

Annex E: Transformation Plan Template to Joint Force Headquarters-State (JFHQ-ST) ANG/XPM & NGB ARF Working Group Transformation Plan (remove this verbiage for individual state, territory and DC plans)

(Headings...ie Alaska, District of Columbia, Guam, Washington, etc)

### **Joint Force Headquarters-State (JFHQ-ST) Transformation Plan**

1. References
2. Purpose (why are we doing this)
3. General Situation
  - a. Strategic and Operational Environment
  - b. Implications of the Environment for the Joint Staff
4. Policy Goals (what are you trying to accomplish)
5. Friendly Forces
  - a. Strategic
  - b. Operational
  - c. Political
6. Supporting Agencies
  - a. OSD
  - b. JCS
  - c. Dept of Homeland Security
  - d. Dept of Army
  - e. Dept of Air Force
  - f. Unified Commands
  - g. FEMA
  - h. Integration from Other Services

- i. NGB Joint Staff
7. Assumptions
  8. Mission and/or New Capability
  9. Execution
    - a. Concept of Operation
      - (1) Intent of CNGB
      - (2) Desired End-State
      - (3) Major Objectives
    - b. Phasing (timelines/phasing)
      - (1) Initial
      - (2) Interim
      - (3) Final Phase
  10. Essential Decision Points
    - a. Major Milestones (Milestone Process to EDATE)
    - b. Current, Ongoing, and New Projects that may impact timelines
    - c. Quarterly IPRs
    - d. IOC Phase (Provisional Model for 1 October 2003)
    - e. FOC Phase (EDATE of JTD)
  11. Coordinating Instructions
    - a. Monthly Staff Meetings
    - b. Develop supporting plans and annexes
      - (1) Address entities role
      - (2) Terms of reference

(3) Joint NGB Management Plans

- (a) Develop Manning Document
- (b) Duty Assignments (Dual Hatting)
- (c) Dotted Line versus Solid Line (Reporting Chains)
- (d) Requirements (Bills, Billpayers) Audit Trail
- (e) Identifying Resources already doing the job
- (f) Training/Education Issues
- (g) TDA/JMD/JTD and Associated Resources (i.e., Property book, equipment, etc.)
- (h) Facilities Requirements (i.e., Location, Security, Training, Planning, etc.)
- (i) Migration/Transition Plan for Current Projects