

Training and Evaluation Outline Report

Status: Approved

20 Apr 2017

Effective Date: 07 Oct 2020

Task Number: 10-EAC-5604

Task Title: Provide Sub-Area Petroleum Office Support

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the CASCOM, Fort Lee, Virginia foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary	Source Information
	AR 200-1	ENVIRONMENTAL PROTECTION AND ENHANCEMENT	Yes	No	
	AR 70-12	FUELS AND LUBRICANTS STANDARDIZATION POLICY FOR EQUIPMENT DESIGN, OPERATION, AND LOGISTICS SUPPORT	Yes	No	
	ATP 4-43	Petroleum Supply Operations	Yes	Yes	
	ATP 4-94	THEATER SUSTAINMENT COMMAND	Yes	No	
	ATP 5-19	RISK MANAGEMENT, with change 1 dated 8 Sep 2014	Yes	No	
	FM 4-40 (Change 001, May 08, 2014)	QUARTERMASTER OPERATIONS http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/fm4_40.pdf	Yes	No	
	PAM 710-7	HAZARDOUS MATERIAL MANAGEMENT PROGRAM	Yes	No	

Conditions: The Theater Petroleum Center (TPC) has received an operations order (OPORD) from higher headquarters (HQ) to provide Sub-Area Petroleum Office (SAPO) support as directed by the Joint Petroleum Office (JPO). The TPC is established in support of a higher HQ operational mission. The TPC has primary access to main supply routes, external logistical support, and it is accessible to all supported and supporting customers/units. Continuous digital and analog communications have been established with higher headquarters. All applicable regulations, internal and external tactical standard operating procedures (TSOP), technical manuals (TMs), and field manuals (FMs) are on-hand as reference material. The TPC has been provided guidance on rules of engagement for this mission. Threat capabilities include opposing forces which have the ability to gather information, interact with hostile force sympathizers, coordinate suicide bombings, set up improvised explosive devices, coordinate air support, and execute reinforced platoon/squad operations in a chemical, biological, radiological, and nuclear (CBRN) environment. Mission, enemy, terrain and weather, troops and support available-time available and civil considerations (METT-TC) identified constraints must be considered. The unit is not likely to be attacked with hostile enemy fire or chemical agents. This task will be performed under either/or a combination of a static, dynamic, complex, single, or hybrid operational environment as outlined in the training evaluation matrix. All authorized equipment is on hand and operational. All unit personnel are available to provide support during all day and night operations. External dependent units have been contacted and coordinations have been made to support TPC operational mission. Specified time constraints are identified in the operations order. The unit has adequate time to prepare. Unit leaders are present in the area of operations. This task should not be trained in MOPP 4.

Standards: The Theater Petroleum Center (TPC) provides Sub-Area Petroleum Office (SAPO) support with the use of all available equipment and personnel within the specified time constraints in the mission OPORD and in accordance with (IAW) the approved Army standards identified in the Task Evaluation Criteria Matrix which is included in this task below, commanders guidance, applicable internal and external TSOPs, and approved Army regulations.

LEADER STATEMENT: An Army leader is anyone who by virtue of assumed role or assigned responsibility inspires and influences people to accomplish organizational goals. Leadership is not limited to or synonymous with an assigned duty, position, or given rank as it also manifests itself in both informal and collective forms. Informal leadership provides knowledge, experience, and technical expertise while collective leadership results through the combined effects and synergies of leaders at different levels and experience collaborating to achieve a common purpose. Informal and collective leadership can include positions with an expanded scope of responsibility, significance and operational / mission implications. Therefore, for the purpose of training this task, Leaders are not only defined as officers, warrant officers, noncommissioned officers, and Army civilians but also include individuals who are Subject Matter Experts (SME) which possess the requisite knowledge and skill set to perform a particular task (For example,

conduct an operation, provide logistics, or operate specific equipment, etc.) at the tactical through strategic level as the situation and/or mission(s) dictates.

Live Fire: No

Objective Task Evaluation Criteria Matrix:

Plan and Prepare		Execute					Assess		
Operational Environment	Training Environment (LV/C)	Leaders Present at Training/Required	Present at Training/Required	External Eval	Performance Measures	Critical Performance Measures	Leader Performance Measures	Evaluator's Observed Task Proficiency Rating	Commander's Assessment
BDE & Above									
Dynamic and Complex (All OE Variables and Hybrid Threat)	Night	>=85%	>=80%	Yes	>=91%	All	>=90%	T	T
		75-84%			80-90%		80-89%	T-	T-
Dynamic and Complex (All OE Variables and Single Threat)	Day	65-74%	75-79%	No	65-79%	<All		P	P
		60-64%	60-74%		51-64%		<=79%	P-	P-
Dynamic and Complex (<All OE Variables and Single Threat)		<=59%	<=59%		<=50%			U	U

Remarks:

Task steps and performance measures are arranged in a logical order and are not intended to be interpreted as a "required order" for performance. These task steps and/or performance measures of collective task may not always be applicable to every unit. Prior to evaluation, coordination should be made between the evaluator, the unit itself, and the evaluated units' higher headquarters (if required) to determine the task step(s) and/or performance measure(s) that may be omitted and/or must be performed. Training begins with the execution of pre-combat checks and inspections. Training ends when designated training objectives for the particular training events or exercises are performed to Army standard. Unit leadership should conduct an after action report (AAR) to determine future training requirements for the unit.

Task Evaluation Criteria Matrix Definitions:

Static: Aspects of operational variables (PMESII-PT) needed to stimulate mission variables (METT-TC) are fixed throughout the unit's execution of the task.

Dynamic: Operational variables and Threat TTPs for assigned counter- tasks change in response to the execution of BLUFOR's task.

Complex: Requires a minimum of four (Terrain, Time, Military [Threat], and Social [Population]) or more operational variables; brigade and higher units require all eight operational variables (PMESII-PT) to be replicated in varying degrees based on the task being trained.

Single Threat: Regular, irregular, criminal, or terrorist.

Hybrid Threat: The diverse and dynamic combination of regular forces, irregular forces, terrorist forces, and/or criminal elements unified to achieve mutually benefitting effects.

To obtain a T or T- this task must be conducted in a dynamic and complex environment with 4 plus OE variables and a hybrid threat at night with 75% or more leaders present, greater than 80% of Soldiers present, receive a "GO" on 80% or more of the performance measures, ALL of the critical performance measures and at least 80% "GO" on the leader performance measures. Must be conducted during an external evaluation.

Task steps and measures were developed using the Plan, Prepare, Execute and Assess (PPEA) construct to reinforce the operations process and is implied throughout the T&EO as applicable.

Notes:

REPORTING ERRORS AND RECOMMENDING IMPROVEMENTS: You can help improve this collective task. If you find any errors, or if you would like to recommend any improvements to the procedures in this collective task, please let us know. The preferred method is to submit a DA Form 2028 (Recommended Changes to Publications and Blank Forms) with your recommended changes via email to usarmy.lee.tradoc.mbx.cascom-g3-collective@mail.mil. Your recommended changes will be reviewed, validated to ensure approved Army or joint doctrine supports your recommendation(s), implemented as applicable, and a reply will be furnished to you.

Safety Risk: Low

Task Statements

Cue: The Theater Petroleum Center (TPC) has received an operations order (OPORD) from higher headquarters (HQ) to provide Sub-Area Petroleum Office (SAPO) support.

DANGER
Soldiers must constantly be alert for and avoid situations that may result in injury or death. At the training site, leaders must establish training safety overview procedures.

WARNING
Soldiers must be alert to human error and know the capabilities and limitations of the equipment and vehicles they use. Following the proper safety procedures preserves troop strength by preventing personnel losses through accidents.

CAUTION
The possibility of personal injury or damage to equipment that may result from long-term failure to follow correct procedures.

Task Performance Summary Block										
Training Unit			ITERATION							
			1		2		3		4	
Date of Training per Iteration:										
Day or Night Training:			Day / Night		Day / Night		Day / Night		Day / Night	
			#	%	#	%	#	%	#	%
Total Leaders Authorized		% Leaders Present								
Total Soldiers Authorized		% Soldiers Present								
Total Number of Performance Measures		% Performance Measures 'GO'								
Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Live Fire, Total Number of Critical Performance Measures		% Critical Performance Measures 'GO'								
Total Number of Leader Performance Measures		% Leader Performance Measures 'GO'								
MOPP LEVEL										
Evaluated Rating per Iteration T, T-, P, P-, U										

Mission(s) supported: None

MOPP 4: Never

MOPP 4 Statement: This task is not intended to be performed in MOPP 4. However, if necessary during an unexpected interim chemical, biological, radiological, and nuclear (CBRN) situation, ensure personal protective measures have been taken before proceeding with any measure to protect or decontaminate equipment. Failure to observe this precaution may result in serious illness, injury, or death to personnel by CBRN agents. Perform immediate operational or thorough decontamination procedures in accordance with applicable equipment TM's, CBRN doctrine, and unit TSOP as the mission, resources, and tactical situation permits. The CBRN Specialist should test unit equipment for levels of contamination after the all clear signal has been given and prior to resuming mission operations.

NVG: Never

NVG Statement: Night vision goggles are not required to conduct this task. However, they may be required when conducting sustainment unit operations, during movement, or Soldier duties as assigned.

Prerequisite Collective Task(s): None

Supporting Collective Task(s): None

OPFOR Task(s): None

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	101-92F-2125	Supervise Accountability of Petroleum Products	101 - Quartermaster (Individual)	Approved
	101-92F-3125	Direct Accountability of Petroleum Products	101 - Quartermaster (Individual)	Approved
	101-92F-3157	Prepare Monthly Bulk Petroleum Forecasting Requirements	101 - Quartermaster (Individual)	Approved

Supporting Drill(s): None

Supported AUTL/UJTL Task(s):

Task ID	Title
ART 4.1.3.3	Provide Petroleum, Oils, and Lubricants (Class III)
ART 4.1.3.3.1	Provide Bulk Fuel
ART 4.1.3.3.3	Provide Petroleum Quality Assurance and Quality Surveillance

TADSS

TADSS ID	Title	Product Type	Quantity
No TADSS specified			

Equipment (LIN)

LIN	Nomenclature	Qty
No equipment specified		

Material Items (NSN)

NSN	LIN	Title	Qty
No material items specified			

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to the current Environmental Considerations manual and the current GTA Environmental-related Risk Assessment card.

It is the responsibility of all Soldiers and Department of the Army civilians to protect the environment from damage. Army personnel must take care of the environment; that is, practice environmental stewardship. All operations conducted on Army installations will comply with federal, state, local and host-nation environmental requirements and Army regulations. Army personnel will sustain compliance at all sites in the US and abroad, establishing good relationships with communities and regulators.

Environmental risk management consists of the following steps:

- a. Identify Hazards. Identify potential sources for environmental degradation during analysis of METT-TC factors. This requires identification of environmental hazards. An environmental hazard is a condition with the potential for polluting air, soil, or water and or destroying cultural and historical artifacts.
- b. Assess the Hazard. Analyze potential severity of environmental degradation using the Environmental Risk Assessment. Severity of environmental degradation is considered when determining the potential effect an operation will have on the environment. The risk impact value is defined as an indicator of the severity of environmental degradation. Quantify the risk to the environment resulting from the operation as extremely high, medium, or low, using the environmental risk assessment matrixes.
- c. Make Environmental Risk Decisions. Make decisions and develop measures to reduce high environmental risks.
- d. Brief Chain of Command. Brief chain of command (to include installation environmental office, if applicable), on proposed plans and pertinent high-risk environmental matrixes. Risk decisions are made at a level of command that corresponds to the degree of risk.

Safety: In a training environment, leaders must perform a risk assessment in accordance with current Risk Management Doctrine. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC).

Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW current CBRN doctrine.

Leaders must verify the structural soundness of all training and evaluation plans from a safety viewpoint. Leaders must conduct training at levels consistent with the abilities of the Soldiers being trained. They must instill an awareness of individual safety in all subordinate leaders and Soldiers. Soldiers must constantly be alert for and avoid situations that may result in injury or death.

Be aware of the following:

- a. At the training site, leaders must establish training safety overview procedures. Safety procedures should emphasize the adherence to standards, consideration of environmental factors (for example, wet bulb), risk assessment, and factors contributing to and aiding in the prevention of accidents. Responsible individuals must know how to balance the risks against the training requirements and monitor conditions for safety and health hazards (to eliminate or control them). Leaders must ensure the welfare of their Soldiers in all situations.
- b. Leaders must establish a buddy system for safety measures. Soldiers should maintain a safety watch on each other, with emphasis on individual safety training, and first aid responsibilities. All unsafe conditions and unsafe acts must be recognized and reported. Soldiers must be alert to human error and know the capabilities and limitations of the equipment and vehicles they use. Following the proper safety procedures preserves troop strength by preventing personnel losses through accidents.