SMALL UNIT LEADER’S CARD (INFANTRY)

(References FM 7-8, FM 7-10, SH 21-76)

This GTA supersedes GTA 21-2-9 dated January 1971.

This concept sketch is referenced on pages 6, 7, and 8 of this GTA.
3. EXECUTION.

a. Concept of the Operations. The concept of operations may be a single paragraph, may be divided into two or more subparagraphs or, if unusually lengthy, may be prepared as a separate annex. The concept of operations should be based on the commander's concept. As generated during the third step of the troop-leading procedures. The concept statement should be concise and understandable, and describe in general terms how the unit will accomplish its mission from start to finish.

The concept—

- Describes the employment of major maneuver elements in the form of a concept statement.
- Identifies by sub unit the main effort and supporting efforts.
- Describes a general plan of fire support or “scheme of fires” supporting the maneuver with fires.
- Describes the integration of other major elements or systems within the operation. These include, for example, reconnaissance and security elements, intelligence assets, engineer assets, and air defense.

1. Maneuver. The maneuver paragraph addresses, in detail, the mechanics of the operations. Specifically address all subordinate units and attachments by name, giving each its mission in the form of a task and purpose. The main effort must be designated and all other subordinates’ missions must relate to the main effort. (At the squad level, actions on the objective will comprise the majority of this paragraph and therefore could address the plan for actions on the objective, engagement/disengagement criteria, an alternate plan in the event of contact, planned movement of enemy forces, and a withdrawal plan. In other words, all actions of this unit from start of mission until completion.)

2. Fires. Clarify scheme of fires to support the overall concept. This paragraph should state which maneuver unit is the main effort and has priority of fires, to include stating any essential fire support tasks (task, purpose, method, effect) that this has responsibility for firing. A target list worksheet and fire support overlay are referenced here, if applicable. Specific targets are discussed and pointed out on the terrain model.

b. Tasks to Maneuver Units. Clearly state any tasks for each maneuver unit that reports directly to the headquarters issuing the order. List units in the same sequence as the task organization, including reserves. Use a separate subparagraph for each maneuver unit. Only state tasks that are necessary for comprehension, clarity, and emphasis. Place tactical tasks that affect two or more units in coordinating instructions. Platoon leaders task their subordinate squads. Those squads may be tasked to provide any of the following special teams: reconnaissance and security, assault, support, aid and litter, EPW and search, clearing, and demolitions. Detailed instructions may also be given to platoon sergeants, RATELOs, compassmen, and pacemen.

c. Tasks to Combat Support Units. Use these subparagraphs only as necessary. List CS units in subparagraphs in the same order as they appear in the task organization. Use CS subparagraphs to list only those specific tasks that CS units must accomplish and that are not specified or implied elsewhere. Include organization for combat if not clear from task organization.

d. Coordinating Instructions. List only instructions applicable to two or more units and not routinely covered in unit SOPs. This is always the last subparagraph in paragraph 3. Complex instructions should be referred to in an annex. Subparagraph d(1)-d(5) below are mandatory.

(1) Time schedule (rehearsals, briefings, inspections and movement).

(2) Commander’s critical information requirements (CCIR).

(a) Priority intelligence requirements (PIR) – Intelligence required by the commander for planning and decision making.

(b) Essential elements of friendly information (EEFI) – Critical aspects of friendly operations that, if known by the enemy, would compromise, lead to failure, or limit success of the operation.

(c) Friendly force information requirements (FFIR) – Information the commander needs about friendly forces available for the operation. May include personnel status, ammunition status, and leadership capabilities.

(3) Risk reduction control measures. These are measures unique to this operation and not included in unit SOPs and can include mission-oriented protective posture, operational exposure guidance, vehicle recognition signals, and fratricide prevention measures.

(4) Rules of engagement (ROE).

(5) Environmental considerations.

(6) Force protection.

(7) Movement plan. Use terrain model and or sketch. State azimuths, directions, and grid coordinates. Fully coordinate.

(a) Order of movement, formation, and movement technique.

(b) Actions at halts (long and short).

(c) Routes.

(d) Departure and reentry of friendly lines.

(e) Rally points and actions at rally points (plan must include IRP, ORP, PF, and RRP and all other planned rally points to include grid location and terrain reference).

(f) Actions at danger areas (general plan for unknown linear, small open areas and large open areas; specific plan for all known danger areas that unit will encounter along the route).

2. MISSION. State the mission derived during the planning process. There are no subparagraphs in a mission statement. Include the 5 Ws: Who, What (task), Where, When, and Why (purpose).
4. SERVICE SUPPORT. Address service support in the areas shown below as needed to clarify the service support concept. Subparagraphs can include:

a. General. Reference the SOPs that govern the sustainment operations of the unit. Provide current and proposed company trained locations, casualty and damaged equipment collection points, and routes.

b. Materiel and Services.
   (1) Supply (may also consider how the unit is fueled, fixed, sustained, manned, moved and armed)
      (a) Class I – Rations plan.
      (b) Class V – Ammunition.
      (c) Class VII – Major end items (weapons).
      (d) Class VIII – Medical.
      (e) Class IX – Repair parts.
      (f) Distribution methods.
   (2) Transportation.
   (3) Services (laundry and showers).
   (4) Maintenance (weapons and equipment).
      (a) Medical evacuation and hospitalization. Method of evacuating dead and wounded, friendly and enemy personnel. Include priorities and location of CCP/AXPs.
      (b) Personnel support. Method of handling EPWs and designation of the EPW collection point.

5. COMMAND AND SIGNAL. This paragraph states where command and control facilities and key leaders are located during the operation.

a. Command.
   (1) Location of the higher unit commander and CP.
   (2) Location of key personnel and CP during each phase of the operation.
   (3) Succession of command.
   (4) Adjustments to the SOP.

b. Signal.
   (1) ANCDO day ___ is in effect.
   (2) Methods of communication in priority.
   (3) Pyrotechnics and signals to include arm-and-hand signals.
   (4) Code words.
   (5) Challenge and password (used when behind friendly lines).
   (6) Number combination (used when forward of friendly lines).
   (7) Running password.
   (8) Recognition signals (near/far and day/night).

c. Special Instructions to RATELOs.
2. MISSION. 1st SQUAD/1st PLT/A CO will seize OBJ East NLT 24 0630 May XX to facilitate the advance of the company.

3. EXECUTION.

a. Concept of the Operation:
- At the ORP, PL will conduct leader’s recon of OBJ, taking the entire 3d squad as well.
- The PL will position the SBF, then continue recon of the OBJ. After return and dissemination of info, our squad will lead the remainder of the platoon along the east flank of the OBJ. We will approach to the OBJ until we reach the Hill to the SE – this will be our ASSAULT POSITION. From here, the PL will initiate with MGs from TRP 1 to TRP 3. Additionally, CO mortars will fire Target AB 1002 (Hilltop 275). On order (primary FM, alternate green star cluster) SBF will shift to TRP 2; our squad will advance to the OBJ.
- On order, we will breach the far east of the OBJ (TRP3). SBF will lift fire. (primary FM, alt. White star cluster)
- We will destroy the enemy and seize the OBJ, establishing overwatch positions to the north upon consolidation and reorganization.

(1) Maneuver:
- A TM will establish base of fire from east end of OBJ to destroy enemy on HT 275 to allow B TM to advance against the enemy.
- B TM will destroy enemy on HT 275 to facilitate the advance of the company.

b. Task to Maneuver Units:
- List additional tasks not covered above here.
- Highlight duties covered by SOP as necessary to insure understanding of responsibilities.

(c) Coordinating Instructions: List here—may be covered by SOP. Include specific responsibilities by name.

4. SERVICE SUPPORT.

- Highlight from PLT order as necessary. At a minimum, discuss CASEVAC plan.
- Ensure that smoke, signal devices, etc., are cross-leveled to the soldier responsible for execution.

5. COMMAND and SIGNAL.

- Highlight from PLT order as necessary. At a minimum, discuss PRI and ALT signal plans.

SQUAD OPORD for 3d SQUAD (SBF) using the concept sketch on page one of this GTA.

TASK ORG: Task organization for our squad is pure; we also have the two MG teams attached.

WEATHER: (State weather facts and conclusions here.)

TERRAIN:
- Obstacles: See previous example

Avenues of Approach: We will be traveling to the west flank of the objective. There is a mounted avenue of approach along an improved trail, which splits the objective. Enemy reinforcements may use this trail network to conduct its counterattack.

Key Terrain: The hilltop (275) where the enemy is located is DECISIVE terrain as its control is vital to mission accomplishment for the platoon. The small hill to the SW of our OBJ is key terrain, because it provides enemy with patrols that extend to this terrain as part of his security plan. This hill is the location from which we will establish our SBF position.

Observation/Fields of Fire: From the OBJ, the enemy can range out to 2K along the trail network. His observation is blocked to the SW by the IV line running along the small hill. Our squad can travel unobstructed up to the small hill to the SW of the OBJ. Once we crest this hill, we will have good fields of fire up to the hilltop on the OBJ (TRP2). We may have some difficulty engaging areas east of TRP2. The PL has identified TRPs 1, 2, and 3. TRP 1 is the western edge of the objective, where the woodline stops. TRP 2 is located on the topographical crest of the hill. TRP 3 is located on the far east of the OBJ.

Cover and Concealment: There is little concealment on the western side of the OBJ, so it is essential that we use the hill to the west to provide cover.

1. SITUATION. (Similar to previous example.)

2. MISSION. 3d Squad, 1st PLT, A CO will establish an SBF position to suppress the enemy to facilitate 1st Squad’s assault of the enemy.

3. EXECUTION.

a. Concept: At the ORP, PL will conduct leader’s recon of OBJ; our entire squad will accompany the PL. The PL and I will position our squad once at the SBF position, then the PL will continue recon of the OBJ.

b. Task to Maneuver Units: We will destroy the enemy and seize the OBJ, establishing overwatch positions to the north upon consolidation and reorganization.

(1) Maneuver:
- A TM will secure the northern portion of the SBF position to allow the MGs to suppress the enemy. B TM will secure the southern portion of the SBF position to allow the MGs to suppress the enemy.
- MG section will suppress the enemy on OBJ to allow 1st Squad to seize OBJ East.

ACTIONS ON THE OBJECTIVE:

- From the ORP, the squad will assume a squad bounding overwatch movement technique, fire teams on line. B TM will establish a base of fire oriented on TRP2. Once A TM reaches the far end of the OBJ (vicinity TRP 3), A TM will establish base of fire oriented on TRP 2, B TM will bound up on line with A TM. I will travel with the bounding element. If we take casualties, the CCP will be located at our ASSLT PSN. The PL will call for and adjust direct and indirect fires as we approach. From TRP3, our teams will utilize successive bounds – from the last covered position, I will have one fire team continue to provide suppression, while the other fire team will assault the enemy position. His positions are waist deep or lower, oriented to the south. We will approach from the northeast. Once the first team enters the trench, we will establish local security at the entry point and on order, pass the second team into the trench. Our focus is the destruction of the MG position. On order, our squad will pass 2d squad onto OBJ West. Upon C/R, we will establish overwatch positions to the north, prepared to destroy counterattack forces.

(2) Fires: The PL will fire Target AB 1002 (suspected MG position) while we are in the assault position.

- As we continue our attack, the PL will shift fires to the North (AB 1003) to suppress enemy counterattack forces. CO mortars will be firing from FP1 (vicinity CO ORP) – our unit does not have battalion mortars or artillery support. The essential fire support task for the platoon is the destruction of MG position.

- The purpose of this fire is to facilitate our platoon’s maneuver onto the OBJ. Priority of CO Mortars is to our platoon, PL will adjust fires as necessary. Allocation is one target (AB 1002) on the MG position. There are no indirect fire restrictions.

b. Task to Maneuver Units:
- List additional tasks not covered above here.
- Highlight duties covered by SOP as necessary to insure understanding of responsibilities.

(c) Coordinating Instructions: List here—may be covered by SOP. Include specific responsibilities by name.

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- MG section will suppress the enemy on OBJ to allow 1st Squad to seize OBJ East.

ACTIONS ON THE OBJECTIVE:

- From the ORP, the squad will assume a squad bounding overwatch movement technique, fire teams on wedge. MG T1 will bound with A TM. MG T2 with Bravo. Squad is prepared to conduct battle drill attack to destroy enemy forces occupying SBF position. PL will give guidance to me as far as positioning of MG teams while A and B Teams will secure flanks. If we take casualties, the CCP will be located to the south of our SBF position. On order from the PL, we will initiate with MGs from TRP 1 to TRP3. Mortars will fire Target AB 1002 (Hilltop 275). On order (primary FM, alternate green star cluster) we will shift to TRP 2. On order, we will lift fire with a be prepared mission to clear obstacles along the trail. At this time, the PL will call forward the MGs to augment overwatch positions to the north of the OBJ.

(1) Maneuver:
- A TM will secure the northern portion of the SBF position to allow the MGs to suppress the enemy. B TM will secure the southern portion of the SBF position to allow the MGs to suppress the enemy.
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BLANK OPERATION ORDER

Task Organization:

0. TERRAIN/WEATHER. Weather and Light Data and General Forecast:

<table>
<thead>
<tr>
<th>High</th>
<th>Moonrise</th>
<th>Sunrise</th>
<th>Wind Speed</th>
<th>Moonphase</th>
<th>BMNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low</td>
<td>Moonset</td>
<td>Sunset</td>
<td>Wind Direction</td>
<td>% Illumination</td>
<td>EENT</td>
</tr>
</tbody>
</table>

WEATHER EFFECTS:

TERRAIN:

Obstacles:

Avenues of Approach (AoA):

Key Terrain:

Observation/Fields of Fire:

Cover and Concealment:

TERRAIN EFFECTS:

1. SITUATION

a. Enemy forces.

Composition:

Disposition:

Capabilities:

Recent Activities:

Enemy Most Likely COA:

b. Friendly forces.

(1) Mission/INTENT/Concept 1 level up:

Mission/INTENT/Concept 2 level up:

(2) Location/mission unit to:

North
South
East
West

c. Attachments and detachments.

2. MISSION.

3. EXECUTION.

a. Concept of the Operations.

(1) Maneuver (may include “Actions on the Objective” at the squad level).

(2) Fires.

c. Tasks to maneuver units.

d. Tasks to combat support units.

e. Coordinating instructions.

(1) Time schedule.

(2) Commander’s critical information requirements (CCIR).

(3) Risk reduction control measures.

(4) Rules of engagement (ROE).

(5) Environmental considerations.

(6) Force protection.

(7) Movement plan.

(a) Order of movement, formation, and movement technique.

(b) Actions at halts (long and short).

(c) Routes.
Coordinating Instructions (continued)

(d) Departure and reentry of friendly lines.

(e) Rally points and actions at rally points (plan must include IRP, ORP, PF, and RRP and all other planned rally points to include grid location and terrain reference).

(f) Actions at danger areas (general plan for unknown linear, small open areas and large open areas; specific plan for all known danger areas that unit will encounter along the route).

4. SERVICE SUPPORT

a. General:

b. Materiel and Services:

(1) Supply (may also consider how the unit is fueled, fixed, sustained, manned, moved and armed).

(a) Class I – Rations plan.

(b) Class V – Ammunition.

(c) Class VII – Major end items (weapons).

(d) Class VIII – Medical.

(e) Class IX – Repair parts.

(f) Distribution methods.

(2) Transportation.

(3) Services (laundry and showers).

(4) Maintenance (weapons and equipment).

(a) Medical evacuation and hospitalization.

(b) Personnel support. Method of handling EPWs and designation of the EPW collection point.

5. COMMAND AND SIGNAL

a. Command

(1) Location of the higher unit commander and CP.

(2) Location of key personnel and CP during each phase of the operation.

(3) Succession of command.

(4) Adjustments to the SOP.

b. Signal

(1) ANCD day ___ is in effect.

(2) Methods of communication in priority.

Signal (continued)

(3) Pyrotechnics and signals, to include arm-and-hand signals

(4) Code words.

(5) Challenge and password (used when behind friendly lines).

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c. Special Instructions to RATELOs.

ISSUE ANNEXES, ISSUE TIME HACK, ASK FOR QUESTIONS