data field, the current status and activity code (ACTIV data field), the next higher operational command (OPCON data field), or the next higher ADCON authority (ADCON data field)?
- e.* Does the command or UICIO have enough certified and trained personnel trained as DRRS-A primary, and alternate UICs, to maintain continuous (that is, 24 hours a day, 7 days a week) operations during crises?
- f.* Does the command or UICIO ensure the data in their organization's database is current and correct?
- g.* Does the command or UICIO synchronize the organization's DRRS-A databases with the DRRS-A database at HQDA and advise the DCS, G-3/5/7's Director, Readiness (DAMO-ODR) UICIO immediately of any suspected discrepancies?
- h.* Does the command or UICIO review classified BIDE and ABIDE annually, to ascertain whether the classification level still applies and, on a case-by-case basis, determine downgrading of classified BIDE or ABIDE?
- i.* Does the command or UICIO execute inactivation, and discontinuation, transactions in the DRRS-A database, to inactivate MTOE units on the E-date of the permanent order, ensuring property books are cleared per AR 710-2?
- j.* Does the command UICIO register unstructured DUICs, in accordance with established policy, and inactivate these unstructured DUICs when they are no longer needed, or the specified timeframe expires?
- k.* Does the command UICIO ensure all units required to submit a USR will do so?

B-6. Supersession

This evaluation replaces the evaluation for unit-reporting status previously published in AR 220-1, dated 15 April 2010.

B-7. Comments

Help to make this a better tool for evaluating internal controls. Submit comments via email to usarmy.pentagon.hqda.list.dcs-g-3-5-7-odr-all@army.mil.

Glossary

Section I

Abbreviations

ABCT

armored brigade combat team

ABIDE

Army basic identity data element

AC

Active Component

AC2DB

Army Command and Control Database

ACOM

Army command

ACP

Army Campaign Plan

AD

Army directive

ADCON

administrative control

ADP

Army doctrine publication

ADRP

Army doctrine reference publication

ADS

authoritative data source

AESIP

Army Enterprise System Integration Program

AFC

Army Futures Command

AGO

Department of the Army general order

AMC

U.S. Army Materiel Command

AME

assigned mission equipping

AMLC

U.S. Army Medical Logistics Command

AMM

assigned mission manning

ANAME

abbreviated organization name

AOR

area of responsibility

AOS

Army organization server

APS

Army prepositioned stocks

AR

Army regulation

ARCYBER

U.S. Army Cyber Command

ARFOR

Army Force

ARIMS

Army Records Information Management System

ARMS

Army Readiness Management System

ARNG

Army National Guard

ARNGUS

Army National Guard of the United States

ARSOF

Army special operations forces

ARSTAF

Army Staff

ARSTRUC

Army Structure

ASA (ALT)

Assistant Secretary of the Army (Acquisition, Logistics and Technology)

ASA (FM&C)

Assistant Secretary of the Army (Financial Management and Comptroller)

ASA (IE&E)

Assistant Secretary of the Army (Installations, Energy and Environment)

ASA (M&RA)

Assistant Secretary of the Army (Manpower and Reserve Affairs)

ASCC

Army service component command

ATA

Army tasking authority

ATMS

Army Training Management System

ATN

Army Training Network

AUGTDA

augmentation table of distribution and allowances

BCT

brigade combat team

BDE

brigade

BIDE

basic identity data element

BMA

business mission area

BN

battalion

BOG

boots-on-the-ground

BUI

basic unit information

CAR

Chief, Army Reserve

CATS

combined arms training strategy

CBRN

chemical, biological, radiological, and nuclear

CCDR

combatant commander

CCMD

combatant command

CDR

commander

CDU

critical dual use

CG

commanding general

CIO

Chief Information Officer

CJCS

Chairman of the Joint Chiefs of Staff

CJCSI

Chairman of the Joint Chiefs of Staff Instruction

CJCSM

Chairman of the Joint Chiefs of Staff Manual

CMH

Center of Military History

CNGB

Chief, National Guard Bureau

COE

Chief of Engineers

COMPO

component

COMSEC

communications security

CONPLAN

contingency plan

CONUS

continental United States

cQuiP

cloud equipping (replaces SLAMIS)

CR

change report

CRE

chemical, biological, radiological, and nuclear response enterprise

CRS

Chairman's Readiness System

CSA

Chief of Staff, Army

CSERV

combatant command or service command code

CSF2

Comprehensive Soldier and Family Fitness program

CUI

controlled unclassified information

CUSR

commander's unit status report

DA

Department of the Army

DA Pam

Department of the Army pamphlet

DARNG

Director, Army National Guard

DCS

Deputy Chief of Staff

DES

dental equipment set

DIMA

DoD intelligence mission area

DMS

dental materiel set

DoD

Department of Defense

DoDAAC

Department of Defense activity address code

DoDD

Department of Defense directive

DoDI

Department of Defense instruction

DRRS

Defense Readiness Reporting System

DRRS-A

Defense Readiness Reporting System-Army

DRRS-S

Defense Readiness Reporting System-Strategic

DRU
direct reporting unit

DTMS
Digital Training Management System

DUIC
derivative unit identification code

EAB
echelon above brigade

E-date
effective date

EIEMA
enterprise information environment mission area

EOH
equipment on-hand

ERC
equipment readiness code

ETDA
equipment tables of distribution and allowances

EXORD
execution order

FG
force generation

FM
field manual

FMC
fully mission capable

FMS
Force Management System

FMSWeb
Force Management System website

FORSCOM
U.S. Army Forces Command

FR
force registration

GAO
Government Accountability Office

GEO
geographical location

GF
generating force

GFM
global force management

GO
general officer

HOGEO
home location code

HQ
headquarters

HQDA
Headquarters, Department of the Army

HSDUIC
home station derivative unit identification code

IBCT
infantry brigade combat team

ICAM
Identity, Credential, and Access Management

ILO
in-lieu-of

IMCOM
Installation Management Command

INTR CMD
interested command

ISR
installation status report

IT
information technology

JCA
Joint capability area

JCCA
Joint Combat Capability Assessment

JCS
Joint Chiefs of Staff

JFHQ
Joint Forces Headquarters (formerly STARC)

JS
Joint Staff

JSP
Joint Service Provider

LAD
latest arrival date

LDAC
Logistics Data Analysis Center

LDUIC
Location derivative unit

LIN
line item number

MAP
MTOE assigned personnel

MCU
multiple component unit

MEDCOM
U.S. Army Medical Command

MEEL
mission-essential equipment list

MEQLOCN
major equipment and crew status

MES
medical equipment set

MET
mission-essential task

METL
mission-essential task list

MHQ
major headquarters

MMDF
maintenance master data file

MMS
medical materiel set

MOA
memorandum of agreement

MOS
military occupation specialty

MOSC
military occupational specialty code

MOU
memorandum of understanding

MQS
military qualification standards

MTOE
modification table of organization and equipment

MU
major unit

MWD
military working dog

N/A
not applicable

NCO
noncommissioned officer

NDAA
National Defense Authorization Act

NGB
National Guard Bureau

NIPR
nonsecure internet protocol router

NIPRNET
nonsecure internet protocol router network

NMS
National Military Strategy

NSN
national stock number

OCONUS
outside the continental United States

ODATE
organization date

OF
operating force

ONS
operational needs statement

OPCON
operational control

OPLAN
operations plan

ORGLOCN
organization and location

OSD
Office of the Secretary of Defense

OTSG
Office of the Surgeon General

PCTEF
percent effective

PERSTREN
personnel strength

PMG
Provost Marshal General

POM
program objective memorandum

PPBE
planning, programming, budgeting, and execution

PPM
process procedure manual

PRGEO
present geographical location

RA
Regular Army

RC
Reserve Component

RICDA
The date of change of SORTS category level information

RPTDUIC
reported unit identification

RPTNORG
reporting organization

RSOI
reception, staging, onward movement, and integration

SB

supply bulletin

SBCT

Stryker brigade combat team

SBRPT

subordinate reporting organization

SECARMY

Secretary of the Army

SECDEF

Secretary of Defense

SES

Senior Executive Service

SIA

system interface agreement

SIPR

secure internet protocol router

SIPRNET

secure internet protocol router network

SKO

sets, kits, and outfits

SORTS

Status of Resources and Training System

SORTUNIT

originator identification

SR

sustainable readiness

SRC

standard requirement code

T&EO

training and evaluation outlines

T/P/U

trained/needs practice/untrained

TAA

total Army analysis

TAADS

The Army Authorization Document System

TCS

temporary change of station

TDA

table of distribution and allowances

TM

technical manual

TOE

table of organization and equipment

TPE

theater provided equipment

TPSN

troop program sequence number

TRADOC

U.S. Army Training and Doctrine Command

TSG

The Surgeon General

UIC

unit identification code

UICIO

unit identification code information officers

ULC

unit level code

ULO

unified land operations

UNCLAS

unclassified

USACC

U.S. Army Corrections Command

USACCSA

United States Army Command and Control Support Agency

USAFMSA

U.S. Army Force Management Support Agency

USAG

U.S. Army garrison

USAMEDCOM

U.S. Army Medical Command

USAR

U.S. Army Reserve

USARC

U.S. Army Reserve Command

USASOC

U.S. Army Special Operations Command

USC

United States Code

USR

unit status report

UTC

unit type code

VES

veterinarian equipment set

VR

validation report

WMA

warfighting mission area

Y/Q/N

Yes/Qualified Yes/No rating scale

Section II

Terms

Active Army

Consists of: (1) RA Soldiers on active duty; (2) the ARNGUS and the U.S. Army Reserve (USAR) Soldiers on active duty; (3) ARNG Soldiers in the service of the United States pursuant to a call; and (4) all persons appointed, enlisted, or inducted into the Army without component. Excluded are ARNGUS and USAR Soldiers serving on: (1) active duty for training; (2) Active Guard Reserve status; (3) active duty for special work; (4) temporary tours of active duty for 180 days or less; and (5) active duty pursuant to the call of the President (10 USC 12304).

Active duty

Full-time duty in the active military service of the United States. Includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Does not include full-time National Guard duty (see 10 USC 101).

Active Guard/Reserve

Army National Guard of the United States and United States Army Reserve (USAR) personnel serving on active duty (AD) under Section 12301, Title 10, United States Code, and the ARNGUS personnel serving on full-time National Guard duty under Section 502(f), Title 32, United States Code. These personnel are on full-time National Guard duty or AD (other than for training on AD in the Active Army) for 180 days or more for the purpose of organizing, administering, recruiting, instructing, or training the Reserve Components.

Active service

Service on active duty or full-time National Guard Duty (see 10 USC 101).

Annual training

The minimal period of training reserve members must perform each year to satisfy the training requirements associated with their Reserve Component assignment. Also called AT (see DoD Dictionary of Military and Associated Terms).

Area of concentration

The functional area orientation of officers.

Army command

An Army force designated by the SECARMY, performing multiple Army service 10 USC functions (3013B) across multiple disciplines. Command responsibilities are those established by the Secretary and normally associated with ADCON.

Army National Guard

As used in this regulation, ARNG describes the organized militia of land force units under the control of the individual States and Territories that become a component of The Army when in the service of the United States. Also, those Army organizations designated as force structure component (COMPO) 2.

Army National Guard of the United States

As used in this regulation, ARNGUS describes federally recognized Army units consisting of members of the ARNG who have been mobilized and come under the control of Federal authorities.

Army Readiness Portal

The HQDA G-3/5/7 (DAMO-ODR) portal site is the consolidation point for processes, procedures, and guides for preparing, reviewing, and submitting the commander's unit status report and for accomplishing FR actions link; <https://drsa.aoc.army.pentagon.mil>. The Army Readiness Portal is also a reference and coordination site providing access to relevant policy from other sources and readiness activity schedules for standard activities like the strategic readiness update, CUSR, Strategic Readiness Assessment Group, and Army Readiness Council events. This site also provides access to the NIPR DRRS-A application and software.

Army Readiness Portal Process Procedure Manual

Basic document developed for providing guidance on processes, procedures, and practices for preparing and reporting the CUSR and performing FR tasks and system applications understanding.

Army service component command

An Army force designated by the SECARMY, composed primarily of operational organizations serving as the Army component for a CCDR. If designated by the CCDR, it serves as a Joint Forces Land Component Command, or Joint

Task Force. Command responsibilities are those established by the SECARMY and normally associated with OPCON and ADCON (see AR 10–87).

Army service component headquarters

An Army headquarters designated by the SECARMY to support sub-unified commands (see AR 10–87).

Assessment

A subjective evaluation of a unit's status based on the unit commander's judgment.

Assign

To place units or personnel in an organization where such placement is relatively permanent, and/or where such organization controls and administers the units or personnel for the primary function, or greater portion of the functions, of the unit, or personnel. To detail individuals to specific duties or functions where such duties or functions are primary and/or relatively permanent (see DoD Dictionary of Military and Associated Terms).

Assigned military occupational specialty skills match

The assigned military occupational specialty skills match reflects those assigned and attached Soldiers who possess the training and skills necessary to perform effectively in the duty position in which the Soldier currently serves within the unit and who are currently assigned or attached.

Assigned mission

An operational requirement assigned a unit to plan for, prepare for, or to execute.

Assigned mission equipping

Is one of two measured areas used to determine a unit's A-level (1, 2, 3, 4) for an assigned mission. It is a comparison of the equipment requirements to complete the assigned mission in relation to the equipment the unit has on hand, available and under the units control based on the unit's authorization document.

Assigned mission level

The assessment of a unit's overall readiness to accomplish a primary assigned mission as required. Unit measures for the A-level assessment are AMM, and AME. A-level assessment uses the four-tier rating scale for reporting purposes.

Assigned mission manning

Is one of two measured areas used to determine a unit's A-level (1, 2, 3, 4) for an assigned mission. It is a comparison of the manning requirements to complete the assigned mission, in relation to the deployable personnel the unit has available and under its control, based on the unit's authorization document.

Assigned strength

The assigned personnel strength of a unit includes all permanently assigned personnel formally assigned to the unit by official orders, to include medical personnel managed under MAP. Personnel temporarily absent (for example, leave and temporary duty) are included in assigned strength.

Attach

The placement of units or personnel in an organization where such placement is relatively temporary. The detailing of individuals to specific functions where such functions are secondary or relatively temporary, for example, attached for quarters and rations; attached for flying duty (see DoD Dictionary of Military and Associated Terms).

Augmentation table of distribution and allowances

The AUGTDA is a form of TDA that augments an MTOE unit. It establishes organizational structure, personnel, and equipment required for the unit to execute administrative and operational functions beyond the documented capabilities of the MTOE. The AUGTDA can include military and/or civilian personnel, and standard and/or commercial equipment.

Authorization documents

HQDA-approved records that reflect personnel and equipment requirements and authorizations for one or more units. Authorization documents also provide unit organizational information. Such documents are MTOE and TDA.

Authorized strength

That portion of the required manpower that can be supported by the manpower available and that is reflected in the authorized column of authorization documents.

Availability

Capabilities or forces which are (or can be) trained, equipped, resourced, and ready for deployment to fulfill CCDR's operational requirements in accordance with that commander's established timeline, or as designated by the primary Joint force provider.

Available days

Applies to assessing equipment's ability to do its combat or support job. Available days are the days equipment is on hand in the organization and fully able to do its mission. The time that equipment is fully mission capable.

Boots-on-the-ground time

The time, or duration, a unit is in a theater of operations. The BOG clock begins when the majority (more than 50 percent) of the unit arrives in theater and continues until the majority (more than 50 percent) of the unit has departed from the theater.

Cadre unit

Organized at the cadre (nucleus) level to provide a base for expansion to full authorization in case of mobilization; for example, a unit that will have a training mission. Cadre type units will not be organized or used solely for non-wartime missions. Units organized at the cadre level of the TOE will be authorized only the equipment needed for cadre training.

Carrier unit identification code

Provides a means to assign personnel and account for equipment that arrives at the unit location before unit activation. Upon activation of the MTOE unit, HQDA (DAMO-FD) will discontinue the carrier UIC.

Category level

An overall unit readiness metric established by the JS. C-levels indicate the overall status of the selected unit resources measured against the resources required to undertake the wartime missions and provide its core designed capabilities and functions for which the unit is organized or designed. C-levels, by themselves, do not project a unit's combat performance once committed to combat. This level is an overall assessment derived by considering the current status of four measured areas (personnel, EOH, equipment readiness or serviceability, and training (P, S, R, T)) that indicate the availability status of resources, equipment, and the deployability of personnel regarding unit training proficiency measured against the requirements and capabilities established by the unit's MTOE or TDA.

Cloud equipping

cQuiP is an HQDA, web-based data mart with a proven track record of automating and integrating acquisition processes involving multiple functional organizations. cQuiP consolidates data from authoritative sources and provides visibility of key information across the life cycle of Army materiel. cQuiP provides "cradle to grave" visibility of equipment acquisition from approval of requirements through funding, authorizing, fielding, and sustainment to retirement.

Common table of allowances item

An item of materiel that can be authorized by common or specific usage criteria, and that does not require documentation in The Army Authorization Documents System-Redesign and a centralized computation of requirements by the Structure and Composition System.

Component(s)

Those Army organizations that, as a result of total Army analysis (TAA) and program objective memorandum (POM) processes, are designated as force structure COMPO 1 and registered as such by UIC in the DRRS-A database, the authorized database of record for operational Army organizations (also known as the "Regular Army"). COMPO 1 are those federal forces comprised of full-time Soldiers and Department of the Army Civilians who comprise the operational and institutional organizations that execute the daily missions of the Army. Upon mobilization, ARNGUS/ARNG (COMPO 2) and USAR (COMPO 3) units do not become COMPO 1 organizations; they retain their applicable force-structure component designations while on active duty. (See force structure component.)

Composite organizations

An organization formed by grouping a parent headquarters unit (UIC ending in AA) with other subordinate parent units or composite organizations. A composite organization relies on a nominal unit aggregation point created in force registration as a DUIC ending in FF or FX.

a. The FF composite organization is only for composite-unit-reporting purposes, and these reporting-unit types are identified in the ARSTRUC message. They are defined in paragraph 3-3e. These units will register an FF DUIC in

force registration to facilitate composite report submission. In general, composite-reporting units are MTOE, operational force organizations with exceptions approved only through HQDA.

b. The FX composite organization is a composite organization, which does not submit composite reports, and is a nominal unit aggregation point for a command determined administrative function. The parent unit will register an FX DUIC as a nominal unit aggregation point within force registration.

Composite report

A report submitted by a composite reporting major unit or major headquarters, providing an overall assessment based on the condition of subordinate reporting AA UIC units and their ability to operate together (see table 4–4). The MU or MHQ is identified as a composite-reporting organization, per this regulation, and has been authorized by HQDA to create an FF DUIC for the nominal hierarchical parent organization, to submit a composite report.

Deploy

The relocation of forces, personnel, or equipment from home station to meet operational requirements.

Deployable strength

That portion of a unit's assigned strength that is deployable with the reporting unit to accomplish its assigned wartime mission, as qualified in accordance with the personnel deployability criteria found in AR 40–501 and AR 40–502, or supporting medical readiness references and AR 600–8–101 personnel processing (in-, out-, Soldier readiness, and deployment cycle).

Deployable unit

A unit that is capable of being relocated to desired areas of operations. Also see Mission Deployable (see para 3–3 for deployed unit definition).

Derivative unit identification code

The DUICs are assigned to organic elements of organizations that require separate UIC registration, in accordance with the provisions of this publication. Examples are sub-elements either located with, or away from, the parent unit but included by separate paragraphs within the parent unit document. The derivative unit identification code (dUIC) for unstructured, undocumented dUICs is spelled with lowercase d to indicate an unstructured, undocumented DUIC element. Also see definitions for sub-unit UIC and parent unit.

Detachment

A part of a unit separated from its main organization for duty elsewhere. A temporary military or naval unit formed from other units or parts of units (see DoD Dictionary of Military and Associated Terms).

Developmental line item number

A temporary number assigned by AMC catalog data activity, for planning purposes, to a developmental or non-developmental item, before type classification and replacement with a standard item number (see AR 708–1 and AR 70–1).

Direct reporting unit

An Army organization composed of one or more units with institutional or operational functions; designated by the SECARMY; providing broad general support to the Army in a normally single, unique discipline not otherwise available elsewhere in the Army. DRUs report directly to an HQDA principal and/or ACOM and operate under authorities established by the SECARMY (see AR 10–87).

Documented

The final approved state of an authorization document, whether it is an MTOE, TDA, or augmentation TDA (modified table of organization and equipment, table of distribution and allowance, and augmentation TDA).

Duty military occupational specialty

The MOSC assigned to the position against which the warrant officer or enlisted Soldier is assigned or, in the absence of a documented position, the MOSC that best reflects the principal duties being performed by the incumbent (see DA Pam 611–21).

Effective date

A six-position numeric code, which signifies the actual date that an authorization document is effective; for example, E-date 871001. The first two digits are the calendar year, the third and fourth are the month, and the fifth and sixth are the day. So the example is for the year 1987, the month of October, and the first day of that month.

Equipment mission capable

A logistic indicator that portrays how well a unit is maintaining the portion of its on-hand equipment, which is both unit status and maintenance reportable. For USR reporting purposes, fully mission capable equates to equipment mission capable.

Equipment on hand (available)

A unit readiness indicator depicting the equipment items currently available to the organization for mission accomplishment. The EOH (available) is computed by comparing the available equipment on hand to the authoritative requirements.

Equipment readiness code

A one-digit code explaining an item's importance to a unit's combat, combat support, or service support mission. The codes are assigned to items on MTOEs. From AR 750-1. ERC-A or ERC-P is defined as a principal weapon or mission system essential to accomplish the unit's primary doctrinal mission(s); there is no definition for the P or A or ERC-P or ERC-A, other than what it states.

Equipment readiness/serviceability

A logistic indicator that portrays the combined impact of equipment shortages and maintenance shortfalls in a unit's ability to meet wartime requirements. (Note. The term "equipment serviceability" is used at the Joint level.)

Force generation

An element of Military Force. The operation that creates and provides units for projection and employment, to enable military effects and influence across multiple operating environments. The primary responsibility of the Services to develop, provide, and preserve forces in support of the NMS to enable the CCDRs to execute their missions. See Military Force Function for other elements. (See AR 525-29 for the Army's force-generation policy.)

Force Management System website

FMSWeb provides information on mission, organizational structure, personnel and equipment requirements, and authorizations for Army units and Army elements. Provides management and analysis tools and reports used in force-management processes and access to requirements and authorization documents.

Force structure component

A numerical designation (1, 2, 3, and 6) resulting from the TAA process used primarily to categorize Army force structure during POM development. The force-structure COMPO data can be registered in the DRRS-Army database and is applicable to the USR process is: COMPO 1 (RA), COMPO 2 (ARNG), COMPO 3 (USAR), and COMPO 6 (APS). Previously used force structure COMPOs that are now obsolete are: COMPO 4 (required but unresourced units), COMPO 7 (direct host nation support), COMPO 8 (indirect host-nation support), and COMPO 9 (logistics civil augmentation). See Component(s).

Full mission-essential task list proficiency

The unit-training condition where each METL task can be performed to standard by the unit, and only sustainment training is needed. Full METL proficiency is the benchmark from which the number of training days required for unit training is measured. It is not a deployment standard or the criteria for the T-1 level.

Full unit deployment

A unit is considered deployed for reporting purposes when the following two conditions are met: first, 50 percent or more of the assigned personnel from the unit structure are deployed in support of a core or an assigned mission; second, the commander deploys to command the unit. BDE and above organizations (ending in FF) are considered deployed when the command element is mobilized/federalized. The command element consists of the 0-6 or GO commander and a primary staff element.

Generating force

The generating force consists of those Army organizations whose primary mission is to generate and sustain the Operational Army's capabilities for employment by Joint Force commanders (see FM 1-01).

Generating force employable

This phraseology describes a Soldier who is present for duty in a GF unit and, regardless of his current USR deployability status, can successfully accomplish all of the duties and tasks required by the currently assigned duty position in the GF unit, in the assessment of the unit commander. The number of "generating force employable" Soldiers in a reporting unit is an optional data point which is applicable only to designated GF units.

Installation

An aggregation of contiguous, or near contiguous, common-mission-supporting real property holdings under the jurisdiction of, or possession controlled by, the Department of the Army or by a State, commonwealth, territory, or the District of Columbia, and at which an Army unit or activity (Active, Army Reserve, or Army National Guard) is assigned. An installation is a single site or a grouping of two or more sites, for the purposes of real property inventory control. (See AR 405–45.)

Joint Force Headquarters–State (formerly State area command)

A mobilization entity within each State and territory, which may be ordered to active duty when ARNG units in the State or territory are alerted or mobilized. The JFHQ provides for mission command of mobilized ARNGUS units from home station until arrival at mobilization station. It is also responsible for planning and executing military support for civil defense and land defense plans, under the respective area commander. It also aids military Family members.

Left behind equipment

MTOE equipment that a deploying unit leaves behind at its home station.

Line item number

A six-position alphanumeric number that identifies the generic nomenclature of specific types of equipment. Standard LIN consists of one alpha position followed by five numeric positions. Standard LINs are assigned by AMC and are listed in SB 700–20.

List of Army components

COMPO descriptions: (1) Active Army, (2) Army National Guard, (3) U.S. Army Reserve, (4) unresourced unit, (5) units not “matched” (TAA), (6) APS, (7) direct host-nation offset, (8) indirect host-nation offset, (9) logistics civil augmentation program.

Main body

Principal part of a tactical command or formation. It does not include detached elements of the command, such as advanced party or closeout party.

Major headquarters

Organizations at BDE, or higher, which by force design do not have subordinate organic AA UIC elements to execute operational missions and tasks.

Major unit

Reporting unit organizations at BDE level (for example BCTs, functional and multifunctional support BDEs, and so forth), which have subordinate organic AA UIC elements by force design, and which execute operational missions and tasks.

Measurement

A status assessment that is highly objective, because it is calculated from authoritative data.

Military occupational specialty

The grouping of duty positions requiring similar qualifications and the performance of closely related duties (see DA Pam 611–21).

Military occupational specialty code

The five-character code used to identify MOS, skill level, and special qualifications.

Military qualification standards

A three-phased series of manuals for officers (military qualification standards (MQS) I, Pre-commissioning; MQS II, lieutenant; and MQS III, captain) that state military tasks, skills, knowledge, and professional military education expected of an officer at these levels. MQS I, the precommission manual, is the same for all precommission programs; MQS II and III are branch-and-specialty specific.

Mission

The task together with the purpose, that clearly indicates the action to be taken and the reason therefore. In common usage, especially when applied to lower military organizations, a duty assigned to an individual or organization; a task (see DoD Dictionary of Military and Associated Terms).

Mission capable

The time that a piece of equipment or system is fully mission capable or partially mission capable. For unit status reporting purposes, the Army uses FMC time. Fully mission-capable equipment is FMC when it can perform all its

combat missions without endangering the lives of crew or operators. The terms “ready,” “available,” and “full mission capable” are often used to refer to the same status; equipment is on hand and able to perform its combat missions. Partially mission capable systems and equipment are safely usable and can perform one or more, but not all, primary missions because one or more of its required mission-essential subsystems are inoperative for lack of maintenance or supply. Partially mission capable is not considered for unit status reporting purposes.

Mission command

This terminology replaces the Army doctrinal term command and control. The mission command war-fighting function develops and integrates those activities, enabling a commander to balance the art of command and the science of control. See Army Doctrine Publication 3–0. See also command authority.

Mission deployable

This phraseology describes a Soldier who, for USR purposes, is deemed by the unit commander as able to deploy immediately or within 72 hours as an individual or as part of the unit to a specified area of operations (CONUS or OCONUS) in support of operational requirements. The number of “mission deployable” Soldiers in a reporting unit is a significant factor used in the determination of the unit’s assigned mission manning level (AMM-level).

Mission module

The third module under SR. Units in mission modules are in receipt of mission orders, based on known demands either approved by the Secretary of Defense through the GFM allocation process, or by a CCDR as an assigned force demand. Expected decisive action readiness levels are dependent on mission requirements. Mission modules include units at C–1 to C–2 levels required for decisive action, as well as mission specific A-level requirements. Units in a mission module are only available to meet unknown or contingency demands as determined by the Secretary of Defense, and as such are generally not available to force providers for sourcing other requirements (see AR 525–29).

Mission-essential task

A collective task on which an organization trains to be proficient in its designed capabilities or assigned mission.

Mission-essential task list

A tailored group of mission-essential tasks (see FM 7–0).

Mobilization

The act of preparing for war or other emergencies through assembling and organizing national resources. It is the process by which the Armed Forces, or part of them, are brought to a state of readiness for war or another national emergency. This includes assembling and organizing personnel, supplies, and materiel for active military service, federalization of Reserve Components, extension of terms of service and other actions necessary to convert to a war-time posture.

Mobilization station

The designated military installation (active, semi-active, or inactive) or mobilization center to which a Reserve Component unit is moved for further processing, organizing, equipping, training, and employing after mobilization and from which the unit may move to its port of embarkation.

Modification table of organization and equipment

An authorization document that prescribes the modification of a basic TOE necessary to adapt it to the needs of the specific unit or type of unit (see AR 71–32).

Modification table of organization and equipment assigned personnel system

Army medical professionals are an organic part of a deployable unit while maintaining their place of duty at a MEDCOM facility.

Multiple component unit

A unit on a single document that is authorized personnel and/or equipment from more than one COMPO.

Net centric

A continuously evolving, complex community of people, devices, information, and services interconnected by a communications network to achieve optimal benefit of resources and better synchronization of events and their consequences.

Non-available days

Used in assessing the ability of equipment to perform its combat or combat support job. Non-available days are the days the equipment was not able to perform its mission, the time the equipment is not mission capable.

Not mission capable

Equipment that cannot perform one or more of its combat missions.

Obsolete line item number

As used in this regulation, an equipment item that has been formally type-classified obsolete by line item number.

Operating force(s)

Those forces organized, trained, and equipped to deploy and perform their core designed wartime mission in the prosecution of unified land operations (see ADP 1 and ADP 3–0).

Operating tempo

As used by Army, the annual operating miles, or hours for the major equipment system in a battalion-level or equivalent organization. Commanders to forecast and allocate funds for fuel and repair parts for training events and programs use operating tempo.

Operational control

Command authority that may be exercised by commanders at any echelon at, or below, the level of combatant command. Operational control is inherent in combatant command (command authority) and may be delegated within the command. When forces are transferred between combatant commands, the command relationship the gaining commander will exercise (and the losing commander will relinquish) over these forces must be specified by the Secretary of Defense. Operational control is the authority to perform those functions of command over subordinate forces involving organizing and employing commands and forces, assigning tasks, designating objectives, and giving authoritative direction necessary to accomplish the mission. Operational control includes authoritative direction over all aspects of military operations and Joint training necessary to accomplish missions assigned to the command. Operational control should be exercised through the commanders of subordinate organizations. Normally this authority is exercised through subordinate Joint Force commanders and Service and/or functional COMPO commanders. Operational control normally provides full authority to organize commands and forces and to employ those forces as the commander in operational control considers necessary to accomplish assigned missions; it does not, in and of itself, include authoritative direction for logistics or matters of administration, discipline, internal organization, or unit training. Also called OPCON (see DoD Dictionary of Military and Associated Terms). See also command authority.

Operational deployment

For CUSR purposes, operational deployments requiring units to determine and report the status of an assigned mission are those involving the movement of an Army reporting unit, or its reportable subordinate elements, away from their home stations to accomplish operational requirements, as directed by a higher headquarters. Operational deployments encompass broad mission types and include a wide range of activities, such as peacekeeping, humanitarian relief, and support to civil authorities. They do not include unit deployments to accomplish training or to participate in training exercises.

Operations tempo

The rate at which units of the Armed Forces are involved in military activities, including contingency operations, exercises, and training deployments. (Congress designates this definition of Operations Tempo for the Annual Defense Report.)

Organic forces

Assigned to and forming an essential part of a military organization. Organic parts of a unit are those listed in its table of organization for the Army, Air Force, and Marine Corps, and are assigned to the administrative organizations of the OFs for the Navy (see DoD Dictionary of Military and Associated Terms). See also ADP 5–0, FM 3–09, FM 4–30, and FM 6–0.

Pacing items

Major weapon systems, aircraft, and other items of equipment central to an organization's ability to perform its designated mission. Pacing items are identified in the Army Readiness Portal.

Parent unit

In MTOE units, a U.S. Army numbered unit of BN or equivalent level. Also, a numbered company, battery, troop, platoon, detachment, or team that is not an organic element of a BN. The 5th and 6th positions of a UIC which end in AA identify an organization as a parent unit. Note certain split units are treated as parent units for documentation in TAADS. TDA parent units are organized under a TDA with a unique TDA number assigned by DA, which includes TDA augmentation to an MTOE unit.

Partial deployment

A partial deployment of a unit is any deployment of a unit's elements or personnel that does not meet the criteria for a deployment. There are two partial deployment scenarios that may occur: 1– When the commander deploys with 49% or less of the unit, the non-deploying personnel and/or equipment will be assigned to a rear detachment. The unit is considered deployed and in the case of Reserve Component units will be mobilized/federalized. 2– When 50 percent of the unit deploys without the unit commander, the deploying personnel and/or equipment will be assigned to a forward detachment. The detached forward element is considered deployed and in the case of Reserve Component units will be mobilized/federalized.

Percent effective

The current percent of effectiveness of the organization. The commander's subjective assessment of the unit's ability to execute the currently assigned mission (see CJCSI 3401.02b).

Personnel losses

Actual losses to a reporting unit. Intra-command losses are not included. For example, losses to subordinate units that do not result in a loss to the reporting command are not counted as personnel losses.

Possible days

The number of calendar days an item was on-hand and on the property book during the reporting period. For an item received during the reporting period, count the first day it was on-hand as a whole possible day. Do not count the last day an item is on-hand and dropped from the property book as a possible day.

Prepare module

The initial module under SR that begins when rotational units either return from deployment or end their period of deployability. Units in prepare modules are not available for decisive action without significant risk to mission. The Army's goal for units in this module is to adequately resource them to build decisive action readiness by executing an approved training plan. Units remain in this module until they achieve a C–2 level of readiness. Force providers may source units in prepare modules for other missions, and may source subordinate elements, individuals, or equipment for requirements (including decisive action) subject to confirmation or validation of readiness as appropriate. Units in this module are further categorized in one of three ways, based on expected resourcing level (see AR 525–29).

Provisional unit

A Service- or combatant-commander-directed temporary assembly of personnel and equipment, organized for a limited period of time, for accomplishment of a specific mission (see CJCSI 3401.02B).

Readiness

The ability of U.S. military forces to fight and meet the demands of the National Military Strategy. Readiness is the synthesis of two distinct, but interrelated levels: unit readiness and Joint readiness (see unit readiness).

Ready module

The second module under SR. Units in ready modules must be ready to deploy immediately to support emergent requirements and contingency demands. Force providers may source units in ready modules for contingency requirements subject to confirmation or validation of readiness as appropriate. The ready module includes those Reserve Component units receiving additional training days and other resources to achieve a C–2 level of decisive action readiness (see AR 525–29).

Registered entity

An Army element of any size registered in the DRRS–A database, in accordance with the provisions of AR 220–1 and the Army Readiness Portal. Each registered entity will have a unique DUIC or UIC and a BIDE set describing the element.

Reporting unit

RA and RC units and key installations (includes both OFs and GFs) registered in the DRRS–A database and that are required to submit a unit status report in accordance with the provisions of AR 220–1 to meet either internal or externally directed requirements.

Required column

The portion of a unit's TOE, MTOE, or TDA that designates what personnel and equipment are necessary to meet full wartime requirements.

Return date

A return date is when 51 percent of the unit's personnel have returned from deployment.

Standard mission-essential task list

A set of essential standard tasks for like units that reflect their as designed capabilities. The standard METL will be developed or prescribed in accordance with Army doctrine established by TRADOC and will be approved by the DCS, G-3/5/7.

Substitution item

An item authorized for issue and considered acceptable for unit status reporting instead of a required standard item of like nature and quality. SB 700–20 identifies items and procedures for making substitutions.

Subunit unit identification code

Subunit UICs are assigned to lettered companies, batteries, or troops organic to a parent unit (see AR 71–32). Also referred to as “structured derivatives.”

Table of distribution and allowances

The authorization document that prescribes the organizational structure, and the personnel and equipment requirements and authorizations of a military unit to perform a specific mission, for which there is no appropriate TOE. An augmentation TOE is an authorization documentation document created to authorize additional personnel or equipment or both by an MTOE unit to perform an added peacetime or non-MTOE mission (see AR 71–32).

Table of organization and equipment

The TOE is a document that prescribes the wartime mission, capabilities, organizational structure, and mission-essential personnel and equipment requirements for military units. It portrays the doctrinal modernization path of a unit over time from the least modernized configuration (base TOE) to the most modernized (objective TOE) (see AR 71–32).

Table of organization and equipment/modified table of organization and equipment, full

The full strength and equipment of D and E series table of TOE; level 1 strength and equipment of G and later series TOE; and required column strength and equipment for units organized under MTOE. For TOE organizations, additions provided by TDA for non-TOE missions are excluded from the computation of full TOE. For units organized under type B columns of TOE, the type B column is treated as full TOE/MTOE. For units organized under cadre columns of TOE, the cadre column is treated as full TOE/MTOE. For TDA organizations designated to report organization status, the required column is treated as full TOE.

T-Days

The number of continuous, unconstrained training days required to achieve full METL proficiency (T–1). It is not constrained by the availability of training resources and is not a metric for computing the units T-level.

Theater provided equipment

Equipment provided to deploying units in theater and that will remain in the AOR.

Total deployment

A total deployment occurs when a parent unit (AA-level UIC) deploys with all its assets (personnel and equipment), without exception.

T-Pre mob

The unit status determined by designated RC units to indicate the level of training proficiency achieved for pre-mobilization training requirements. No longer part of unit-reporting requirements, it should be part of the commander’s T-days computation.

Trained/Needs Practice/Untrained

(T/P/U) are the three unit-training-status assessments that commanders routinely determine for their units, in accordance with Army training doctrine, and then report in their unit-status reports. The specific criteria and procedures for determining each of these unit-training assessments are explained in FM 7–0, available at the ATN, <https://atn.army.mil>.

Training level

The T-level reflects the commander’s assessment of the unit’s training proficiency to provide the core capabilities for which it was organized and designed. The T-level is measured against the unit’s all-inclusive training requirements to achieve or sustain full METL proficiency.

Type B units

Type B MTOE units are configured to conserve U.S. Army manpower by substituting non-U.S. personnel in specified positions of selected (generally combat service support; for example, terminal transfer units) MTOE. Units organized at level B of the TOE will be authorized level B equipment, as adjusted by force structuring constraints.

Type classification

Process that identifies the life cycle status of a materiel system. Any military element whose structure is prescribed by competent authority, such as a table of organization and equipment; specifically, part of an organization. An organization title of a subdivision of a group in a task force. A standard or basic quantity into which an item of supply is divided, issued, or used. In this meaning, also called unit of issue. With regard to Reserve Components of the Armed Forces, denotes a Selected Reserve unit organized, equipped, and trained for mobilization to serve on active duty as a unit or to augment or be augmented by another unit. Headquarters and support functions without wartime missions are not considered units (see DoD Dictionary of Military and Associated Terms).

Unit identification code

A 6-character code assigned to a specific unit, which can be used to identify the unit. Also see definitions for parent unit, derivative UIC, and sub-unit UIC.

Unit readiness

Unit readiness is the ability to provide capabilities required by the CCDRs to execute their assigned missions. This is derived from the ability of each unit to deliver the outputs for which it was designed.

Unit status

The measured resource and status levels in a unit, at a specific point in time.

Wartime requirements

Doctrinally established requirements needed by type units to fully perform as designed and as part of the total force. The organization design (level 1) establishes wartime required fill levels for personnel and equipment.

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