FUNCTIONS	INSTALLATION/ UMC	DSB	G4/IC-UMO	UMO	DST
1. Serve as Database/System Administrator/Process unit movement data (UMD) using TC AIMS II.	P				
2. Ensure units maintain current UMD.	P		P	X	X
3. Review and validate UMD for accuracy.	P3	X	P2	P1	X
4. Provide instruction on submitting UMD.	P		X		X
5. Maintain files IAW 55-1.	X			X	
6. Create/Provide ATCMD disk to unit.	X				
7. Provide ATCMD disk to A/DACG.	X				
8. Generate/distribute MSLs using TC AIMS II.	X				
9. Provide training on TC AIMS II.	P	X			
10. Provide technical guidance/assistance to units in preparing, maintaining, and executing movement plans, UMD, and related documentation. Review and validate data accuracy. Only UMC and IC-UMO coordinate with higher HQ.	P1	X	P2	X	X
11. Submit departure/arrival reports to FORSCOM.	P		X		
12. Process convoy clearances and special hauling permits.	X				
13. Coordinate unit movements: type of movement, modes, loading times, departure times, and destinations with unit,ITO, FORSCOM, AMC and MTMC .	P1	X	P2	X	X
14. Review and maintain movement regulations and directives.	X	X	X	X	X
15. Verify amount of strategic lift required.	P1	X	P2	X	
16. Assist in identifying/obtaining BBPCT materials to move equipment by all modes, to include secondary loads and container stuffing..	X	X	P	X	X
17. Coordinate materiel handling equipment (MHE) requirements between units and MHE sources (commercial or military).	X	X	P	X	X
18. Coordinate military movements with civilian administrative and law enforcement agencies. To secure assistance for movement control.	X				
19. Monitor movements/provide assistance to RC units in AR 5-9 support area.	X				
20. Ensure all unit equipment is properly prepared/marked/documented prior to movement via any mode.	X	X	P2	P1	X
21. Support unit movements at railheads and airfields.	P1	P2	X	X	X
22.Maintain communications with the SPOE to ensure convoy and rail departure/arrival times are known.	X	X	X		
23. Coordinate airlift: Primary POC for special assignment airlift mission (SAAM) and exercise airlift.	X				

Task					
24. Maintain and manage containers and 463L pallets.	X				
25. Supervise the collecting, validating, and reporting of equipment transportability data.	X				
26. Review and approve deployment movement plans for AC units.	X	X(REV ONLY)	X		X(REV ONLY)
27. Review and formally coordinate RC mobilization movement/deployment plans.	X	X(REV ONLY)			X(REV ONLY)
28. Conduct annual movement planning and execution workshops for AC UMOs and RC workshops.	P	X	X	X	X
29. Provide concept of movement for RC mobilization movement plans.	P		X		
30. Operate Arrival/Departure Airfield Control Groups (A/DACG) and/or Port Support Activities (PSA)	P	X			
31. Assist in preparing movement documentation.	X	X	X	X	X
32. Provide hands-on training/guidance in equipment preparation and tie-down procedures.	X	X	X	X	X
33. Provides liaison between the port and installation.	X	X	X	X	
34. Coordinate movement planning guidance/requirements.	P1	X	P2	X	X
35. Direct preparation/maintenance and validation of movement plans and UMD.	P	X	P		X
36. Prepare and maintain command level movement plans that incorporate subordinate movement requirements.	P		P		X
37. Train UMO in duties and responsibilities.	P	X	P		X
38. Ensure unit load plans have been tested and validated.			X	P	X
39. Coordinate movement execution.	X	X	X	X	X
40. Support FORSCOM data acquisition for equipment transportability.	P		X	X	
41. Prepare and maintain unit movement plan.				P	X
42. Maintain vehicle load plans.				P	X
43. Supervise the preparation/execution of unit load plans.				X	
45. Submit UMD as required.(UNIT)	X		X	P	X
46. Update UMD as required.(INSTALLATION)	P			X	
47. Train unit loading teams.	X	X		X	X
48. Ensure unit hazardous material certifiers are trained.				X	X
50. Prepare/coordinate convoy clearances and special hauling permits.				X	
51. Request/coordinate 463L pallets and containers.				X	
52. Provide technical guidance on implementation and use of transportation automation systems.	P1	P2	X		X
53. Plan, organize, coordinate, and supervise unit movements.	P	X	X	X	
54. a. Serve as installation Database for TC AIMS II. (See #1 for TC AIMS II)	P				

Task					
54. b. Serve as Deployment Manager	P		X		X
55. Serve as assigned Brigade Database/System Administrator for TC AIMS II.			X		X
56. Serve as operator to assist Unit Movement Officers in TC AIMS II.	X	X	X		X
57. Serve as operator for JFRG II.	X		P1		X
58. Serve as operator to assist Unit Movement Officers in TC AIMS II and ICODES.	P	X	X		X
59. Provide HAZMAT qualified personnel to assist Unit HAZMAT Certifiers in preparation of hazardous documentation (DD Form 836/Shippers Declaration for Dangerous Goods). Advise units on proper packing and packaging of hazardous loads.	P	X			X
60. Track unit deployment training for systems and unit load teams for air, rail, and pallet building.			X	X	X
61. Assist in compiling, analyzing and maintaining deployment movement data relating to subordinate units.	X	X	X	X	X
62. Provide G3/S3 the computer system expertise for force tracking.					X
63. Serve as advisor to supported units on populating OPLAN TPFDD requirements using TC AIMS II.	X	X	X		X
65. Prepare Military Shipping Labels and advise Unit Movement Officers on proper placement using TC AIMS II.	P	X	X		X
68. Deploy OCONUS to redeploy supported unit.		X	N/A	N/A	X
69. Analyze OPLAN TPFDD against lift allocations to ensure logical flow of units.	X		X	X	X
70. Maintain oversight responsibility for TC AIMS II deployment data collection and export to higher HQ.	P		X		X
KEY:					
P = Primary Responsibility					
Responsibilities are focused on transportation/CONUS.					
CTO/DTO/MWO responsibilities are subsumed under G4/IC-UMO.					
DSBs, DSTs, and UMOs perform functions IAW UMC/G4/IC-UMO guidance.					