

## Deployment Process Time Table

The Deployment Process Time Table was developed to assist Unit Movement Officers (UMO) as a planning tool to establish a time table to move equipment and personnel.

When coordinating transportation for equipment and personnel the Ready to Load Date (RLD), Available to Load Date (ALD), Early Arrival Date (EAD), and the Latest Arrival Date (LAD) are all planning factors in the backward planning process.

The Deployment Process Time Table below is based on RLD unless otherwise noted.

### RLD -70

- Fort Bragg ITO, Unit Movement Section, requests a TC AIMS II Deployment Plan from FORSCOM, for units deploying from Fort Bragg, based on a current TPFDD or a separate OPORD.

### RLD -65

- Unit Movement Section receives the TC AIMS II Deployment Plan from FORSCOM and inserts the plan into the local TC AIMS II server.
- The unit must call the **Unit Movement Section** at (396-5510 / 9502) to verify their plan number and then begin building their Unit Deployment List (UDL) through battalion or Brigade TC-AIMS II user's laptop (designated IP address). Units that ARE NOT located at Fort Bragg must come to the Unit Movement office on Pope Air Base at Passenger Terminal 1, building W-1335.

### RLD -60 thru -45

- If a unit is sending an advance party through Baltimore-Washington International (BWI) Airport, the unit must coordinate with **Port Call section** to make airplane reservation. Port Call needs individual or unit orders not later than 3 working days prior to departure. Any questions concerning baggage, weapons, or specific request please contact Port Call at phone number (910) 396-1513/5802, located at building 4T-2843. Note: small units that are under 100 pax and cannot be aggregated with another unit that is departing for the same location and with the same time EAD/LAD will normally fly from BWI. Contracted commercial A/C are not sent into Pope AFB for pax load of less than 100 pax.

### RLD -45

- Submit Rail load plans to the Rail Support Activity (RSA) in the **Freight Office** located at the Surface Distribution Hub (SDH), phone number (910) 396-3133 located

at building J-1951. **NOTE:** In order for a unit train to arrive at its final destination date and have priority on the rail system, the train must have 40 cars, otherwise the equipment will be sent via road by commercial transportation.

### **RLD -35**

- After the unit completes the UDL in TC-AIMS II, the Unit Movement Officer or DST must bring a hard copy of the UDL to the Unit Movement Section that is signed by the Unit Commander verifying that they reviewed UDL. in order for the Unit Movement Section to transmit the UDL to FORSCOM via COMPASS
- The Unit Movement Section converts the UDL into the Joint Forces Requirement Generator (JFRG) file and emails it to G3, Current Operations, 18th Airborne Corps for review.
- Submit **MILVAN and Pallet Request** form to the Unit Movement Section for approval. The request must be hand delivered to the container yard 30 days prior to the RLD listed on the TPFDD. The ITO delivers MILVANs to the unit area within three working days.

### **RLD -33**

- After review and approval the G3, Current Operations, 18<sup>th</sup> Airborne Corps transmits an email to the Unit Movement Section that the UDL meets mission requirements. If the unit does not meet the mission requirement or must make a modification to the UDL, the Unit Movement Section will notify the unit of the required changes.

**NOTE:** This step may be repeated depending on what is required of the unit to meet mission requirements.

### **RLD -30**

- The Unit Movement Section will transmit the most updated UDL with the Computerized Movements Planning and Status System report (COMPASS) for all Time-Phase Force and Deployment Data (TPFDD) movement to FORSCOM.
- The Unit Movement Section will transmit UDL by the process of the Integrated Booking System Report (IBS) for all sea movement to the Surface Deployment and Distribution Command (SDDC).
- Movement Control Center (MCC) will hold In Process Review (IPR) for Battalion and above movement. The MCC is located at the Arrival Departure Aerial Control Group (A/DACG) on Pope Air Force, building W1967.

## NOTE

1. Once the COMPASS report has been transmitted and the unit has been coded "T" on the TPFDD process by TRANSCOM, any changes to the UDL or TPFDD will require approval of the first General Officer in the unit chain of command.
  2. On Day 30 the **Installation Movement Control Center** will begin tracking unit cargo and passengers. All information and data is collected and posted twice daily "as a minimum" by the MCC on the Installation Transportation Office Web Site "**Snap Shot**".
- For all off post convoys (anywhere outside the confines of Fort Bragg), **DD Form 1265** (6 vehicles or more) and or **DD Form 1266** (oversize/ over weight vehicles) must be submitted to the Unit Movement Section. All Ammo being transported off post requires, a **DD Form 1265** must be submitted to the State Movement Control office through the Unit Movement Section. The State Movement Control officer will provide a convoy clearance number for the convoy commander.

### RLD -20

- If unit is requesting bus transportation, please coordinate with **Group Moves** at phone number (910) 396-5802/1513. Transportation request must be turn in 10 days prior to departures.

### RLD -14

SDDC will transmit an official **Port Call message** to Unit Movement Section that includes the port name, equipment arrival date, units and standards that equipment must meet prior being loaded onto a vessel. Unit Movement Section receives the initial Port Call, then e-mails to the unit POC and all the proper commands and agencies.

### RLD -10

From Day 10 until Day 0, the days and tasks listed below are estimates. What and when the tasks are needed to be accomplished, will be based on when the Port Call was issued, location of the port, type of transportation to the port and the priority of the unit.

- Units in need of portable scales need to contact the A/DACG 48 hours prior to CLACC inspection, phone (910) 396-9911.
- Port Call message is issued.
- Call forward message is issued.

- CLACC date is based the amount of equipment, port destination, port call window, and mode of transportation. See surface movement planning table below for Rail and Line Haul to assist in backward planning. Both tables are only an estimate to assist units to establish a schedule date of when the CLACC inspection window will begin.
- CLACC inspection team will begin inspecting all containers and vehicles to include **DD Form 1750** (Inventory), **DD Form 2890** (HAZMAT), and cable and bolt seals for all container items.

### **RLD -7**

- Units are required to meet with the Ground Liaison Office (GLO) on the Wednesday before the units scheduled flight. Every Wednesday at 1300 hours, the Ground Liaison Office (GLO) holds a meeting at Building 900 on Pope Air Force Base to coordinate the specific pre-processing procedures and set the pre-loading itinerary for each army air mission. NOTE: If you are unable to attend the scheduled GLO briefing, please call the GLO at (910) 394-9000 to do a “No-Show” package.

### **RLD -4**

- Once containers are weighed, the unit will update their UDL with the proper weights and serial numbers of containers. Once the UMO or representative updates UDL, they must notify Unit Movement Section so RF Tags can be written and activated.

### **RLD -1**

- The Radio Frequency Tags (RF Tags) will be issued to unit for MILVANs or pallets one day prior to departure of cargo. See Rail and Line Haul reference table below to estimate when the MSL and RF tags will be issued to unit.

## **Day 0: Ready to Load Date**

### **Arrival Departure Aerial Control Group (A/DACG) Operations (Day 0: Ready to Load Date)**

- From Day 10 until Day 0, the day and tasks listed are estimates. What and when the tasks are needed to be accomplished will be based on the equipment, type of assigned aircraft, and the priority of the mission. Air Mobility Command mission planners complete the Mission Itinerary when they have verified from the unit being transported the type of equipment and number of passengers to be transported.
- Units/or A/DACG will transport cargo from unit area to ADACG.
- Cargo shows at A/DACG (AHA) NLT 12 hours prior to aircraft load time. **NOTE:** However this is the time the weighting and marking begins, followed immediately by

the Joint Inspection. It is encourage for units to stage their equipment early to give the A/DACG inspectors time to do a pre-joint inspection, but it is not mandatory. Any questions concerning the joint inspections, call the **A/DACG** Operations at (910) 396-9911.

- NLT 6 hours prior to aircraft load time each chalk of cargo are weighed and marked after A/DACG has completed the pre-inspection unitizing the Pre-Inspection Airlift Checklist.
- Passengers will show at A/DACG NLT 5 hours prior to aircraft departure time for weighing and final manifesting.
- After the unit has completed the final Automated Air Load Plan, and Shippers Declaration of Dangerous Goods, the Joint Inspection will be done with Air Force Joint Inspectors and the deploying unit.
- Any questions please refer to the **A/DACG SOP** or call phone number (910) 296-9911.

**NOTE:** Units provide detail personnel (push/pull team) to assist in loading equipment and baggage on/off the aircraft.

### **Surface Movement Planning Tables**

Below are planning tables for rail and line haul surface movement to assist the commanders for backward planning.

#### **Rail Movement**

- Unit train must consist of 40 cars to guarantee the travel time noted in planning table. Surface Deployment and Distribution Command (SDDC) must waive 39 or less cars for rail movement.
- You can take in consideration the weekend as a travel day, but not a delivery day, unless waived by SDDC.

<b>RAIL MOVMENT PLANNING ESTIMATES</b>					
<b>PORT</b>	<b>CLACC DATE</b>		<b>LOAD DATE</b>	<b>RAIL TRAVEL TIME</b>	<b>PORT CALL DATES</b>
	<b>Containers</b>	<b>Vehicles</b>			
Philadelphia, PA	23-Jan-06	24-Jan-06	25-26 Jan-06	36 hrs	30-Jan-06
Charleston, SC	24-Jan-06	25-Jan-06	26-27 Jan-06	18 hrs	30-Jan-06
Jacksonville, FL	24-Jan-06	25-Jan-06	26-27 Jan-06	24 hrs	30-Jan-06
Corpus Christi, TX	20-Jan-06	23-Jan-06	24-25 Jan-06	4-5 days	30-Jan-06
Beaumont, TX	20-Jan-06	23-Jan-06	24-25 Jan-06	4-5 days	30-Jan-06

Fort Polk, LA (JRTC)	20-Jan-06	23-Jan-06	24-25 Jan-06	4 days	30-Jan-06
Fort Irwin, CA (NTC)	17-Jan-06	18-Jan-06	19-20 Jan-06	7 days	30-Jan-06

## Line Haul

- Line Haul shipments of 5 or more truckloads should have the **DD 1149** (Request For Transportation) along with an excel spreadsheet listing all rolling stock, containers, Transportation Control Numbers(TCN) associated with each piece of equipment in the Freight office 10 business days prior to load out.
- Establish Point Of Contact and ground guides for load out prior to load out.
- **DD Form 1750's** and **DD Form 836** or in the case of a Port Call **DD Form 2890**, should be in the Freight office day of the Scheduled CLACC.

LINE HAUL PLANNING ESTIMATES					
PORT	CLACC DATE		LOAD DATE	TRAVEL TIME	PORT CALL DATES
	Containers	Vehicles			
Philadelphia, PA	25-Jan-06	26-Jan-06	27-Jan-06	1 day	30-Jan-06
Charleston, SC	25-Jan-06	26-Jan-06	27-Jan-06	1 day	30-Jan-06
Jacksonville, FL	24-Jan-06	25-Jan-06	26-Jan-06	2 days	30-Jan-06
Corpus Christi, TX	23-Jan-06	24-Jan-06	25-Jan-06	3 days	30-Jan-06
Beaumont, TX	23-Jan-06	24-Jan-06	25-Jan-06	3 days	30-Jan-06
Fort Polk, LA (JRTC)	24-Jan-06	25-Jan-06	26-Jan-06	2 days	30-Jan-06
Fort Irwin, CA (NTC)	18-Jan-06	19-Jan-06	20-Jan-06	6 days	30-Jan-06