Army Regulation 350–9

Training

Overseas Deployment Training

SUMMARY of CHANGE

AR 350–9
Overseas Deployment Training

This major revision, dated 8 November 2004--

o Provides guidelines for determining which Reserve Component units should
   deploy in support of overseas deployment training missions (chap 3).

o Provides the purpose, participants, and outcome of the overseas deployment
   training overseas coordination conferences (chap 3).

o Prescribes the pre-deployment training and administrative requirements to
   ensure each soldier is in a deployable status prior to participating in
   overseas deployment training (chap 3).

o Updates the funding responsibilities for overseas deployment training
   missions (chap 6).

o Provides an appendix with the formats for after action reports for each level
   of command (app B).

o Prescribes DA Form 7534 (Overseas Deployment Training Coordination
   Worksheet), DA Form 7534-1 (ODT Training Plan and Mission Statement), and DA
   Form 7534-2 (ODT Training Calendar) (throughout).

Headquarters
Department of the Army
Washington, DC
8 November 2004

*Army Regulation 350–9

Effective 8 December 2004

Training

Overseas Deployment Training

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:

SANDRA R. RILEY
Administrative Assistant to the
Secretary of the Army

History. This publication is a major revision.

Summary. This regulation provides Department of the Army policy and procedures for the conduct of overseas deployment training by continental United States Reserve Component units. It provides the guidelines to plan, execute, and assess overseas deployment training.

Applicability. This regulation applies to the Active Army, the Army National Guard of the United States/Army National Guard and the U.S. Army Reserve, unless stated otherwise. This regulation does not apply during mobilization.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G–3. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or a direct reporting unit or field operating agency of the proponent 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 guidance.

Army management control process. This regulation contains management control provisions, but it does not identify key management controls that must be evaluated.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without approval from Headquarters, Department of the Army, Office of the Deputy Chief of Staff, G–3, ATTN: DAMO–TRC, 450 Army Pentagon, Washington, DC 20310–0450.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to HQDA, Department of the Army, Office of the Deputy Chief of Staff, G–3, ATTN: DAMO–TRC, 450 Army Pentagon, Washington, DC 20310–0450.

Distribution. This publication is available in electronic media only and is intended for command levels A, B, C, D, and E for the Active Army, the Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

*This publication supersedes Army Regulation 350–9, dated 20 October 1988.

AR 350–9 • 8 November 2004

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i

Contents—Continued

Glossary

Index

Chapter 1
Overview

1–1. Purpose
a. This regulation prescribes policy, procedures, and responsibilities to train Reserve Component (RC) units based in the continental United States (CONUS) (and RC units in Hawaii, Alaska, and U.S. territories or possessions) at locations outside the continental United States (OCONUS) and U.S. territories or possessions in a training status. RC units execute overseas deployment training (ODT) primarily to improve their mission readiness; however, RC units conducting ODT also fulfill capability requirement shortfalls for an Army service component command's theater engagement, security cooperation, forward presence, stabilization, and mission support activities.

b. The Army is a critical component of the Joint team; we must think of ourselves as indispensable and vital members of that team first, and as a service component second. We must remain aware that the Army always conducts operations-offensive, defensive, stability, and support-in a Joint and expeditionary context. The value our Army brings to the Joint fight, and the capabilities the Joint commander expects the Army to provide, are not limited to our combat formations. The combat support (CS) and combat service support (CSS) capabilities, setting the theater, and sustaining it, are critical. ODT can provide the opportunity for RC forces to train and operate in a Joint context.

c. The Department of Defense (DOD) has moved to a capabilities-based model for both training and readiness assessment, one that focuses more on how an adversary might fight than who the adversary might be, or where a conflict might occur. A capabilities-based model requires and supports training for the full spectrum of operations. The Army must be ready to execute and sustain operations across the full spectrum of operations in the contemporary operating environment (COE). RC units participating in ODT should look for opportunities to train to the full spectrum of operations.

1–2. References
Required and related publications and referenced forms are listed in appendix A.

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

1–4. Responsibilities
Responsibilities are listed in chapter 2.

1–5. ODT Objectives
The objectives for ODT are to—

a. Provide RC units an opportunity to conduct unit-based collective mission essential task list (METL) training while incorporating mobilization, deployment, reception, and redeployment activities.

b. Improve RC readiness to execute their role as part of the Joint force through participation in Joint exercises, and training in a Joint context.

c. Provide critical capabilities to the Army service component command.

Chapter 2
Responsibilities

2–1. HQDA, Deputy Chief of Staff, G–3
The DCS, G–3 will—

a. Develop policies and procedures for the ODT program.

b. Monitor the ODT program.

c. Program funding for ODT requirements as part of the program objective memorandum (POM) process.

2–2. Commander, Forces Command (FORSCOM)

The Commander, FORSCOM will—

a. Coordinate the planning and execution of the ODT program and provide supplemental instructions as needed.

b. Coordinate ODT requirements with the OCONUS commands.

c. Develop and publish a five-year ODT plan (FYOP) annually. U.S. Army Special Operations Command (USASOC) ODT participation will be included in the FYOP.

d. Coordinate ODT scheduling of RC units with the National Guard Bureau (NGB), the U.S. Army Reserve Command (USARC), the U.S. Army Pacific (USARPAC), and the USASOC.

e. Forecast international passenger requirements for those traveling as individuals.

f. Approve attendance at overseas coordination conferences (OCCs) on the basis of recommendations from the requesting OCONUS command, NGB, USARC, USARPAC, and USASOC.

g. Approve each unit scheduled to deploy for ODT during the OCC.

h. Adjudicate conflicts that arise in the scheduling of RC units. Provide USASOC with a copy of requests forwarded to FORSCOM concerning special operations forces (SOF) units.

i. Submit a summary after action report (AAR) of the previous fiscal year ODT activities to HQDA, DCS, G–3 each year.

j. Forward to HQDA, DCS, G–3 (DAMO–TRC) requests for exceptions to policy allowed by this regulation.

2–3. Commanders, U.S. Army service component commands

Commanders of Army service component commands that support the regional combatant commander (hereafter called OCONUS commands) will—

a. Forecast RC capability requirements within their commands for 5 years out and submit the ODT requirements to FORSCOM.

b. Each year, refine the near-term requirements in the FYOP.

c. Submit requested changes to the approved FYOP to FORSCOM.

d. Establish a single point of contact for ODT coordination.

e. Identify and budget for in-country support costs, to include OCCs.

f. Ensure sponsor units initiate coordination with the RC unit once it is identified on the published FYOP.

g. Host OCCs so that representatives of RC units and their sponsor unit meet and coordinate details of the ODT.

h. Assist RC units and soldiers in obtaining appropriate country and theater clearances.

i. Provide RC units confirmation of the scheduled mission or an updated mission statement no later than 6 months prior to the scheduled ODT.

j. Provide administrative and logistical support to RC units and soldiers while they are in country.

k. Conduct formal evaluations of RC units conducting ODT, as required by the CONUSA.

l. Submit a summary AAR to FORSCOM no later than 1 November of each year.

m. Furnish NGB, USARC, USARPAC, USASOC, and CONUSA copies of all pertinent ODT coordination correspondence.

2–4. Director, Army National Guard

The Director, Army National Guard (ARNG), as a force provider will—

a. Recommend to the Commander, FORSCOM, the ARNG units that will fulfill OCONUS command capability requirements in ODT status.

b. Review the draft FYOP to ensure ARNG units scheduled for ODT are available and the planned activities are appropriate and applicable.

c. Assist USASOC plan and execute ODT for ARNG SOF units, and ensure USASOC is an information addressee on all correspondence regarding ARNG SOF units.

d. Validate the selection of unit representatives to attend OCCs.

e. Approve each unit scheduled to deploy for ODT during the OCC.

f. Ensure coordination is conducted for cells of fewer than 10 personnel at OCCs.

g. Provide State Adjutants General the funding required to plan and conduct ODT.

h. Coordinate with the respective State Adjutants General for deploying ARNG units to ODT in accordance with the FYOP.

i. Ensure ARNG units submit AARs summarizing their ODT training.

j. Submit a summary AAR to FORSCOM each year.

k. Assist FORSCOM in managing the ODT program.

2–5. Commander, U.S. Army Reserve Command and U.S. Army Pacific

The Commander, U.S. Army Reserve Command (USARC) and Commander, U.S. Army Pacific (USARPAC), as force providers, will—

a. Recommend to the Commander, FORSCOM the USAR units that will fulfill OCONUS command capability requirements in ODT status.

b. Review the draft FYOP to ensure Army Reserve units scheduled for ODT are available and the planned activities are appropriate and applicable.

c. Validate the selection of unit representatives to attend OCCs.

d. Approve each unit scheduled to deploy for ODT during the OCC.

e. Ensure coordination is conducted for cells of fewer than 10 personnel at OCCs.

f. Provide subordinate commands the funding required to plan and conduct ODT.

g. Deploy assigned units and soldiers in accordance with the FYOP.

h. Ensure Army Reserve units submit AARs summarizing their ODT training.

i. Submit a summary AAR to FORSCOM each year.

j. Assist FORSCOM in managing the ODT program.

2–6. Commander, U.S. Army Special Operations Command

The Commander, U.S. Army Special Operations Command (USASOC), as a force provider, will—

a. In support of FORSCOM, manage the ODT Program for SOF in accordance with provisions of this regulation and publish supplemental instructions as necessary.

b. Identify to FORSCOM the ARNG and Army Reserve SOF units that will fulfill capability requirements in ODT status.

c. Review the draft FYOP to ensure ARNG and Army Reserve SOF units scheduled for ODT are available and the planned activities are appropriate and applicable.

d. Evaluate the SOF ODT program to ensure its effectiveness and efficiency.

e. Coordinate with the NGB as part of SOF ARNG ODT oversight and validate ARNG SOF missions.

f. Coordinate and approve (with the concurrence of ARNG where appropriate) SOF ODT for units outside their region of orientation.

g. Validate the selection of unit representatives to attend OCCs.

h. Approve each unit scheduled to deploy for ODT during the OCC.

i. Accomplish coordination for cells of fewer than 10 personnel at OCCs.

j. Deploy assigned SOF units and soldiers in accordance with the FYOP.

k. Ensure ARNG and Army Reserve SOF units submit after action reports (AAR) summarizing their ODT training. Ensure NGB receives a copy of the AAR for all ARNG SOF units.

l. Submit a summary AAR to FORSCOM each year.

m. Assist FORSCOM in managing the ODT program.

2–7. Commanders, Continental U.S. Armies

Continental U.S. Army (CONUSA) commanders will—

a. Assess ODT training value for RC units by reviewing ODT mission statements in consonance with the RC unit's METL, Unit Manning Roster, Unit Status Report, and related training documents.

b. Advise FORSCOM if the RC unit would not benefit from the ODT, with the information relayed to the NGB, USARC, and USARPAC.

c. Assist scheduled RC units to coordinate an ODT training plan based on capabilities requested and unit METL tasks.

d. Ensure the unit METL tasks to be accomplished and/or evaluated during the ODT are annotated on the ODT training plan and mission statement page of DA Form 7534–1 (ODT Training Plan and Mission Statement) and approved during the OCC by the CONUSA representative.

e. Assist scheduled RC units to ensure ODT training requirements are fully planned and coordinated with sponsor units before deployment.

f. Determine evaluation requirements for deploying units at the point the RC unit is identified for filling the capability requested, and ensure evaluations are scheduled and supported.

g. Assist units in preparation for OCONUS deployment. Include the conduct of mobilization exercises (MOBEX) in conjunction with the deployment, if appropriate.

h. Provide supportability or non-supportability comments to ODT change messages. For requests to add new units to

the ODT plan, comments must be provided concerning the appropriate match of the ODT mission statement and the unit's METL.

i. Submit a summary AAR to FORSCOM each year that addresses training and evaluation issues.

2–8. State or regional readiness command (RRC) transportation officer

a. Arrange round-trip movement of units by commercial or military transportation in accordance with DOD Regulation 4500.9–R.

b. Issue port calls, monitor transportation provided for movements, and assist RC units if there are delays or disruptions in travel.

c. Notify FORSCOM, NGB, USARC, USARPAC, USASOC, and appropriate OCONUS command immediately if RC units encounter delays that could disrupt travel connections, post arrival activities, or extend allowable man-day limitations.

Chapter 3
Plan ODT

3–1. Determine capability requirements for ODT

a. OCONUS commands will forecast capability requirements 5 years out to meet their mission requirements.

b. OCONUS commands will submit the ODT requirements, with an indication of priority, to FORSCOM no later than 1 April each year. SOF capability requirements will be identified to USASOC through FORSCOM. The following categories will be used for development of priorities:

(1) *Critical to mission or exercise success.* Mission or exercise fails without desired RC support in ODT status.

(2) *Important but not critical.* The mission or exercise will not fail if the ODT is not executed, but there is a high risk of encountering major deficiencies.

(3) *Significant.* The mission or exercise will not fail if the ODT is not executed, but there is a high risk of encountering minor deficiencies.

c. OCONUS commands will input ODT requirements, to include complete mission statements (with tasks and purposes) into the FORSCOM FYOP database for each ODT requirement. Informal OCONUS command troop list documents will not supersede the FORSCOM FYOP.

d. OCONUS commands may request specific RC units. However, the intent is to ensure ODT is rotated among similar RC units. FORSCOM will adjudicate when an RC unit is scheduled in multiple theaters.

e. OCONUS commands will establish a single point of contact for ODT coordination. All RC units, including SOF units, must coordinate ODT through this point of contact.

f. OCONUS commands will provide RC units an updated mission statement no later than 6 months before deployment. Updates will expand or refine the FYOP mission statements.

g. OCONUS commands will not further deploy units or unit personnel in ODT status to additional countries without prior coordination and approval by FORSCOM. FORSCOM will coordinate re-deployments with NGB, USARC, USARPAC, or USASOC.

3–2. Deployment activities governed by other regulations

The following types of training are governed by other regulations and are not part of the ODT program:

a. RC unit members will not deploy in ODT status while in an inactive duty training (IDT) status, in accordance with AR 140–1.

b. The exchange of small units and personnel between the U.S. Army and armies of allied and friendly nations is governed by AR 12–15. FORSCOM may monitor overseas exchange programs by entering a line number with a non-ODT status code in the FYOP.

c. Training activities involving temporary cross-border movements of land forces between Alaska, CONUS, and Canada are governed by AR 525–16.

d. Units training overseas in the Tactical Intelligence and Readiness Training (REDTRAIN) Program are governed

in accordance with AR 350–3. FORSCOM may monitor overseas deployments under the REDTRAIN program by entering a line number with a non-ODT status code in the FYOP.

e. Formal courses of instruction conducted by foreign nations that U.S. Army personnel (as individuals) attend are governed by AR 350–1 and AR 621–1.

f. Military-to-military contact teams are governed by AR 12–15.

g. Army participation in exercises directed, coordinated, or approved by the Chairman of the Joint Chiefs of Staff (CJCS) will be governed in accordance with AR 350–28, in addition to the provisions of this regulation.

h. Public affairs announcements for OCONUS CJCS exercises will be governed in accordance with AR 360–1.

i. RC units or individuals in OCONUS temporary tour of active duty (TTAD) or contingency temporary tours of active duty (COTTAD) status will be governed in accordance with AR 135–210.

3–3. Determining Reserve Component participation

a. The following planning factors should be considered by the unit's chain of command before approving ODT to ensure maximum training value:

(1) ODT should provide unit-based collective METL training while supporting the requirements of the OCONUS command.

(2) Unit integrity should be maintained at platoon level or higher during ODT. Unit cells may deploy when capability requirements or doctrine compel less than platoon level. Unit cells should be considered the exception.

(3) The unit should not be scheduled for ODT if it is also scheduled to undergo a combat training center (CTC) experience (to include a combat support or combat service support mission to assist the National Training Center), or engage in any other major training event during the FY.

b. Selection and scheduling of RC units for ODT is a coordinated decision with concurrence needed from the unit's chain of command, the CONUSA, OCONUS command, and FORSCOM. Scheduling conflicts between commands will be adjudicated by FORSCOM.

3–4. Length of ODT

a. An ODT period of duty will not exceed 22 days for the main body of the unit. Advanced detachments and rear detachments will not exceed 29 days. ODT is normally conducted in an annual training (AT) status.

b. RC soldiers serving on duration parties in excess of 29 days will be carried in active duty for special work or active duty for training (ADSW/ADT) status.

c. Active Army soldiers, Active/Guard Reserve (AGR) soldiers, and RC soldiers serving on active duty tours are exempt from the number of days limitation.

3–5. Five-Year ODT Plan (FYOP) Development

a. The FYOP will be developed on an annual cycle as follows:

(1) No later than 1 April, OCONUS commands will identify new capability requirements in the second through fifth succeeding FY and submit them to FORSCOM through Global Command and Control System—overseas deployment training (GCCS—ODT).

(2) No later than 15 April, FORSCOM will notify NGB, USARC, USARPAC, and USASOC through GCCS that the requirements are ready for staffing.

(3) Between 16 April and 30 November, commands will conduct internal conferences to coordinate support for ODT missions and provide input to FORSCOM through GCCS. As part of this process, the CONUSAs will review the appropriateness of the training and requirements for an external evaluation (EXEVAL).

(4) No later than 1 December, the draft FYOP will be distributed through GCCS for final review and comment.

(5) No later than 15 January, FORSCOM will review the supportability comments from the force providers and approve the FYOP. The approved FYOP will be published through GCCS for execution.

b. If issues and concerns arise during the FYOP development that require additional coordination, it will be accomplished by a video teleconference, e-mail, command message, or as an added topic during previously scheduled conferences, such as FORSCOM's World Wide Training and Scheduling Conference (WWTSC).

c. Table 3–1 provides the reporting requirements for achieving the milestones for the FYOP development.

Table 3–1	
Suspense dates and reporting requirements, RCS CSGPO–438	
Dates	Reporting requirements
1 April	OCONUS commands submit new capability requirements.
15 April	FORSCOM distributes the consolidated list of requirements.
30 November	NGB, USARC, USARPAC, and USASOC recommend RC units for each new requirement.
1 November	MACOMs submit summary ODT AARs.
1 December	FORSCOM submits summary ODT AAR.
15 January	The FYOP is approved and published by FORSCOM.

3–6. Requests for changes during the execution year

a. Changes to the published FYOP within the 2-year window must be submitted with justification to FORSCOM as soon as they occur.

b. Changes to the published FYOP submitted within 90 days of deployments require approval of a general officer within the requesting unit's chain of command when:

(1) The total number of training days is changed.

(2) The number of soldiers scheduled is changed.

(3) The training schedule changes by more than one week.

(4) There are further deployments of RC units or soldiers to additional countries.

(5) The costs incurred increase.

c. Requests for changes submitted within 180 days of deployments that do not affect items listed in paragraph 3–6*b*, above, may be approved by a general officer's designated representative within the unit's chain of command.

d. Substitutions or cancellations to the current year plan should only be considered if participation is absolutely essential to the mission, and if it can be accomplished without degrading the unit mission training plan.

e. RC units mobilized as units during the year of ODT execution will be removed from the FYOP by the chain of command and will not require additional general officer approval. RC units mobilized as derivative UICs (DUIC) will be reviewed for continued supportability before the unit is removed from the FYOP.

3–7. ODT overseas coordination conferences

a. Coordination between the sponsor unit and the RC unit is vital for successful training accomplishment. OCCs provide an opportunity for face-to-face coordination between RC unit representatives and sponsor units, and when feasible, allow for a leader reconnaissance before deploying the RC unit overseas. The decisions of OCONUS commands about the frequency and location of OCCs will be based on maximization of the coordination process. DA Form 7534 (Overseas Deployment Training Coordination Worksheet), DA Form 7534–1 (ODT Training Plan and Mission Statement), and DA Form 7534–2 (ODT Training Calendar) will be prepared for each RC unit to outline training, administrative, logistical, and advance party requirements.

b. Detachments, cells of 10 or more soldiers, and company-sized units will be limited to one representative. Battalion-sized units are limited to three representatives. The appropriate NGB, USARC, USARPAC, or USASOC designee will serve as the deploying unit's representative to coordinate for unit cells of nine or fewer. FORSCOM will adjudicate any conflicts that arise during the OCC, in coordination with the OCONUS command, NGB, USARC, USARPAC, USASOC, and the CONUSA. RC unit representatives attending the OCC are expected to participate in a leadership decision-making role in the unit's ODT mission.

3–8. Pre-deployment training and administrative requirements

The following prerequisite training must be completed prior to deploying for ODT:

a. Unit members must have completed initial entry training (IET) and be qualified in their duty military occupational specialty (DMOS).

b. Soldiers scheduled to operate material handling equipment (MHE), non-tactical vehicles, or military vehicles during ODT must be trained and complete required in-country certifications prior to deployment.

c. Personnel scheduled for ODT will be briefed on proper operational security (OPSEC) procedures, receive personnel recovery (PR) training required for the overseas location, and receive updated subversion and espionage directed against the U.S. Army (SAEDA) and deliberate security violations training briefings within 60 days prior to deployment.

d. Personnel selected for ODT will receive level 1 antiterrorism awareness training within 6 months prior to deployment, as prescribed in AR 525–13, para 5–17. At a minimum, this includes the Army's level 1 training addressing individual protective measures and issuance of JSG 5260.1 and folding wallet card (GTA 19–4–3) or approved equivalent. Medium or higher threat areas also require instruction by a certified instructor and a threat

condition (THREATCON) training video. Combatant commanders may identify additional security training requirements during the OCC and document them on the ODT coordination sheets. If required, this training will be conducted by the requesting OCONUS command.

e. Deploying units must receive pre-deployment public affairs training for the supported training event. This training should include: host nation sensitivities; likely media environment; public affairs points-of-contact at the OCONUS location; and public affairs posture, command messages, and security-at-the-source guidelines from applicable public affairs guidance.

f. A Soldier Readiness Program (SRP) check will be completed for each soldier participating in ODT within 30 days of the deployment date (waivable up to 90 days by the first general officer in the chain of command in accordance with AR 600–8–101). Readiness requirements for each functional area on DA Form 7425 (Readiness and Deployment Checklist) will be certified at the home station. Soldiers found non-deployable for any item on the checklist will not deploy for ODT. The soldier and unit commander will each sign section 1 of DA Form 7425 to certify that the soldier meets the readiness certification requirements for each functional area. Units will maximize the use of automation to document the functional areas for deployment assessments (Reserve Component Automation System (RCAS) or Deployment and Reconstitution Tracking Software (DARTS)).

g. The unit will maintain a deployment packet for each soldier participating in ODT. The deployment packets will include:

(1) A copy of the automated or manually completed DA Form 7425 (Readiness and Deployment Checklist).
(2) DD Form 93 (Record of Emergency Data).
(3) VA Form SGLV–8286 (Servicemembers' Group Life Insurance Election and Certificate).
(4) DD Form 2766 (Adult Preventive and Chronic Care Flowsheet).
(5) DA Forms 2/2–1 (Personnel Qualification Record)
(6) ODT orders.

3–9. Training ammunition
See AR 5–13, Training Ammunition Management System, for policies regarding training ammunition management and operating procedures for overseas deployment training. AR 5–13 defines staff responsibilities and provides policy regarding training ammunition execution management, requirements, authorizations, distribution, and programming and budgeting.

3–10. Public affairs
OCONUS commands will coordinate for public affairs support to RC units in accordance with AR 360–1, para 2–3. Public affairs soldiers may accompany RC units to the OCONUS location to provide media coverage only to the extent authorized by NGB, USARC, USARPAC, and U.S. Army Civil Affairs and Psychological Operations Command (USACAPOC), with the concurrence of the sponsor unit. They will deploy on the unit's organic FYOP line number. The FYOP line number authorization will be increased to include the public affairs soldiers.

3–11. Band support
a. Deployment of RC military bands under ODT requires additional approval, prior to the OCC, by the public affairs offices of NGB, USARC, USARPAC, and HQDA.
b. Use of RC bands must be in accordance with AR 220–90 and OCONUS command policies.

Chapter 4
Execute ODT

4–1. Movement of personnel
a. Only soldiers executing ODT missions, as requested by the OCONUS command and scheduled on the published FYOP, are eligible to deploy with the RC unit.
b. Active Army and AGR soldiers assigned to or in direct advisor/trainer support of assigned units may accompany units on ODT. They should not accompany units for the purpose of performing a function normally performed by a unit member as part of the unit's mission.
c. Personnel deploying in ODT status are not authorized to have family members accompany or join them during their assigned tour of duty OCONUS.
d. RC units and soldiers will not deploy OCONUS without a FORSCOM published FYOP line number. FYOP line numbers constitute deployment approval and will be included on all orders published in support of the mission.
e. The published FYOP also contains a forecast of RC international passenger requirements. FORSCOM will send a copy of the FYOP annually to the Commander, Military Surface Deployment and Distribution Command (SDDC),

itemizing units and individual soldiers. Unless AA and AGR soldiers assigned to RC units are also captured in the FYOP, the FYOP will not capture these passenger requirements.

f. A valid country clearance and theater clearance is required for units and individuals to travel for ODT. The ODT line number of the approved FYOP constitutes the theater clearance for all soldiers below the rank of general officer. The requesting OCONUS command will obtain country clearances for all RC soldiers deploying on an approved ODT line number.

g. Personnel will depart and return to their home stations from OCONUS training site(s) by the designated transportation on the dates and locations specified in their orders, as prescribed by the FYOP. Delay en route to or from ODT is not authorized, to include leave, pass, or civilian vacation. Personnel who commence ODT in CONUS, and while en route to their OCONUS training site temporarily stop on official business in Hawaii, Alaska, a U.S. territory or possession, are considered on ODT during the entire period. Soldiers deploying in ODT status are not authorized to travel outside the country(s) specified in their orders.

h. If the ODT mission calls for participants to train in multiple locations, each location will be listed in the FYOP. Funding for further deployment to additional locations is the responsibility of the requesting OCONUS command from the aerial port of debarkation (APOD) or the seaport of debarkation (SPOD).

i. NATO travel orders are required for U.S. military personnel directed to travel to or through the countries listed in AR 600–8–105, para 13. The travel order must be prepared in accordance with the regulation. Each country where training will be conducted must be entered in paragraph 2 of the travel order. Units should verify training locations with the sponsor unit.

j. FORSCOM or USASOC (for SOF personnel), in coordination with the OCONUS command, NGB, USARC, and USARPAC, must approve exceptions on a case-by-case basis.

4–2. Command and control

a. Soldiers deploying outside of CONUS must be placed under the command of the gaining OCONUS command in accordance with Title 10, United States Code (10 USC). ARNG soldiers must have a statement on their orders changing their status from Title 32, United States Code (32 USC) to Title 10.

b. The gaining OCONUS command assumes Uniform Code of Military Justice (UCMJ) authority over all RC soldiers upon their arrival in theater.

4–3. Unit visits

a. CONUS-based personnel visiting RC units deploying in ODT status is by exception only and must be approved on a case-by-case basis by the OCONUS command and the Commanding General (CG), FORSCOM or USASOC.

(1) FORSCOM's Army Reserve and Active Army general officers must receive approval from FORSCOM for OCONUS travel. Requests will be forwarded to FORSCOM AG, in accordance with AR 55–46, para 8–5.

(2) USASOC's Army Reserve and Active Army general officers will receive visit approval from USASOC.

(3) ARNG general officer OCONUS travel will be approved by the Chief, NGB.

b. Travel will be in accordance with AR 55–46, para 8–5 and adhere to the requirements of DOD 4500.54–G, Foreign Clearance Guide.

4–4. Evaluations

a. The appropriate CONUSA determines EXEVAL requirements for deploying RC units in coordination with the METL and yearly training plan (YTP) approving authority. The CONUSA inputs the appropriate code in the FYOP to indicate if a formal evaluation is required. The CONUSA ensures evaluations are scheduled and supported.

b. The sponsor unit conducts formal evaluations of the performance of RC units and puts the data into the Training Evaluation Synchronization System (TESS) before the RC unit redeploys. One copy of the evaluation report is provided to the unit commander before redeployment.

4–5. Administrative and logistical support

a. The sponsor unit will provide administrative and logistical support to RC units and soldiers in country, from the time of arrival in country to the time of departure.

b. Procedures for processing unit fund requests to RC units while in an AT status are provided in AR 215–1. The Installation Morale, Welfare, and Recreation (IMWRF) Fund makes payments where training is performed. The amount paid is computed according to the HQDA annual announced rate. The specific procedures for processing unit fund dividend requests and supporting documents will be specified by the OCONUS command.

Chapter 5
Assess ODT

5–1. ODT after action reports

a. The purpose of ODT after action reports (AARs) is to provide lessons learned and historical information about the ODT training event. The AAR is intended to address only those areas pertaining to the ODT coordination, preparation for deployment, deployment, sponsorship, and redeployment process.

b. The RC units completing ODT will submit an AAR of the ODT training to their chains of command prior to redeployment. A copy will be furnished to their CONUSA and the OCONUS command ODT POC. (See para B–1 for the AAR format.)

c. NGB, USARC, USARPAC, USASOC, CONUSAs, and OCONUS commands will submit a summary AAR to FORSCOM no later than 1 November for a review of units that completed ODT in the previous fiscal year. (See para B–2 for the format.)

d. FORSCOM will submit a summary AAR of the previous fiscal year's ODT to HQDA, ATTN: DAMO–TRC, by 1 December each year. (See para B–3 for the format.)

e. After action reports/lessons learned during Chairman of the Joint Chiefs of Staff (CJCS) exercises that pertain specifically to the exercise will be reported through the exercise chain of command.

5–2. AAR remedial action

a. The RC unit's chain of command is responsible for addressing issues identified by unit AARs.

b. Each level of command will address applicable ODT issues and forward others to the next higher level for resolution.

c. FORSCOM will track the status of issues submitted to them to improve operating capabilities and procedures of the ODT program.

Chapter 6
Funding

6–1. General

RC units deploying under ODT will use statutory annual training (AT) funding as the primary source of funds. The capability requirements established by the OCONUS commands in the FYOP process are the foundation for building the incremental cost model for funds requested in the POM. Incremental costs include: OCCs, site surveys and planning activities, duration staffs for prolonged operational requirements, and unit deployments exceeding the normal AT period. Programming for these activities is the responsibility of HQDA, DCS, G–3, DAMO–TR, assisted by the OCONUS commands, NGB, USARC, and USARPAC. The approved levels of funding may not cover all the ODT incremental costs. FORSCOM will adjudicate the level of supportability for ODT activities based on funding from all sources. Incremental funding for SOF operations is programmed by USASOC and executed through NGB and USARC. Use of Operations and Maintenance Army (OMA) for incremental ODT transportation, logistical, and administrative support while deployed is appropriate.

6–2. Pay and allowances

a. Funding for pay and allowances of RC personnel in ODT status is provided through NGB, USARC, USARPAC, and USACAPOC. Statutory AT funds are used and augmented, as necessary, to accomplish the ODT mission.

b. Subsistence will be furnished through a dining facility or contract establishment. RC soldiers in ODT status are not entitled to separate rations. Field rations (for example, Meals Ready to Eat, T–Rations) are acceptable when the training environment or mission dictates.

c. Deployments that require per diem for housing and meals will be funded by the requesting OCONUS command.

6–3. In-country support costs

a. In-country support costs for RC soldiers will be provided by the requesting OCONUS command, funded by OMA

funds, and programmed for in the appropriate POM in accordance with AR 350–28. In-country support costs include, but are not restricted to:

(1) Billeting or quarters provided or contracted by the OCONUS command.

(2) Utilities.

(3) Housekeeping supplies.

(4) Petroleum, oil, and lubricants.

(5) Organizational repair parts for actual replacement other than fair wear and tear.

(6) In-country transportation, to include transportation to and from the APOD that is provided by or contracted by the sponsor unit or the OCONUS command.

(7) Temporary civilian employees.

(8) Dining facilities and issue commissary operations.

(9) Recreational services.

(10) Administrative support for evaluators.

(11) Temporary duty for evaluators conducting external evaluations.

(12) Temporary duty of sponsor unit representatives attending the OCC.

(13) Excess baggage when required by the sponsor unit or OCONUS command.

b. Active Army and AGR personnel assigned to an RC unit, who deploy for ODT with their assigned unit, are included in the development of in-country support costs.

c. OMA Defense Appropriation Major Force Program 11 (MFP 11) will fund in-country support costs for special forces missions accomplished by ARNG and Army Reserve SOF soldiers. Costs should include those for all units scheduled in the FYOP, except CJCS exercise troop-listed units.

d. In-country support costs associated with troop-listed RC units participating in the CJCS exercise program in ODT status are funded with appropriate exercise funds (see DFAS–IN Regulation 37–1 and AR 350–28).

6–4. Transportation costs

a. Transportation costs for ODT other than CJCS program exercises will be funded in the following ways:

(1) RC units will use normal AT transportation funds for movement to the ODT APOE.

(2) The requesting OCONUS commands will fund the incremental transportation cost difference between the unit's normal annual training site and the APOE, and the international and in-country transportation of personnel using OMA funds.

(3) The requesting OCONUS command will fund in-theater transportation of RC unit equipment used for ODT using OMA funds as agreed upon at the OCC.

b. Transportation costs for OCONUS CJCS program exercises will be in accordance with DFAS–IN Reg 37–1 and AR 350–28.

c. Unit representative participation at the OCC will be funded in the following ways:

(1) The requesting OCONUS command will provide OMA funding for international round trip transportation and travel per diem.

(2) NGB, USARC, USARPAC, or USASOC will provide the pay and allowances for the participant.

Appendix A
References

Section I
Required Publications

AR 55–46
Travel Overseas (Cited in para 4–3.)

AR 350–1
Army Training and Education (Cited in para 3–2.)

AR 350–28
Army Exercises (Cited in paras 3–2, 6–3, and 6–4.)

AR 360–1
The Army Public Affairs Program (Cited in paras 3–2 and 3–10.)

AR 600–8–101
Personnel Processing (In-Out-, Soldier Readiness, Mobilization and Deployment Processing) (Cited in para 3–8.)

AR 600–8–105
Military Orders (Cited in para 4–1.)

DOD 4500.9–R
Defense Transportation Regulation (Cited in para 2–8.) (Available at http://www.transcom.mil/j5/pt/dtr.html.)

DOD 4500.54–G
Foreign Clearance Guide (Cited in para 4–3.) (Available at http://www.fcg.pentagon.mil/fcg/fcg.html.)

DFAS–IN Regulation 37–1
Finance and Accounting Policy Implementation (Cited in para 6–3 and 6–4) (Available at https://dfas4dod.dfas.mil/centers/dfasin/library/ar37–1.)

GTA 19–4–3
Individual Protective Measures for Personal Security (Cited in para 3–8.) (Available at http://www.train.army.mil; Army Knowledge Online account is required.)

JSG 5260.1
Antiterrorism Personal Protection Guide: A Self-Help Guide To Antiterrorism (Cited in para 3–8.) (Available at http://www.dtic.mil/cjcs_directives/cdata/unlimit/gude5260.pdf.)

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.

AR 5–13
Training Ammunition Management System

AR 12–15
Joint Security Assistance Training (JSAT)

AR 30–22
The Army Food Program

AR 135–200
Active Duty for Missions, Projects, and Training for Reserve Component Soldiers

AR 135–210
Order to Active Duty as Individuals for Other Than a Presidential Selected Reserve, Call-up, Partial or Full Mobilization

AR 140–1
Mission, Organization, and Training

AR 215–1
Morale, Welfare, and Recreation Activities and Nonappropriated Fund Instrumentalities

AR 220–90
Army Bands

AR 335–15
Management Information Control System

AR 350–3
Tactical Intelligence Readiness Training (REDTRAIN) Program

AR 525–13
Antiterrorism

AR 525–16
Temporary Cross-Border Movement of Land Forces Between the United States and Canada

AR 621–1
Training of Military Personnel at Civilian Institutions

FM 7–1
Battle Focused Training (Available at https://akocomm.us.army.mil/usapa/doctrine/DR_pubs/dr_aa/pdf/fm7_1.pdf; Army Knowledge Online account is required.)

10 USC
Armed Forces (Available at http://www.access.gpo.gov/uscode/uscmain.html.)

32 USC
National Guard (Available at http://www.access.gpo.gov/uscode/uscmain.html.)

Section III
Prescribed Forms
Except where otherwise indicated below, the following forms are available as follows: DA Forms are available on the APD Web site (www.apd.army.mil); DD Forms are available from the OSD Web site (www.dior.whs.mil/iocdhome/forms.htm).

DA Form 7534
Overseas Deployment Training Coordination Worksheet (Prescribed in para 3–7.)

DA Form 7534–1
ODT Training Plan and Mission Statement (Prescribed in para 2–7 and 3–7.)

DA Form 7534–2
ODT Training Calendar (Prescribed in para 3–7.)

Section IV
Referenced Forms

DA Form 2
Personnel Qualification Record (Part I)

DA Form 2–1
Personnel Qualification Record (Part II)

DA Form 7425
Readiness and Deployment Checklist

DD Form 93
Record of Emergency Data

DD Form 2766
Adult Preventive and Chronic Care Flowsheet

VA Form SGLV–8286
Servicemembers' Group Life Insurance Election and Certificate (Available at http://www.va.gov.)

Appendix B
After Action Report Formats

B–1. Unit after action report (AAR)
Each RC unit deploying in ODT status will submit an AAR to their chain of command prior to redeployment in memorandum format that responds to each of the following items:
  a. ODT line number; unit name.
  b. Command (TAG/MUSARC/CORPS); CONUSA.
  c. Dates of ODT mission (includes travel).
  d. Number of PAX on ODT line number; number of PAX deployed.
  e. Location of mission (country and local site).
  f. OIC/NCOIC of deployment.
  g. Mission.
  h. Sponsoring OCONUS command.
  i. Did sponsoring unit initiate contact with your unit within 60 days of FYOP approval?
  j. Did your command have to initiate the contact?
  k. Did you receive a DA Form 7534 (Overseas Deployment Training Coordination Worksheet) before deployment?
  l. Assess the degree of collective METL training conducted to the supporting ARTEP/MTP tasks planned during the OCC.
  m. Assess the degree of individual MOS skill training conducted to the degree that was planned.
  n. How could this ODT experience be changed in the future to provide more effective METL-related training?
  o. What lessons did you learn that should be shared with other units preparing for ODT?
  p. Submit recommendations for your unit to repeat successful ODT missions and to correct problems encountered.

B–2. MACOM after action report (AAR)
NGB, USARC, USARPAC, USASOC, CONUSAs, and OCONUS commands will submit a summary AAR of the previous fiscal year ODT to FORSCOM in memorandum format that responds to each of the following items:
  a. Provide a table that summarizes deployment of units in ODT status that includes:
  (1) Component.
  (2) Number of units/cells scheduled.
  (3) Number of units/cells deployed.
  (4) Total number of PAX deployed.
  (5) Average length of deployment.
  (6) Total man-days.
  (7) Percent of PAX participated of PAX planned.
  b. Provide a table that summarizes ODT funding for the FY that includes:
  (1) Theater.
  (2) U/T/C listed.
  (3) Total P&A funds.
  (4) O&M funds by category (for example, transportation and in-country support).
  c. List factors that changed projected ODT.

d. List issues that need FORSCOM level involvement to resolve.

B–3. FORSCOM after action report (AAR)

FORSCOM will submit a summary AAR of the previous fiscal year ODT to HQDA in memorandum format that responds to each of the following items:

a. Provide a table that summarizes deployment of units in ODT status that includes:

(1) Component.

(2) Number of units/cells scheduled.

(3) Number of units/cells deployed.

(4) Total number of PAX deployed.

(5) Average length of deployment.

(6) Total man-days.

(7) Percent of PAX participated of PAX planned.

b. Provide a table that summarizes ODT funding for the FY that includes:

(1) Theater.

(2) U/T/C listed.

(3) Total P&A funds.

(4) O&M funds by category (for example, transportation and in-country support).

c. List factors that changed projected ODT.

d. List issues that need HQDA level involvement to resolve.

Glossary

Section I
Abbreviations

AA
Active Army

AAR
after action report

ADSW
active duty for special work

ADT
active duty for training

AGR
Active Guard/Reserve

APOD
aerial port of debarkation

APOE
aerial port of embarkation

ARNG
Army National Guard

AT
annual training

CG
commanding general

CJCS
Chairman of the Joint Chiefs of Staff

COE
contemporary operating environment

CONUS
Continental United States

CONUSA
Continental U.S. Army

COTTAD
contingency temporary tours of active duty

CS
combat support

CSS
combat service support

CTC
combat training center

DARTS
Deployment and Reconstitution Tracking Software

DMOS
duty military occupational specialty

DUIC
derivative UIC

EXEVAL
external evaluation

FORSCOM
Forces Command

FY
fiscal year

FYOP
Five-year ODT plan

GCCS
Global Command and Control System

HQDA
Headquarters, Department of the Army

IDT
inactive duty training

IET
initial entry training

IMWRF
Installation Morale, Welfare, and Recreation Fund

MACOM
major command

METL
mission essential task list

MHE
material handling equipment

MOBEX
mobilization exercise

MOS
military occupational specialty

MTP
mission training plan

NGB
National Guard Bureau

OCC
overseas coordination conference

OCONUS
outside the continental United States

ODT
overseas deployment training

OMA
Operations and Maintenance, Army

OMS
overseas mission support

OPSEC
operational security

OPTEMPO
operating tempo

PERSTEMPO
personnel tempo

POM
program objective memorandum

PR
personnel recovery

RC
Reserve Component

RCAS
Reserve Component Automation System

REDTRAIN
readiness training

RRC
Regional Readiness Command

SAEDA
subversion and espionage directed against the U.S. Army

SDDC
Military Surface Deployment and Distribution Command

SOF
special operations forces

SPOD
seaport of debarkation

SRP
Soldier Readiness Program

TAMIS
Training Ammunition Management Information System

TDY
temporary duty

TESS
Training Evaluation Synchronization System

THREATCON
threat condition

TTAD
temporary tour of active duty

UCMJ
Uniform Code of Military Justice

UIC
unit identification code

USACAPOC
U.S. Army Civil Affairs and Psychological Operations Command

USAR
United States Army Reserve

USARC
U.S. Army Reserve Command

USAREUR
U.S. Army Europe

USARPAC
U.S. Army Pacific

USASOC
U.S. Army Special Operations Command

VTC
video teleconference

WWTSC
World Wide Training and Scheduling Conference

YTP
yearly training plan

Section II
Terms

Annual training
The minimum period of annual active duty for training or annual field training an Reserve Component member performs each year to satisfy the annual training requirement associated with a RC assignment. It may be performed during one consecutive period or in increments of one or more days, depending upon mission requirements.

Army National Guard
The Army portion of the organized militia of the several States, Commonwealth of Puerto Rico, and the District of Columbia whose units and members are federally recognized.

CJCS exercise
An exercise incorporated in the CJCS Exercise Program by virtue of its being listed in the Joint Training Master Schedule.

Continental United States (CONUS)
The 48 contiguous States and the District of Columbia. It does not include Alaska, Hawaii, the Commonwealth of Puerto Rico, or any territory or possession of the United States.

Duration staff
Personnel required for prolonged operational ODT missions to provide continuity of multiple rotating units.

Five-year ODT plan (FYOP)
A planning tool for scheduling RC units to fulfill OCONUS command capability requirements in ODT status.

Mission essential task list (METL)
A compilation of collective mission essential tasks an organization must perform successfully to accomplish its wartime mission(s).

Overseas coordination conference (OCC)
A conference hosted by the OCONUS command for representatives of the sponsor unit and the RC unit to coordinate the ODT mission during the planning phase.

Overseas deployment training (ODT)
Reserve Component units conducting unit-based collective METL training OCONUS, enhancing RC unit readiness, while fulfilling an ASCC capability requirement.

Reserve Component (RC)
Individuals and units assigned to the Army National Guard or the U.S. Army Reserve, who are not in active service, but who are subject to call to active duty.

Temporary tours of active duty (TTAD)
Voluntary active duty performed for a prescribed period of time by Army National Guard and U.S. Army Reserve soldiers in support of an Active Army mission. Normally, such tours will not exceed 139 days.

U.S. Army Reserve (USAR)
A Federal force, consisting of individual reinforcements and combat support, combat service support, and training type units organized and maintained to provide military training in peacetime and a reservoir of trained units and individual reservists to be ordered to active duty in the event of a national emergency.

Section III
Special Abbreviations and Terms
This section contains no entries.

Index