

# 7<sup>TH</sup> MARINES BATTLE STAFF WORKBOOK



Updated 8 APRIL 2002

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# STEP 1: MISSION ANALYSIS

<b>A: Receipt of Mission</b> <b>TIME:</b> _____ <b>H+00 to H+30</b>		
Action	Who	Tools
<input type="checkbox"/> Acknowledge Receipt	S-3/Watch O	SCR/SIPR
<input type="checkbox"/> Alert the Staff	Watch O	SCR/DSVT
<input type="checkbox"/> Initial Estimate of Situation	Plan Cell A	METT-TS&L
<input type="checkbox"/> Staff Orientation	Plan Cell A	SO Brief
<input type="checkbox"/> Establish Timeline	XO/S-3	Worksheet
<input type="checkbox"/> Issue Cmdr's Initial Guidance	CO	Worksheet
<input type="checkbox"/> Issue Warning Order # 1	S-3	Template
<input type="checkbox"/> Initial Staff Orientation Brief	Plan Cell A	ISO Brief
<b>B: Mission Analysis</b> <b>TIME:</b> _____ <b>H+30 to H+1:30</b>		
Action	Who	Tools
<input type="checkbox"/> Analyze HHQ OPORD	Plan Cell A	Worksheet
<input type="checkbox"/> Conduct Initial IPB	S-2	
<input type="checkbox"/> Doctrinal Template	S-2	
<input type="checkbox"/> SitTemp (MPCOA/ MDCOA)	S-2	
<input type="checkbox"/> Critical Assumptions	Plan Cell A	
<input type="checkbox"/> Plan to validate assumptions	Plan Cell A	
<input type="checkbox"/> Coord with HHQ	Plan Cell A	
<input type="checkbox"/> RFI	Plan Cell A	
<input type="checkbox"/> Conduct Risk Assessment	Plan Cell A	Worksheet
<input type="checkbox"/> Determine CCIR	Plan Cell A	Worksheet
<input type="checkbox"/> Develop Initial Recon Matrix	S-2/S-3	Worksheet
<input type="checkbox"/> Finalize Timeline	XO/S-3	Worksheet
<input type="checkbox"/> Write Mission Statement	S-3	
<b>C: Mission Analysis Briefing</b> <b>TIME:</b> _____ <b>H+1:30 to H+ 2:00</b>		
<input type="checkbox"/> Brief and Approve Msn Statement	Plan Cell A	Worksheet
<input type="checkbox"/> State Cmdr's Intent	CO	Worksheet
<input type="checkbox"/> State CPG	CO	Worksheet
<input type="checkbox"/> Approve CCIRs	CO	

<input type="checkbox"/> Issue Warning Order # 2	S-3	Template
<b>D: COA DEVELOPMENT TIME:_____ H+ 2:00 to H+ 3:00</b>		
<input type="checkbox"/> Analyze Relative Combat Power	Plan Cell B	RCPA Worksheet
<input type="checkbox"/> Generate Concepts of Operations	“	Based on CPG
<input type="checkbox"/> Determine Decisive Point	“	Sit Temp/Purpose
<input type="checkbox"/> Array Initial Forces <input type="checkbox"/> Determine Forces Necessary <input type="checkbox"/> Determine Ratio of friendly to enemy <input type="checkbox"/> Determine Proposes FEBA or LD/LC <input type="checkbox"/> Consider the Deception Story <input type="checkbox"/> Make the initial array of friendly forces	“	
<input type="checkbox"/> Develop the Scheme of Maneuver <input type="checkbox"/> Convert Generic to Specific Units <input type="checkbox"/> Select Control Measures <input type="checkbox"/> Array remaining forces (Annex A) <input type="checkbox"/> Scheme of Maneuver Statement <input type="checkbox"/> Assign Headquarters	S-3	Template
<input type="checkbox"/> Prepare COA Statements and Sketches	Planning Cell B	COA Sketch
<b>E: COA WARGAME TIME:_____ H+3:00 to H+5:00</b>		
<input type="checkbox"/> Gather Tools	Plan Cell A	Worksheet
<input type="checkbox"/> List ALL friendly forces		Worksheet
<input type="checkbox"/> List Assumptions		Worksheet
<input type="checkbox"/> List Known Critical Events and Decision Points		
<input type="checkbox"/> Determine Evaluation Criteria	CO	CPG
<input type="checkbox"/> Select Wargame method		
<input type="checkbox"/> Wargame and Assess results		
<input type="checkbox"/> Results of Wargame Captured <input type="checkbox"/> Refine / Modify COAs (branches, sequels) <input type="checkbox"/> Update IPB <input type="checkbox"/> Enemy Event Template confirm NAIs, TAIs, DPs <input type="checkbox"/> R & S Plan <input type="checkbox"/> Decision Support Template <input type="checkbox"/> Synchronization Matrix <input type="checkbox"/> CCIR <input type="checkbox"/> D3A (Decide-Detect-Deliver-Assess)		
<b>F: COA COMPARISON TIME:_____ H+ 5:00 to H+5:30</b>		
<input type="checkbox"/> Determine Evaluation Criteria	Plan Cell A	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	

<input type="checkbox"/>	S-3	Template
<input type="checkbox"/> Issue Warning Order # 2	S-3	Template
<b>G: COA DECISION TIME: _____ H+5:30 to H+6:00</b>		
<input type="checkbox"/>	Plan Cell A	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	
<input type="checkbox"/>	S-3	Template
<b>H: ORDERS DEVELOPMENT TIME: _____ H+6:00 to H+8:00</b>		
<input type="checkbox"/>	Plan Cell A	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	Worksheet
<input type="checkbox"/>	CO	
<input type="checkbox"/>	S-3	Template

## ESTIMATE OF THE SITUATION

Mission: (From Higher) Who, When, What, Where, Why, Commander's Intent (S-3)

Relation to Highers's task/intent

Relationship to Adjacent unit/s supporting **units**

Enemy (S-2)

Composition/Disposition/Strength	MPCOA
Enemy COG:	Mission/Objective
	Intent /End state:
Enemy CV:	Scheme of Maneuver;
	Fire Support Plan"
Defeat Mechanisms:	On contact, he will..."
	Failure Options

**MPCOA SKETCH**

<b>T</b> errain and Weather: (Key elements that will impact on operation) (S-2)				
<b>O</b> bservation and Fields of Fire		<b>C</b> over and Concealment		<b>O</b> bstacles
<b>K</b> ey Terrain		<b>A</b> venues of Approach		<b>W</b> eather and Astro data BMNT _____ EENT _____  Atmospheric conditions favor NBC? Y / N  Impact of WX on Tgt acquisition or mobility?
Summary: What is the Decisive point on the Battlefield? How does this relate to defeat mechanisms				
<b>T</b> roops and Fire Support Available (Key Combat Power)				
Maneuver Units	AAVP-7 _____ AAVC-7 _____ LAV-25 _____ LAV-C2 _____ Tanks _____ TOWs _____ Javelin _____ 81mm _____	MK154 _____ M9 ACE _____ SEE _____ D-7 _____ D-5 _____  TWMP _____	Fires Btry _ M198 _____ Btry _ M198 _____ Btry _ M198 _____ Btry _ M198 _____ Btry _ M198 _____  Q-46 _____ PADS _____	Force Pro MP _____  LAAD _____  NBC _____
Ability to create following T/O	Intell Unit _____ No of Teams _____ Unit _____ No of Teams _____ Unit _____ No of Teams _____ Unit _____ No of Teams _____ UAV _____ RADBN _____ SCAMP _____			Logistics MCSSDs _____

TACSOP APPENDIX B

**CLASSIFICATION**

Warning Order # ____ Ref: Div FragO____ Map Sheets: Time Zone: C-Day + ____	Copy ____ of ____ Copies 7 <sup>th</sup> Marine Regiment, 1 <sup>st</sup> Mar Div Maumee Escarpment DTG MRN-1
Addressees:	
Changes to Task Organization / DTG Effective:	
1.A Situation: Enemy	1.B Situation: Friendly
2. Probable Mission:	
Cmdr's Intent:	Concept of Operations:
Earliest Time of Move:	Recce Instructions:
Movement Instructions:	Special Equipment / Instructions:
Initial Timeline: OPORD ISSUE: Time____ Location____  BACKBRIEFS: Time____ Location____  REHEARSALS: Time____ Location____ Type____	

## CBAE & INITIAL GUIDANCE

Guidance on time line	
If necessary how to abbreviated MCPP.	
Liaison Officers to dispatch	Higher Adjacent Supporting
First cut on CCIRs	PIRs  FFIRs  EEFIs
Recce Instructions	
Authorized Movement	Fwd of FEBA  Fwd of Recce line  Misc
Additional Tasks for the Staff	Deception  Counter reconnaissance  Logistical Priorities

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Warning Order # ____ Ref: Div FragO____ Map Sheets: Time Zone: C-Day + ____ D-Day + ____	Copy ____ of ____ Copies 7 <sup>th</sup> Marine Regiment, 1 <sup>st</sup> Mar Div  DTG
Addressees:	
Changes to Task Organization / DTG Effective:	
1.A Situation: Enemy	1.B Situation: Friendly
2. Mission:	
Cmdr's Intent:	Concept of Operations:
Earliest Time of Move:	Recce Instructions:
Movement Instructions:  Initial Timeline: OPORD ISSUE: Time_____ Location_____  BACKBRIEFS: Time____ Location_____  REHEARSALS: Time____ Location _____Type____	CCIRs PIRs FFIRs EEFIs

--	--

<b>YOUR PURPOSE</b>	
<b>YOUR RELATIONSHIP TO HIGHER AND ADJACENT PURPOSES (Nested Concept)</b>	
<b>SPECIFIED TASKS</b>	
<b>IMPLIED TASKS</b>	
<b>LIMITATIONS</b> (CONSTRAINTS (C) and RESTRAINTS (R))	
<b>CRITICAL ASSUMPTIONS</b>	
Coord with Higher	Enemy, Terrain and Wx

*Denotes Essential Tasks*

**RESOURCE SHORTFALLS****SUBJECT MATTER EXPERT SHORTFALLS****CCIR****PIR****IR****EEFI****FFIR****MISSION STATEMENT**

PLANNING TIMELINE	DATE:	C-DAY + _____
MEF/MEB		
DIV		
REGT		
BN		
LIGHT DATA		
0600 BMNT		1800 EENT

<b>PLANNING TIMELINE</b>	<b>DATE:</b>	<b>C-DAY + _____</b>
<b>MEF/MEB</b>		
<b>DIV</b>		
<b>REGT</b>		
<b>BN</b>		
<b>LIGHT DATA</b>		

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## Commander's Intent Worksheet

**PURPOSE:** (ME, SE, higher adjacent, supporting, nested concept)

### METHOD:

**ENEMY COG:**

**Mitigated how?**

**FRIENDLY CV:**

**IR: How do I find it?**

**CCIRs?**

**EEFI: How do I protect it?**

**HVT How/when do I attack it?**

**AGM/EFST?**

**ENEMY CV:**

**Exploited how?**

**FRIENDLY COG:**

**IR: How do I find it?**

**CCIRs?**

**FFIR How do maintain it?**

**HVT How/when do I attack it?**

**AGM/EFST?**

**ENEMY DEFEAT MECHANISM:**

**DECISIVE POINT:** (Time and/ or space)

**ENDSTATE:**

## INITIAL RECONNAISSANCE WORKSHEET

	<b>Tm #</b>	<b>Tm #</b>	<b>Tm #</b>	<b>Tm#</b>
<b>Task Org</b>				
<b>Mission</b>				
<b>AO for Recon</b>				
<b>Recon Obj / NAI</b>				
<b>PIR/IR</b>				
<b>LD/LC</b> <b>Insert Time</b>				
<b>Routes to AO</b> <b>and Passage of</b> <b>lines</b>				
<b>FSCM</b>				
<b>Extract/</b> <b>MedEvac</b>				

## MISSION ANALYSIS BRIEFING

<b>Subject</b>	<b>Briefer</b>	<b>Tools</b>
<b>Msn and Intent 2 levels up</b>	<b>S-3</b>	<b>Msn Analysis Worksheet</b>
<b>Msn and Intent, concept of ops 1 level up</b>	<b>S-3</b>	<b>Msn Analysis Worksheet Map</b>
<b>Review of CBAE</b>	<b>S-3</b>	<b>CBAE Worksheet</b>
<b>Initial IPB Products</b>	<b>S-2</b>	<b>OOB and RCPA MCOO MPCOA Sketch MDCOA Sketch</b>
<b>Specified, Implied and Essential Tasks</b>	<b>S-3</b>	<b>Msn Analysis Worksheet</b>
<b>Constraints on Operation</b>	<b>S-3</b>	<b>Msn Analysis Worksheet</b>
<b>Forces Available</b>	<b>S-3</b>	<b>Task Organization Board</b>
<b>Recommended CCIRs</b>	<b>S-3</b>	<b>Msn Analysis Worksheet</b>
<b>Recommended Timelines</b>	<b>S-3</b>	<b>Time Line Worksheet</b>
<b>Recommended Mission Statement</b>	<b>S-3</b>	<b>Msn Analysis Worksheet</b>

## COMMANDER'S PLANNING GUIDANCE

### INTELLIGENCE

- ☐ Enemy COA to consider
  - ☐ MPCOA ☐ MDCOA, MACOA
- ☐ Enemy CV
- ☐ Decisive Point
- ☐ Define Enemy Cmdr's Mission
- ☐ Define Enemy Cmdr's Method
- ☐ RS& C guidance
- ☐ Specific Terrain and Wx factors
- ☐ RFIs
- ☐ Use of organic recce

### MANEUVER

- ☐ Decisive Point
- ☐ COA Dev Guidance
  - ☐ Critical Events
  - ☐ COAs to consider / not consider
  - ☐ Shaping conditions
  - ☐ En Defeat Mechanism
  - ☐ Size of Reserve / Use of Reserve
- ☐ Mission priority
- ☐ FFIRs
- ☐ Counter recon / recon
  - ☐ Size, composition, C2
- ☐ Mobility, Counter Mobility, Survivability
  - ☐ Priority of effort ☐ Priority of support
  - ☐ OCD Command relationships
- ☐ OPSEC
  - ☐ No Recce beyond...
- ☐ Deception Guidance
  - ☐ Amount of recourses ☐ target / story
  - ☐ How to exploit deception ☐ Protect

EEFI

### FIRES

- ☐ HPTs
  - ☐ Method of engagement
    - ☐ lethal ☐ non-lethal, desired effects
- ☐ EFST
  - ☐ Task ☐ Purpose ☐ MOEs
- ☐ Counter Fires
  - ☐ Radar
    - ☐ CFZs and ☐ CFFZs
- ☐ EW
  - ☐ Protection ☐ Attack
- ☐ Triggers
- ☐ Protected Target List
- ☐ FSCMs

### LOGISTICS

- ☐ Location of Trains
- ☐ Priority of Supplies
- ☐ Priority of Support
- ☐ Type and Location of resupply operations
- ☐ FFIRs
- ☐ Repair Guidance
- ☐ MEDEVAC Guidance
  - ☐ Ground ( # of AAVs dedicated)
  - ☐ AXP
- ☐ Environmental Guidance

### COMMAND AND CONTROL

- ☐ ROE
- ☐ CP positioning ☐ TAC, ☐ MAIN,
- ☐ JUMP
- ☐ RTXs
- ☐ LNO Guidance
- ☐ Time Line Guidance
- ☐ Type of OPORD / Rehearsal
- ☐ PA Guidance
- ☐ PSYOPS
- ☐

### FORCE PROTECTION

- ☐ NBC Posture
- ☐ Air Defense
  - ☐ Protection Priorities/ positioning
  - ☐ Wpns Control Status
- ☐ EEFI's OPSEC Considerations
  - ☐ What can enemy observe / sense?
- ☐ Protection of CV / COG
- ☐ Risk Acceptance (tactical, accident)

DECISION SUPPORT MATRIX

DP	Event	NET/ NLT	NAI	TAI	Friendly Action

RELATIVE COMBAT POWER ANALYSIS

Order -

Date -

	ENEMY		DEDUCTION	SIGNIFICANCE	TTP
M A N E U V E R					
F I R E S					
P R O T E C T I O N					
L E A D E R S H I P					

COURSE OF ACTION WORKSHEET

COA # \_\_\_\_\_

Assumptions:

Known Critical Events:

Known Decision Points:

Overview Statement:

Main Effort:

Supporting Effort(s):

Reserve:

Priority of Fires:

ADVANTAGES	DISADVANTAGES	REMARKS

	COA #_____SKETCH	
--	------------------	--

## Scheme of Maneuver Checklist

<input type="checkbox"/> Purpose of Operation	
<input type="checkbox"/> Where to accept Risk	
<input type="checkbox"/> ID Critical friendly events and phases of the operation	
<input type="checkbox"/> ID Main Effort (task/purpose)	
<input type="checkbox"/> ID Supporting Efforts (task/purpose) linked to ME	
<input type="checkbox"/> ID Reserve (location, composition, task and purpose)	
<input type="checkbox"/> Deep, Close & Rear Ops	
<input type="checkbox"/> Recon and Security Ops	
<input type="checkbox"/> Outline movements of force	
<input type="checkbox"/> ID maneuver options that may develop during operation	
<input type="checkbox"/> Location of EAs or attack objectives	
<input type="checkbox"/> Responsibility for AO	
<input type="checkbox"/> Concept of Fires	
<input type="checkbox"/> C2 Attack Priorities	
<input type="checkbox"/> Prescribed formations or dispositions (as needed)	
<input type="checkbox"/> Priorities for CS or CSS	
<input type="checkbox"/> Integration of obstacle effects with maneuver and fires	
<input type="checkbox"/> Considerations of the effects of enemy WMD on the force	

**COURSE OF ACTION COMPARISON WORKSHEET**  
(Based on unit's critical task(s))

Area to be Analyzed	COA #1	COA #2	COA #3	Remarks
Supports Commander's Intent				
Supports Higher Intent				
Effect on Enemy CV				
Strength vs. Weakness				
Decisive				
Risk				
Creates Dilemma				
Speed				
Surprise				
Simplicity				
Maneuver Space				
Predictability				
Ease of Command and Control				
Mutual Support				
Maximizes Combined Arms				
Maximizes Mobility				
Recon Use				
Facilitates Future Ops				
<b>Conclusions</b>				

1 = Best

2 = Next Best

3 = Least

0 = Equal Value

## COURSE OF ACTION WAR GAME WORKSHEET

COA # METHOD:							
ACTION	REACTION	COUNTER ACTION	ASSETS	APPROX TIME	DP	CCIR	REMARKS

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# WARGAMING MATRIX

<b>COA #</b>	<b>Event</b>				
	<b>Time</b>				
	<b>Threat Action</b>				
	<b>NAI</b>				
	<b>TAI</b>				
	<b>Decision Point</b>				
<b>Tasks/ Action</b>	<b>RS&amp;C</b>				
	<b>Main Effort</b>				
	<b>SE #1</b>				
	<b>SE #2</b>				
	<b>SE #3</b>				
	<b>Reserve</b>				
	<b>81mm</b>				
	<b>Artillery</b>				
	<b>NSFS</b>				
	<b>FW CAS</b>				
	<b>RW CAS</b>				
	<b>Air Defense</b>				
	<b>Engineers</b>				
	<b>CSS</b>				
	<b>C2</b>				

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# WARGAMING MATRIX GUIDE

<b>COA #</b>	<b>Event</b>	List events in the order you anticipate they'll occur (ex.: leave attack pos, cross LD, etc.)
	<b>Time</b>	Anticipated time in relation to H-hour; based on anticipated rate of movement
	<b>Threat Action</b>	What will the enemy do in response to the event? Can he observe it? Direct fire? Indirect fire? Movement?
	<b>NAI</b>	What NAI will confirm or deny this threat action? Is it under observation?
	<b>TAI</b>	What TAI will prevent or shape this threat action? Is it observed? Can we range it?
	<b>Decision Point</b>	When is the latest time, in relation to our position on the ground, when we can make our decision and have the results occur when we want them to? Does this correspond to a NAI/TAI?
<b>Tasks/ Action</b>	<b>RS&amp;C</b>	What teams are where? What NAI's are they observing? What are their tasks? (ex.: Recon Tm 1, TU897344, observing NAI 1, Recon Tm 2, TU 877440, providing ITG for helo lift, Recon Tm 3 moving to recovery point)
	<b>Main Effort</b> (Graphically depict composition)	Where is the unit at during this event? What action is the unit performing? (ex.: Crossing PL Blue as left portion of battalion V) Positional relationship to other friendlies?
	<b>SE #1</b> (Graphically depict composition)	Where is the unit at during this event? What action is the unit performing? (ex.: Crossing PL Blue as left portion of battalion V) Positional relationship to other friendlies?
	<b>SE #2</b> (Graphically depict composition)	Where is the unit at during this event? What action is the unit performing? (ex.: Crossing PL Blue as left portion of battalion V) Positional relationship to other friendlies?
	<b>SE #3</b> (Graphically depict composition)	Where is the unit at during this event? What action is the unit performing? (ex.: Crossing PL Blue as left portion of battalion V) Positional relationship to other friendlies?
	<b>Reserve</b> (Graphically depict composition)	Where is the unit at during this event? What is it preparing to do?
	<b>81mm</b>	Where? Laid on what target? Either section displacing? Who has POF?
	<b>Artillery</b>	Where? Laid on what target? Firing what target? Who has POF?
	<b>NSFS</b>	What FSA? How many ships? Who has POF?
	<b>FW CAS</b>	What is on station? For how long? What is on strip alert, available, etc. Who has POF?
	<b>RW CAS</b>	What's on station, what AP are they in, who has POF? Anticipated task?
	<b>Air Defense</b>	Weapon status? Priority of protection? Location? Coordination required?
	<b>Engineers</b>	Tasks, in priority. Changes in task organization?
	<b>CSS</b>	Location of trains? Priority of reasupply? BAS location?
	<b>C2</b>	Forward and main CP locations, retrans, configuration changes?

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# Synchronization Matrix

<b>TIME/EVENT</b>				
<b>Enemy Action</b>				
<b>Decision Points</b>				
<b>Intelligence</b>				
	<b>NAI</b>			
<b>Force Protection</b>	<b>Survivability</b>			
	<b>NBC</b>			
<b>Maneuver</b>	<b>Deep</b>			
	<b>Security</b>			
	<b>Close</b>			
	<b>Reserve</b>			
	<b>Rear</b>			
	<b>Mobility</b>			
	<b>Countermobility</b>			
<b>Fires</b>	<b>Lethal</b>			
	<b>Nonlethal</b>			
	<b>TAI</b>			
<b>Logistics</b>	<b>Sustainment</b>			
	<b>Transport</b>			
<b>C2</b>				
	<b>IW/C2W</b>			

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# COURSE OF ACTION COMPARISON WORKSHEET

(Based on unit's critical task(s))

Area to be Analyzed	COA #1	COA #2	COA #3	Remarks
Supports Commander's Intent				
Supports Higher Intent				
Effect on Enemy CV				
Strength vs. Weakness				
Decisive				
Risk				
Creates Dilemma				
Speed				
Surprise				
Simplicity				
Maneuver Space				
Predictability				
Ease of Command and Control				
Mutual Support				
Maximizes Combined Arms				
Maximizes Mobility				
Recon Use				
Facilitates Future Ops				
<b>Conclusions</b>				

1 = Best

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# STAFF ESTIMATE OF SUPPORTABILITY WORKSHEET

(Based on unit's critical task(s))

Staff/Special Staff	COA #1	COA #2	COA #3	Remarks
Intel (Enemy Perspective)				
Recon and Surveillance				
Fire Support Coordination				
Artillery				
Naval Gunfire				
Rotary Wing CAS				
Fixed Wing CAS				
Assault Support				
Air Defense				
Asslt Amphib Employment				
Tank Employment				
LAR Employment				
Anti Armor Systems				
Combat Engineering				
Operations				
NBC Defense				
CSS				
Supply				
Maintenance				
Motor Transport				
Health Services				
General Engineering				
Admin/Personnel				
Judge Advocate				
Public Affairs				
Civil Affairs				
Communications				
<b>Conclusions</b>				

1 = Best

2 = Next Best

3 = Least

0 = Equal Value

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# SAMPLE 5 PARAGRAPH ORDER FORMAT

CLASSIFICATION

(Changes, if applicable)

Copy \_\_\_\_ of \_\_\_\_  
Unit issuing the order  
Where issued, in ALL CAPS  
DTG when issued  
Message Reference No.

Operation Order \_\_-\_\_ (Title of operation, i.e., Operation OLD DOMINION)

Ref: (a) Map used

Time Zone: \_\_

Task Organization: Annex A (Task Organization)

1. SITUATION
  - a. General
  - b. Enemy Forces
  - c. Friendly Forces
    - (1) Higher
      - (a) Mission
      - (b) Intent
    - (2) Adjacent
    - (3) Supporting
  - d. Attachments and Detachments: Refer to Annex A (Task Organization)
2. MISSION
3. EXECUTION
  - a. Commander's intent and Concept of Operations
  - b. Tasks
  - c. Reserve
  - d. Coordinating Instructions
4. ADMINISTRATION AND LOGISTICS Annex D (Combat Service Support)
5. COMMAND AND SIGNAL
  - a. Command Relationships
  - b. Signal
  - c. Command Posts

ACKNOWLEDGE RECEIPT

COMMANDER'S NAME  
Commander's Rank, Branch of Service  
Commanding

OFFICIAL:

OFFICIATING OFFICER'S NAME  
Officiating Officer's Rank, Branch of Service  
Officiating Officer's Position

ANNEXES:

- A- Task Organization
- B- Intelligence
- C- Operations
- D- Logistics/Combat Service Support
- E- Personnel
- F- Public Affairs
- G- Civil Affairs
- H- Environmental Affairs
- J- Command Relationships
- K- Communications-Electronics
- L- Operations Security
- M- Air Operations
- R- Amphibious Operations
- X- Execution Checklist
- Z- Distribution

DISTRIBUTION: Annex Z (Distribution)

(Page Number)  
CLASSIFICATION

# OP ORDERS

## Section I. General Administrative Guidance

The arrangement of information in a basic operation order or plan will conform to the formats shown in this appendix. Paragraph and subparagraph headings indicated in the format will always appear in each plan. In operation orders, if information

or instructions are not required in a particular paragraph that paragraph is noted as “not applicable” in order to show that consideration has been given to that part of the order. Further subdivisions, if required, should conform to the basic system of paragraph titles and numbering discussed below. The sequencing for naming is as follows: annex, appendix, tab, exhibit.

The basic operation order or plan and each attachment will contain, on its last page, a list of any included documents. The basic operation order or plan should refer to each annex. Information provided in the basic operation order or plan is

not normally repeated in the attachments.

### 1. Paragraphing, Titling, and Numbering

Paragraph titles are upper and lower case and underlined (e.g., Situation). All subparagraphs and subtitles are upper and lower case and underlined (e.g., Concept of Operations), except forces, commands, or agencies. Forces, commands, and agencies are capitalized and underlined only in titles (e.g., SPECIAL PURPOSE MAGTF).

When a paragraph is subdivided, it must have at least two subdivisions. When paragraphs are subdivided, they will be numbered and lettered as follows:

1.
  - a.
    - (1)
      - (a)
        - 1
          - a
            - (1)
              - (a)

Subsequent lines of text for each paragraph may be flush left or equally indented at the option of the chief of staff or executive officer as long as consistency is maintained.

#### Flush Left

a. (U) Situation. Text text text text text text text text text text text text text text text text text text.

#### Equally indented.

a. (U) Situation. Text text text text text text text text text text text text text text text.

## 2. Classification Markings

Mark front and back covers with the overall classification of the plan. Mark the first page of plan elements (e.g., plan summary, basic plan, and each annex, appendix, tab, and exhibit) with the overall classification of the element. Unclassified plan elements are marked as such. Mark each interior page of the classified plan element with the highest classification and sensitive classified information code word of the material contained on the page. If the page does not contain classified material, mark it as unclassified. Center classification markings between the left and right margins at both the top and bottom of the page. The classification marking is written in all caps (e.g., UNCLASSIFIED).

All paragraphs will have a security classification level. Use parenthetical symbols (TS), (S), (C), and (U) to indicate the security classification level of titles, paragraphs, and subparagraphs.

### 3. Page Numbering

Page numbers are located at the bottom of the page and centered. For example,

page C-1-A-3 denotes page 3 of Tab A to Appendix 1 to Annex C. There is a single space between the page number and the classification marking.

#### **4. Formatting Instructions**

Formatting instructions are contained on pages G-4 through G-9.

**Line 1.** Classification.

**Line 2. Changes from Oral Orders.** Used when oral orders regarding this operation were previously is-sued. Enclosed in parentheses. Example: “(No change from oral orders except paragraphs 3b and 3f.).” Omitted in plans and in orders when no oral orders were issued.

#### **Lines 3-7. Heading Data**

Copy no. \_\_\_\_ of \_\_\_\_ copies  
OFFICIAL DESIGNATION OF COMMAND  
PLACE OF ISSUE  
Date/time group  
Message reference number

The *first line* of the heading is the copy number assigned by the issuing headquarters. A copy number is given to each copy. It is not shown on attached annexes. A log will be maintained of specific copies issued to addressees. The *second line* is the official designation of the command. It is always capitalized. Use a code name if required for security. The *third line* is the place of issue. It may be a code name, postal designator, or geographic location (including coordinates). The place of issue is always capitalized. The *fourth line* is the date or date/time group the plan or order is signed, issued, and becomes effective unless specified otherwise in coordinating instructions. The *fifth line* is the message reference number. It is assigned by the originator and contains letters, numbers, or a combination of the two. The message reference number has no connection with the message center numbering system. Annexes issued separately are assigned different message reference numbers. It allows acknowledgement in the clear.

**Line 8. Title.** Orders are numbered consecutively for a calendar year. Two or more orders issued on the same day are given consecutive numbers. A joint operation plan or order is so designated. The code name if any, is shown.

**Line 9.** Title

**Lines 10-13. References.** Documents (maps, charts, photo maps, standing operating procedures, etc.) necessary for understanding must be available to recipients. This entry is always included (use “References: None” when applicable). Map entries include series number, country, sheet names or numbers, edition, and scale.

**Line 14. Time Zone.** If the time zone is the same for the place of issue and execution, and will be the same throughout execution, this entry may be omitted. If the time zone is different in the area of execution (frequently occurs in amphibious or air-transported operations), state when the indicated time zone becomes effective.

**Line 15. Task Organization.** Task organization may be shown in the following ways:

1. As an unnumbered entry before paragraph 1, Situation. Used when entire command of issuing headquarters is organized into task organizations for a particular operation, and task organizations are too complicated to be shown using other methods.
2. If there is no change to previous task organization, show as “No change.”
3. Under the proper subparagraph of paragraph 3. This is the simplest, and therefore preferred, method in continuing ground combat situation. Show as “No change except paragraph 3b . . . .”
4. As an annex when lengthy; e.g., division or higher. Used in amphibious operations (permits early dissemination and assists concurrent planning). Also used where planning precedes operation by a considerable period of time. Shown in 1 and 4 above, the organization of the issuing headquarters, including service and administrative groupings that will perform normal functions, is the first entry. Following that, each task groupment that is to receive a tactical mission is shown in the sequence in which the missions are assigned in paragraph 3.

**Lines 17-18. General.** For plans only, describe the general politico-military environment that would establish the probable preconditions for execution of the plan.

**Line 19. Battlespace.** Battlespace includes the higher commander’s area of operation and the command’s areas of interest, influence, and operations described by physical area and forces of concern.

**Line 20. Enemy Forces.** Enemy forces include information vital to the entire command or information

likely to affect accomplishment of mission. It may refer to the intelligence annex, operation overlay (if enemy information is shown), intelligence summaries, etc. It contains disposition, intent, objectives, vulnerabilities, centers of gravity, and courses of action.

**Line 21. Friendly Forces.** Friendly forces include information on own forces having a bearing on the operation (higher, adjacent, and supporting). Artillery is listed as the first supporting unit and then others are listed alphabetically. It may reference an annex or the operation overlay.

**Lines 23-26. Paragraph 2.** Paragraph 2 is a clear concise statement of the tasks and purpose of the operation. State the who, what, when, where, why, and as much of the how as necessary. There are no subparagraphs. The mission is always stated here even if shown on an operation overlay or map.

**Line 27. Paragraph 3.** Paragraph 3 addresses execution.

**Line 28. Commander's Intent.** Commander's intent is the commander's personal expression of the purpose of the operation. It must be clear and concise. The purpose of providing intent is to allow subordinates to exercise judgement and initiative—to depart from the plan when the unforeseen occurs—in a way that is consistent with the higher commander's aims.

**Line 29. Concept of Operations.** The concept of operations is a summary statement of how the operation will be accomplished. It amplifies paragraph 2. It may be shown graphically or published as an appendix to annex C. Specific unit designations are not used.

**Lines 30-36. Tasks.** This subparagraph identifies tasks to subordinate elements. Each task assigned to a unit will include the purpose of the task (e.g., in order to . . .). Each unit, organic or attached, or tactical grouping that is executing a tactical task is assigned a separate, numbered subparagraph. All tactical tasks must be listed in the body of the basic order. List tasks for major subordinate elements as follows:

I Offensive order: Ground combat units (infantry first followed by artillery and combat support units numerically or alphabetically), aviation combat units or elements (aircraft units, combat support, combat service support), combat service support units or elements.

I Defensive order: Units or elements closest to the enemy are listed first. Ground and aviation combat units in the forward defense area are then listed in numerical order followed by other units alphabetically. Each tactical task assignment may show the assets (attached or in support) available to the unit or element for the operation first, then tasks are enumerated. Priority must be stated if missions are multiple and priority of accomplishment is desired. If all instructions to a unit are shown on the operations overlay, list the unit after proper subparagraph number and reference the operation overlay appendix.

**Line 37. Reserve.** The reserve is tasked separately from the remainder of the units. It is usually designated the main effort when committed. If there is no reserve designated, then so state.

**Line 38. Commander's Critical Information Requirements.** Commander's critical information requirements (CCIRs) identify information the commander has deemed critical to maintaining his situational awareness, planning future activities, and assisting in timely and informed decisionmaking.

**Line 39. Coordinating Instructions.** This paragraph is the final subparagraph in paragraph 3. It contains instructions common to two or more units, coordinating details and control measures applicable to the command as a whole, and time or conditions when plan is to be executed. It refers to annexes or references for coordinating details when appropriate. Communications instructions are shown in paragraph 5 only.

**Line 40. Paragraph 4.** Paragraph 4 contains logistic and personnel information and instructions for the operation. It usually refers to appropriate annexes.

**Line 41.** Page number.

**Line 42.** Classification.

**Line 1.** Classification.

**Lines 2-6. Paragraph 5.** Paragraph 5 contains instructions that establish and maintain command and signal procedures.

**Command Relationships.** Used in a large operation, or when relationships are unusual. Otherwise omitted.

Command Posts and Headquarters. May reference operations overlay for locations.

Succession to Command. Designates the succession to command for the operation.

Signal. Usually references annex K and other communication publications such as standing operating procedures or communications-electronics operating instructions. Includes instructions or restrictions about communications-electronic such as radio restrictions or pyrotechnic signals.

Use additional subparagraphs to show location and time of opening communications centers, recognition and identification instructions, code words and names, and liaison.

**Line 7. Acknowledgement Instructions.** Acknowledgement instructions are included in every order and in separately issued portions. It ensures that recipients receive and understand the order.

**Lines 8-10. Signature and Authentication.** The basic operation order or plan and each annex are signed or authenticated by the commanding officer. Full signature blocks are used. Appropriate officers may be given authority to sign portions of the order. The commander is the only person authorized to sign (authorize) any portion of the order unless by direction authority has been granted to another individual.

Appendixes, tabs, exhibits, and maps do not require signature or authentication except when distributed separately from the basic operation order or plan.

1. Original signed by commander:

Name  
Rank and Service  
Title

2. Original signed by chief of staff/executive officer:

BY COMMAND OF COLONEL NAME

Name  
Rank and Service  
Title

**Lines 11-31. Annexes.** Annexes form a portion of the completed plan or order. They pertain to a particular concept, subject, or coordination aspect that is too voluminous, of insufficient general interest, or in an irregular form (overlays, graphs, or tables) for the body of the plan or order. They contribute to the brevity and clarity of the basic operation plan or order. Sequence and lettering must not be changed. Annexes may be omitted when not required. Annexes are amplified where necessary by appendices to annexes, tabs to appendices, and exhibits to tabs.

The annex formats and designations shown in this appendix are mandatory unless otherwise indicated. The annex title is upper and lower case. Within the body of the basic operation order or plan, the annex title is also enclosed in parentheses. When any of these annexes are not required, the annex is noted as "not used" or "not applicable" in the table of contents. Elements that will be developed later may be noted as "to be issued." The annex format is preferred for other attachments (appendixes, tabs, etc.), but it may be altered when information or instructions must be included for which no provision is made in the standard format.

Additional annexes may be added when necessary to permit distribution separate from the basic operation order or plan or when information must be included where no provision is made in standard annexes. When included, letter additional annexes consecutively, beginning with the letter "R, V, W and Y." Do not use the letters "I" and "O" as an annex designation.

Usually annexes A through D, J, and K will be provided as part of the basic operation order or plan. Develop additional annexes and their associated appendices in an abbreviated format for those areas significantly affecting mission accomplishment.

**Line 32-36. Authentication.** Authenticated by G/S-3 when commander's or executive officer's signature is on the original only; G/S-3 authentication appears on all other copies.

**Line 37.** Page number.

**Line 38.** Classification.

## Sample Format of a Basic Order or Plan

### CLASSIFICATION

Copy no. \_\_\_\_ of \_\_\_\_ copies  
OFFICIAL DESIGNATION OF COMMAND  
PLACE OF ISSUE  
Date/time group  
Message reference number

### OPERATION ORDER OR PLAN (Number) (Operation CODEWORD) (U)

#### TITLE (U)

REFERENCES: List any maps, charts, standing operating procedures or other documents essential to understanding the order or plan.

(U) TIME ZONE: Enter if area of operations is different than place of issue.

(U) TASK ORGANIZATION: Annex A.

#### 1. (U) Situation

a. (U) General. (May be omitted.) Describe the general politico-military environment that would establish the probable preconditions for execution of the plan. If applicable, state U.S. policy goals and the estimated goals of other parties and outline political decisions needed from other countries to achieve U.S. policy goals and conduct effective U.S. military operations to attain U.S. military missions. Specific details are found in Annex B (Intelligence).

#### b. (U) Battlespace

(1) (U) Joint Operations Area/Higher Commander's Area of Operations. Describe the higher commander's area of operations. A map may also be included as an attachment.

(2) (U) Area of Interest. Describe the commander's area of interest covered by the basic operation order or plan. This description should address all air, ground, and sea areas that directly affect the operation. A map may also be included as an attachment.

(3) (U) Area of Operations. Describe the specific area covered by the operation. A map may also be included as an attachment.

c. (U) Enemy Forces. Identify the opposing forces expected on execution (location, disposition) and appraise their general capabilities (defend, reinforce, attack, withdraw, delay). Limit this information to what is vital for the entire command or what is likely to affect mission accomplishment. See Annex B (Intelligence) for details. Address known or potential terrorist threats. When applicable, identify the enemy's operational and tactical center(s) of gravity.

## CLASSIFICATION

### d. (U) Friendly Forces

(1) (U) This paragraph provides information on nonorganic forces having a bearing on the operation. The information is presented in the following order:

(a) (U) Higher. State the mission statement and commander's intent of the higher commander.

(b) (U) Adjacent. State the mission statement or relevant tasks of adjacent commanders.

(c) (U) Supporting. State the command relationship with the supporting commanders (operational control, tactical control, tactical missions, general support, direct support, etc.), or relevant tasks of supporting commanders.

(2) (U) Identify applicable friendly centers of gravity that require support and protection for successful mission accomplishment.

(3) (U) If applicable, list the tasks of government and nongovernmental departments, agencies, and organizations associated with the operation (e.g., Department of State, Doctors Without Borders, Red Cross).

e. (U) Attachments and Detachments. List nonorganic units attached to or units detached from the issuing headquarters. If no units are attached or detached, state "None."

f. (U) Assumptions. (Omitted in orders.) List all assumptions on which the plan is based.

g. (U) Legal Considerations. List those significant legal considerations on which the plan is based (e.g., status of forces agreements, Law of Land Warfare).

2. (U) Mission. A concise statement of the tasks and purpose of the operation. State the who, what, when, where, why, and as much of the how as necessary to ensure command, control, and coordination. The who, what, when, and where are derived from the essential tasks. The why is derived from the purpose of the operation.

### 3. (U) Execution

a. (U) Commander's Intent. Commander's intent is the commander's personal expression of the purpose of the operation. It must be clear, concise, and easily understood. It may also include how the commander envisions achieving a decision as well as the endstate or conditions, that when satisfied, accomplish the purpose.

b. (U) Concept of Operations. A description of how the operation will be conducted to accomplish the mission. It includes a narrative of the actions to be taken and a

## CLASSIFICATION

generic organization for combat (main and supporting effort, reserve, etc.). The concept of operations is the course of action approved by the commander during planning. It may be summarized here if a detailed concept of operations is contained in Annex C (Operations). The concept of operations provides a basis for supporting concepts such as—

(1) (U) Concept of Maneuver. See Annex C (Operations) and Annex W (Aviation Operations) (if applicable) for detailed description.

(2) (U) Concept of Fires. See Annex C (Operations) and Annex W (Aviation Operations) (if applicable) for detailed description.

(3) (U) Concept of Support. See Annex D (Logistics/Combat Service Support) for detailed description.

(4) (U) Other Concepts as Required. See appropriate annex for detailed description.

### c. (U) Tasks

(1) (U) List the tasks assigned to each subordinate commander in separate, numbered subparagraphs. Tasks are listed in order of priority or accomplishment. Tasks may be listed by phase. Designation of main effort or supporting effort is noted in tasking.

(2) (U) Some actions are so critical that the commander may assign them as missions. These should be assigned as task and purpose (in order to . . .). Other actions are assigned simply as tasks because the purpose is understood. The commander assigns subordinate commanders tasks he deems necessary to fulfill his concept of operations.

(3) (U) Unit or element task assignments are listed in the following order:

(a) (U) Offensive operations: ground combat units or elements (infantry first followed by artillery and combat support units numerically or alphabetically), aviation combat units or elements (aircraft units, combat support, combat service support), combat service support units or elements.

(b) (U) Defensive operations: units or elements closest to the enemy are listed first, ground and aviation combat units in the forward defense area are then listed in numerical order, other units are then listed alphabetically.

(4) (U) Each task assignment may begin with the assets (attached or in support) available to the unit or element.

## CLASSIFICATION

d. (U) Reserve. List the tasks assigned to the reserve force. List all units or elements to be in reserve when the order is in effect. If the unit or element will be the reserve in the future, its current assigned tasks will be listed in paragraph 3c. If a unit or element in reserve is given a future mission or ordered to prepare plans for possible reserve missions, it is included in this subparagraph.

e. (U) Commander's Critical Information Requirements. Commander's critical information requirements identify information on friendly and enemy activities and the battlespace that the commander deems as critical to maintaining situational awareness, planning future activities, and assisting in timely and informed decisionmaking. They help the commander tailor the command and control organization and are central to effective information management, which directs the processing, flow, and use of information throughout the force.

f. (U) Coordinating Instructions. List the instructions applicable to the entire command or two or more elements of the command that are necessary for proper coordination of the operation but are not appropriate for inclusion in a particular annex. They should establish the conditions for execution and provide information about the timing of execution and deployments.

### 4. (U) Administration and Logistics

a. (U) Personnel. In preparing this paragraph, refer to Annex E (Personnel). Identify detailed planning requirements and subordinate taskings. Assign tasks for establishing and operating personnel facilities, managing accurate and timely personnel accountability and strength reporting, and making provisions for staffing. Discuss the administrative management of participating personnel, the reconstitution of forces, command replacement and rotation policies, and required individual augmentation to command headquarters and other operational requirements.

b. (U) Logistics. In preparing a basic operation order or plan, refer to Annex D (Logistics/Combat Service Support). Logistic phases are normally concurrent with operational phases. This subparagraph should address sustainment priorities and re-sources, base development and other civil engineering requirements, host nation support, and inter-Service responsibilities. Identify the priority and movement of major logistic items for each option and phase of the concept. Identify strategic and theater ports for resupply. Outline transportation policies, guidance, and procedures for all options. Identify logistic and transportation assumptions and include them with other plan assumptions in subparagraph 1.f (Assumptions). Identify detailed planning requirements and subordinate taskings.

c. (U) Public Affairs. Include appropriate information in this subparagraph or refer to Annex F (Public Affairs).

## CLASSIFICATION

d. (U) Civil Affairs. Include appropriate information in this subparagraph or refer to Annex G (Civil Affairs).

e. (U) Meteorological and Oceanographic Services. Include appropriate information in this subparagraph or refer to Annex H (Meteorological and Oceanographic Operations).

f. (U) Geospatial Information and Services. Include appropriate information in this subparagraph or refer to Annex M (Geospatial Information and Services).

g. (U) Medical Services. In preparing the basic operation order or plan, refer to Annex Q (Medical Services). Identify planning requirements and subordinate taskings for hospitalization and evacuation. Address critical medical supplies and re-sources. Refer to wartime host nation support agreements or provisions to support in Annex P (Host Nation Support).

### 5. (U) Command and Signal

a. (U) Command Relationships. Include appropriate information in this subparagraph or refer to Annex J (Command Relationships). Indicate any changes to major commands and the time of the expected shift. Identify all existing memorandums of understanding and those that require development.

b. (U) Command Posts and Headquarters. The command post is the headquarters echelon (forward, main, rear) where the commander is located. List the designations and locations of the issuing commander's headquarters echelons and appropriate senior, adjacent, and subordinate commanders' headquarters echelons. When headquarters are to be displaced, indicate the location and time of opening of the new headquarters and closing of the old headquarters.

c. (U) Succession to Command. Designate the succession of command for the operation.

d. (U) Signal. Include appropriate information in this subparagraph or refer to Annex K (Combat Information Systems). Provide instructions or restrictions about communications-electronics (radio restrictions), pyrotechnic signals, lasers, etc. Include a general statement concerning the scope of communications and information systems and procedures required to support the operation. Highlight any communications and information systems or procedures requiring special emphasis.

## ACKNOWLEDGE RECEIPT

Name  
Rank and Service  
Title

## CLASSIFICATION

### ANNEXES:

A – Task Organization

B – Intelligence

C – Operations

D – Logistics/Combat Service Support

E – Personnel

F – Public Affairs

G – Civil Affairs

H – Meteorological and Oceanographic Operations

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(a)

( ) Task Organization:

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[illegible]

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This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

c. ( ) friendly forces

(1) ( ) Higher

(a) ( ) Mission

(b) ( ) Intent

[illegible]

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### 3. ( ) EXECUTION

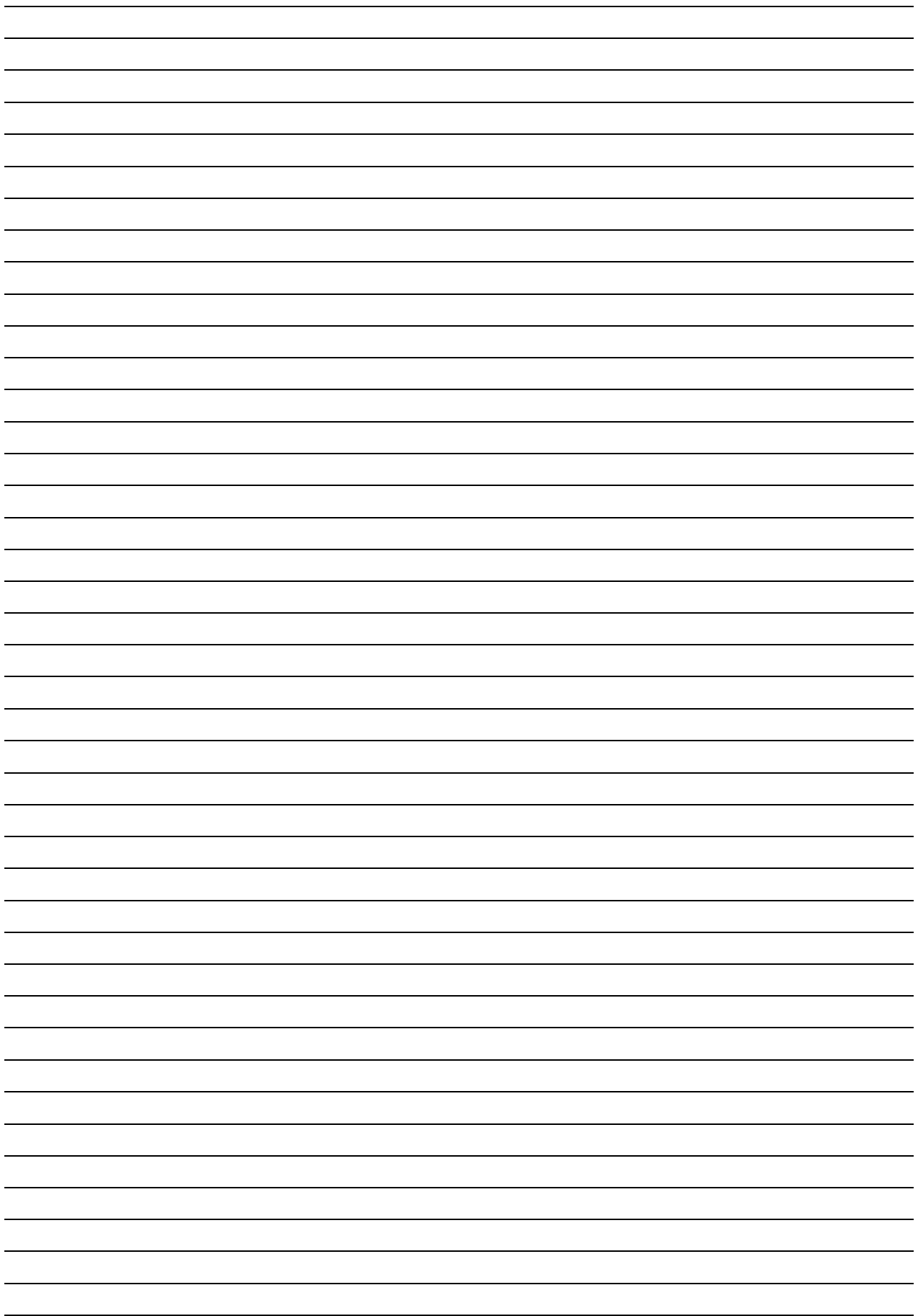
a. ( ) Commander's intent and Concept of Operations

(1) ( ) Commander's Intent

[illegible]

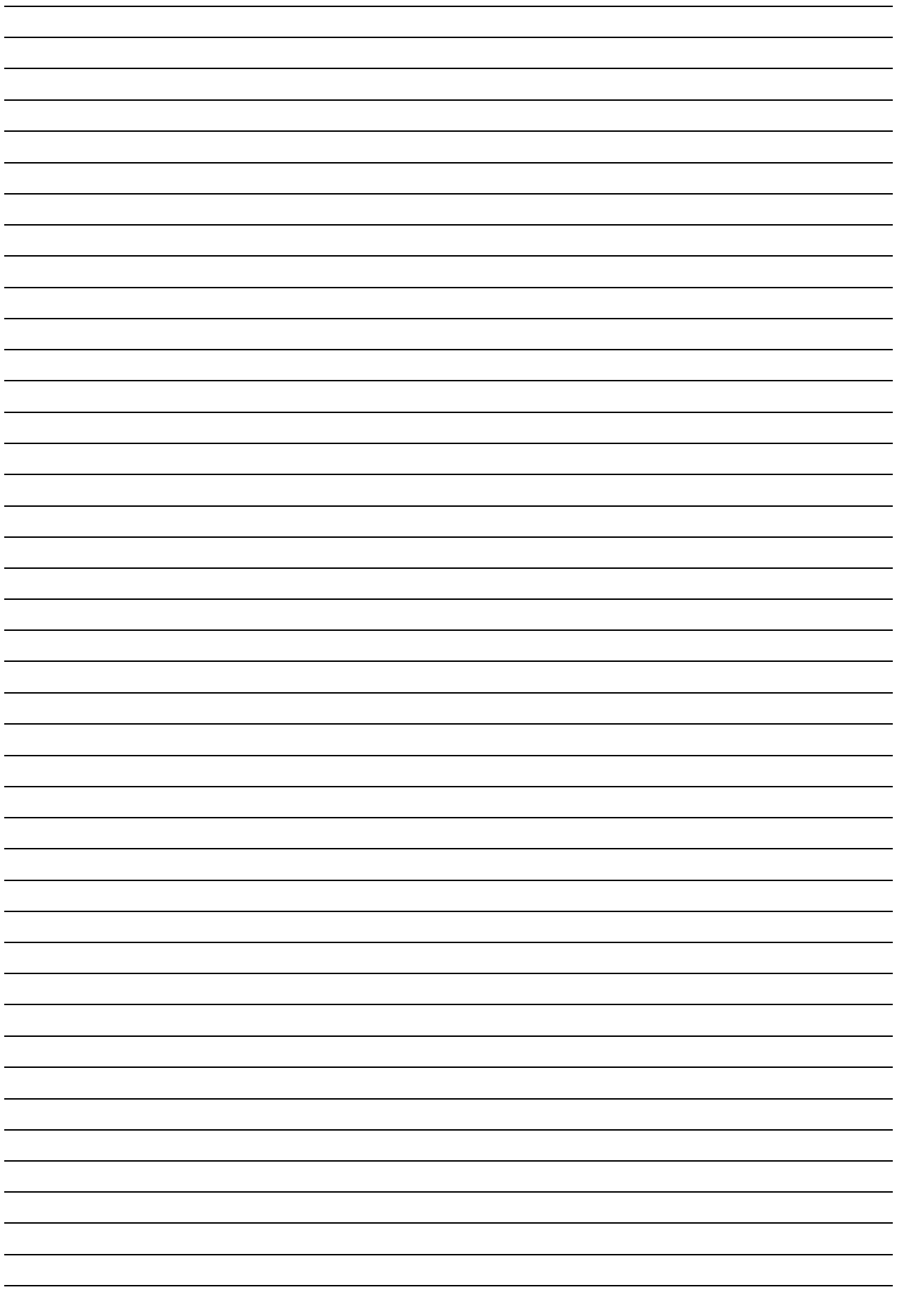
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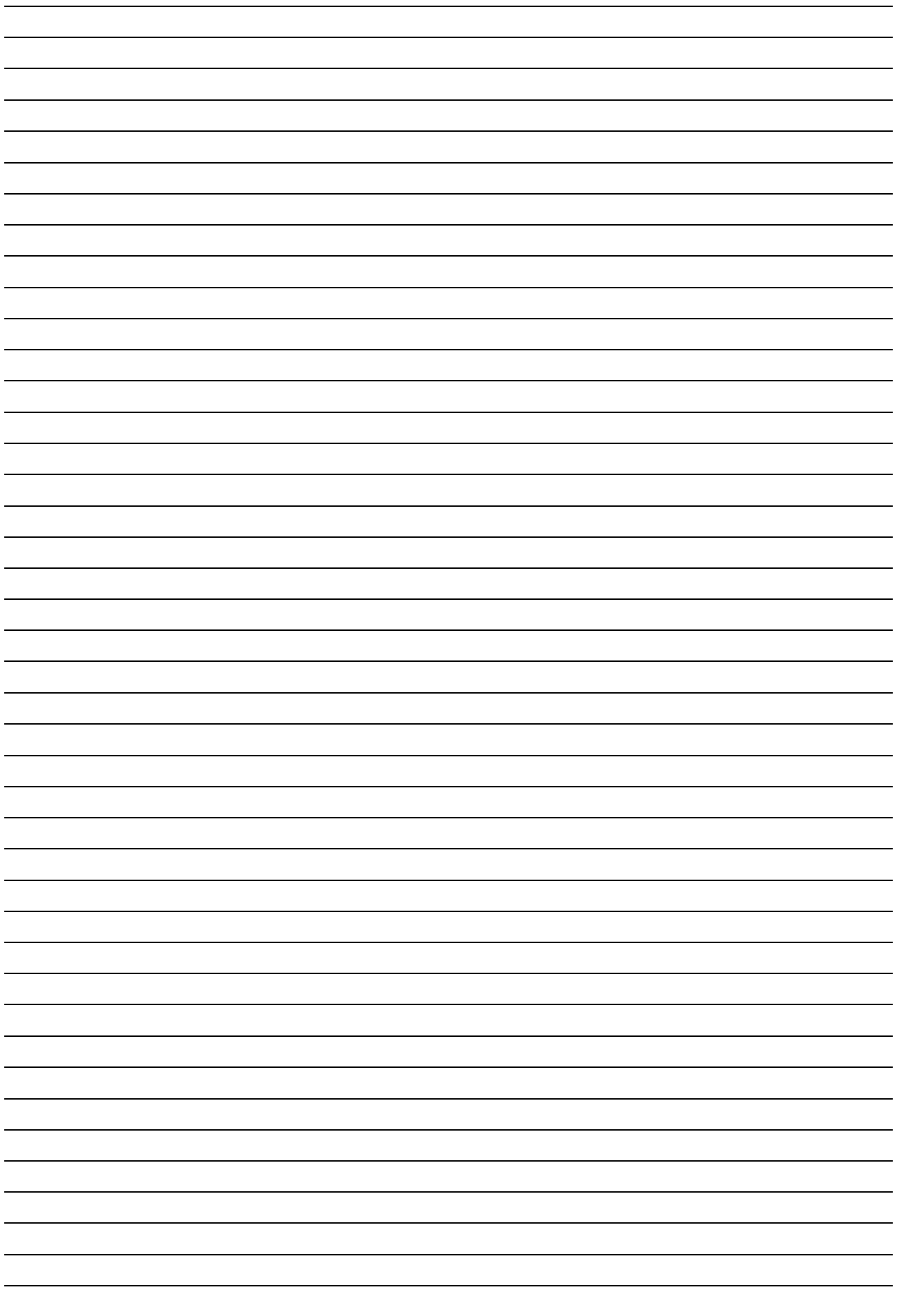




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[illegible]

(1) ( ) Prescribed Load

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c. ( ) Personnel

(1) ( ) Medevac

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(2) ( ) EPW

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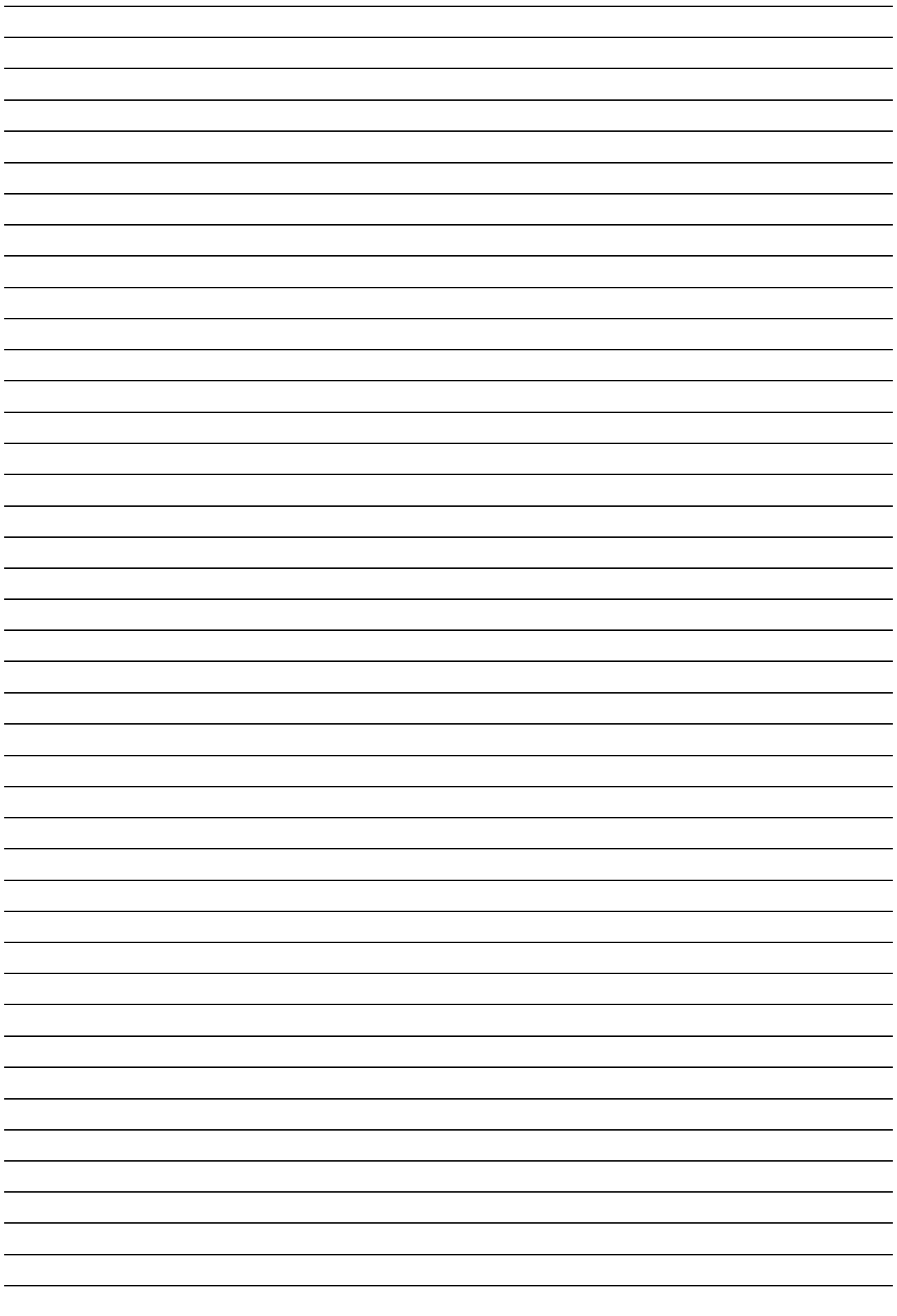
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(3) ( ) Graves Registration

[illegible]

[illegible]



3. ( ) COMMAND AND SIGNAL

a. ( ) Command Relationships

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b. ( ) Signal

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c. ( ) Command Posts

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ACKNOWLEDGE RECEIPT

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OFFICIAL:

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ANNEXES:

Z- Task Organization

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Z- Distribution (Omitted)

DISTRIBUTION:      Annex Z (Distribution)

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(omit or add additional subparagraphs and annexes as needed)

# COORDINATING INSTRUCTIONS WORKSHEET

Coordinating Instruction	Overlay
<b>Generic:</b>	
LD time	No
H-Hour	No
Defend by time	No
Attachments Effective time	No
MOPP level	No
Air Defense priority of protection	No
Air Defense initial locations	Ops
Air defense condition <i>Red Yellow White</i>	No
Weapons status <i>Tight Hold Free</i>	No
Weapons engagement priority (i.e., TOWs attack tanks, MK-19's attack troops, etc.)	No
Engagement criteria	No
Disengagement criteria	No
Trigger line	No
Break line	No
Main CP Location	Ops
Attack/Jump CP location	Ops
Unit Locations (81's, ADA, adjacent, subordinate, higher, attachments, etc.)	Ops
Reports required	No
Engineers Mission and Priority of work	No
Engineer Barrier Plan	Engr
Method of movement (i.e., tactical column, administrative column, overwatch, etc.)	No
Priority of movement on Main Supply Routes	No
Stand to (at time) at (percentage)	No
PIR's	No
Lanes	Ops
Rates of fire	No
Priorities of work	No
Rehearsals	
<b>Control Measures:</b>	
Assembly Areas	Ops
Attack Positions	Ops
Objectives	Ops
Boundaries	Ops
Checkpoints	Ops
Phase Lines	Ops
Line of Departure/Line of Contact (LD/LC) (Offense)	Ops
Forward Edge of the Battle Area (FEBA) (Defense)	Ops
Landing Zones	Ops
Battle Positions	Ops
Limit of Advance	Ops
Linkup Points <i>(unit) will link up with (unit) at (location), coordinate on (frequency)</i>	Ops
Traffic Control Points	Ops
Observation Post locations	Ops
Rally points	Ops
Decision Point (Note: may be listed as an Information Requirement (IR/PIR/CCIR))	Dec Supt
Time Phase Line (Note: may be listed as a phase line/break line)	Dec Supt
Named Areas of Interest	Dec Supt
Target Areas of Interest	Dec Supt
Sectors of fire	No

Coordinating Instruction	Overlay
<b>Engagement Areas:</b>	
Engagement Area location/size	Ops
Intent	No
Control Measures (TRPs, Trigger lines, Break lines)	Ops
Obstacles/Barriers	Engr
Engagement Criteria	No
Disengagement Criteria	No
Tgt Priority	No
Controlling unit of EA	No
<b>Passage of lines:</b>	
Contact Points <i>Manned by (who) for contact with (who), coordinate on (frequency)</i>	Ops
Lanes (also through obstacles) <i>From (grid) to (grid)</i>	Ops
Routes <i>From Start Point (grid) to Release Point (grid)</i>	Ops
Battle Hand Over Line	Ops
Passage Points	Ops
Traffic Control Points	Ops
Assembly Areas/Attack Positions	Ops
<b>Logistics:</b>	
Decon Site	Ops
RRP location and capabilities (Classes of supply and echelon of maintenance)	Ops
Field Trains	Ops
Combat Trains	Ops
BAS	Ops
Medevac procedures	No
EPW Procedures	No
Reports required	No
Casualty collection sites	Ops
Unit Maintenance Collection Point	Ops
<b>Command and Signal:</b>	
CP locations	Ops
Succession of command	No
Retransmission sites	Ops
Challenge and Password	No
Call signs and Frequencies (CEOI)	No
<b>Fire Support Plan:</b>	
Coordinated Fire Line (CFL) in effect/on order	Fire Supt
Fire Support Coordination Line (FSCL) in effect/on order	Fire Supt
Restricted Fire Areas (RFAs) in effect/on order	Fire Supt
No Fire Areas (NFAs) in effect/on order	Fire Supt
Free Fire Areas (FFAs) in effect/on order	Fire Supt
Airspace Coordination Areas (ACAs) in effect/on order	Fire Supt
Air Control Measures (IP/CP/AP) in effect/on order	Fire Supt
Unit Position Areas/Azimuths of fire/Range Fans	Fire Supt
Smoke approval authority	No
FASCAM approval authority	No
Target Number Block	No
Groups/Series assignments	No
Target nominations/fire plans submitted NLT (time)	No
Mission clearance procedures	No
PRF Codes	No
CMR Cueing procedures <i>"Snowstorm" and shell rep to cue AN/TPQ-36's.</i>	No

# TASK ORGANIZATION WORKSHEET

	REGT HQ	ME	S.E.1	S.E.2	S.E.3		RESV
Hq Co, 7 <sup>TH</sup> Marines							
Det, Comm Plat, Hq Co, __ Mar							
Det, Comm Co 1 <sup>st</sup> Mar Div MUX, SMART-T, NCS							
Det, Trk Co, Hq Bn, __ MarDiv (__ trucks)							
BN _ (A,B,C CO)							
Det, Scout Sniper Plat (1, 2, 3, 4, 5, 6, 7, 8							
BN _ (D,E,F CO)							
Det, Scout Sniper Plat (1, 2, 3, 4, 5, 6, 7, 8							
BN _ (I,L,K CO)							
Det, Scout Sniper Plat (1, 2, 3, 4, 5, 6, 7, 8							
BN _ ( , , , )							
Det, Scout Sniper Plat (1, 2, 3, 4, 5, 6, 7, 8							
____ Tnk Bn, ____ Mar Div							
(A Co, __ M1A1, B Co__ M1A1, C Co__ M1A1, D Co__ M1A1 )							
TOW Plt (Sect 1, 2, 3)8 TOWs ea							
Scout Plat 2 TOW 6 HMG							
__ Co __ AA Bn __ MARDIV							
__ Plat, Co __, __ AAVP-7, __ C-7, __ R-7)							
__ Plat, Co __, __ AAVP-7, __ C-7, __ R-7)							
__ Plat, Co __, __ AAVP-7, __ C-7, __ R-7)							
Det, MCM Plt, __ ,							

( __ AAVP-7 / __ Mk154)							
__ Plat (Rein), Co __, __ Cbt Engr Bn (1, 2, 3 Sqd)							

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# Sample Annex A

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2D BN (REIN), 2D MAR

PLACE OF ISSUE

Date/Time Group

Message Reference Number

ANNEX A TO OPERATION ORDER 1-00 (OPERATION RODEO)

REFERENCE: None

TIME ZONE: SIERRA (commencing DTG)

(All attachments effective DTG)

2D BN (REIN), 2D MAR

LtCol JACKSON

H&S Co (-)

Wpns Co (-)

Det, Comm Plat, Hq Co, 2d Mar

Arty Ln Tm (-), Btry B, 1st Bn, 10th Mar

2d Sect, 1st Plat, Btry A, 2d LAAD Bn, MACG-28, 2d MAW (DS)

CO E (REIN)

Capt JONES

Co E

Det, H&S Co

Det, Comm Plat

Det, Med Plat

Det, Scout Sniper Plat (1 Tm)

FAC Party #1

Det, Wpns Co

81mm Mortar FO #1

Det, AA Plat

Javelin Sect (-) (1st & 2d Sqds)

AT (TOW) Sect (-) (1st & 2d Sqds)

HMG Plat (-) (1st & 2d Sect)

Arty FO Tm #1, Btry B, 1st Bn, 10th Mar

3d Plat, Co A, 2d Aslt Amphib Bn (3 AAVP7)

2d Plat (-), Co C, 2d Cbt Engr Bn

(Page number)

UNCLASSIFIED

CO F (REIN)

Capt ALPHA

Co F

Det, H&amp;S Co

Det, Comm Plat

Det, Med Plat

Det, Scout Sniper Plat (1 Tm)

FAC Party #2

Det, Wpns Co

81mm Mortar FO #2

Det, AA Plat

4th Sqd, Javelin Sect

3d Sqd, AT (TOW) Sect

Arty FO Tm #2, Btry B, 1st Bn, 10th Mar

2d Sqd, 2d Plat, Co C, 2d Cbt Engr Bn

Bn Res: CO G (REIN)

Capt BRAVO

Co G

Det, H&amp;S Co

Det, Comm Plat

Det, Med Plat

Det, Wpns Co

81mm Mortar FO #3

Det, AA Plat

3d Sqd, Javelin Sect

4th Sqd, AT (TOW) Sect

3d Sect, HMG Plat

Arty FO Tm #3, Btry B, 1st Bn, 10th Mar

3d Sqd, 2d Plat, Co C, 2d Cbt Engr Bn

Det, 2d Plat, Trk Co, Hq Bn, 2d MarDiv (20 trucks)

## ACKNOWLEDGE RECEIPT

WILLIAM D. JACKSON  
Lieutenant Colonel, U.S. Marine Corps  
Commanding

## APPENDIXES:

- 1 - Time-Phased Force and Deployment List
- 2 - Shortfall Identification
- 3 - Force Module Identification
- 4 - Deterrent Options
- 5 - Reserve Component Requirements Summary

## OFFICIAL:

U. R. NAME  
Major, USMC  
S-3

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APPENDIX 19 (FIRE SUPPORT) TO ANNEX C TO OPERATION ORDER ( )

REFERENCES:

- (a) Maps:  
(1)  
(2)  
(3)

TIME ZONE:

1. COMMANDER'S INTENT FOR FIRE SUPPORT

2. EXECUTION

a. Concept of Fires

PHASE/EVENT			
TASK			
PURPOSE			
METHOD PRI= (P) ALT= (A)			
NET			
TRIGGER / TIME			
WEAPON			
EFFECTS / ENDSTATE			
REMARKS			

b. Fire Support Execution Matrix

UNIT	PRE-LD	LD	REGT OBJ 1/2	REGT OBJ 3	CONSOL

c. Fire Support Available

ARTILLERY ORGANIZATION	ARTILLERY POSITIONS
NAVAL GUNFIRE ORGANIZATION	FSAs FSSs
CAS ALLOCATION	MISSION PRIORITY (
	FASCAM. SMOKE-
TARGET PRECEDENCE/ HIGH PAYOFF TARGET LIST	TARGET BLOCKS Tgt CUTOFF

A  
T  
T  
A  
C  
K  
  
S  
Y  
S  
T  
E  
M  
S

PRIORITY	1	2	3	4	5
DESCRIPTION	INDIRECT FIRE	RECON	ADA	ARMOR	C2 Co or higher
ARTY	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>
RWCAS	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>
FWCAS	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>

#### Target Selection Standard

1. Target Location Error
2. Target Size
3. Activity
4. Time Acquired
5. Priority of Attack (in box)
6. Effects
  - D=Destroy
  - N=Neutralize
  - S=Suppress

#### e. Coordinating Instructions

- (1) CFL:
- (2) Current FSCL:
- (3) CBR POS:
- (4) Air Defense Status:
- (5) No Fire Areas:
- (6) Restricted Fire Areas
- (7) Airspace Coordination Measures

3. COMMAND AND SIGNAL

a.

b.

c.

ACKNOWLEDGE RECEIPT

\_\_\_\_\_, U.S. Marine Corps  
\_\_\_\_\_  
Commanding

OFFICIAL:

Operations Officer

APPENDIX 19(FIRE SUPPORT) TO ANNEX C TO OPERATION ORDER 6-01 (Operation VALLEY)

REFERENCES:

(a) Maps:

- (1) DMA 5261 I NE - Series V834, (Woodstock Quadrangle, VA-W.VA), 1:24,000
- (2) DMA 5261 I SE - Series V834, (Edinburg, VA), 1:24,000
- (3) DMA 5361 IV NW - Series V834, (Toms Brook, VA), 1:24,000
- (4) DMA 5261 IV SW - Series V834, (Rileyville, VA), 1:24,000

TIME ZONE: R

1. COMMANDER'S INTENT FOR FIRE SUPPORT

The purpose of fires is to fix the enemy mechanized forces in zone, neutralize his indirect fire agencies and air defense assets, and then destroy him through the use of combined arms. Artillery will fix enemy maneuver units in place to support the penetration of the enemy defense and allow maneuver units to destroy with direct fire. F/W CAS supported by counterbattery radar will neutralize enemy indirect firing agencies. I intend to push R/W assets down to the battalions for additional anti-armor capability. EW assets will neutralize the enemy's C<sup>2</sup> nodes and disrupt their C<sup>2</sup> capabilities for their delay. End state: Remaining elements of the BRAG neutralized, enemy forces destroyed in zone, and all fire support assets prepared to continue the attack to the south.

2. EXECUTION

a. Concept of Fires

PHASE/EVENT	PRE-LD-CONSOL	LD-REGT OBJ 1/2	REGT OBJ 3
<b>TASK</b>	Disrupt En indirect fire threat	Disrupt en prepared def vic Regt Obj's 1/2	Disrupt en def's vic Regt Obj 3
<b>PURPOSE</b>	To allow 6 <sup>th</sup> Mar movement unimpeded by enemy indirect fire.	To allow 6 <sup>th</sup> Mar units to close on Regt Obj's	To allow 3/6 to close on Regt Obj 3
<b>METHOD</b> PRI= (P) ALT= (A)	6 <sup>th</sup> Mar POF; 2/10, FW/CAS SE16MR (ADA, 2S1) P=Rec Tm2; AF0003 (CSOP), 2/10, P=Rec Tm1 A=LAR	1/6 POF Arty 2/6 POF RWCAS 6 <sup>th</sup> Mar POF FWCAS o/o 1/6 6 <sup>th</sup> Mar units submit FS plans IAW cutoff times	3/6 POF Arty/ F/RWCAS
<b>NET</b>	FSC1		
<b>TRIGGER / TIME</b>	Aviation on station		
<b>WEAPON</b>	DPICMER/Rockeye		
<b>EFFECTS / ENDSTATE</b>	ADA, (6) 2S1s Dest CSOP Dest	En suppressed vic Regt Obj's 1/2	En suppressed vic Regt Obj 3
<b>REMARKS</b>	CBR quick fire net to DASC for active CF throughout operation	Submit pre-planned 9 lines IAW CAS allocation	

D. Fire Support Execution Matrix

UNIT	PRE-LD	LD	REGT OBJ 1/2	REGT OBJ 3	CONSOL
1/6		ARTY-----	-----> POF FWCAS		1 FPF ARTY
2/6		RW CAS----	----->		
3/6				ARTY-----> F/RW CAS->	1 FPF ARTY
Co B LAR	ARTY-----> RW CAS-->				
2/10	SE16MR AF0003	2 BTRY FIRECAP POF 1/6	-----> 1/6----->	1 BTRY FIRECAPPED 3/6-- ----->	2 BTRY FIRECAPPED
F/W CAS	SE16MR	15 MIN STRIP NLT H-15 6 <sup>th</sup> Mar ----->	-----> 1/6----->	3/6----->	----->
R/W CAS□		2 DIV @ FARP NLT H-30 2/6----->	----->	3/6----->	----->
6 MAR□	AF0003 SE16MR	F/W CAS----			
CBR□	Tm 1 Tm 2	TM 1 POS:TBD TM 2 DISPLACE-		TM 1 DISPLACE--- TM 2 POS:TBD	
EW		ID EN C2, FS & ENG NETS	ATTK FS NETS	SPT ASSAULT ON REGT OBJ 3	CONT COLL EFFORT IOT DET EN STRENGTH & DISPO

c. Fire Support Available

ARTILLERY ORGANIZATION  2/10 DS 6 <sup>th</sup> Mar E/2/10 F/2/10 G/2/10 HQ/2/10 CBR TEAM #1 CBR TEAM #2	ARTILLERY POSITIONS  BTRY E: GS202171 BTRY F: GS235151 BTRY G: GS194138 HQ BTRY: GS230161
NAVAL GUNFIRE ORGANIZATION NA	FSAs FSSs NA
CAS ALLOCATION 6 <sup>th</sup> Mar 2/6 (10) AV-8B (4) AV-8B (4) FA-18C (2) SECT AH-1W (3) SECT UH-1N  1/6 3/6 (4) AV-8B (4) AV-8B (4) FA-18C (2) SECT AH-1W (4) SECT AH-1W	MISSION PRIORITY (1) HPTs (2) Scheduled Fires (3) Tgts of Opp  <b>FASCAM-</b> 6 <sup>TH</sup> Mar has short duration release auth.  <b>SMOKE-</b> all smoke msns will be coordinated with 6 <sup>th</sup> Mar
TARGET PRECEDENCE/ HIGH PAYOFF TARGET LIST  1. INDIRECT FIRE (122mm, 120mm) 2. RSTA 3. ADA (2S6) 4. ARMOR (T-72) 5. MANEUVER CO≤	TARGET BLOCKS 1/6:AF1000-1999 2/6:AF2000-2999 3/6:AF3000-3999 6 <sup>th</sup> Mar:AF0001-0999  <b>UTILIZE MCFSS NAMING CONVENTIONS FOR ALL FSCMS AND SCHEDULED FIRES</b>  <b>Tgt CUTOFF TIME</b> XX0800R Oct 00

d. AGM, HPT, TSS Matrix

A T T A C K  S Y S T E M S	PRIORITY	1	2	3	4	5
	DESCRIPTION	INDIRECT FIRE 2SIs(122mm) 120mm Mortars	RECON BMP/BRMs OPs	ADA 2S6	ARMOR T-72	C2 Co or higher
	ARTY	1 100m <span>3</span> 2 Btry> 3 Stationary 4 <1 hr <b>N</b>	1 100m <span>1</span> 2 Plt> 3 Stationary 4 <1 hr <b>D</b>	1 100m <span>1</span> 2 Sect 3 Station 4 <1 hr <b>N</b>	1 100m <span>3</span> 2 Co> 3 Station 4 <1 hr <b>N</b>	1 100m <span>1</span> 2 Co Hq> 3 Station 4 <1 hr <b>N</b>
	RWCAS	1 500m <span>2</span> 2 Btry> 3 Stat 4 <1 hr <b>D</b>	1 500m <span>2</span> 2 Plt> 3 Stat/Move 4 <1 hr <b>D</b>	1 500m <span>2</span> 2 Sect 3 Stat 4 <1 Hr <b>N</b>	1 500m <span>1</span> 2 Co> 3 Stat/Mov 4 <1 hr <b>N</b>	1 500m <span>2</span> 2 Co or> 3 Stat 4 <1 Hr <b>N</b>
	FWCAS	1 500m <span>1</span> 2 Btry> 3 Stationary 4 <1 hr <b>D</b>	1 500m <span>3</span> 2 Plt> 3 Stat/Mov 4 <1 hr <b>D</b>	1 500m <span>3</span> 2 Sect 3 Stat 4 <1 hr <b>N</b>	1 500m <span>2</span> 2 Co> 2 Stat/Mov 3 <1 Hr <b>N</b>	1 500m <span>3</span> 2 Co or> 3 Stat 4 <1 hr <b>N</b>

Target Selection Standard

1. Target Location Error
2. Target Size
3. Activity
4. Time Acquired
5. Priority of Attack (in box)
6. Effects

D=Destroy

N=Neutralize

S=Suppress

e. Coordinating Instructions

(1) CFL: Battalions submit recommended CFL in their zone. 6th Marines will consolidate and establish Regimental CFL.

(2) Current FSCL: None

(3) CBR POS: #1 TBD #2 TBD

(4) Air Defense Status: Tight/White

(5) No Fire Areas:

(a) NF16MR: GS159049 TO GS168057 TO GS171073 TO GS153065 TO GS157060 TO GS155055

(b) NF26MR: GS113995 TO GS119997 TO GS110000

(c) \*All NFAs are effective XX0300R Oct 00

(6) Restricted Fire Areas

(a) RF16MR: GS129135/coordinate with team1/500m radius

(b) RF26MR: GS129047/coordinate with team2/500m radius

(c) RF36MR: GS099024/coordinate with team3/500m radius

(d) RF46MR: GS213053/coordinate with team4/500m radius

(e) \*All RFAs are effective XX0300R Oct 00

(7) The following Battle Position's are 2k x 2k from center grid, AGL 0-500 ft

BP Viper GS190030

BP Habu GS160180

BP Boa GS210090

BP Coral GS080130

BP Mamba GS150160

(8) IP Edsel GS315290  
IP Chevy GS300210  
IP Jeep GS190160

(9) Silence is not consent for fire mission clearance

(10) Position areas: 2/10 coordinate with 1/6 for PAs

(11) Fires into RFAs/NFAs must be approved by 6th Marines. If situation warrants immediate action, fires must be in kind.

3. COMMAND AND SIGNAL

a. Cue AN/TPQ-36 with "snowstorm," time, date and provide SHELLREP ASAP.

b. 2/10 COC GS TBD

c. 6th Mar COC initially Warren, VA, planned location Berryville, VA

ACKNOWLEDGE RECEIPT

THOMAS JACKSON  
Colonel, U.S. Marine Corps  
Commanding

OFFICIAL:

J. J. Russell  
Major, USMC  
Operations Officer

# Notional Offensive Operations Schematic

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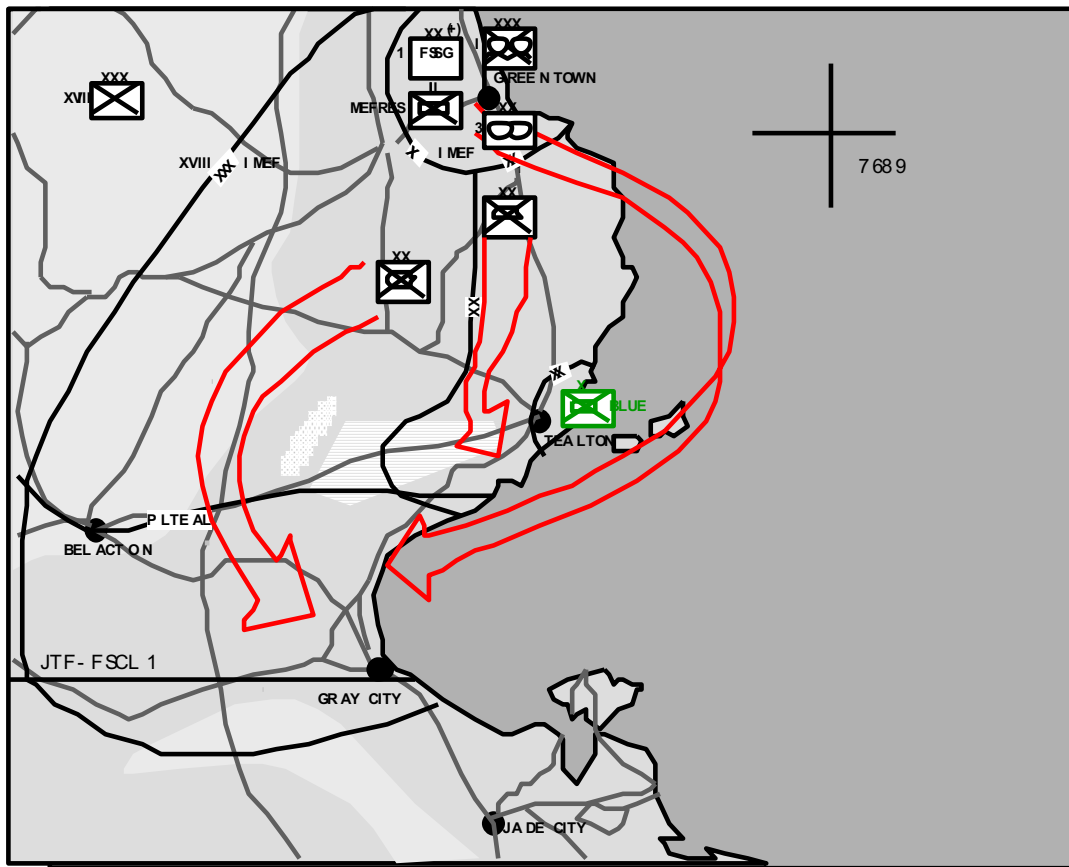
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GREENTOWN, BLUELAND

17 April 2001

ABD-1

APPENDIX 18 TO ANNEX C TO OPERATION ORDER 0002-01 (OPERATION SHARP SWORD) (U) OPERATIONS OVERLAY (U)



ACKNOWLEDGE RECEIPT

