

READINESS IS LEADER BUSINESS!

Deputy Commanding Generals,

Readiness is the top priority of our Army, and this brochure is intended to assist you in your role in managing readiness as a DCG. As you execute your duties, these checklists will provide a framework for initial engagements across your formations. Collectively, we must work to maintain our readiness at its highest possible level. Readiness is leader business!

Gustave F. Perna
LTG, USA
Army G-4



GENERAL MARK A. MILLEY | 39th Chief of Staff of the Army

THE CSA'S PRIORITIES

- 1**
READINESS
Readiness for ground combat is — and will remain — the U.S. Army's #1 priority.
- 2**
FUTURE ARMY (2025-2030)
Developing a lethal, professional, and technically competent force requires an openness to new ideas and new ways of doing things. We will change and adapt.
- 3**
TAKE CARE OF THE TROOPS
(Soldiers, Civilians, and their Families)
We must always treat each other with respect and lead with integrity.

THIS IS OUR FOCUS!



DOWNLOAD THE BROCHURE @
WWW.ARMY.MIL/G-4



WWW.FACEBOOK.COM/ARMYLOGISTICS



@USARMYLOGISTICS



NOV 2015



DEPUTY COMMANDING GENERAL



KEY LOGISTICS CHECKLISTS



WALK-THROUGH CHECKLISTS

MAINTENANCE CHECKLIST

MOTORPOOLS | MAINTENANCE UNITS | MAINTENANCE MEETINGS

- How many people are authorized in your motorpool? What are your manpower challenges in meeting mission requirements?
- How do you feel about your unit's readiness rates (NMC rates)? What initiatives have you undertaken to improve readiness?
- What do you think your supported organizations would say about the quality of maintenance support your team provides?
- Are leaders involved in maintenance? Are maintenance operations such as command maintenance, services, and sustainment training reflected on unit training schedules?
- What services are you doing today? Are equipment services performed within the specified interval (vehicles, generators, weapons, night vision devices, etc)? Is equipment outside the service schedule put in NMC status until the service is performed?

SUPPLY SUPPORT ACTIVITY (SSA) CHECKLIST

SSAs | MATERIAL READINESS REVIEWS | MAINTENANCE MEETINGS

- How many people are authorized in your section? What are your manpower challenges in meeting mission requirements?
- How does the SSA influence your supported unit's readiness? What initiatives have you undertaken to improve their readiness?
- What is your standard for receiving and storing parts that arrive at the SSA? (Should be the same day.)
- What do you think your supported organizations would say about the quality of support your team provides?
- Is the SSA configured to deploy with no notice? When was the last time the SSA operated from a field environment (expeditionary)?
- Do your supported units pick up parts promptly, to ensure critical items get to the point of need as quickly as possible?

COMMAND SUPPLY DISCIPLINE PROGRAM CHECKLIST

PROPERTY BOOK OFFICES | SUPPLY ROOMS

- How do you feel about your unit's ability to maintain and account for government property? What impact does this have on your unit's readiness?
- Does your organization execute monthly (cyclic) and command-directed inventories? Is action taken based on discrepancies noted?
- In your organization, how effective are change of command inventories in identifying: (1) end item accountability, (2) equipment shortages, and (3) excess property (both end items and components)?
- Are all property book items with components (e.g. Sets, Kits and Outfits) being issued down to the user level by the use of a component hand receipt?
- Does the Property Book Officer have shortage annexes on hand for each primary hand receipt in your organization? What is being done about these shortages?
- When an accountable item is damaged or lost, what are some of the challenges you experience in replacing the equipment (FLIPL, long lead times, etc)?