

BN CSM Development Self and Organizational

SELF DEVELOPMENT

- Unit history
- Policy letters
- SOPs BN Garrison/Maint/Readiness/Tactical
- Complete SSD required for your position IV/V

- **Understand personnel systems**
 - Have access to emilpo
 - Enlisted promotions
 - Legal
 - Awards
 - NCOERs
 - Flags and BARs

- **Know Battalion personnel status**
 - MOSI
 - Attached (WAIS tasking, WTB)
 - SD and BMM

- **Drill and Ceremonies**
 - Maintain colors-does the unit have all authorized streamers for awards and campaign credit?
 - Train BN color guard
 - Supervise the execution of C/B/T CoCs
 - Execute BN CoC (Operation Order PW 11-09-686 with FRAGO 4)
 - Execute a BN formal
 - Supervise the preparation and execution of a memorial ceremony

ORGANIZATIONAL DEVELOPMENT

ADMINISTRATIVE REQUIREMENTS

- **Manage unit personnel (Have access to emilpo and MEDPROs review and maintain)**
 - Unit MOSI and USR
 - Unit manning roster/PERSTAT
 - AAA-095 (look at flags over 180 days)
 - C10
 - AAA-117/294
 - Track medical non-deployable MRC 3A/3B
 - Medical TDY process
 - IDES and WTB Soldiers attached and active packets
 - Track 30/60/90 day loss
 - Soldier extensions required to complete IDES/MEB
 - Prescreen BN Command and Staff/USR information
 - Track gains and send welcome emails
 - Unit HR Metrics
 - Commander's Financial Report

- **Supervise enlisted promotion system**
 - Chair BN promotion board
 - Understand the integrated promotion list
 - Understand requirements for administrative reductions
 - Track centralized promotion board dates and review eligible NCO records

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Emphasize the importance of the ERB

ADMINISTRATIVE REQUIREMENTS (cont.)

- **Establish and run a BN NCO/Soldier of the Month/QTR Competition**
- **Manage the BN NCOER and counseling program**
- **Manage the unit award program**
- Ensure Soldier readiness packets are continuously updated; DD 93/SGLI must always be current
- Process Art 15/admin separations/IDES/AWOL/DFR/ understand administrative VS legal
- Be involved and monitor health and welfare and unit drug and alcohol programs
- Track missed appointments and Medical TDY for the BN
- Supervise the BN retention program
- Mission
- BARs
- MAR2
- IMRPR code
- MOS Q
- Make recommendations on Soldiers who should not be retained

CARE FOR SOLDIERS AND FAMILIES

- Lead a disciplined unit
- Care of facilities
- Be a member and advisor to the FRG
- **Supervise barracks management and utilization**
- **Supervise the BN R&U program; understand the DPW process**

- Establish and maintain relationship with the BN Chaplain
- EO/SHARP/resiliency training and program involvement
- Lead the BN BOSS program
- Be a member of the unit resilience program
- Ensure transitioning Soldiers (ETS and retirement) go through ACAP
- Maintain oversight of professional organizations AUSA, AER, CFC
- Understand BDE and Division CCIR and keep an Alpha roster at the house

TRAINING REQUIREMENTS

- Supervise the BN schools program (NCOES, and individual training OMLs, have access to ATRRS)
- Oversee and provide support to ALC MTTs
- Develop and supervise a BN reception and integration program; inspect C/B/T programs
- Establish and run a BN NCO/Soldier of the Qtr competition
- Establish the FORSCOM Award recognition program
- Sergeant Audie Murphy
- Dr. Mary E. Walker
- MG Aubrey 'Red' Newman
- PT Competitions, etc.
- Supervise the BN SDO/SDNCO
- Develop BN NCODP
- Develop a leader training SOP
- Focus on individual training
- **Shoot**; individual weapons mastery (gunnery), CROW, call for fire, control CCA, JFO

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- **Move**; PT, land navigation, move tactically, drivers training including recovery operations
- **Communicate**; FM, digital, reporting
- **First Aid**; Phantom first responder, BCT3, TC3 training
- Team training focus; machine gun teams, aid and litter, SSE, EPW handling, C/B/T CP Operations
- Prepare for and execute EIB, EFMB, and Warrior Skill training and testing
- Develop BN special population PT training program (PT failures, overweight, and profile PT)
- Integrate values training into STX and scenario based training events
- Prepare CSM focus slides and brief MTB; provide your slides to the BN CSM's
- Assist the staff on understanding challenges and resource needs across the battle space
- Assist in developing TTPs; share best practices across the formation
- Track new equipment as result of Operational Need Statements (ONS, JONS) ensure accountability, training, and assist with integrating equipment into CONOPS
- **DEFENSE** is a combat operation and our formations are most vulnerable when static. Be involved in defense and understand **INSIDER THREAT**

Treat every movement as a movement to contact and every halt as a defense.

TACTICAL READINESS

- Develop and execute an RSOI plan that focuses on training critical tasks/skills not trained at home station
- **Be involved and participate in Combat operations**
- Develop PCC/PCI checklist for Soldiers and special equipment
- Develop packing lists based off of BCT packing list for training, deployment, and combat missions
- Understand Division/BDE SOP and establish BN SOPs
- Weapon and sensitive item tie down SOP
- Develop/validate vehicle load plans
- Develop/validate and inspect patrol briefs
- Develop and institute a maintenance and recovery SOP
- Enforce Soldier standards/uniform/and load management
- Focus on safety during combat operations and manage risks