DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
914 CHARLES MORRIS CT SE
WASHINGTON NAVY YARD DC 20398-5540

REFER TO:

COMSCINST 3401.2A
N51
24 March 2000

COMSC INSTRUCTION 3401.2A

Subj: JOINT MONTHLY READINESS REVIEW (JMRR)

Ref: (a) Chairman of the Joint Chiefs of Staff Instruction 3401.01B dtd 1 Jul 1999,
             Chairman's Readiness System
        (b) USTRANSCOM Joint Monthly Readiness Review (JMRR) Operating Instruction
             dtd Feb 2000

Encl: (1) Glossary
       (2) Transportation Component Command (TCC) Memo Format
       (3) JMRR Functional Area Metrics

1. <u>Purpose</u>. To establish, per references (a) and (b), the criteria, procedures and responsibilities for assessing and reporting Military Sealift Command (MSC) current strategic sealift readiness to the U. S. Transportation Command (USTRANSCOM) via the JMRR. Where inconsistencies are found between the references, the guidance in reference (a) will take precedence.

2. <u>Cancellation</u>. COMSCINST 3401.2.

3. <u>Applicability</u>. This instruction is applicable to all MSC Transportation Working Capital Fund (TWCF) program areas.

4. <u>Background</u>

    a. The JMRR process provides USTRANSCOM readiness assessments of MSC capabilities grouped within the functional areas delineated in paragraph 5 below. USTRANSCOM consolidates the input from MSC and the other Transportation Component Commands (TCCs) and provides this information to the Joint Staff J3. All final CINC assessments are consolidated and presented to the Vice Chairman of the Joint Chiefs of Staff and the Service Vice Chiefs in a briefing conducted by the Service Operations Deputies and the Joint Staff Director of Operations (J3). The results of each JMRR are summarized and briefed to the Senior Readiness Oversight Council; documented in the Quarterly Readiness Report to Congress.

b. The JMRR cycle begins with the receipt of the Joint Staff J3 JMRR scenario message that delineates guidance for the conduct of the current JMRR and specifies the key areas to be assessed.

c. JMRR assessments and all related briefings are classified **SECRET**.

d. The USTRANSCOM JMRR is conducted normally on a 4-month overlapping cycle. The JMRR cycle is broken down as follows: (Detailed explanations of each may be found in reference (a).)

(1) The **"USTRANSCOM Full JMRR"** (within the first month) provides the most extensive review for USTRANSCOM. This is conducted 30 days prior to other CINC assessments.

(2) The **"CINC Full JMRR"** (within the second month) for the remaining CINCs/ Services/Combat Support Agencies (CSAs).

(3) The **"By-Exception JMRR"** (within the third month) for reports of significant changes since the last USTRANSCOM Full JMRR. The focus for this report is any downward trend in readiness.

(4) The **"Feedback JMRR"** (within the fourth month) for reviews to deficiencies reported earlier. Concurrently during this month, the succeeding **"USTRANSCOM Full JMRR"** will be reported.

e. Enclosure (1) contains amplifying references, definitions, abbreviations and acronyms to be used in the JMRR process.

5. Responsibilities

a. The Director, Operations and Plans (N3/5) has overall responsibility for coordinating issues related to readiness within MSC and is the command's office of primary responsibility (OPR) for the JMRR. This responsibility includes tracking the status of reported deficiencies. Within N3/5, the Director, Joint Plans (N51) is the office with direct responsibility for preparing the MSC input for the USTRANSCOM JMRR. Upon receipt of the JMRR scenario from USTRANSCOM (TCJ3-OPT), N51 shall provide a tasking COMSC notice to each responsible staff principal to provide them assessment and reporting guidance.

b. The following Functional Directors/Program Managers are designated as the offices with coordination responsibility (OCR) and points of contact (POC) for the listed areas and are responsible for providing JMRR Functional Area assessments:

JMRR Functional Area	**Staff Principal**
Joint Personnel	N1/N00R
Intelligence/Surveillance/Reconnaissance	N31
Special Operations	N/A
Mobility	N51/PM5/PM3
Logistics/Sustainment	N51(Area Cmds/MSCOs)
	N31, N34, N51
Infrastructure	N7
Command/Control/Communications/Computers (C4)	N6
Joint War Planning and Training	N51, N31

(Note: There are other critical functions that MSC performs which do not specifically equate to the established JMRR Functional Areas listed, however, they are integrated within at least one of them. Each Functional Director/Program Manager shall be prepared to assist the JMRR staff principals as required.)

    c. Staff principals will assign a single JMRR POC and provide JMRR input to N51.

6. <u>Reporting Procedures</u>

    a. N51 will prepare a JMRR notice to the MSC JMRR staff principals, in accordance with references (a) and (b) and based on the USTRANSCOM JMRR scenario message, requesting the appropriate functional area assessments be performed. The USTRANSCOM JMRR scenario message will be provided as an enclosure to the notice.

    b. JMRR staff principals and other Functional Directors/Program Managers as required, are responsible for preparing and submitting functional area assessments based upon guidance and assumptions provided in the USTRANSCOM Instruction Memorandum. Inputs will be submitted via e-mail or hard copy memorandum to N51 not later than the suspense dates/times identified in the JMRR notice.

    c. N51 will consolidate the JMRR staff principal inputs and develop a draft message and supporting briefings. Briefings will normally be provided to the N5J, N3/5, Assistant Deputy Commander for Operations and Readiness/Chief of Staff and/or Deputy Commander, with a final briefing to the Commander.

d. The consolidated USTRANSCOM JMRR assessment is approved by USCINCTRANS in a video teleconference (VTC) with component commanders and USTRANSCOM directors present. MSC JMRR staff principals may be required to be present during MSC's participation in this VTC.

7. Report Preparation

a. JMRR report inputs from the JMRR staff principals will be submitted to N51 by secure means as required. The MSC JMRR input to USTRANSCOM will be published as a classified memo, electronically forwarded in the format specified by reference (b). Enclosure (2) is a sample JMRR input memo.

b. Deficiencies are to be designated or identified as either "readiness" or "capabilities." They will be identified with either an "R" or "CAP" as appropriate. They are defined as follows:

(1) Readiness (R) deficiency - Denotes a degradation within a functional area due to the inability of an existing capability to fully perform its functions (e.g., C-2, C-3 or C-4 casualties to a particular ship).

(2) Capability (CAP) deficiency - Denotes a degradation within a functional area due to the nonexistence or shortfall of a required capability (e.g., total sealift required exceeds total sealift available).

c. The MSC JMRR functional areas are to be assessed under the following four cumulative categories as determined by the Joint Staff J3 JMRR scenario message:

(1) **Current** - Assess real-world readiness and capability of the functional area to support CURRENT worldwide requirements.

(2) **+12 Months** - Assess readiness and capability of the functional area to meet CURRENT and expected worldwide requirements over the next 12 months.

(3) **1st Major Theater War (MTW)/Small Scale Contingency (SSC)** - Assess readiness and capability of functional area to meet CURRENT and 1st MTW/SSC requirements as identified in existing OPLAN given Joint Strategic Capabilities Plan (JSCP) force tables and JMRR scenario guidance message. N51 shall provide applicable OPLAN and JSCP information with the tasking COMSC notice.

(4) **2nd MTW** - Assess readiness and capability of functional area to meet CURRENT, plus 1st MTW and requirements as identified in existing OPLAN for 2nd MTW. N51 shall provide applicable OPLAN and JSCP information with the tasking COMSC notice.

d. The functional areas are to be assessed using the Joint Readiness C-Level ratings (C-1, C-2, C-3, C-4) as defined in the chart below. Areas rated C-3 or C-4 must have specific justifications for those assessments.

C-1   The command has only **MINOR** deficiencies in this functional area with NEGLIGIBLE impact on capability to perform required missions.

C-2   The command has **SOME** deficiencies in this functional area with LIMITED impact on capability to perform required missions.

C-3   The command has **SIGNIFICANT** deficiencies in this functional area that PREVENT it from performing some portions of required missions.

C-4   The command has **MAJOR** deficiencies in this functional area that PRECLUDES satisfactory mission accomplishment.

e. As appropriate, each MSC JMRR functional area assessment will include specific comments relative to the adequacy and responsiveness of support received from the Combat Support Agencies (CSAs).

8. Metrics. JMRR staff principals shall use the JMRR functional area metrics found in enclosure (3) to determine the readiness of each functional area.

Distribution:
COMSCINST 5215.5
List I (Case A, B, C)

GLOSSARY

REFERENCES, DEFINITIONS, ABBREVIATIONS AND ACRONYMS

Section A--References

Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3401.01B, 1 July 1999

Section B--Definitions

C-Day - The day on which a deployment operation commences or is to commence.

Command, Control, Communications and Computers (C4) - This functional area focuses on capability of communications facilities, equipment, connectivity, procedures and force structure essential to the mission. C4 associated elements include: systems integration procedures, organizational structures, personnel, equipment, bandwidth, networking facilities and communications to support C2 information assurance, survivability and reliability.

D-Day - The day on which a particular operation commences or is to commence.

Deficiency Review (JMRR) - Conducted by Joint Staff, Director/J3, a semiannual review/update of the status and categorization of all deficiencies in the JMRR database. Normally conducted in February and August.

F-Day - Used for deliberate planning, day on which flexible deterrent option (FDO) or FDO and force enhancement (FE) force deployment begins.

I-Day - Declared by the NCA, associated with an adversary decision to prepare for war (ambiguous intelligence warning).

Infrastructure - For JMRR purposes, Infrastructure is described as fixed transportation structures. Associated elements include: fixed structures to include road networks, airfields, seaports, rail networks, POL pipelines and hydrants, beddown facilities and power generation. Also includes installation physical security, power projection, engineering units and equipment and Prepo facilities.

Intelligence/Surveillance/Reconnaissance (ISR) - For JMRR purposes, ISR refers to the capability required to collect, process, produce and disseminate intelligence information. Associated elements include intelligence collection, processing, production and

dissemination systems and personnel. Includes IMINT, SIGINT, HUMINT, MASINT, ELINT, GIS, support for information operations and compatibility between systems.

Joint Personnel - For JMRR purposes, Joint Personnel are all personnel attached to USTRANSCOM, its components and the components' subordinate commands that support the TRANSCOM mission. Personnel include Active Duty military, Reserve, Guard, DOD civilians and contractors. Associated elements include: unit manning shortfalls, billet shortfalls, TEMPO concerns and personnel deficiencies (i.e., skill levels).

Joint Warplanning and Training - For JMRR purposes, Joint Warplanning and Training is described as capabilities required to execute all aspects of War Plans and required Joint Training. Associated elements include: Joint training and exercises, JTF headquarters organization, joint doctrine, joint deliberate planning and joint force commander's assessment.

Logistics/Sustainment - For JMRR purposes, Logistics/Sustainment is described as equipment that facilitates movement throughout the DTS, equipment maintenance support and other classes of supply. Associated elements include: Materiel (Classes I-VII, IX), munitions, pre-positioned stocks (ashore and afloat), health service support (personnel and equipment), support force personnel and equipment, POL distribution units, equipment maintenance, aviation and vehicle maintenance, field services, mortuary affairs and supply.

M-Day - The term used to designate the day on which full mobilization commences or is to commence.

Mobility - For JMRR purposes, mobility is described as the capability to deploy combat-ready forces and sustain them in support of National Military Strategies anywhere in the world, in the quantity and with the speed dictated by strategic requirements. Associated elements include: strategic airlift, strategic sealift, spacelift, power projection enablers (containers, railcars, pallets, CHE/MHE, port operations), joint total asset visibility, air refueling, aeromedical evacuation, intratheater transportation, throughput enablers, (fuel, handling equipment, ramp space, port personnel) and JLOTS.

N-Day - The unnamed day an active duty unit is notified for deployment or redeployment.

W-Day - Declared by the NCA, associated with an adversary's decision to prepare for war (unambiguous strategic warning).

Section C--Abbreviations and Acronyms

AMC   Air Mobility Command

C4   Command, Control, Communications and Computers
CBD   Chemical Biological Defense
CBW   Chemical Biological Warfare
CINC   Commander in Chief
CJCS   Chairman of the Joint Chiefs of Staff
CHE   Container Handling Equipment
COI   Certificate of Inspection
CRAF   Civil Reserve Air Fleet
CSA   Combat Support Agency

DIA   Defense Intelligence Agency
DISA   Defense Information Systems Agency
DJS   Director Joint Staff
DLA   Defense Logistics Agency
DOD   Department of Defense
DTS   Defense Transportation System

ELINT   Electronic Intelligence

GIS   Geospatial Information Systems
GSORTS   Global Resources and Training System

HUMINT   Human Intelligence

IPE   Individual Protection Equipment
ISR   Intelligence, Surveillance and Reconnaissance
ITV   In-Transit Visibility

JLOTS   Joint Logistics Over the Shore
JMETL   Joint Mission Essential Task List
JMCG   Joint Mobility Control Group
JMRR   Joint Monthly Readiness Review
JROC   Joint Requirements Oversight Council
JSCP   Joint Strategic Capabilities Plan
JTF   Joint Task Force
JTRU   Joint Transportation Reserve Unit
JWCA   Joint Warfighting Capability Assessment

Enclosure (1)

MHE	Materials Handling Equipment
MASINT	Measurement and Signature Intelligence
MOG	Maximum (aircraft) On the Ground
MSC	Military Sealift Command
MTMC	Military Traffic Management Command
MTW	Major Theater War
NIMA	National Imagery and Mapping Agency
NMS	National Military Strategy
NSA	National Security Agency
NORAD	North American Aerospace Defense Command
OPLAN	Operation Plan
OPR	Office of Primary Responsibility
OPTEMPO	Operations Tempo
PERSTEMPO	Personnel Tempo
POL	Petroleum, Oil, and Lubricants
POM	Program Objective Memorandum
QRRC	Quarterly Readiness Report to Congress
SDR	Semiannual Deficiency Review
SECDEF	Secretary of Defense
SIGINT	Signals Intelligence
SORTS	Status of Resource and Training System
SROC	Senior Readiness Oversight Council
SSC	Small Scale Contingency
TALCE	Tanker Airlift Control Element
TCC	Transportation Component Command
UJTL	Universal Joint Task List
ULN	Unit Line Number
USTRANSCOM	United States Transportation Command
VISA	Voluntary Intermodal Sealift Agreement
VTC	Video Teleconference
WMD	Weapons of Mass Destruction

TCC MEMO FORMAT

//Classification//

MEMORANDUM FOR TCJ3/J4
               ATTENTION: TCJ3-OPT

FROM: (Your Command)

SUBJECT: ( ) JMRR XX-XX Assessment

1. References:
    a. USTC scenario msg/date time group
    b. CJSCI 3401.01B, 1 Jul 99
    c. USTC OI, _____, Jan 00

2. ( ) (Your Command's) Top Two Readiness Concerns (These Readiness concerns are not necessarily scenario driven; but can reflect Readiness issues that your CINC may want to highlight to the Joint Staff).

3. ( ) Additional assumptions/constraints (if applicable).

4. ( ) (Your Command's) Functional Area Assessments (JMRR assessment level in parenthesis where changed from previous rating)

	Current	Plus-12	1st MTW/SSC	2nd MTW
Joint Personnel	C-X(C-X)	C-X(C-X)	C-X(C-X)	C-X(C-X)
Intel/Surv/Recon				
Mobility				
Log/Sustainment				
Infrastructure				
C4				
Joint Warplan/Tng				

5. ( ) Joint Personnel

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable.*
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

CLASSIFIED BY: (Name)
RES: 1.5(G)
DECLASSIFY ON: (Date)

6. ( ) Intelligence/Surveillance/Reconnaissance

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

7. ( ) Mobility

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X):
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

8. ( ) Logistics/Sustainment

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

9. ( ) Infrastructure

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

10. ( ) Command, Control, Comm, Computers (C4)

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

11. ( ) Joint Warplanning and Training

    a. ( ) Current: C-X (C-X) *Narrative as required: Include rationale for C-level changes from last like scenario, if applicable*.
    b. ( ) Plus 12-Month: C-X (C-X) :
    c. ( ) 1st MTW/SSC: C-X (C-X)
    d. ( ) 2nd MTW: C-X (C-X)

12. ( ) Summary/Administrative. *Comments as required.*

13. (U) POC for this action is (*your name, office symbol, phone*)

NAME
Rank, Service
Title

Attachment:
(Provide supporting documentation as required)

JMRR FUNCTIONAL AREA METRICS

JMRR Functional Area Metrics provide expanded definitions to each functional area. This will allow better substantiation to the general subjectivity that surrounds C-Level ratings.

MSC - Joint Personnel Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall Joint Personnel Rating. **Subjective Assessment Determined by Manpower and Personnel Directorate and Approved by Component Commander**				
A. Overall Authorized, Assigned and Available Strength (Determined by unit manning and billet shortfalls)				
B. Critical or Key Skills Shortages				
C. OPTEMPO/PERSTEMPO Concerns				
D. Reserve Availability/Augmentation Capability. (Determined by Reserve Personnel Skills/ Support)				
E. CIVMAR Availability/Augmentation				
F. Contract Mariners availability				

MSC - ISR Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall ISR Rating. **Subjective Assessment Approved by Component Commander**				
A. Intelligence Production/Analysis/Processing				
B. Intelligence Personnel (Force Structure) (Determined by Unit Manning & Skill Level, IMA Funding, Reserve Availability)				
C. Intelligence Dissemination Systems				
D. Surveillance/Reconnaissance Systems				
Note: Rate each of the systems in regards to people, equipment and training.				

MSC - Mobility Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall Mobility Rating. **Subjective Assessment Approved by the Component Commander**				
A. Strategic Sealift Dry Cargo Delivery (Determined Through Modeling Tools)				
B. Strategic Sealift Wet Cargo Delivery (Determined Through Appropriate Modeling Tools)				
C. Prepositioned Cargo Delivery				
D. Sealift Strategic Position on Foreign Flag				
E. JLOTS				
F. Joint Total Asset Visibility (JTAV) of MSC-owned				
G. Mobility Personnel				

MSC - Log/Sust Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall Log/Sust Rating. **Subjective Assessment Approved by Component Commander**				
A. Vessel/Fleet and other Equipment Maintenance				
B. War Reserve Material (WRM)				
C. Ship Husbanding Materiel				
D. Support Force Personnel (Units) and Equipment (POL Distribution units, water, maintenance, field services, mortuary affairs).				
E. AT/FP				
F. Chem-Bio				

MSC - Infrastructure Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall Infrastructure Rating. **Subjective Assessment Approved by the Component Commander**				
A. Strategic Seaports Accessibility and Aggregate Capacity (SPOEs, SPODs)				
B. Ship Husbanding & Repair Facilities.				
C. Shipboard Physical Security				
D. Prepo Facilities				

MSC - C4 Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall C4 Rating. **Subjective Assessment Approved by the Component Commander**				
A. Communication Network (System's support, survivability, and reliability). Review MSC Strategic C4/Infrastructure capabilities for all enroute locations identified in the scenario				
B. Information Assurance				
C. C4 Personnel and equipment				

MSC - Joint War Planning & Training Metrics	Current	+12 Months	Scenario	Scenario
MSC Overall Joint War Planning & Training Rating. **Subjective Assessment Approved by Component Commander**				
A. Component's Deliberate Planning Capability				
B. Component's Training Assessments (Determined by Commanders' assessment of Mission Essential Task (MET) training (untrained or partially trained))				
C. Training and Exercises (Determined by Exercise and Training Funding and Impact of cancelled exercises)				

Enclosure (3)