

Headquarters  
United States Forces Korea  
Unit #15237  
APO AP 96205-5237

United States Forces Korea  
Regulation 55-35

10 September 2010

Transportation and Travel  
**WARTIME MOVEMENTS PROGRAM**

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**\*This regulation supersedes USFK Regulation 55-35, 25 June 1999.**

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**Summary**

a. This regulation is to establish policies, procedures, and responsibilities pertaining to the United States Forces, Korea (USFK) Wartime Movements Program (WMP) in the Republic of Korea (ROK) during armistice, contingencies, or war to support the Combined Forces Command (CFC) contingency operations plans.

b. This regulation is to provide guidance for the preparation, collection, and review of known or anticipated personnel and materiel movement requirements exceeding organic unit transportation capability for a one-time movement.

c. This regulation is to establish the basis for committing the Combined Transportation Movement Center (CTMC) Common User Land Transportation (CULT) assets and resources to support a unit activity's movement requirements during a contingency.

### **Applicability**

a. This regulation applies to all United States (U.S.) commands, units, and activities that support CFC contingency operations plans. Movement requirements supporting noncombatant evacuation, general defense plans, unit deployments and relocation, resupply programs, and other logistics plans are within the scope of this regulation.

b. The WMP is not a substitute for supply distribution plans. The transition from armistice to war requires optimum use of transportation resources to move the increased volume of personnel and materiel. Transportation requirements to affect resupply lines published in the WMP do not constitute requisition or release authority for those supplies.

c. The WMP identifies and programs support for essential movement requirements exceeding organic and attached capability of the consignor.

d. This program is intended to support existing or programmed transportation movement requirements that can be defined in sufficient detail during the first 30 days of a contingency. Where sufficient planning data is available; movement requirements beyond the first 30 days may also be submitted. However, all WMP requirements will be submitted in accordance with (IAW) this regulation.

**Supplementation.** Supplementation of this regulation and issuance of command and local forms by subordinate commands is prohibited without prior approval of the Transportation Division (EAGD-T), G-4, Eighth Army, Unit #15236, APO AP 96205-5236.

**Records Management.** Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Records titles and descriptions are available on the Army Records Management System website:  
<https://www.arims.army.mil>.

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Transportation Division (EAGD-T), G-4, Eighth Army, Unit #15236, APO AP 96205-5236.

**Management Control Procedures.** This regulation does not contain a management control checklist.

**Distribution.** Electronic Media Only (EMO).

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## **Chapter 1 Introduction**

### **1-1. Purpose**

a. Establish policies, procedures, and responsibilities pertaining to the United States Forces, Korea (USFK) Wartime Movements Program (WMP) in the Republic of Korea (ROK) during armistice, contingencies, or war to support the Combined Forces Command (CFC) contingency operations plans.

b. Provide guidance for the preparation, collection, and review of known or anticipated personnel and materiel movement requirements exceeding organic unit transportation capability for a one-time movement.

c. Establish the basis for committing the Combined Transportation Movement Center (CTMC) Common User Land Transportation (CULT) assets and resources to support a unit activity's movement requirements during a contingency.

### **1-2. References**

a. CFC OPLAN 5027-04, Change 2.

b. Combined Forces Command Logistics Policies and Procedures (LP&P) Guide

c. USFK Reg 550-52 Wartime Host Nation Support

d. TB 55-46-1 Standard characteristics (Dimensions, Weight, and Cube) for Transportability of Military Vehicles and other Outsize/Overweight Equipment (In Toe Line Item Number Sequence)

### **1-3. Explanation of Abbreviations and Terms**

Abbreviations and terms used in this regulation are explained in the glossary.

## **Chapter 2 Policy and Procedures**

### **2-1. Responsibilities**

a. Eighth Army, G4 (Executive Agent for theater transportation) will -

(1) Develop policies and procedures for the USFK WMP.

(2) Provide necessary guidance and technical assistance to major subordinate commands (MSCs) to ensure consistency and correctness of Wartime Movement Requirements (WMR) submissions.

(3) Receive WMP requirements from U.S. MSCs and customer activities support CFC Contingency operations plan.

(4) Annually, review and validate the consolidated U.S. WMR and submit to the ROK Defense Transportation Command (TRANSCOM) for inclusion in their Wartime Transportation Support Plan not later than (NLT) 31 May.

(5) Assign a control line number in the WMP to each WMR to facilitate activation.

(6) Enter WMR unit input into the automated program and provide copies of approved WMP requirements with control line number to the MSCs and 25th Transportation Battalion.

(7) Host annual WMP Conference each year during the month of November.

(8) Develop plans to exercise WMP during ROK/USFK major Command Post Exercises (CPX).

b. Commander, 25th Transportation Battalion, 19th Expeditionary Sustainment Command (ESC) will -

(1) Receive copies of approved WMRs with control line numbers from Eighth Army G4 Transportation Division and distribute the copies to Movement Control Teams (MCT) for wartime planning.

(2) During exercises provide MCT personnel in the Korean Battle Simulation Center (KBSC) to simulate all contingency MCTs. Process WMRs as they are activated by units.

c. USFK, Major Subordinate Commander's will -

(1) Appoint a WMP Officer with responsibilities of managing and inspecting subordinate unit WMP.

(2) Provide guidance and assist subordinate units and supported staff activities in developing and maintaining its WMP requirements.

(3) Annually review, validate, consolidate and submit subordinate unit WMR to the Eighth Army G4 Transportation Division.

(4) Consolidate movement requirements when feasible. Movement requirements originating from the same installation or general area with the same destinations, but different pick-up points, will be consolidated as one transportation requirement to ensure maximum use of vehicle cargo carrying capacity. Identify the different pick-up points in the remark section of the Excel Spreadsheet (Wartime Movements Program Requirements). An example of the Excel Spreadsheet (Wartime Movements Program Requirements) is provided in Figure B-1.

(5) During contingencies, prepare and forward reports to the CTMC as required by the CFC Logistics Policies and Procedures (LP&P) directives.

(6) Distribute copies of approved WMP line numbers to subordinate units.

d. Requesting units and staff agencies will -

(1) Determine and prioritize all contingency movement requirements when requesting transportation. Load must be greater than 2,000 lbs for weight, 480 cubic ft. or 10 personnel. Any cargo less than these figures are considered internal movement requirements. The MSCs are

encouraged to consolidate to meet the minimum loads. Submit unit movement requirements on the Excel Spreadsheet (Wartime Movements Program Requirements), through the MSC or staff channels, as appropriate, to Eighth Army G4 Transportation Division.

(2) Receive copies of approved WMR with control line number from their higher commands for contingency execution.

(3) Contact the servicing MCT to activate on-call line numbers for movement requirement execution. See Appendix B for armistice phone numbers. During contingencies call 25th Transportation Battalion for number verification.

(4) Ensure cargo is ready for shipment with proper packing, marking, and documentation and that necessary manpower, dunnage and tie-down material are available. Dunnage and tie down material should be identified for planning purposes.

(5) Ensure material handling equipment (MHE) is available at the time of movement. The MHE requirements should be identified for planning purposes.

(6) Upload and download WMP assets promptly. These operators and assets will have follow-on missions and cannot be retained.

(7) Notify the local MCT of transport arrival and departure IAW movement procedures outlined in the CFC LP&P.

(8) Ensure that unit point of contact (POC) information is updated quarterly.

## **2-2. Concept of Wartime Movements Program (WMP)**

a. Each WMR will be assigned a control line number by the Eighth Army G4 Transportation Division before inclusion in the WMP. The control line number will be used to activate transportation assets to support the movement requirement.

b. Based on the date on which transportation support is requested, the unit requiring line number activation will contact the servicing area MCT two days (48 hours) in advance of scheduled movement date to confirm that requested transportation support is still valid.

c. The servicing area MCT will validate the WMP control line number and relay it to the Combined Movement Control Center (CMCC) for execution. The CMCC will attempt to fulfill the requirement with any available ROK Army transportation assets. If the CMCC cannot fulfill the requirement, it sends the request to the CTMC. Based upon assets available to the CMCC or CTMC, the following information will be provided through the MCT to the requesting unit -

(1) Type and quantity of vehicles to be provided.

(2) Estimated arrival time of transportation assets.

(3) Special instructions or changes as applicable.

d. Transportation support required prior to ROK mobilization will be supported under contingency contract procedures (see the glossary, Contingency Contracting).

## 2-3. Procedures

a. Units will review, update, and submit their WMP requirements on an annual basis NLT 31 January. The WMRs will be submitted to the Eighth Army G4 Transportation Division.

b. When unit revalidation has resulted in no changes required, the MSC will submit a memorandum indicating that line number(s) require(s) no change. The date of the memorandum will become the new effective date of the line number(s) in question. Failure to revalidate movement requirements may result in the deletion of the requirement(s).

c. The WMP transportation support will be requested only for those requirements that exceed the unit's organic and attached capability, to include allocated host nation mobilized commercial vehicles.

d. Each level of command will validate requirements to ensure accuracy and completeness. The USFK MSCs will consolidate, validate, and submit movement requirements for all subordinate units and supported staff activities.

e. Transportation resources will not be reserved in anticipation of programmed movement requirements.

f. Movements are based according to the priorities found in CFC LP&P and CFC OPLAN 5027 or as identified by C/J/G3.

g. Assets used for the WMP are primarily highway and rail. The MCT, CMCC, or CTMC may change the transportation mode based upon the tactical situation or asset availability at the time the requirement is activated.

h. Security classification of documents.

(1) The WMP requirement submissions will be classified SECRET-RELROK, RELEASABLE to Unite Nations Command (UNC).

(2) Data provided must be releasable to U.S. and ROK forces as all WMRs will be processed by ROK and USFK personnel assigned to the CTMC.

## Appendix A

### 25th Transportation Battalion Movement Control Teams (MCT)

<b>ARMISTICE</b>	<b>LOCATION</b>	<b>PHONE</b>
S-3, 25th Trans Bn	S-3, 25th Trans Bn	768-6104/6124 FAX-768-6290
HQ, 662d MCT	YONGSAN BLDG #5495	736-6011/6006 FAX-736-6014 COMM 0505-736-6011/6006
662d MCT SEOUL	YONGSAN BLDG #5495	736-6626/6896 FAX-736-6018 COMM 0505-736-6626/6896
662d MCT UIJONGBU	CP RED CLOUD BLDG #t-240	732-6243/6631 FAX-732-6430 COMM 0505-732-6243/6631
662d MCT TONGDUCHON	CP CASEY BLDG #1515	730-3063/3065 FAX-730-3064 COMM 0505-730-3063/3065
HQ, 138th MCT	OSAN AB BLDG #632	784-1459/6632 FAX-784-5358 COMM 0505-784-1459/6632
138th MCT OSAN	OSAN AB BLDG #632	784-6764/7664 FAX-784-5358 COMM 0505-784-6764/7674
138th MCT PYONGTAEK	CP HUMPHREYS BLDG #713	753-3291/6631 FAX-753-6633 COMM 0505-753-3291/6631
138th MCT KUNSAN	KUNSAN AB BLDG #960	782-4710/4135 FAX-782-4941 COMM 0505-782-4710/4135
HQ, 665th MCT	CP CARROLL BLDG #510	765-7371/4073 FAX- 765-7426 COMM 0505-765-7371/4073
665th MCT DAEGU	CP HENRY BLDG #1685	768-7197/7199 FAX-768-7225 COMM 0505-768-7197/7199
665th MCT WAEGWAN	CP CARROLL BLDG #510	765-7371/4073 FAX- 765-7426 COMM 0505-765-7371/4073
HQ, 517th MCT	CP HENRY BLDG #1685	768-7355/8405 FAX-768-7125 COMM 0505-768-7355/8405
517th MCT PUSAN	PIER#8 BLDG #2650	763-3340/3548 FAX-763-3832 COMM 0505-763-3340/3548

**NOTE:** During Contingencies 25th Trans Bn S-3 and all MCTs will relocate to wartime position. Tactical phone number and DSN numbers will be distributed through official channels.



## **Appendix B**

### **Instructions for Submitting WMP Requirements**

#### **C-1. General Instructions**

a. The guidance for the use of this form is provided in Applicability, of this regulation or as requirements change.

b. This information is submitted annually, NLT 31 January or at the time new requirements or significant changes develop, through the MSC to Eighth Army G4 Transportation. The MSCs are highly encouraged to establish their own suspense to meet the Eighth Army suspense.

c. Use this process for all highway and rail movement requirements. Mode, however, is dependent on tactical conditions at the time requirement is activated.

d. Units will submit the original of the completed information to their MSC for consolidation and subsequent submission to Eighth Army G4 Transportation Division.

#### **C-2. Security Classification of Documents**

The WMP requirements submissions on the Excel Spreadsheet (Wartime Movements Program Requirements) will be classified SECRET-RELROK, RELEASABLE to UNC.

#### **C-3. Submitting Requirements**

a. The form is Microsoft Excel format.

b. The following guidance is key to successfully completing WMP Excel Form.

(1) MACOM: Requesting unit's higher headquarter.

(2) CONTROL LINE NUMBER: G4 Trans assign the different Prefix and number by Army, Navy, Air Force, Marines.

(3) UNIT NAME: Individual requesting unit or activity.

(4) MODE OF TRANSPORTATION. The following alpha code will be used to describe desired transportation mode. Enter the appropriate code.

(a) H = Highway

(b) R = Rail

(c) B = Sea

(5) PICKUP DATE - Desired date for pickup of cargo or passengers. Reflect this date by "D-Day." If unknown, an estimate WILL BE PROVIDED, as this field is mandatory.

(6) REQUIRED DELIVERY DATE (RDD) - Required delivery date to the consignee. Identify this date in the same manner as outlined above for pickup date. As this date is mandatory, complete this block with an estimated date if actual date is unknown.

(7) ORIGIN: Physical location of the consignor including: camp, base or post.

(8) WGS 84 Origin GRID COORDINATE - 8 digit grid map coordinate, made up of 2 alpha and 8 numeric characters that identify location of the origin.

(9) DESTINATION: The individual or unit receiving the freight.

(10) WGS 84 Destination GRID COORDINATE - 8 digit grid map coordinate, made up of 2 alpha and 8 numeric characters that identify location of the destination.

(11) CLASS: Class I - X and Pax

(12) ITEM NO: Each form provides for the entry of different types of cargo to be transported from a given location. The consignor also has the flexibility to later provide the origin MCT with alternate or revised movement instructions for specific item numbers under a given line number.

(13) PAX - number of passengers to be moved to a contingency or wartime location. This field is mandatory when requesting movement of passengers. Transportation requests must be 10 or more passengers to constitute a WMP personnel movement.

(14) DESCRIPTION OF CARGO AND CLASS OF SUPPLY. Mission essential cargo to be moved will be identified in clear, easy-to-understand terms. Provide description model and line index number of equipment IAW appropriate/applicable service regulations (Army reference is TB 55-46-1).

(15) QUANTITY OF SHIPMENT. This identifies exact numbers of an identified shipment to be transported (e.g., 20 each field cots loose, 3 manual typewriters loose, 3 boxes, 4 containers, and so on).

(16) POUNDS: This field is mandatory. Weight will be reflected as POUNDS OF ALL CARGO TO BE TRANSPORTED under a given line number.

(17) CARGO TOTALS/TONS. All entries will be rounded up to the nearest hundred pounds and will be entered from right to left. (e.g., 2,965 LBS will be written 003000, or 3,038 LBS will be written as 003000).

(18) DIMENSIONS (LENGTH, WIDTH, HEIGHT). All dimension characteristics will be identified in inches. (e.g., 008 inches X 026 inches X 100 inches, Description of line item is for one (1) piece. Decimal points WILL NOT be entered.)

(19) CUBE. Provide cubic feet for each line item. Cubic feet are taken by multiplying length, times width, times height of one piece. This figure is then divided by 1,728 to equal cubic feet of one piece.

(20) TOTAL CUBIC FEET. Combined cubic feet of all cargo to be moved under the requested line number. Derive the total cubic feet of each line item by multiplying the quantity by the cube to produce a subtotal. This subtotal will then be added for all items in to equal total cubic feet.

(21) REMARKS. Use to clarify any specific areas where space provides more detailed description of requirement. Item number should precede clarification. Do not use this section to request specific types of transportation equipment. If, however, peculiar characteristics of an item to be moved prevent use of conventional means of transportation, the item to be moved should be identified in such a manner as to ensure proper asset determination.



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# WMP Request Process Example

## EXCEL SUBMISSION EXAMPLE (1 OF 2)

MACOM	CNTL NO	UNIT NAME	PICKUP DATE	RDD	MODE	ORIGIN CAMP / CITY / BLDG. #	GRID	DESTINATION CAMP / CITY / BLDG #	GRID	ITEM NO
65 MED BDE		16 MED LOG	D+10	D+15	R	YONGSAN / SEOUL / BLDG# 1212	CS211544	BUSAN / BUSAN / PIER 8	ED029866	1

FILLED BY 8<sup>TH</sup> ARMY G-4 TRANS

H = HIGHWAY  
R = RAIL

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# WMP Request Process Example

## EXCEL SUBMISSION EXAMPLE (2 OF 2)

CLS	PAX	CARGO DESCRIPTION	QTY	LBS	TOTAL STONS	LENGTH (IN)	WIDTH (IN)	HEIGHT (IN)	CUBIC FEET (FT^3)	T.C/F	REMARKS
VIII		CONTAINERS	22	53000	583	240	96	96	1280	28160	11 FLAT CARS

$[(LBS) \times (QTY)] / 2000 = \text{TOTAL STONS}$   
 $[(53000) \times (22)] / 2000 = 583 \text{ STONS}$

INCHES TO CUBIC FEET CONVERSION:  
 $(L \times W \times H) / 1728 = \text{CUBIC FEET}$   
 $(240 \times 96 \times 96) / 1728 = 1280 \text{ CUBIC FEET}$

FILLED BY 8<sup>TH</sup> ARMY G-4 TRANS

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Figure B-1. WMP Request Process Example

## Glossary

### Section I. Abbreviations

CFC	Combined Forces Command
CMCC	Combined Movements Control Center
CPX	Command Post Exercise
CTMC	Combined Transportation Movements Center
CULT	Common User Land Transportation
LP&P	Logistics Policies and Procedures
MCT	Movement Control Team
MHE	Material Handling Equipment
MSC	Major Subordinate Command(s)
RDD	Required Delivery Date
ROK	Republic of Korea
TRANSCOM	Transportation Command
USFK	United States Forces Korea
WHNS	Wartime Host Nation Support
WMP	Wartime Movements Program
WMR	Wartime Movements Requirements

### Section II. Terms

**Combined Movement Control Center (CMCC).** The ROK Army transportation and U.S. movement control elements that coordinate transportation and movement control in designated geographic sectors. This is the first level of combined movement control. There are a total of four such elements in the ROK. Each CMCC operates subordinate movement control teams that receive and process transportation requests and execute movement control.

**Combined Transportation Movements Center (CTMC).** A combined ROK Transportation Command and U.S. Combined Logistics Coordinating Agency operating as a Theater Movement Center under the staff supervision of the CFC, C4. It is the CFC's transportation planning, coordinating, and management element to support military operations in Korea. This includes management of all common-user land transportation assets within the communications zone. The CTMC manages military intra-theater transportation operations within the theater. It also

establishes priority for the use of mobilized commercial and government transportation assets allocated by the ROK Government.

**Common-User Land Transportation (CULT).** Transportation resources allocated to and managed by the CTMC. Transportation assets include ROK and U.S. military units, commercial vehicles under contract, ROK mobilized commercial and government vehicles, and the Korean National Railroad.

**Consignee.** The individual or unit receiving the freight.

**Consignor.** The individual, unit or activity that originates a shipment of freight.

**Contingency Contracting.** Contracts required for continuance during contingencies. Contingency contracts are any current contract (Armistice) required to continue during contingencies. Some of these contracts have equivalent WHNS Transportation category records, but the contracts are not exempted from ROK mobilization in the current WHNS Plan.

**Control line number.** A number assigned to a WMR identifying a movement requirement of the WMP. The control line number will be used by units to activate requirements.

**Highway regulation.** The function of planning, routing, and scheduling for the actual use of highways by both vehicles and dismounted personnel in order to use highway transportation facilities and equipment most effectively in meeting operational requirements.

**Logistics Policies and Procedures Guide.** A directive providing overall logistics guidance for rapid transition from an armistice to a wartime logistics readiness posture.

**Movement Control.** The planning, routing, scheduling, and control of personnel and supply movements over lines of communication.

**Movement Control Team (MCT).** A field element of the U.S. Transportation Movements Region responsible for local coordination and assistance in completing cargo and personnel movement. The MCT will receive requests from US units and activities to activate WMP control line numbers. The MCT will receive un-programed transportation requests from units.

**Wartime Host Nation Support (WHNS).** Mobilized ROK commercial vehicles attached to requesting U.S. units or activities during a contingency IAW USFK Reg 550-52. Host nation support also may include loading, transloading, and unloading transport conveyances (for example, MHE). This support, controlled by the ROK Government, is made available through the WHNS Program. These vehicles augment a commander's organic transportation capability.

**Wartime Movements Program (WMP).** Designed to provide early identification by commanders of movement requirements beyond organic and attached transportation capability during a contingency executed IAW movement priorities designated by the CFC CINC.

**Wartime Movements Requirement (WMR).** A requirement under the WMP for the movement of supplies, equipment, and personnel beyond organic and attached unit transportation capability during contingencies or wartime.