HQMC
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E R R A T U M

to

MCO 3500.26A

UNIVERSAL NAVAL

TASK LIST

(UNTL)

1. The following information has been changed as it was inadvertently omitted from this directive at the time of signature.

a. "MCO 3500.26" was changed to read "MCO 3500.26A" throughout.

b. MCO 3500.26 was canceled with this revision.

c. On the cover page, DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited was added.

d. DISTRIBUTION: PCN 10203352300 was added.

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OPNAVINST 3500.38B/MCO3500.26/USCG COMDTINST 3500.1B

Universal Naval Task List (UNTL)

Version 3.0

January 2007

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From: Chief of Naval Operations
Commandant, United States Marine Corps
Commandant, United States Coast Guard

Subj: UNIVERSAL NAVAL TASK LIST (UNTL)

Encl: (1) Universal Naval Task List (UNTL)

Ref: (a) CJCSM 3500.04D, 1 August 2005, "Universal Joint Task List"
(b) CJCSI 3500.01C, 15 March 2006, "Joint Training Policy for the Armed Forces of the United States"
(c) CJCSM 3500.02C, 14 August 2002, "Joint Training Master Plan 2002"
(d) CJCSM 3500.03A, 1 September 2002, "Joint Training Manual for the Armed Forces of the United States"
(e) DoD Directive, Number 7730.65, 2 February 2004, "Department of Defense Readiness Reporting System (DRRS)"
(f) Under Secretary of Defense Memo, 2 November 2004, "Department of Defense Readiness Reporting System (DRRS) Interim Implementation Guidance"

(g) Under Secretary of Defense Memo, 10 August 2005, "Department of Defense "Readiness Reporting System (DRRS) Interim Implementation Guidance"

1. Purpose. To provide joint force, naval, and ground commanders with an interoperability tool for use in articulating their mission requirements.

2. Cancellation. OPNAVINST 3500.38A/USCG COMDTINST M3500.1A.

3. Background. The Universal Naval Task List (UNTL) is a single source document that combines the Navy Tactical Task List (NTTL) and the Marine Corps Task List (MCTL). As applied to joint training and readiness reporting, this task list provides a common language that commanders can use to document their command warfighting requirements as mission essential tasks (METs). The UNTL's tactical level of war tasks are a compilation of Navy, Marine Corps, and Coast Guard tasks, written utilizing the common language and task hierarchy of the Universal Joint Task List (UJTL). The UNTL is architecturally linked to the UJTL, which includes strategic-national (SN), strategic-theater (ST), and operational (OP) levels of war tasks. This continuum is described in more detail in Chapters 1 and 2 of enclosure (1).

4. Scope. This instruction applies to Navy, Marine Corps, and Coast Guard (Department of Defense-related missions) activities, commands, and personnel conducting joint and naval operations, training, and readiness reporting.

5. Discussion. The UJTL and UNTL structures were developed as a standardized tool for describing requirements for planning, conducting, assessing, and evaluating joint and Service training. However, because the UJTL and UNTL provide a common language and reference system for addressing requirements, there are numerous Service and joint initiatives that can use these structures for additional purposes.

6. Policy. All Navy, Marine Corps, and Coast Guard (Department of Defense-related missions) activities, commands, and personnel conducting joint and naval operations and training shall:

a. Use the UNTL to facilitate linkages between Service and joint training as discussed in reference (b).

b. Use the detailed procedures for implementing Service and joint training policy that are contained in references (c) and (d).

c. Apply the concepts and methodology prescribed herein in planning, conducting, assessing, and evaluating joint training.

d. Use the UNTL to facilitate linkages between Service and joint readiness reporting as discussed in reference (e).

e. Use the guidance for implementing DRRS per references (f) and (g).

7. Responsibilities

a. The Chief of Naval Operations, Commandant of the Marine Corps, and Commandant of the Coast Guard shall provide policy sponsorship and Service approval of Service task lists.

b. In accordance with reference (b), the Chief of Naval Operations, Commandant of the Marine Corps, and Commandant of the Coast Guard shall support integration of the UNTL into existing joint/Service training and readiness reporting.

c. Navy Warfare Development Command (NWDC) shall:

(1) Serve as coordinator and primary review authority for the UNTL.

(2) Provide for a continuing review and update of the UNTL to respond to emerging change requests, and a periodic review at least every three years.

(3) Approve Navy changes to the UNTL, including task additions and deletions, after coordinating with fleet commanders, numbered fleet commanders, type commanders, and the Commandant of the Coast Guard (G-RPD), and informing the Marine Corps Combat Development Command (MCCDC). This coordination will normally be conducted by message.

(4) Submit the UNTL to the Chief of Naval Operations for approval when the number of approved changes, or the significance of the changes (e.g., addition of a task unrelated to current Navy missions or incorporation of a major procedural change), dictates that a new version be promulgated.

(5) Make changes to the MCTL, as approved by the Commandant of the Marine Corps or his designated agent.

(6) Maintain and make accessible the master copy of the UNTL.

(7) Upon review and coordination, forward Navy inputs to the UJTL to the Joint Staff via the Chief of Naval Operations.

d. MCCDC shall:

(1) Serve as the coordinator and primary review authority for the MCTL, found in Chapter 4 of this instruction. Director, Capability Development Directorate (CDD) is lead agent.

(2) Provide for the collection, review, and update of the MCTL in coordination with NWDC.

(3) Upon review and coordination, forward inputs and changes to the UNTL to NWDC.

e. Commandant of the Coast Guard (G-RPD) shall provide for the collection, review, and update of the NTTL in coordination with NWDC.

f. Fleet, numbered fleet, and type commanders shall:

(1) Incorporate the UNTL into their planning, conduct, assessment, and evaluation of training.

(2) Participate in UNTL review process.

(3) Submit UNTL change requests, as occurring, to NWDC via the chain of command.

g. Unit commanders shall:

(1) Implement the methodology and concepts presented herein as appropriate to facilitate training and readiness reporting.

(2) Provide training and lessons learned reports dealing with the UNTL to NWDC via the appropriate Service office of primary responsibility.

8. Review. Updates to the strategic, operational, and tactical tasks and the conditions and measures can be developed using the applicable guidance in this instruction. Forward all comments and suggested changes to the appropriate Service office of primary responsibility.

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CHAPTER 1

INTRODUCTION

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Introduction

1. Purpose. The Universal Naval Task List (UNTL) is designed as an interoperability tool for joint force and naval commanders to use as a master menu of tasks, conditions, and standards that provides a common language and structure for the development of naval mission essential task lists (METLs). The UNTL, along with the Army and Air Force task lists, directly supports the Universal Joint Task List (UJTL) [CJCSM 3500.04 (series)] and joint METL (JMETL) development. The defense transformation implementation strategy exploits and maximizes joint operations using a "capabilities-based," network-centric force. The UJTL (which includes Service task lists) is the primary link to support joint training development, the Defense Readiness Reporting System (DRRS), and future resource/weapon system procurement.

2. Universal Naval Task List. The UNTL is a combination of the Navy Tactical Task List (NTTL), and the Marine Corps Task List (MCTL). The UNTL (NTTL + MCTL) contains a comprehensive hierarchical listing of the tasks that can be performed by a naval force, describes the variables in the environment that can affect the performance of a given task, and provides measures of performance that can be applied by a commander to set a standard of expected performance. The UNTL identifies "what" is to be performed in terms common to all Services. The UNTL does not address "how" a task is to be performed (found in joint or Service doctrine or tactics, technique, and procedures), or "who" is to perform the task (found in the commander's concept of operations). The tasks listed in Chapters 3 and 4 are derived from Service and joint doctrine and tactics, techniques, and procedures (TTP). Doctrinal references have been cross-referenced within this manual to assist users in seeking applicable doctrine.

3. Mission Essential Task List (METL). A METL is developed in support of a commander's assigned mission. Section 2 of this instruction, unique USN/USCG and USMC information in sections 3 and 4 respectively, and the Joint Training Manual (CJCSM 3500.03) describe the process by which a METL is developed. Through careful analysis of an assigned mission, the commander will arrive at a set of capability-based requirements. These requirements are then expressed in terms of the essential tasks to be performed, the conditions under which these tasks will be performed, and the standards to which these tasks must be performed. This instruction supports the process of developing a METL. See Table 1-1 below for a listing and short description of key terms. A more complete listing of terms is contained in Appendix B.

4. Tasks. Tasks describe in broad terms the requirements of the Armed Forces of the United States. They are actions or processes performed as part of an operation. When combined with the UJTL, this document provides an overall description of tasks that can be applied at multiple levels of war, i.e., strategic, operational, and tactical. A detailed description of each task is provided in the task definitions in Chapters 3 and 4. Tactical level tasks for the other Services may be found in their respective service task lists. A task cannot be classified as joint simply

based on its nature or on its placement at a particular level of war. The jointness of a task is based largely on how and by whom the task is performed and the context in which the operation or mission is conducted. In general, jointness connotes activities in which elements of more than one military Service participate under the auspices of a joint force commander.

5. Conditions. Conditions are variables of the environment that affect the performance of tasks in the context of the assigned mission. They are categorized by conditions of the physical environment (e.g., sea state, terrain, or weather), military environment (e.g., forces assigned, threat, command relationships), and civil environment (e.g., political, cultural, and economic factors). Some conditions are designed to help describe the theater of operations (e.g., host-nation support), others describe the immediate operational area (e.g., maritime superiority), while still others describe the battlefield conditions (e.g., littoral composition). When linked to tasks, conditions help frame the differences or similarities between assigned missions. The list of conditions can be found in Appendix A.

6. Measures and Criteria of Performance Comprise Standards. Commander's approved measures and criteria of performance comprise the task standard to describe how well a joint organization or force must perform a joint task under a specific set of conditions. The JFC uses criteria and measures to establish task standards based on mission requirements. These standards, when linked to conditions, provide a basis for planning, conducting, and evaluating military operations, readiness reporting, developing training events, and support the procurement of future weapon systems and resources. Measures and criteria will be further defined in Chapter 2.

7. Applicability to Other Processes. As mentioned above, UNTL = NTTL + MCTL. The NTTL and MCTL provide all the naval tactical level tasks to the UJTL.

a. Unified combatant commanders and combat support agencies (CSAs) leverage the UJTL to assess and report readiness against their JMET/agency METs (AMET), giving them insight into a variety of other processes.

b. The UJTL and JMETL structure can be used to focus requirements for joint models and simulations.

c. Functional capability boards (FCBs) can map joint integrated activity sets future force development to UJTL tasks. These tasks can be used to define critical doctrine, organization, training, materiel, leadership and education, personnel, and facilities (DOTMLPF) changes required through the FCB and Joint Requirements Oversight Council (JROC) process.

d. Institutions providing joint professional military education (JPME) may cross-reference learning objectives to UJTL tasks to better align joint training and education systems.

e. The Joint Chiefs of Staff (JCS) joint information exchange requirements (JIER) and the Assistant Secretary of Defense command, control, communications, computers, intelligence, surveillance, and reconnaissance (C4ISR) architecture framework document require the JIER and

joint operational architecture be mapped back to the UJTL, which directly relates C4ISR requirements to the warfighters' training and operational environment. This is an integral component to Office of the Secretary of Defense (OSD)/JCS policy in the generation of joint operational architectures and C4ISR requirements.

f. The UJTL, in describing capabilities required to execute the National Military Strategy, is found in the Joint Strategy Review and the Joint Vision *Concept for Future Operations.* UJTL tasks will be mapped to joint capability areas. These capability areas will become the underpinning for capabilities-based planning. Future versions of the UJTL will provide capability templates with UJTL tasks mapped horizontally and vertically to approved capability areas. UJTL linkage to the capability development processes enhances the identification of joint requirements, capability shortfalls and deficiencies.

Table 1-1. Definition of Terms

Term	Definition
UJTL	Universal Joint Task List - the comprehensive list of tasks at the strategic and operational levels of war. The UJTL defines some tactical level tasks that are performed by more than one Service component and relies on individual service task lists to define tasks at the tactical level of war. The MCTL and NTTL link to the top level tactical tasks (TA) in the UJTL, e.g. TA 1 equals NTA 1 and MCT 1; TA 2 equals NTA 2 and MCT 2, etc.
UNTL	Universal Naval Task List (NTTL + MCTL)
NTTL	Navy Tactical Task List - the comprehensive list of Navy and Coast Guard (Department of Defense related missions) tasks, doctrinally based, designed to support current and future METL development.
MCTL	Marine Corps Task List – a comprehensive list of Marine Corps tasks, doctrinally based, designed to support current and future METL development.
Mission	The task, together with the purpose, that clearly indicates the action to be taken and the reason therefore.
Essential	Absolutely necessary; indispensable; critical to mission success.
Task	A discrete event or action, not specific to a single unit, weapon system, or individual that enables a mission or function to be accomplished.
Condition	A variable of the operational environment or situation in which a unit, system, or individual is expected to operate that may affect performance.

Standard	The minimum acceptable proficiency required in the performance of a particular task under a specified set of conditions, expressed as quantitative or qualitative measures. The commander establishes standards.
Mission Essential Task (MET)	A task selected by a force commander from the Universal Naval Task List (UNTL) deemed essential to mission accomplishment.
Mission Essential Task List (METL)	A list of tasks considered essential to the accomplishment of assigned or anticipated missions. A METL includes essential tasks, conditions, standards, and associated supporting and command-linked tasks.
Supporting Task	Tasks in the same chain of command that support the commander are "supporting tasks." Senior METL tasks that a junior's MET supports are supported tasks.
Command-Linked Tasks	Tasks performed by organizations/agencies outside the commander's direct control are "command linked tasks." (e.g. adjacent units, national intelligence, joint logistics activities, etc.)

CHAPTER 2

MISSION ESSENTIAL TASK LIST DEVELOPMENT

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Mission Essential Task List (METL) Development

1. Introduction. This section explains how to use the Universal Naval Task List (UNTL) to develop individual mission essential tasks (METs) and assemble unit METLs. The basic guidelines for how tasks, conditions, and standards are applied to develop a MET will be discussed in detail.

2. Mission Essential Tasks (METs) and Mission Essential Task Lists (METLs). Under Defense Transformation initiatives, the Navy, Marine Corps, and Coast Guard, along with the other services and defense agencies have refined the way we train, equip, and conduct readiness reporting to support combatant commands (COCOMs) for joint operations. The unit METL is the foundation for which a unit will set training priorities and also report unit readiness under the new "METL-based" Defense Readiness Reporting System (DRRS). The COCOMs assemble joint mission essential tasks lists (JMETLs) to set priorities for joint exercises and report the state of readiness for joint forces assigned. This instruction is designed to aid Navy, Marine Corps, and Coast Guard commanders and their respective staffs in the development of Service METLs and to support COCOM JMETLs.

a. The METL development process provides a framework for the commander to quantify both the level and scope of effort needed to achieve mission essential task objectives, given a certain set of conditions. Once the level and scope of effort is quantified, the commander can then design a training program with training objectives that test each subordinate commander's ability to support the overall effort. When training and resource shortfalls are identified, follow-on training can be scheduled and resource shortfalls can be addressed through other doctrine, organization, training, materiel, leadership and education, personnel, and facilities (DOTMLPF) solutions.

b. A MET is an activity (task) selected by a commander, deemed critical to mission accomplishment. Essential is defined as "absolutely necessary; indispensable; critical."

c. The METL is the command's list of METs (tasks, conditions, and standards), considered essential for accomplishment of the unit's assigned missions. Navy, Marine Corps, and Coast Guard commanders will conduct mission analysis to determine the unit's essential tasks. Using the UNTL, the unit METL can be assembled and linked to senior and subordinate command METLs and to the joint force commander (JFC) or COCOM JMETLs.

3. Organization and relationship to the Universal Joint Task List (UJTL). The UNTL is derived from the UJTL (CJCSM 3500.04 series). The UJTL serves as a common language and common reference system for joint force commanders, combat support agencies, operational planners, combat developers, and trainers to communicate mission requirements. It is the basic language for development of JMETLs or agency mission essential task lists (AMETL), which identify required capabilities for mission success. The UNTL includes all of the tasks of the Navy Tactical Task List (NTTL) and the Marine Corps Task List (MCTL). It, along with the UJTL, includes all those tasks naval forces might be required to perform, in peacetime and in war. The

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UNTL will describe *what* the naval forces are to perform or accomplish in support of any requirement or assigned mission.

a. The structure of the UJTL and UNTL is by level of war: strategic, operational, and tactical. The strategic level of war is divided into the national and theater as indicated below. See Figure 2-1 (note that the gray boxes provide the objective of each level of war).

- SN: Strategic level - national military tasks
- ST: Strategic level - theater tasks
- OP: Operational level tasks
- TA: Tactical level tasks

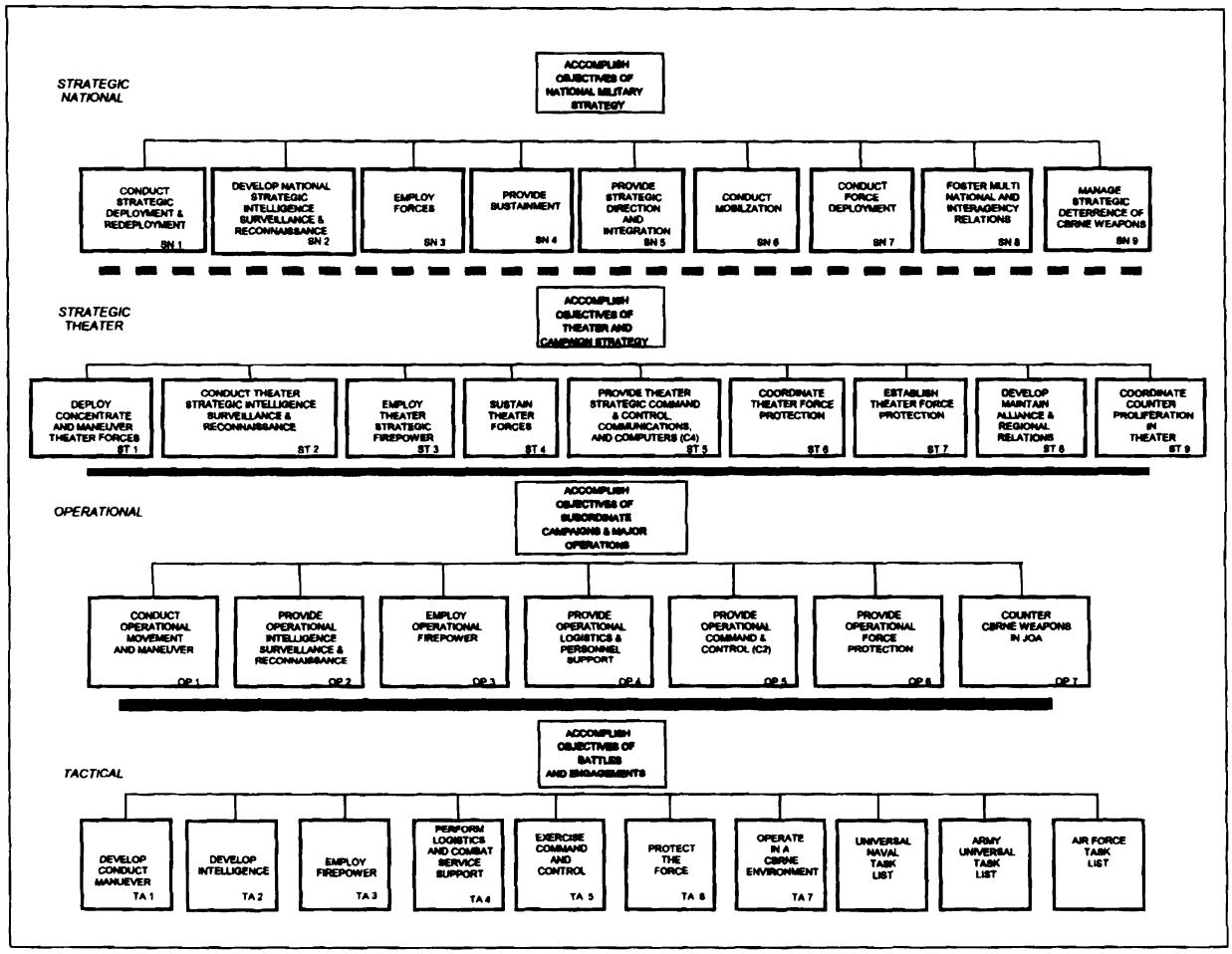

Figure 2-1. Relationship of Levels of War to Aims or Objectives

b. Each task in the UJTL/UNTL is individually indexed to reflect its placement in the structure. Each task is assigned a reference number that identifies it and helps to place it within the hierarchy. This provides a standard reference system for users to address and report

requirements, capabilities, or issues. Each task is given a prefix code referring to the levels of war. At the strategic level of war, the national military tasks have the prefix SN; the theater strategic tasks have the prefix ST, the operational level tasks have the prefix OP, and tactical tasks use TA. Navy Tactical Tasks are labeled - **NTA**, Marine Corps Tactical Tasks - **MCT**, Army Tactical Tasks - **ART**, and Air Force Tactical Tasks - **AFT**.

c. Each of the three levels of war is described by tasks organized around the major tasks that are performed at that level of war. For example, the operational level of war which most often is the focal point for the joint task force (JTF) commander, is organized around the following major tasks:

OP 1. Conduct Operational Movement and Maneuver.
OP 2. Provide Operational Intelligence, Surveillance, and Reconnaissance.
OP 3. Employ Operational Firepower.
OP 4. Provide Operational Logistics and Personnel Support.
OP 5. Provide Operational Command and Control.
OP 6. Provide Operational Force Protection.
OP 7. Counter Chemical, Biological, Radiological, Nuclear, and High-yield Explosives (CBRNE) Weapons in JOA.

4. Levels of War. This section defines the strategic, operational, and tactical levels of war and discusses their relationship to the UNTL structure. The definitions of the levels of war are:

a. Strategic Level - the level of war at which a nation, often as a member of a group of nations, determines national or multinational (alliance or coalition) security objectives and guidance, and develops and uses national resources to accomplish these objectives. Activities at this level establish national and multinational objectives, sequence initiatives, define limits and assess risks for the use of military and other instruments of national power. For the military instrument, this includes developing global plans or theater war plans to achieve these objectives, and providing military forces and other capabilities in accordance with strategic plans. The strategic level of war is subdivided into strategic national and strategic theater.

b. Operational Level - the level of war at which campaigns and major operations are planned, conducted, and sustained to accomplish strategic objectives within theaters of operations. Activities at this level link tactics and strategy by establishing operational objectives needed to accomplish the strategic objectives, sequencing events to achieve the operational objectives, initiating actions, and applying resources to bring about and sustain these events. These activities imply a broader dimension of time or space than do tactics. They ensure the logistic and administrative support of tactical forces and provide the means by which tactical successes are exploited to achieve strategic objectives.

c. Tactical Level - the level of war at which battles and engagements are planned and executed to accomplish military objectives assigned to tactical units or task forces. Activities at this level focus on the ordered arrangement and maneuver of combat elements in relation to each other and to the enemy to achieve combat objectives.

5. Relationship of Levels of War to Theater Structure. While there is no direct link between levels of command and level of war, certain commands tend to operate at particular levels of war. Table 2-1 summarizes typical relationships of commands, and by implication their commanders, to the three levels of war.

a. Knowing the definitions of theaters, theaters of war, theaters of operation, and joint operations area is helpful in understanding the distinctions between the strategic and operational levels of war. Joint doctrine (JP 1-02) defines a theater as the "geographic area outside the continental United States for which a commander of a combatant command has been assigned responsibility." It further defines a theater of war as "that area of land, sea, and air that is, or may become, directly involved in the operations of war." Joint doctrine defines a theater of operations as "that portion of a theater of war necessary for military operations and for the administration of such operations." Thus, a theater of war may contain more than one theater of operations. A joint operations area (JP 3-0) is defined as "an area of land, sea, and airspace, defined by a COCOM or subordinate unified commander, in which a JFC (normally a JTF commander) conducts military operations to accomplish a specific mission."

b. The combatant commander normally operates at the strategic level of war, applying the military element of power in coordination with the other elements of national power to achieve the desired military end state within the strategic end state determined by national security or strategic military objectives and guidance. A theater of operations commander (e.g., unified commander or JTF commander) typically operates at the operational level of war, applying military power in the designated theater of operations, toward the strategic military objectives assigned by the geographic combatant commander or national command authorities.

	Level of War		
COMMAND	**STRATEGIC**	**OPERATIONAL**	**TACTICAL**
Unified Command (Geographic)	X	X	
Unified Command (Functional)	X		
Sub Unified Command	X	X	
Joint Task Force Command		X	X
Functional Component Command		X	X
Service Component Command		X	X
Battle Group Commander		X	X
Task Unit Commander		X	X
Ship, Squadron or Battalion Commanding Officer			X

Table 2-1. Notional Relationships of Commands to Levels of War

6. Identifying the Level of War of a Task. Many tasks in the UNTL structure have parallel tasks at other levels of war. For example (using a NTA from Chapter 3), NTA 2.2 *Perform Collection Operations and Management,* has parallel tasks at other levels of war: OP 2.2, *Collect and Share Operational Information*, ST 2.2, *Collect Theater Strategic Information*; and SN 2.2, *Collect Strategic Information.* In examining an intelligence task that is being conducted as part of a joint

military operation, it may be difficult to determine at which level of war that task is being performed. To make such a distinction, one must examine the aim or objective of the intelligence collection effort, the theater structure of the military operation being conducted, which organizations or components are actually performing the task, and the level of command at which the intelligence collection activity is being directed.

7. Naval Tasks. Naval tasks support all levels of war, strategic, operational, and tactical, however the majority of naval missions and tasks are centered on the Operational and Tactical levels. METs designed to specifically support a COCOM mission (or JMETL) will most likely be at the operational (OP) and tactical (NTA/MCT) levels. Naval tasks within the UNTL were developed using many different sources (review of Title 10 US Code, the Joint Strategic Capabilities Plan, COCOM and component operation plans (OPLANs), war plans, operations orders (OPORDS), required operational capabilities (ROC)/projected operational environment (POE), doctrine publications, etc.), which produced a significant number of operational and tactical level tasks. Mission analysis and METL development conducted by component commanders and operational force commanders also led to the identification and development of new tasks. The development of naval tasks was conducted in accordance with the following guidelines.

- Tasks describe an activity visible outside the command
- Tasks describe a discrete event
- Tasks do not define who
- Tasks do not define how
- Tasks do not discuss a specific piece of equipment (i.e.; gun, bomb, boiler, etc.)
- Tasks do not describe environmental issues (physical, military, or civil conditions)
- Tasks do not duplicate an existing task

a. Tasks are based on doctrine and tactics, techniques, and procedures (TTP). Normally a task is an activity identified by doctrine or TTP as performed by a joint force or military Service. Doctrine or TTP should provide enough description of the activity to contribute to the development of a definition. However, in some cases a capability may exist to perform a task before specific doctrine is written to describe it.

b. Tasks within the UNTL do not specify means (i.e., type of unit, organization, or system) involved in task performance.

c. Joint and Service tasks are not organized to describe a sequence or a process. The location of a task within the hierarchy does not imply precedence or organization, nor does it imply the way tasks are selected or applied.

d. Tasks within the UNTL do not include conditions. The tasks focus on the activities performed. The environment in which the task is performed is key to the successful accomplishment of the mission and, therefore, the tasks must be *linked* to applicable conditions

of the environment. The conditions under which a task would have to be conducted are provided in Appendix A. These conditions will be linked to the task, but will not be incorporated within the task itself. Keeping conditions out of the task ensures the tasks will be applicable to a wider variety of operations and regions where operations may be conducted. For example (using a MCT from Chapter 4), MCT 1.6.6.6, *Conduct Noncombatant Evacuation Operations (NEO)* with conditions written into to task, (*Conduct NEO in "high terrain elevations"*) will limit the use of MCT 1.6.6.6 to only mountainous areas.

e. Tasks are placed at appropriate levels of war. For example, intertheater deployment of forces occurs primarily at the strategic level of war and, therefore, would not be included at the operational or tactical levels. On the other hand, the task of occupying a combat area may be considered primarily tactical. Some tasks may be performed at more than one level of war. The level of war of an activity is partially determined by the nature of the activity itself (employing nuclear weapons is considered to be strategic in almost all instances) and partly by the context in which it occurs (the purpose and intent in performing a task).

f. Some tasks performed at the tactical level of war may, in some situations, be performed jointly. "Jointness" is not a criterion for including or excluding a task from a Service task list (at the tactical level of war). The main criterion for including a task in a Service task list is whether Service forces are capable of performing the task at that level of war (with or without the involvement of forces from another military Service).

8. Task Linkages. Tasks in the UNTL can be linked to other tasks within and across the levels of war. Two types of linkages exist among tasks in the UNTL: vertical and horizontal. Vertical linkages connect tasks at one level of war to related tasks at other levels of war. Horizontal linkages also referred to as end-to-end linkages, connect different tasks at the same level of war. The basis for linking these tasks is that in the context of conducting a military operation, tasks that are linked must all be performed to standard and in concert with one another in order for a military operation to succeed. Horizontal linkages involve the synchronization of a variety of tasks in time and space based on a commander's concept of operations for a mission and in accordance with joint doctrine.

a. Vertical Linkages – Vertical linkages link echelons of command, providing the connecting structure among tasks at the strategic, operational, and tactical levels of war. Intelligence is an example of a task with vertical linkages at all three levels of war. Although the generic elements of strategic, operational, and tactical intelligence are similar (i.e., collection, processing, integration, analysis, evaluation, interpretation, and dissemination), the tasks and subtasks associated with each level are distinct in terms of goals, scope, and what type of organization is assigned to perform them. At the strategic level, national means are used to collect, analyze, assess, prepare, and disseminate intelligence to many users, ranging from theater commanders to tactical units. Conversely, tactical commanders pass information and intelligence collected at the tactical level of war through the same chain to the national level where they are collated, analyzed, and assessed to form a worldwide intelligence picture. These vertical relationships,

which form an "intelligence system," are maintained to some degree regardless of the type of military operation being planned or conducted.

(1) An example of vertical linkages in the UNTL is illustrated in Figure 2-2 with maneuver tasks. Before bringing force to bear on an enemy, forces might have to conduct a theater strategic movement and maneuver (ST 1, *Deploy, Concentrate, and Maneuver Theater Forces*) based on a request from a JFC. Once in the theater of operations, or joint operational area, it may be necessary to further conduct intratheater of operations deployment of these forces (OP 1.1.2, *Conduct Intratheater Deployment and Redeployment of Forces within the Joint Operations Area (JOA))* to move them into positions that will give them a relative advantage over the enemy forces and support the JFC's maneuver concept for his subordinate campaign plan. This operational level of war movement and maneuver could also put the tactical forces into position from which they can deploy and conduct tactical maneuver (NTA 1, *Deploy/Conduct Maneuver)* and employ direct and indirect fires. At the tactical level of war, maneuver deals with achieving positional advantage over an enemy force in conjunction with fire support.

(2) One can also view the example shown in Figure 2-2 from a bottom-up perspective. In this case, the results of a tactical level maneuver (NTA 1, *Deploy/Conduct Maneuver*) could achieve an advantageous position over the enemy. At the tactical level, a penetration, or flanking maneuver might achieve tactical success and permit maneuver to operational depths (exploitation and pursuit), helping to achieve operational and theater strategic objectives (OP 1, *Conduct Operational Movement and Maneuver*).

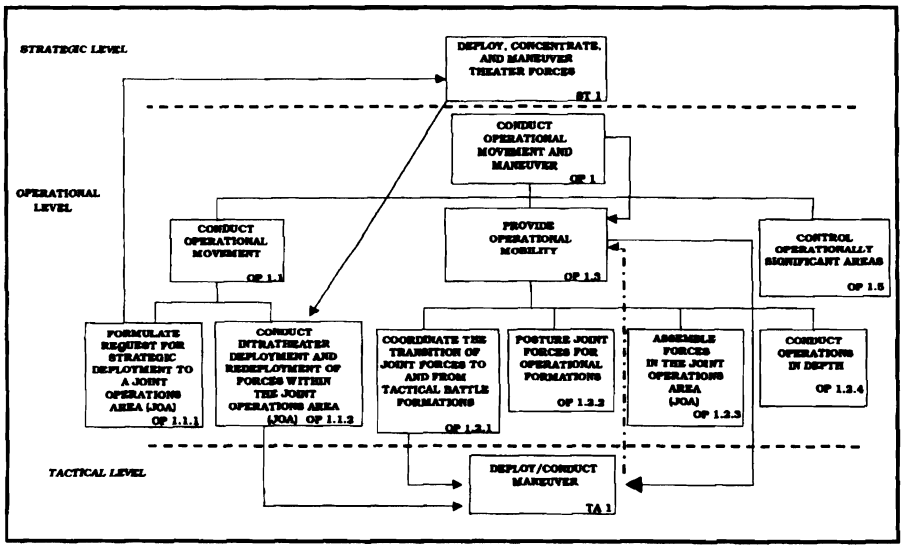

Figure 2-2. Vertical Linkages

(3) The vertical linking of the tasks across levels of the UNTL can be used to make connections between related capabilities at the tactical, operational, and strategic levels of war

and illustrate how an inadequate capability at any level of war can impact the ability of a joint force to integrate that capability across the three levels of war. Such linkages exist in all general task areas of the UNTL, to include movement and maneuver, intelligence, firepower, sustainment, command and control, and protection.

b. Horizontal Linkages - Links connecting tasks at the same level of war describe the operations concept. A horizontal, or end-to-end, linkage is defined in the context of a military operation. That is, when conducting a military operation, different tasks (e.g., intelligence, fires) interact with one another to achieve the effects desired by the commander.

9. Operations Templates. An operations template provides a graphical depiction of the activities performed as part of a military operation. It depicts activities and interactions among them. The activities represented in an operations template can include tasks performed by the commander and staff, tasks performed by adjacent commands (e.g., command-linked tasks), and tasks performed by subordinate commands or organizations (e.g., supporting tasks). Three basic types of task characteristics and interactions among tasks may be depicted in operations templates. They are temporal, informational, and spatial. A different view can be constructed to depict each of these types of characteristics and interactions.

a. Temporal View. Temporal characteristics of tasks refer to whether a task occurs once, more than once (e.g., cyclically), or continuously. Temporal interactions among tasks refer to the sequencing of tasks. That is, one task must be completed before another one can begin (prerequisite or successor), one task might begin at the same time as another one (concurrent beginning), or one task might have to be completed at the same time as another (concurrent ending). For example, suppose a Joint Force Air Component Commander (JFACC) has tasked units of one or more components to perform an air interdiction operation. Tasks comprising the operation can be identified from the UNTL and temporal interactions (i.e., sequencing) among the tasks can be depicted, as shown in Figure 2-3. Operations templates can be developed to varying levels of detail. The example shown below simply illustrates the kinds of information that can be included in an operations template temporal view and how that information can be displayed. Additional data describing the temporal characteristics of each task included in a template (e.g., identifying who performs the task) can be linked to each task.

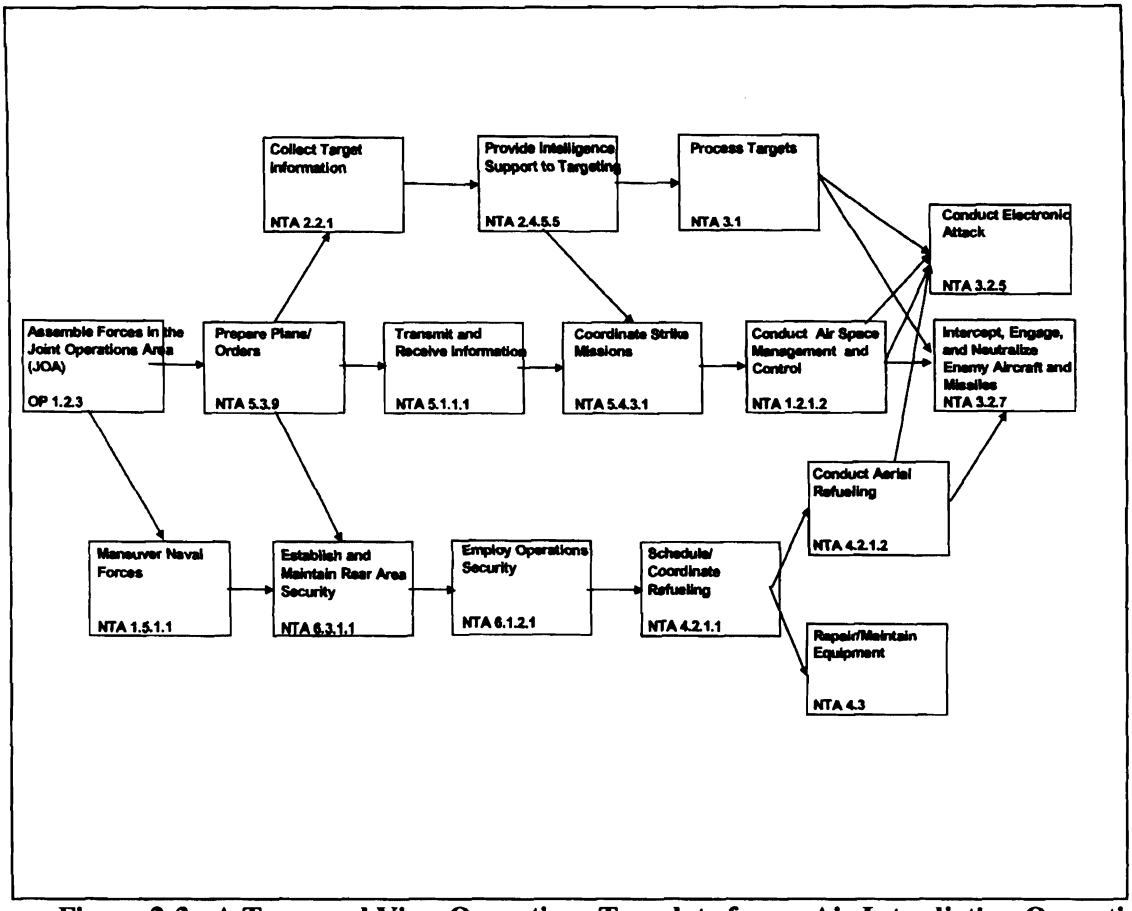

Figure 2-3. A Temporal View Operations Template for an Air Interdiction Operation

b. Informational View. Information characteristics of tasks refer to the need for information in order to perform tasks (e.g., task of selecting targets to attack requires intelligence data), the transformation of one type of information into other types during the performance of a task (e.g., task of selecting targets to attack transforms raw intelligence and targeting data into a target list), and the output of information after a task is performed (e.g., task of selecting targets to attack yields target lists, such as found in a master air attack plan). Informational interactions among tasks concern the input and output relationships among various tasks involved in a military operation (task to integrate/synchronize operation firepower receives inputs from the task of selecting operational targets to attack). Some tasks provide informational inputs to other tasks, or require inputs from other tasks. Consider again the example of a JFACC who has tasked units of one or more components to perform an air interdiction operation. Tasks comprising the operation can be identified from the UNTL and informational interactions among the tasks can be depicted, as shown in Figure 2-4 below. This example illustrates the kinds of information links that can be depicted in a operations template view. Additional data describing the informational characteristics of each task included in an informational template (e.g., identifying systems that generate or communicate informational products) can be linked to each task.

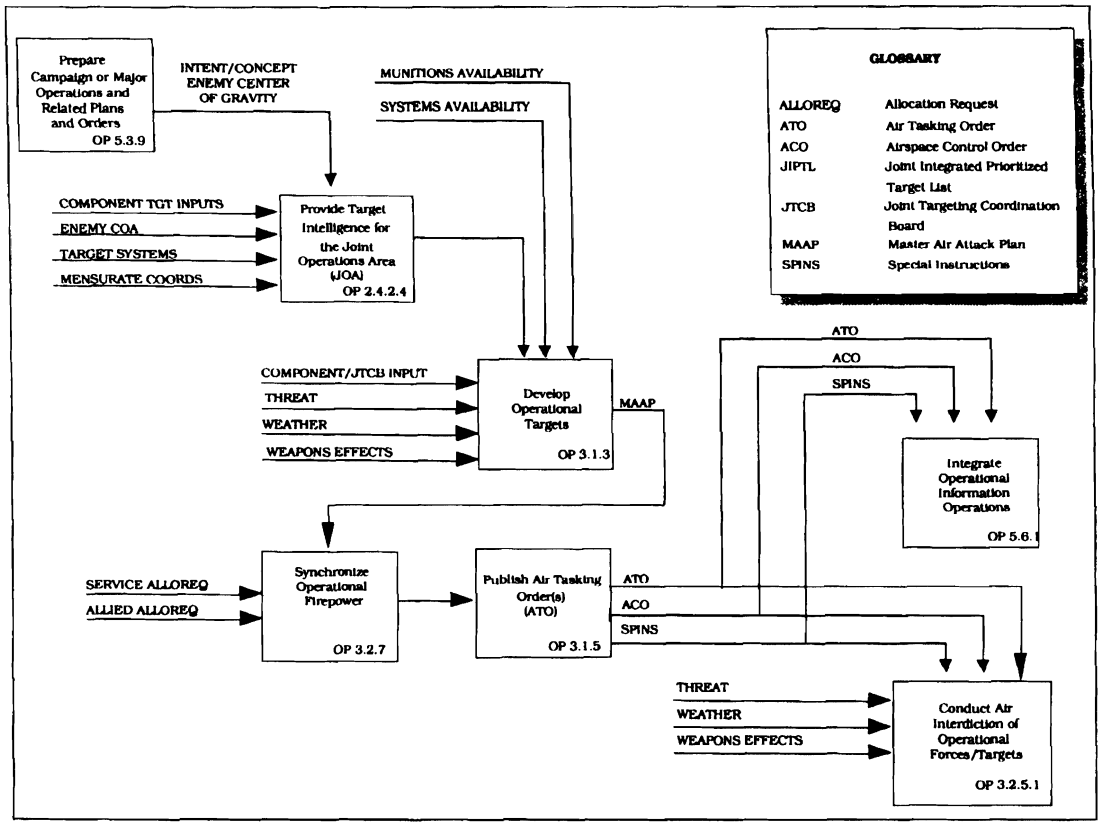

Figure 2-4. Informational View Operations Template for an Air Interdiction Operation

c. Spatial View. Spatial characteristics of tasks refer to the location of task performance (geographic coordinates). For example, tasks may begin and/or be completed at a specific location (e.g., complete a resupply task at a location where a fires task is taking place; begin a medical evacuation task where friendly forces are engaged and end it where medical care can be provided) or perform a task at multiple locations (e.g., deploy various ships in a fleet to different locations). Spatial interactions among tasks could include the requirement to perform a task in a location relative to where another task is being performed (e.g., conduct close air support task near a maneuvering friendly force). Consider once again the example of a JFACC who has tasked units of one or more components to perform an air interdiction operation. Tasks comprising the operation can be identified from the UJTL/UNTL and relative locations of performance can be depicted, as shown in Figure 2-5 below. This example shows how several tasks are performed at the JFACC headquarters (HQ) and how another task (i.e., OP 3.2.5.1 Conduct *Air Interdiction of Operational Forces/Targets*) is performed along various routes. A task performed in an area, as opposed to at a specific location (e.g., employing operational command and control warfare (C2W)), can be shown as a shaded area (see Figure 2-5). Additional data describing the spatial characteristics of each task included in a template (e.g., changes over time in the location of task performance) can be linked to each task.

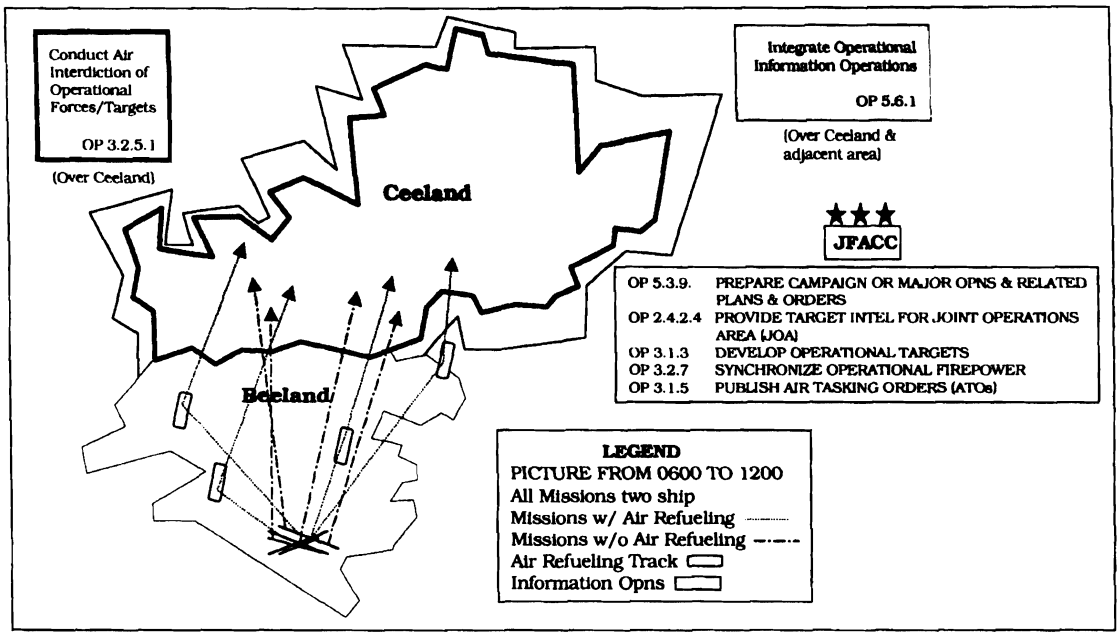

Figure 2-5. Spatial View Operations Template for an Air Interdiction Operation

d. Uses of Operations Templates. Operations template views can represent various task characteristics and interactions among tasks that influence their combined effect on mission success. Template views can be especially useful in understanding the performance relationships among tasks in the context of the commander's concept of operations. Operations templates can aid naval force commanders in identifying the most essential war fighting tasks and in training them in advance of actually conducting such military operations.

10. Conditions. After developing a list of essential tasks, a study must be made of all the conditions under which these tasks may have to be accomplished. Conditions are those variables of an operational environment or situation, in which a unit, system, or individual is expected to operate, that may affect performance. Some are given to the commander (e.g., rules of engagement (ROE) provided to the commander). Most are generally not under the commander's control (conditions of the climate in the area of operations where assigned). Other conditions may be under the enemy's control (e.g., threat posture). Still others are under no one's control (e.g., the weather in an area). The conditions linked to the task are those that reflect the immediate situation or mission context in which tasks must be performed. Not all conditions affect tasks in the same way. Therefore, conditions that greatly affect the performance of some tasks will have little or no affect on the performance of other tasks. Appendix A (Joint Conditions) provides a listing of the conditions that can be used by commanders to describe the conditions under which tasks may be performed as part of their missions. The conditions selected for a MET should be those that have the greatest impacts on performance.

a. Some conditions are shared by both friendly and hostile forces involved in military operations. Such conditions include those related to the climate and weather of an area, its geography, bodies of water within the area, and the space above it. Other conditions, such as those related to the forces involved in a military operation, may be different for friendly and enemy forces (e.g., the types and quality of forces assigned). Also, conditions related to political support for a military operation or the economic strength of an area, may pertain to friendly or enemy areas. To accommodate this, some conditions require the specification of to whom or where the conditions apply.

b. Conditions are organized into three broad categories: physical, military, and civil. (See Appendix A.) Beneath each category, a number of related conditions are organized. For example, conditions that are organized under the physical environment include land, sea, air, and space. Each condition is briefly defined and is assigned a unique reference code beginning with the letter "C." In addition, for each condition several descriptors are provided that allow a user to specify how the condition is likely to exist in a particular mission or scenario. For example, for the condition C 1.3.1, *Climate*, descriptors allow the user to specify whether the climate is tropical, temperate, arctic, or arid.

c. The conditions chosen should also be those that impact the ability to perform that specific task. The commander should review and refine conditions as they apply to missions. The commander should change those conditions linked to tasks as the environment and other situations vary that impact the ability of the command to accomplish the task and mission. While there is no limit in the number of conditions that may be linked to a task, the recommended guide is no more than three to five.

d. Applying Conditions. Conditions were developed according to the following guidelines:

(1) Conditions are factors of the immediate environment. Conditions are aspects of the environment immediately surrounding the performance of a task.

(2) Conditions directly affect the performance of a task. A condition must directly affect the ease or difficulty of performing a task.

(3) Conditions list does not include tasks. Task performance may be constrained or enabled by the level of performance of a related task; however, related tasks are not treated as conditions because they do not directly affect performance of the task.

(4) Each condition has a unique, understandable name. Each condition has a name that distinguishes it from every other condition and from every task.

(5) Conditions may apply to all levels of war and all types of tasks. Some conditions may seem to apply to a particular level of war or a particular type of task (joint vs. Service), but they are, in fact, generic.

(6) Conditions are placed logically in conditions list structure. Each condition was logically placed under the physical environment (land, sea, air, and space), the military

environment (mission, forces, C3-related, intelligence-related, movement-related, firepower-related, protection-related, sustainment-related, and threat-related), or the civil environment (political, cultural, and economic).

(7) Each condition has a single set of descriptors identifying distinct categories. Categories have been developed for each condition that distinguish among several levels at which the condition may be experienced and are based, whenever possible, on objective, quantitative criteria.

(8) Conditions and descriptors are written to be compatible with task/conditions/standards framework. The framework in which conditions are expressed consists of the phrasing of "perform this task under the conditions of...." Therefore, each condition and condition descriptor phrase fits within this framework.

11. Standards, Measures, and Criteria. Measures (or metrics) are linked to tasks to allow a commander to distinguish among varying levels of task performance. Using measures a commander may establish a task standard consistent with Service doctrine, tactics, techniques, and procedures, and mission requirements. Standards may also provide a basis for assessment. The terms "standard," "measure" and "criterion" are defined below.

STANDARD - A standard provides a way for the commander to express the degree to which an organization or force must perform a task under the specified set of conditions. A standard consists of one or more measures for a task and a criterion for each measure.

MEASURE - Measures provide a dimension, capacity, or quantity description to a task. A measure provides the basis for describing varying levels of task performance and is therefore directly related to a task. For example, the task, MCT 5.1.1, *Provide and Maintain Communications*, which refers to the sending and receiving of information from one unit or organization to another by any means, measures of performance may include the speed with which information is transmitted (queuing time for message transmission) and the accuracy of communications (percent of messages sent to the right addresses with the right content).

CRITERION - The second parameter of a standard is the "criterion". A criterion defines acceptable levels of performance. It is often expressed as a minimum acceptable level of performance. The combination of the measure and the criterion comprise the standard for a task. Example: *95% of addressees received the messages prior to deadline.*

a. The UNTL methodology of linking a measure and a criterion (the elements of a standard) to a task first demands understanding the task and how that it contributes to mission success. Also critical to linking a measure to a task is understanding the conditions under which the task is performed. Commanders should have a way to *measure* the output of the task so a comparison to the established standard can be accomplished. This process can also aid the commander in readiness assessment, risk assessment and risk management.

b. The standard for a task is set within the framework of the commander's mission and in the context of the conditions that are linked to those missions. Thus, the standard(s) for a task can only be set when: (1) the mission analysis is complete; (2) the linked conditions have been identified and described; and, (3) measures have been selected that reflect the task contribution to mission accomplishment. This means that standards are tied to missions. That is, just because a task has a particular standard on one mission does not mean that the same standard will apply to other missions. A task standard could be the same across missions, but it could also be different for each mission.

(1) Each task can have a standard using one or more measures. A standard can be set using any measure(s) that applies to a task. In some situations, one measure may be sufficient. In others, a commander may have to specify a standard using more than one measure to fully define a required level of performance. For example, in specifying a standard for engaging enemy targets (NTA 3.2, *Attack Targets*) under the condition of overwhelming threat land forces (C 2.9.5.1), measures for both the time to engage (e.g., minutes after initiation of task, ordnance on target) and the accuracy of the engagement (e.g., percent of missions flown/fired achieve desired target damage) may be needed to fully define a required level of performance. The resulting tasks, conditions, and standards will comprise the mission capability requirements for a commander.

(2) A standard for a single task does not normally have to be met by a single component. In many cases in operations, several elements of the force (system types, component commands, coalition members) will be assigned responsibility for a task. Therefore, the assessment of performance will often reflect the aggregated capabilities of multiple force elements.

(3) Task standards reflect the commander's understanding of requirements based on the assigned missions (and the associated concept of operations) and the conditions likely to be experienced in carrying out that mission. Task standards also are established with cognizance of friendly force capabilities (i.e., do not expect a single ship to be as effective as a carrier battle group or a battalion to be as capable as a division).

(4) Task standards are traceable across levels of command. A commander who has established task standards based on an analysis of assigned missions must assume some level of performance for organizations performing command-linked and supporting tasks. For example, in a strategic deployment mission, assume that a functional combatant commander establishes a standard for moving forces to the theater (SN 1.2.5, *Move Forces from POE to POD*). To perform this task successfully, a geographic combatant commander must meet a performance standard on a command-linked task (ST 7.1.4, *Determine and Validate Forces and Cargo to be Deployed or Redeployed*). Also, a component command of the functional combatant command must meet a performance standard on a supporting task (SN 1.2.7, *Coordinate Global Strategic Refueling*). As a result, when each commander establishes their task standards for a mission, they must be aware of the relationship between their task performance and that of the supported/supporting command(s).

c. Usually a small number of measures will be sufficient. On some occasions, one measure is enough, however, in the case of engaging enemy targets, measures for both time and accuracy may be required to fully define the required level of performance.

d. Development of Measures. The development of measures in this instruction was conducted in accordance with the following guidelines.

(1) Measures reflect understanding of the task. The scope of the task and what activities it comprises must be understood.

(2) Measures reflect how a task contributes to mission success. Measures are selected to establish standards based on the context of a mission. The mission establishes the requirement to perform a task, provides the context for task performance (including the conditions under which a task must be performed), determines where a task is performed (one or more locations), determines when a task must be performed, determines the degree to which a task must be performed (implied in the concept of the operation), and provides a way to understand precisely how the performance of a task contributes to mission success.

(3) Measures are sensitive to the impact of conditions on task performance. Examining conditions that can impair task performance during a mission can provide clues as to the key dimensions of performance that should be measured. For example, if the primary targets of intelligence collection are fixed sites (i.e., condition of target mobility), the currency of intelligence and locating data may not be a critical aspect of performance—on the other hand, if the targets at which intelligence collection is aimed are highly mobile, the currency of the collected intelligence and locating data would be a key measure of performance.

(4) Measures reflect key dimensions of task performance. Every task has multiple dimensions of performance that can be measured. At a minimum, most tasks can be measured in terms of the time required to initiate or to complete a task (i.e., response time), the rate at which progress is being made (e.g., rate of movement), an overall level of completion or success (e.g., percent of targets correctly identified, hit rate), size of deviation (e.g., proximity of fires to target), in terms of power (e.g., engagement range), lethality (e.g., rate of kills given a hit), or success (e.g., percent of messages accurately transmitted). Measures should not simply indicate a level of activity (e.g., sortie rate as measure of air interdiction), but must reflect varying levels of real success in task performance.

(5) Measures distinguish among multiple levels of performance. Good measures distinguish among multiple levels of performance (as opposed to a go-no go measure). This can be accomplished most easily using either an absolute numerical scale (e.g., applicable to number, time, or distance) or a relative scale (e.g., proportion of number, time, or distance).

(6) Measures focus on the outputs, results of performance, or on the process. In identifying dimensions of task performance, focus on the outputs or results of performance as opposed to either the inputs/resources applied (e.g., the number of aircraft involved in conducting air interdiction) or the process followed (e.g., number or percentage of sub steps performed correctly

or in the correct sequence). The dimensions of task performance are not peculiar to a specific means for performing a task; rather, they apply to all means that can be employed to perform a task.

(7) Maximize use of context independent measures. Performance measures that are highly context-dependent require detailed information on the mission/scenario to interpret a performance outcome. While no measure is completely independent of its mission context, there is wide variability among measures in this regard. Measures of the time it takes to perform a task (like collect intelligence on targets) are fairly context independent. Measures of rate (like the rate of movement of ships from one location to another) can also be fairly context independent. On the other hand, a measure of the percent of forces deployed by D-Day requires knowledge of the mission or scenario timeline to fully understand the level of performance involved.

(8) Take advantage of the strengths of both absolute and relative scales. Absolute scales are those that, beginning from a start point (usually zero), measure the number of occurrences, the amount of time, or the movement across distance. The advantage of absolute scales is that the result or output is clearly specified. The disadvantage is the lack of information about the adequacy of any particular value (from simply looking at the measure) on the absolute scale. Relative scales are those that compare a particular value to the total and are often expressed as a proportion or percentage (e.g., percent complete). The advantage of relative measures is that they clearly indicate the degree of completion of a task. The main disadvantage is that such measures do not indicate the size or scope of effort on the task.

(9) Keep measures simple. A simple measure requires only a single measurement (e.g., hours to develop an operations order). These measures may be the easiest for operators to understand. A more complex measure might involve a ratio (e.g., ratio of enemy targets destroyed to friendly losses). Such complex measures, while attempting to be more meaningful, actually tend to reflect contributions of more than one task (e.g., number of targets destroyed is related to engaging enemy targets while friendly losses is related to protecting friendly forces and systems).

(10) Take advantage of existing task performance data. If two task performance measures are similar in other respects, pick the one for which performance data is readily available.

12. Developing METLs. A METL is the list of tasks a commander determines are essential to the accomplishment of a mission, under the specified conditions and to a specified standard for each task. Mission analysis is one of the key early steps in identifying the tasks to complete an assigned mission. Mission analysis must include a thorough review of the command's responsibilities under a superior commander's OPLANs and directives. An important initial step in the process of METL development should be a review of the relevant major regional contingency (MRC) and other OPLANs to ensure familiarity with all the requirements of those plans.

a. Individual COCOM's identify their JMETLs, based on their assigned missions. Subordinate commanders, in development of their mission essential tasks, must support those COCOM tasks. Take for instance the case of a JFC assigned to conduct a mission that will involve task OP 3, *Employ Operational Firepower.* A subordinate Navy ship commander, assigned to support this JFC, may have to include in his or her METL the task NTA 3.2.8, *Conduct Fire Support* to provide naval surface fire support to accomplish the assigned function. Task NTA 3.2.8 is a supporting task of OP 3 and TA 3 (*Employ Firepower* - NTA 3 on the Naval Tactical Task List) in this case. This is a task that *rolls up* vertically to support a superior commander's requirements.

b. COCOMs may identify tasks that, by implication, must also be accomplished to achieve an objective. Those tasks may not always be specifically identified as COCOM JMETs, however, they may (or may not) be listed as implied tasks that subordinate component or operational commanders must plan for and achieve to ensure success of a mission. An example of implied tasks would be of close air support (one of the JTF commander's tasks is to conduct close air support), implicit in that task for a subordinate naval commander might be the ability to conduct flight operations from a ship, navigate over open ocean, communicate in the appropriate theater communications systems, fly and operate aircraft systems in a night vision goggles environment, as well as place the appropriate ordnance on target.

c. Before a METL can be developed, the individual METs must be identified from the tasks required to be performed to implement OPLANs, concept plans (CONPLANs), or execute mission orders. METL development follows a three-step process (see Figure 2-6). Step one - Identify the **MET** from specified or implied tasks in assigned missions/tasks, OPLANs, or core competencies. Step two - Determine and assign the **conditions** that apply (variables of the environment that affect task performance). Step three - Establish **standards** consistent with the commander's intent and concept of operations (CONOPs). After determining the METs and the responsible organizations for those tasks (supporting and command-linked units/organizations), the METL is assembled.

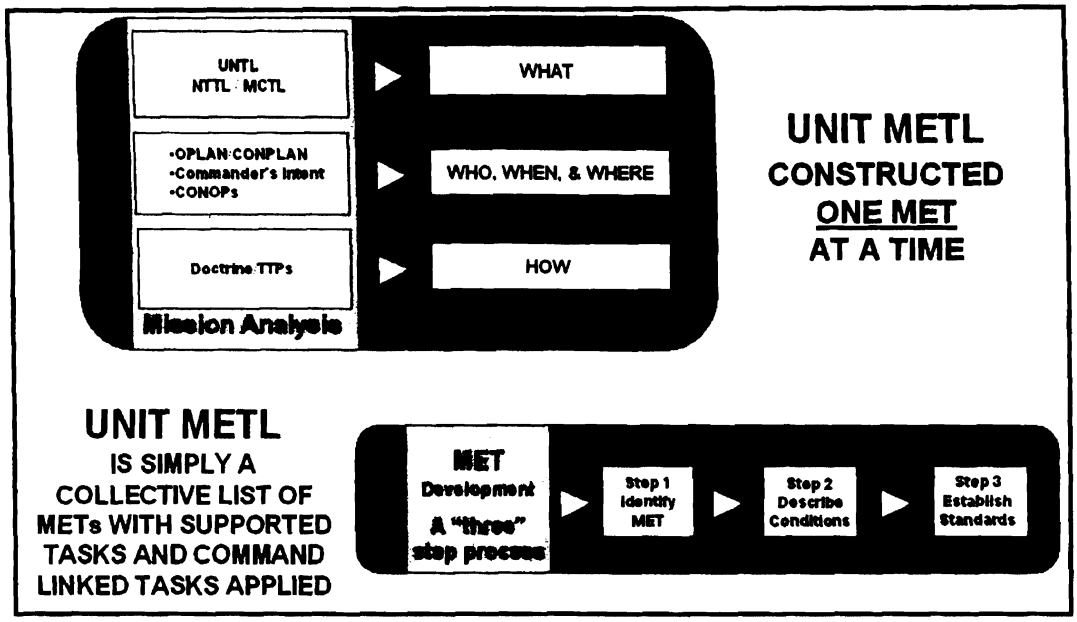

Figure 2-6. METL Development Process

Step 1: IDENTIFY THE MET - Conduct mission analysis and identify specified and implied tasks contained in the guidance. Commanders select a MET based on a review of the tasks to be performed to implement OPLANs, CONPLANs, or execute mission orders. Inputs to this process are: (1) Assigned missions/tasks from higher headquarters, applicable JMETL or higher headquarter METL; (2) OPLAN-derived through commander's mission analysis; (3) Core METs based on a units' designed mission. The tasks identified and defined in the UNTL provide a menu for commanders of "what" activities can be performed without specifying "how" they will be performed or "who" will perform them. A task has a nomenclature, title, definition, and reference documents. Tasks found in the UNTL usually leave off where individual TTPs begin. Some criteria for identifying "mission essential" tasks are contained in paragraph 12f below. After developing a list of essential tasks, a study of the conditions under which these tasks may be accomplished must be made. Then, standards (measures and criterion) must be developed to which those tasks must be performed.

Step 2: DESCRIBE CONDITIONS - Conditions are used in the METL development process to express variables of the environment that affect task performance. Conditions are applied to specific tasks and not overall missions because conditions may affect tasks differently within the context of a mission. Conditions that are relevant affect performance of the task. If the condition does not affect how to train, organize, or equip to perform a task, it is not relevant and should not be used. (For example: The political environment may limit the target sets that in turn affect the ordnance and delivery systems required. The terrain may limit the type of combat units that can operate in the designated area.)

Step 3: ESTABLISH STANDARDS - The final step in developing the MET involves selecting or developing performance standards consistent with the commander's intent and CONOPs for a mission. A standard is the minimum acceptable proficiency required in task performance. All wartime/contingency mission performance requirements should be considered when setting standards. The measures in the UNTL are provided as a guide for commanders and their staffs to establish standards of performance based on their assigned missions. These measures are provided for ease of METL development, but are not intended to be restrictive. The unique characteristics of each scenario may require a unique measure to be developed by the commander.

d. In most cases, METLs will rely on support from subordinate and adjacent commands. These must be reviewed to fully understand the mission. We start from a top-down mission analysis and build links to each level. A lower level METL has tasks that support higher-level METLs. Tasks in the same chain of command that support the commander are "supporting tasks." Senior METL tasks that a junior's METL supports are "supported tasks." Also, we indicate "command-linked tasks," which are those tasks performed by agencies, and other organizations outside the commander's direct control. It is how we show adjacent unit support; it is how joint supply and logistics organizations or national intelligence organizations support a local commander. For example, TRANSCOM supports tasks for all COCOM METLs. The Marine air command and control system (MACCS) supports the JFACC theater air control system (TACS) and vice versa via "command-linked" tasks. When the linkages are complete, you have a spider web-like display of the operation, but you will have a clear framework to articulate current and future requirements.

e. Figure 2-7 below depicts an example of developing a MET and applying supporting and command-linked tasks. Obviously, a MET can have multiple conditions, standards, supporting and command-linked tasks however, this example is simplified to explain the process. A properly constructed MET gives commanders a full perspective of his or her essential tasks and supporting and command-linked tasks. In the example, the supporting unit (HMM-266) and the command-linked unit (PHIBRON-2), each identified a condition peculiar to their task assigned. The commander of HMM-266 will not only need to train to high altitude conditions, but be able to do so with 500 feet above ground level(AGL)/1 mile visibility and be able to land on a ship in sea state 4.

MET: MCT 1.6.6.6 Conduct Noncombatant Evacuation Operations (NEO)
To conduct operations directed by the Department of State, the Department of Defense, or other appropriate authority whereby noncombatants are evacuated from foreign countries when their lives are endangered by war, civil unrest, or natural disaster to safe havens or to the United States. **JP 1, 3-0, 3-07, 3-07.5, 5-00.2, NDP 1, 6, NWP 3-07**
Responsible Organization: 24th MEU
Condition(s): C 1.1.1.2 Terrain Elevation. Height of immediate terrain in reference to sea level (High (6,000 to 10,000 ft)
Standard(s): - 6 Hours from receipt of order to evacuate first noncombatant.
- 940 People safely evacuated each day.

Supporting Task(s) MCT 1.3.4 Conduct Assault Support Operations
Responsible Organization: HMM-266
Condition(s): C 1.3.1.3 Weather minimum 500 ceiling (AGL) / 1 mile visibility
Standard(s): - 85 percent of assault support aircraft Full Mission Capable (FMC)
(List other Supporting tasks such as: MCT 4.5.5 Conduct Casualty Evacuation / MSSG-24, etc.....)

Command-Linked Task(s) NTA 4.2.1.1 Schedule/Coordinate Refueling
Responsible Organization: PHIBRON-2
Condition(s): C 1.2.1.3 Sea State / Moderate (Beaufort Force 5, Sea State 4, seas 4-8 ft)
Standard(s): 8 Deck spots available to refuel assault support aircraft.
(List other Supporting tasks such as: AFTL X.X.X Conduct Air Evacuation Operations / XXX Unit, etc.....)

Figure 2-7. Building Individual METs

f. Mission Essential Criteria. The following are examples of "mission essential" criteria that commanders may utilize:

(1) Commander's Guidance. The commander may want his staff to ensure that sufficient communication links are established in the AOR in order to support the mission. Alternatively, the commander may direct his staff that he desires an exit strategy that will permit a swift redeployment of friendly forces. A basic question in determining the essentiality of a task is: does the task support and/or meet the commander's guidance?

(2) Center(s) of Gravity. A friendly COG might be an aircraft carrier operating in a hostile littoral. In comparing the tasks, which you have selected from the UNTL, you will have to determine if that task will support that COG.

(3) Suitability/Feasibility: Is the applicable task suitable and/or feasible? For example: is the task NTA 4.12, *Provide Health Services*, a practical and/or achievable task in a short duration strike mission? It would seem that to establish a massive health service support organization would not be applicable in a small-scale strike and is therefore not suitable or feasible.

(4) External Units. Tasks may be performed in support of a higher headquarters, adjacent units or supported units. Focusing on external forces will help units identify capabilities they provide to the force as a whole, while filtering out internally focused supporting activities.

(5) Force Protection. The commander may want to give priority to force protection during a choke point transit or limit collateral damage to civilian facilities close to a target. Does the task in question support this? Again, the commander must decide whether the task does or does not support the criteria (in this case) of force protection.

(6) Critical to Mission Success. If the task is not accomplished, the mission has a high probability of failure. The task identifies the essence of the mission.

(7) Follow-on missions depend on the successful completion of the task.

(8) A superior commander identifies the task as mission essential.

(9) Supporting/Command-Linked Tasks. There are many criteria that can be utilized to determine the essentiality of a particular task. The number and applicability is dependent on the particular operation and related missions.

Once the commander approves the criteria, it is then applied to the candidate METs and the essential tasks are identified for each mission. Again, the commander must approve the criteria in deciding and identifying which tasks are essential. Collectively, those tasks identified as essential in the accomplishment of the command's missions are the command's METL. For training plan development, each mission has a METL that provides the appropriate training focus that will lead to mission accomplishment.