TROOP-LEADING PROCEDURES
1. Receive mission.
2. Issue warning order.
3. Make a tentative plan.
4. Start movement.
5. Reconnoiter.
6. Complete plan.
7. Issue plan.
8. Supervise.

FIRE REQUEST (FM 6-30)
1. Identification.
2. Warning order.
3. Target location.
4. Target description.
5. Method of engagement.
6. Method of control.

ESTIMATE OF SITUATION (FM 7-10)
1. Conduct a detailed mission analysis.
2. Analyze the situation and develop courses of action.
3. Analyze courses of action (wargame).
5. Make a decision.

SPOT REPORT
1. Size.
2. Activity.
3. Location.
4. Unit/Unitform.
5. Time.

SHELL REPORT (FM 6-121)
1. Observer identification.
2. Location (coded).
3. Azimuth to flash or sound.
4. Time (from and to).
5. Area shielded.
7. Type rounds received (artillery, mortars, etc.).
8. Damage (coded).

OPERATION ORDER (FM 7-10)
Task Organization
1. Situation.
   a. Enemy.
   b. Friendly.
   c. Attachments/detachments.
2. Mission
   - Who, what, where, when, and why.
   - Task and purpose.
3. Execution
   a. Concept of operation.
      (1) Maneuver.
      (2) Fire support.
      (3) Engineer.
   b. Tasks to maneuver units.
   c. Tasks to combat support units.
   d. Coordinating instructions.
4. Service support.
   a. General.
   b. Material and services.
   c. Casualty evacuation.
   d. Miscellaneous.
5. Command and signal.
   a. Command.
   b. Signal.

WEAPONS (FM 6-30)
WEAPONS (MORTAR) HE ONLY (FM 7-90)

GUNS MORT WIDTH DEPTH
2 60-mm 60m x 30m
4 81-mm (M252) 150m x 40m
4 81-mm (M29A1) 140m x 40m
6 4.2-inch 240m x 40m
8 155-mm 200m x 50m

105-mm M109A3 18,100
155-mm 24,000
8-in Howitzer 22,900

*Optimum engagement ranges
### MEDEVAC REQUEST
1. Requesting unit identification.  
2. Location.  
3. Number of patients by type (litter or ambulatory).  
4. Type of injuries.  
5. Special equipment needed.  
6. Tactical situation.

### AIRCRAFT REQUEST
1. Identification.  
2. Precedence/priority.  
3. Target description.  
4. Target location.  
5. Target time/date.  
6. Desired ordnance/results.  
7. Final control.

### DELIBERATE ATTACK CONSIDERATIONS
1. Reconnoiter, pinpoint objective/enemy positions/obstacles.  
2. Determine weak points; designate supporting positions.  
3. Assign platoon/squad objectives—identify the decisive point.  
4. Determine main attack, supporting attack, reserve.  
5. Assign breach, support, assault missions.

### NBC 1 OBSERVER’S INITIAL OR FOLLOW-UP REPORT
#### Instructions
1. Line items D and H are mandatory for NBC 1 reports.  
2. Line items A, E, G, I, K, L, M, S, Y, and ZA are optional for NBC 1 reports.  
3. Line Items B, C, F, PAR, and PBR are reported if data is available.

#### Section I. Chemical or Biological Only
- A. Strike serial number, if known (assigned by NBCE).  
- B. Position of observer.  
- C. Azimuth of attack from observer (state degrees or mils).  
- D. Date and time attack started (Zulu, local, or letter zone).  
- E. Time attack ended, if known.  
- F. Location of attack (UTM or place) (state actual or estimated).  
- G. Means of delivery, if known.  
- H. Type of agent and height of burst, if known.  
- I. Type and number of munitions or aircraft (state which).  
- K. Description of terrain (bare, scrubby vegetation, wooded, urban, or unknown).  
- S. Date and time contamination detected (Zulu, local, or letter zone).  
- Y. Representative downwind direction—4 digits (state degrees or mils), wind speed—3 digits (data kmph or knots).  
- ZA. Temperature (centigrade)—2 digits, cloud cover—1 digit, significant weather phenomena—1 digit, air stability—1 digit.

#### Section II. Nuclear Only
- A. Strike serial number, if known (assigned by NBCE).  
- B. Position of observer.  
- C. Azimuth of attack from observer (state degrees or mils and grid or magnetic).  
- D. Date and time attack started (Zulu, local, or letter zone).  
- F. Location of attack (UTM or place) (state actual or estimated).  
- G. Means of delivery, if known.  
- H. Type of burst (state air, surface, or unknown).  
- J. Flash-to-bang time (seconds).  
- K. Crater diameter (meters), if known.  
- L. Cloud width at H +5 minutes (degrees or mils).  
- M. Cloud angle (top or bottom) or cloud height (top or bottom) at H +10 minutes (state degrees, mils, meters, or feet).  
- PAR. Location of radioactive cloud outline (UTM).  
- PAB. Downwind direction of radioactive cloud (state degrees or mils).

#### ZB. Remarks

### DEFENSE PLANNING CONSIDERATIONS
1. Establish security (OP/patrols, PWs, M8).  
2. Position key weapons:  
   a. Coordinate with units on left and right  
   b. Establish FPF or PDF for machine gun  
   c. Ensure mutual support between machine guns.  
   d. Cover armor approaches with antitank systems.  
   e. Establish fire control measures.  
3. Prepare positions:  
   a. Check sectors of fire.
   b. Check overhead cover and view positions from enemy vantage.  
   c. Position in depth and achieve mutual support between positions.  
   d. Select/prepare alternate and supplementary positions.  
4. Integrate indirect fires, CAS, and obstacles with direct and indirect fire.  
5. Check communications and establish emergency signals.  
6. Designate ammunition, supply, PW, and casualty points.