7. Responsibilities for planning and coordination are as follows:

a. The Office of the Sergeant Major of the Army:

(1) Coordinating appropriate awards.

(2) Coordinating with the Army leadership's calendars to schedule announcement of the winners.

(3) Coordinating the Awards lunch.

b. Training and Doctrine Command, Combined Arms Support Command:

(1) Receiving candidates and transporting them to Fort Lee, VA.

(2) Coordinating billeting for board members, candidates and supervisors at Fort Lee.

(3) Hosting an icebreaker the evening of arrival.

(4) Coordinating and conducting hands-on-performance testing which will include an APFT, M4 weapon zero and qualification, urban warfare orienteering course, hands-on performance testing of warrior tasks, and a mystery event.

(5) Coordinating location for the board appearance portion of the competition, the scheduling of a classroom area for conducting the written essay and a 50 question written exam.

(6) Transportation to Washington, DC for billeting and the awards lunch.

(7) Provide kevlar, kevlar camouflage cover, VTLB, two camelbaks, two ammo pouches, one first aid pouch, and individual body armor (IBA) for each candidate.

c. Army G-3:

(1) Overall event coordination.

(2) Work with host site in the coordinating of the board location and conducting board appearance.

(3) Contracting billeting in Washington, DC for candidates and supervisors.

(4) Coordinating transportation in and around the Washington, DC area.