(4) C - <u>Complete Plan</u>. After the unit leader's estimate of the situation on the enemy has been either confirmed or denied based off the actual reconnaissance made, the unit leader completes his/her plan. ==At OCS, the unit leader will conduct a map or terrain model study and will complete his/her plan using an operation order format skeleton.== It is the unit leader's responsibility to complete the plan in a timely fashion.

(5) I - <u>Issue Order</u>. This will be the final order issued for the mission. The operation order (or "op order" for short) can be written, but is issued orally.

(6) S – <u>Supervise</u>. Supervision is continuous and occurs throughout the entire combat orders process for a mission. The unit leader for that mission is ultimately responsible and accountable for mission accomplishment. "Inspect what you expect."

2. <u>THE OPERATION ORDER FORMAT</u>

a. Though there are many different types of orders (Attack, Patrol, etc.). All orders should have this same basic format. They all follow the 5 paragraph order format. The difference will usually be a greater level of detail in different areas of the order.

b. The order consists of an orientation and five paragraphs. The five paragraphs are: <u>S</u>ituation, <u>M</u>ission, <u>E</u>xecution, <u>A</u>dministration and Logistics, and <u>C</u>ommand and Signal. Again, this format is commonly referred to and remembered by the acronym **SMEAC**.

c. Outlined below is the format used for the combat orders process. At the company level and below, orders are most commonly issued orally with the aid of a **terrain model**.

The Operation Order (repeated from Op Orders Part 1)

<u>ORIENTATION</u>. Prior to issuing an order, the unit leader orients his subordinate leaders to the planned area of operation using a terrain model, map, or when possible, the area of operation. The purpose of the orientation is to <u>simply orient</u> subordinates prior to issuing the order. Keep the orientation <u>simple</u> and <u>brief</u>. The orientation should include:

Present location (eight digit grid)

Direction of attack (Cardinal Direction, ex. Northeast, Southwest)

Location of the objective (eight digit grid)

1. <u>**SITUATION**</u>. The situation paragraph contains information on the overall status and disposition of both friendly and enemy forces. The information provided is that deemed <u>essential</u> to the subordinate leader's understanding of the current situation. The situation paragraph contains three subparagraphs: Enemy Forces, Friendly Forces, Attachments and Detachments.

a. **Enemy Forces**. Information about the enemy contained in this subparagraph should be the culmination of intelligence provided by higher headquarters and information gathered which pertain to the accomplishment of the mission. The Enemy Forces situation can be issued using the acronyms **SALUTE** and **DRAW-D**.

(1) **SALUTE**. This information is obtained directly from your higher commander's order. This provides information on such things as known and suspected enemy locations, current/recent activities, what type of unit the friendly force is facing. **SALUTE** represents: **Size** of the enemy force, their **Activity**, last known **Location** (given with 6-digit grid coordinate), **Unit** type/designation, **Time** the enemy was last observed, and **Equipment** they possess.

(2) **DRAW-D**. This information should highlight what course of action the enemy will most likely execute upon contact. **DRAW-D** represents: **Defend, Reinforce, Attack, Withdraw,** and **Delay**. There is no requirement to mention every course of action the enemy might possibly take, only the one that is most likely.

Example Enemy Forces Situation: (Briefed in TSUALE format to follow storyline) "About one hour ago, 3 enemy soldiers were spotted preparing an observation post near the objective. They are armed with semi-automatic weapons and have communications gear. They are expected to withdraw upon contact".

b. **Friendly Forces**. Information contained in this subparagraph is obtained directly from your higher commander's order. It contains the missions and locations of higher, adjacent, and supporting units. Information should be limited to that which subordinate leaders need to know to accomplish their assigned mission. The Friendly Forces situation can be issued using the acronym **HAS**, which represents:

(1) **Higher Unit Mission**. The mission of the next higher unit (for a squad leader's order, the platoon's mission).

(2) **Adjacent Unit Missions**. The mission and location of units to your left, right, front and rear having effect on your mission. Listed are the unit's missions and general locations.

(3) **Supporting Unit Missions**. Nonorganic units providing combat support or combat service support are addressed here. If there are no supporting units, simply state "none."

(4) **Attachments and Detachments**. Non-organic units attached (+) and/or organic units detached (-) from the unit. The unit and effective time of attachment/detachment is given. If there are no attachments or detachments, simply state "none."

2. **MISSION**. The mission statement is a clear and concise statement (one simple sentence) of what the unit is assigned to accomplish. It expresses the unit's primary task and purpose represented by the "five Ws" -- **When** (time), **Who** (unit), **What** (task), **Where** (grid), and **Why** (purpose) for the mission assigned. The task describes the action to be taken while the purpose describes the desired result of the action. Of the two, the purpose (**Why**) is predominant. The purpose of the mission statement is always represented by the words: **in order to** (and can be abbreviated by IOT). While the situation may change, making the task obsolete, the purpose is more permanent and continues to guide actions. The **Main Effort** is the commander's "bid for success" and is the one subordinate unit (e.g. fire team) assigned the most important task to be accomplished by the higher unit (e.g. squad). The commander ensures the success of the main effort by providing it with a preponderance of support (i.e. "weighting the main effort") and designating corresponding "Supporting Effort" tasks to the remaining units. Only one (1) unit is designated as the Main Effort and must be identified in its mission statement.

Example Mission Statement "On order, 1ˢᵗ Squad will destroy the enemy observation post located near the objective in order to prevent the enemy from interfering with the platoon assualt on the objective. We are a supporting effort".

3. **EXECUTION**. The execution paragraph contains the "how to" information needed to conduct the operation. This paragraph consists of four subparagraphs: Commander's Intent, Concept of the Operation, Tasks, and Coordinating Instructions. The information in this paragraph is generated by the unit leader issuing the order. Subordinate unit leaders must generate their own Execution Paragraph outlining their plan to accomplish their mission.

a. **Commander's Intent**. This is the part of the order that ties the mission statement and the concept of the operation together (your mission with your plan to accomplish it). At OCS, you will simply state "none."

b. **Concept of the Operation**. The concept of operation includes two subparagraphs: Scheme of Maneuver (SOM) and Fire Support Plan (FSP).

(1) Scheme of Maneuver. This is the "big" picture on how all subordinate units will conduct the plan. It should be described in general, or "anonymous", terms without identifying specific units (i.e. the "main effort" or "one" fireteam will do...vs. "1st" fireteam will do... - *This is important to keep everyone's attention to the entire plan. If subordinate unit tasks have not been identified, then none of the fireteams will know who is doing which specific part of the entire plan and will be forced to listen on what the whole squad is doing*). Brief the scheme of maneuver in logical sequence; begin at your current location and brief your unit's actions through completion of your mission. For an offensive operation the scheme of maneuver includes: form of maneuver, initial formation, attack formation, assault formation and the basic plan for consolidation and reorganization.

(2) Fire Support Plan. Describes how fire support will be used to complement the scheme of maneuver. The fire support plan ties in directly with the scheme of maneuver. If there is no fire support available, simply state "none."

Note: At OCS, the form of maneuver will always be frontal attack or single envelopment. The intitial formation should be squad column, fire team wedge. The attack formation should be squad wedge, fire team wedge. The assualt formation should be squad on line, fire team skirmishers right or left. After consolidating 10-20 meters past the objective, form a hasty 180 and prepare for enemy counterattack. When determined that there is no chance of enemy counterattack, consolidate into a 360 around the objective, assign overlapping sectors of fire, gather ACE Reports from fire team leaders and report to higher. Fire Support Plan will always be "none" while at OCS since no assets are available.

[handwritten: Flanking attack]

c. __Tasks__. The specific missions to be accomplished by each subordinate element of the unit will be listed in a separate numbered subparagraph. __Task statements are your subordinate unit's mission statements, and as such, should be written in the same manner as any mission statement__. Just as your mission statement from higher, your subordinate task statements should answer the "5 Ws" for the missions you assign. When a subordinate unit is designated the main effort, it must be stated in the unit's tasking statement. Then a subordinate unit's "specific" part of the scheme of maneuver is rebriefed in logical sequence. (*This is important so the subordinate again hears the plan, but this time it is their "specific" part they have and how they tie into the entire squad.*)

__Example task statement__ *"2nd fire team, you are the main effort. On order, attack to destroy the enemy observation post near the objective in order to prevent the enemy from interferring with the platoon assualt on the objective".*

d. __Coordinating Instructions__. Coordinating instructions are those specific instruction that tie the plan together. Included are details of coordination and control applicable to two or more units in the command. Items commonly addressed in coordinating instructions include:

(1) __Time of Attack__. The designated time to cross the line of departure

(2) __Base Unit__. This term and the Main Effort can be synonymous.

(3) __Order of Movement__. Include formations through each control measure and each fireteam's location in them.

(a) Assembly Area to Attack Position: *(Example: Squad column, fire team wedge, order from front to back is 1st fire team, 2nd fire team, then 3rd fireteam.)*

(b) Attack Position to Assault Position: *(Example: Squad wedge, fire team wedge, order from left to right is 1st fire team, 2nd fire team, then 3rd fireteam.)*

(c) Assault Position to Objective: *(Example: Squad on line, fire team skirmishers right, order from left to right is 1st fire team, 2nd fire team, then 3rd fireteam.)*

(4) __Security__. When halted provide security. After securing the objective assign sectors of fire via the clock method for both the 180, and the 360 .

(5) __Tactical Control Measures__. Ensure you list the grid coordinate and the terrain feature for the following:

(a) Assembly Area (AA)

(b) Attack Position (Atk Pos)

(c) Line Departure (LD)

(d) Assault Position (Aslt Pos)

(e) Objective (Obj)

(6) __Route to the Objective__. Direction (azimuth in degrees magnetic), distance, and key terrain feature for each of the three legs (AA to Atk Pos, Atk Pos to Aslt Pos, and Aslt Pos to Obj.)

4. __ADMINISTRATION & LOGISTICS__. This paragraph contains all the information necessary for subordinate units to coordinate their resupply, recovery of equipment, and evacuation of wounded and prisoners. This paragraph is represented by the "4 Bs" -- __Beans__ (chow), __Bullets__ (ammunition), __Band-aids__ (MEDEVAC) & __Badguys__ (EPWs) and is divided into two subparagraphs.

a. __Administration__

(1) Medical evacuation plan for wounded, including location of platoon corpsman.

(2) Enemy prisoners of war (EPW) handling procedures and evacuation plan.

b. __Logistics__

(1) Initial issue and resupply plan (ammo, chow, water)

(2) Any other logistical concerns to include transportation, etc.

__Example Administration and Logistics:__ *"We will conduct self aid, buddy aid, then corpsman aid for all casualties. Consolidate casualties in the center of our 360 upon consolidation on the objective. EPW's will be*
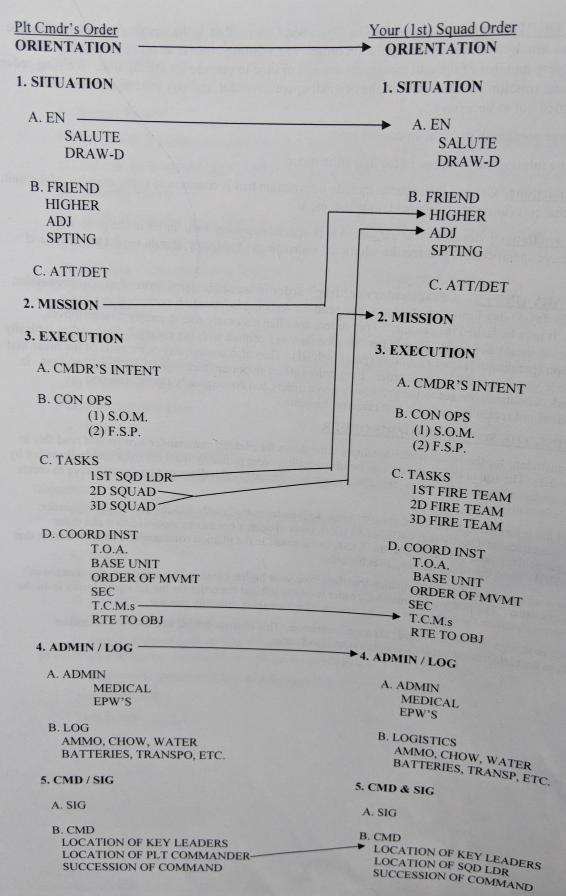
guarded and delivered to the platoon sergeant upon completion of the mission. Everyone will carry one day supply of chow, two full canteens and a Camelback, and 30 rounds".

5. **COMMAND & SIGNAL**. This paragraph contains instructions and information relating to command and communications (control) functions. It contains two subparagraphs: Signal and Command.

    a. **Signal**. Specifies the signal instructions for the operation.

      (1) Prearranged signals.

      (2) Passwords and countersigns.

      (3) Radio call signs, frequencies, and radio procedures.

      (4) Emergency signals.

      (5) Pyrotechnics.

      (6) Restrictions on the use of communications.

    b. **Command**. Identifies your location, the location of subordinate leaders and other leaders as required.

      (1) Location of the key leaders (and the higher commander).

      (2) Succession of command (i.e. if the squad leader becomes a casualty, then who will assume command of the squad; normally, 1st fire team leader, or main effort leader, then 2d fire team leader, 3d fire team leader, or supporting effort leaders, etc.).

      Example Command and Signal: *"We will use hand and arm signals until contact. Upon contact with the enemy we will switch to voice command. The platoon commander will be located with 2^d squad, the platoon sergeant will be located with us. I will be with 2^d fire team. Succession of command will be to 2^d fire team leader, then to 1st fire team leader, then to 3^d fire team leader".*

    *Finally, after the operation order has been issued, two remaining items are addressed:

      "Are there any questions?" – this is asked to ensure that there are no misunderstandings.

      "The time is now, _____." – a time-hack is given to coordinate the same time between all units and ensure that the timeline is adhered to (more importantly to ensure that all units cross the Line Departure when required.)

Plt Cmdr's Order	Your (1st) Squad Order
ORIENTATION	**ORIENTATION**

Plt Cmdr's Order

ORIENTATION

1. SITUATION

  A. EN
     SALUTE
     DRAW-D

  B. FRIEND
     HIGHER
     ADJ
     SPTING

  C. ATT/DET

2. MISSION

3. EXECUTION

  A. CMDR'S INTENT

  B. CON OPS
     (1) S.O.M.
     (2) F.S.P.

  C. TASKS
     1ST SQD LDR
     2D SQUAD
     3D SQUAD

  D. COORD INST
     T.O.A.
     BASE UNIT
     ORDER OF MVMT
     SEC
     T.C.M.s
     RTE TO OBJ

4. ADMIN / LOG

  A. ADMIN
     MEDICAL
     EPW'S

  B. LOG
     AMMO, CHOW, WATER
     BATTERIES, TRANSPO, ETC.

5. CMD / SIG

  A. SIG

  B. CMD
     LOCATION OF KEY LEADERS
     LOCATION OF PLT COMMANDER
     SUCCESSION OF COMMAND

Your (1st) Squad Order

ORIENTATION

1. SITUATION

  A. EN
     SALUTE
     DRAW-D

  B. FRIEND
     HIGHER
     ADJ
     SPTING

  C. ATT/DET

2. MISSION

3. EXECUTION

  A. CMDR'S INTENT

  B. CON OPS
     (1) S.O.M.
     (2) F.S.P.

  C. TASKS
     1ST FIRE TEAM
     2D FIRE TEAM
     3D FIRE TEAM

  D. COORD INST
     T.O.A.
     BASE UNIT
     ORDER OF MVMT
     SEC
     T.C.M.s
     RTE TO OBJ

4. ADMIN / LOG

  A. ADMIN
     MEDICAL
     EPW'S

  B. LOGISTICS
     AMMO, CHOW, WATER
     BATTERIES, TRANSP, ETC.

5. CMD & SIG

  A. SIG

  B. CMD
     LOCATION OF KEY LEADERS
     LOCATION OF SQD LDR
     SUCCESSION OF COMMAND

5 PARAGRAPH ORDER SKELETON

OR: PL: DOA: OBJ:

1. **SITUATION**
   - a. **ENEMY**
     - S:
     - A:
     - L:
     - U:
     - T:
     - E:
     - (DRAW-D)

     > All information for the squad leader's "ENEMY SITUATION" is taken directly from the platoon commander's "ENEMY SITUATION"

   - b. **FRIENDLY**
     - H: _____
     - A:
     - S: (NONE)

     > The squad leader's HIGHER will be filled in when the platoon commander briefs the PLATOON MISSION STATEMENT. The squad leader's ADJACENT will be filled in with the location of the other two squads in the platoon during the operation.

   - c. **ATT/DET: (NONE)**

2. **MISSION: (5 W'S)** _____

   > The squad leader's mission is taken verbatim from the PLATOON COMMANDER'S TASK to your squad; it becomes your MISSION!

3. **EXECUTION:**

   - a. **COMMANDER'S INTENT**
   - b. **CONCEPT OF OPERATIONS**
     1. **SCHEME OF MANEUVER**
        - FORM OF MANEUVER
        - AA-ATK POS
        - ATK POS-ASLT POS
        - ASLT POS-OBJ
        - 180/Cons

        > Remember, no specific units mentioned here! Candidates must generate this information on their own, with Form of Maneuver and the Attack Position drawn from the METT-T provided during the leader's recon brief.

     2. **FIRE SUPPORT PLAN: (NONE)**
   - c. **TASKS (& ASSIGN MAIN EFFORT!)**
     - 1st FTM: 5W
     - 2d FTM: 5W
     - 3d FTM: 5W
   - d. **COORDINATING INSTRUCTIONS**
     1. **TOA:**
     2. **BASE UNIT:**
     3. **ORDER/FORMATIONS FOR MOVEMENT:**
        - AA-ATK POS:ex: (Sqd Col, OOM: 2d, 1st, 3d)
        - ATK POS-ASLT POS:
        - ASLT POS-OBJ: ex: (Sqd Line, OOM: 1st, 2d, 3d L to R)
     4. **SECURITY ASSIGNMENTS DURING: MOVEMENT/HALTS: 1st: 2d: 3d:**
        HASTY 180: 1st: 2d: 3d:
        CONSOLIDATION: 1st: 2d: 3d:
     5. **TACTICAL CONTROL MEASURES: (8 DIGIT GRID & TERRAIN FEATURE)**
        - ASSEMBLY AREA:
        - ATTACK POSITION:
        - LINE OF DEPARTURE:
        - ASSAULT POSITION:
        - OBJECTIVE:

        > Directly from TCM given in platoon commander's coordinating instructions.

   6. **ROUTE TO OBJECTIVE:**

	AZIMUTH	DISTANCE	TERRAIN FEATURE
AA-ATK POS			
ATK POS-ASLT POS			
ASLT POS-OBJ			

4. **ADMINISTRATION/LOGISTICS**
   THE "4 B"S ――――――――――――――

Directly from platoon commander's Paragraph IV.

5. **COMMAND/SIGNAL:**
   a. **SIGNAL:**

   b. **COMMAND:**   **PLT CDR:**
   PLT SGT:
   SQD LDR:
   SUCCESSION OF COMMAND:

NOTES:

10 mins >: WARNO

20 - 50 >: working the WARNO (team leaders prep)

50-60 = Issue order to unit

REFERENCES:

1. MCRP 3-11.1A   Commander's Tactical Handbook
2. FMFM 6-4   Marine Rifle Company/Platoon
3. MCWP 3-11.2   Marine Rifle Squad