



STATE OF NEW YORK
DIVISION OF MILITARY AND NAVAL AFFAIRS
NEW YORK NAVAL MILITIA
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NYNMINST 3051.2A
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NEW YORK NAVAL MILITIA INSTRUCTION 3051.2A

From: Commander, New York Naval Militia

Subj: NEW YORK NAVAL MILITIA MISSION ESSENTIAL TASK LIST

Ref: (a) DMNA Regulation 10-1; New York Naval Militia
Regulations

Encl: (1) New York Naval Militia Mission Essential Task List

1. Purpose. Reference (a) defines the missions of the New York Naval Militia (NYNM). This instruction promulgates the list of tasks that are essential for carrying out the assigned missions.

2. Cancellation. NYNMINST 3051.2 of 2 AUG 2010.

3. Background. Naval Militia personnel are a resource to the Governor of New York State and to the Adjutant General in times of emergency, or other homeland security situations, and for military-related events. In order to carry out the assigned missions, Naval Militia personnel must be trained and equipped to carry out specific functions that support the mission.

4. Action. Enclosure (1) is the New York Naval Militia Mission Essential Task List (METL). The list provides those tasks that are essential core capabilities of the New York Naval Militia. Subordinate commanders and directorates are responsible for ensuring that personnel are resourced to carry out these core capabilities.


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NEW YORK NAVAL MILITIA
MISSION ESSENTIAL TASK LIST

<u>Task</u>	<u>Description</u>
A	CONDUCT OPERATIONS AND MANEUVER
A-1	Provide Forces
A-2	Support Security Forces
A-3	Prepare Vessel for Movement
A-4	Provide Engineering/Main Propulsion
A-5	Provide Systems/Deck/Communications
A-6	Provide Damage Control
A-7	Move Forces
A-8	Sail Vessel to/from Port, Anchorage, or Moorage
A-9	Conduct Small Boat Operations
A-10	Stage Forces
A-11	Support Pollution and HAZMAT Control Efforts
A-12	Conduct Reception, Staging, Onward Movement, and Integration
A-13	Reconstitute/Redeploy Forces
A-14	Conduct Route and Road Reconnaissance
A-15	Navigate
A-16	Enforce Exclusion Zones
A-17	Maneuver Naval Militia Forces
A-18	Conduct Patrols
A-19	Conduct Unmanned Aerial Surveillance
A-20	Conduct Remotely-operated Underwater Surveillance
A-21	Conduct Passive Security
A-22	Employ Operations Security
A-23	Evacuate Civilian Personnel from Area
A-24	Perform Search and Rescue
A-25	Perform Emergency Towing
A-26	Protect/Secure Operationally Critical Infrastructure, Installations, or Facilities
A-27	Establish and Enforce Protection Perimeter
A-28	Conduct High Value Asset Escort
A-29	Perform Operational Risk Management
A-30	Conduct Maritime and Land-based Cargo and Equipment Movement
A-31	Provide Emergency Assistance
A-32	Conduct Quick Reaction Force Operations
A-33	Conduct Anti-Terrorism Enabling/Support Operations
A-34	Conduct Civil Support Operations (CSO)
A-35	Conduct Humanitarian Assistance (HA) Operations
A-36	Make and Receive Necessary Reports
A-37	Conduct Unmanned Aerial Surveillance
A-38	Conduct Remotely-operated Underwater Surveillance
A-39	Conduct Swift-water Rescue

B DEVELOP INFORMATION

- B-1 Plan and Direct Information Operations
- B-2 Determine and Prioritize Priority Information Requirements
- B-3 Collect Data and Information
- B-4 Perform Tactical Reconnaissance and Surveillance
- B-5 Conduct Analysis and Produce Information
- B-6 Interpret Information
- B-7 Analyze and Synthesize Information
- B-8 Prepare Information Products
- B-9 Disseminate and Integrate Information

C ESTABLISH AND MAINTAIN JOINT AND INTER-AGENCY COORDINATION

- C-1 Augment Joint Task Force
- C-2 Provide NYNM Liaison to Joint Task Force (JTF)
- C-3 Provide Naval Staff Support to JTF
- C-4 Provide NYNM Resource Information to JTF
- C-5 Report and Analyze Mission Readiness
- C-6 Establish Liaisons and Integrate with Partner Agencies
- C-7 Establish a Task Force Headquarters
- C-8 Provide Interagency Coordination
- C-9 Provide NYNM Liaison to interagency Emergency Operations Center
- C-10 Communicate in a Joint or Interagency Environment
- C-11 Integrate with Area Maritime Security Committees
- C-12 Integrate with J-staff at Joint Force Headquarters (JFHQ)

D PERFORM LOGISTICS AND SERVICE SUPPORT

- D-1 Perform Resource Management
- D-2 Conduct Supply Operations
- D-3 Conduct Procurement
- D-4 Provide Storage
- D-5 Provide Legal Support
- D-6 Conduct Investigations
- D-7 Conduct Fuel Management
- D-8 Conduct warehousing operations
- D-9 Conduct Depot-level and Mobile Equipment Maintenance
- D-10 Conduct Equipment Inspection
- D-11 Conduct Point of Distribution (POD) Operations
- D-12 Conduct Repair
- D-13 Conduct Equipment Modification
- D-14 Conduct Personnel Administration
- D-15 Provide Personnel Readiness Management
- D-16 Provide Member Performance Appraisals, Counseling, & Recognition
- D-17 Provide Personnel Accounting and Strength Reporting
- D-18 Maintain Records

- D-19 Support Billeting/Berthing and Related Services
- D-20 Conduct Facilities Maintenance
- D-21 Provide Spiritual, and Morale Support
- D-22 Provide Health Services
- D-23 Provide Health Services for Humanitarian and Civic Assistance
- D-24 Provide Medical Staff Support
- D-25 Collect Medical Information Data
- D-26 Load/Off-Load, Transport, and Store Material
- D-27 Provide Position Reports for in Transit Visibility
- D-28 Transport Personnel and Cargo
- D-29 Support Messing Services
- D-30 Provide Security Support
- D-31 Provide Financial Management
- D-32 Provide Communications/Information Technology
- D-33 Conduct Personnel Recruiting
- D-34 Provide Public Affairs Services
- D-35 Provide Military Ceremonial Support
- D-36 Provide Photographic and Written Public Affairs Coverage
- D-37 Document NYNM History
- D-38 Conduct Other Missions as Assigned by The Adjutant General

E EXERCISE COMMAND AND CONTROL

- E-1 Communicate Information
- E-2 Provide Radio Communications across all applicable bands/frequencies
- E-3 Provide Electronic Message Communications
- E-4 Provide Telephone Communications
- E-5 Develop a Force Command and Control Structure
- E-6 Provide Headquarters Personnel and Infrastructure
- E-7 Maintain Information and Naval Militia Force Status
- E-8 Maintain and Display Tactical Picture
- E-9 Develop Contingent Responses
- E-10 Maintain Blue Force Tracker (AIS)
- E-11 Maintain and Display Units Readiness
- E-12 Prepare Plans and Orders
- E-13 Analyze Mission and Current Situation
- E-14 Provide Mobile Command, Control, and Communications (C3)
- E-15 Review Rules for the Use of Force (RUF)
- E-16 Determine Commander's Critical Information Requirements (CCIR)
- E-17 Develop Course of Action (COA)
- E-18 Develop the Order
- E-19 Develop Annexes, Appendices, Tabs, Exhibits, etc.
- E-20 Direct, Lead, Coordinate Forces/Operations
- E-21 Develop Concept of Operations
- E-22 Issue Orders

- E-23 Exercise Tactical Command and Control
- E-24 Maintain Command Presence
- E-25 Maintain Unit Discipline
- E-26 Formulate Standing Plan

F PROTECT THE FORCE

- F-1 Provide Security
- F-2 Remove Hazards
- F-3 Provide for Operational Safety of Personnel and Equipment

G TRAIN AND EDUCATE

- G-1 Train Forces and Personnel
- G-2 Conduct Individual and Unit Training
- G-3 Conduct Mission Area Training
- G-4 Assess Training
- G-5 Develop Training Plans and Programs
- G-6 Provide Training Services
- G-7 Determine Qualification Requirements
- G-8 Qualify Personnel on Watch-Stations
- G-9 Receive Professional Military Education (PME)
- G-10 Provide Subject Matter Expertise (SME) for Military Education
- G-11 Train and Certify Technicians