



NEW YORK STATE
DIVISION OF MILITARY AND NAVAL AFFAIRS
NEW YORK NAVAL MILITIA
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NYNMINST 3051.2
N5

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NEW YORK NAVAL MILITIA INSTRUCTION 3051.2

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. 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.

3. 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 trained and resourced to carry out these core capabilities. The N-5 Plans Directorate is responsible for updating the METL.


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NEW YORK NAVAL MILITIA
MISSION ESSENTIAL TASK LIST

Task	Description
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	Conduct Navigation
A-11	Stage Forces
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	Construct/Repair Roads and Trails
A-20	Facilitate Movement on Routes
A-21	Conduct Passive Security
A-22	Employ Operations Security
A-23	Evacuate Noncombatants 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-31	Provide Emergency Assistance
A-32	Conduct Quick Reaction Force Operations
A-33	Conduct Anti-Terrorism Enabling/Support Operations
A-34	Conduct Noncombatant Evacuation Operations (NEO)
A-35	Conduct Humanitarian Assistance (HA) Operations
A-36	Make and Receive Necessary Reports
B	DEVELOP INFORMATION
B-1	Plan and Direct Information Operations
B-2	Determine and Prioritize Priority Information Requirements

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- 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 Assistance
- D-6 Conduct Investigations
- D-7 Conduct Fuel Management
- D-8 Schedule/Coordinate Refueling
- D-9 Conduct Equipment Maintenance
- D-10 Conduct Equipment Inspection
- D-11 Conduct Service, Adjustment, and Tuning
- D-12 Conduct Testing and Calibration
- D-13 Conduct Repair
- D-14 Conduct Modification
- D-15 Conduct Rebuilding and Overhaul
- D-16 Conduct Civil Engineering Operations
- D-17 Conduct Engineer Reconnaissance
- D-18 Conduct Personnel Administration
- D-19 Provide Personnel Readiness Management
- D-20 Provide Member Performance Appraisals, Counseling, & Recognition
- D-21 Provide Personnel Accounting and Strength Reporting
- D-22 Maintain Records

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- D-23 Support Billeting/Berthing and Related Services
- D-24 Conduct Facilities Maintenance
- D-25 Provide Religious, Spiritual, Moral, and Morale Support
- D-26 Provide Health Services
- D-27 Provide Health Services for Humanitarian and Civic Assistance
- D-28 Provide Medical Staff Support
- D-29 Collect Medical Information Data
- D-30 Load/Off-Load, Transport, and Store Material
- D-31 Provide Position Reports for in Transit Visibility
- D-32 Transport Personnel and Cargo
- D-33 Support Messing Services
- D-34 Provide Security Support
- D-35 Provide Financial Management
- D-36 Provide Communications/Information Technology
- D-37 Provide Critical Incident Stress Management (CISM)
- D-38 Conduct Personnel Recruiting
- D-39 Provide Public Affairs Services
- D-40 Provide Military Ceremonial Support
- D-41 Provide Photographic and Written Public Affairs Coverage
- D-42 Document NYNM History
- D-43 Conduct Other Missions as Assigned by The Adjutant General

E EXERCISE COMMAND AND CONTROL

- E-1 Communicate Information
- E-2 Provide Single Channel Radio Communications
- 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 Maintain Common Operational Picture (COP)
- 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 Man/Conduct Crisis Action Team (CAT) Operations
- 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 Conduct COA Comparison and Decision
- E-19 Develop the Order
- E-20 Develop Base Plan
- E-21 Develop Annexes, Appendices, Tabs, Exhibits, etc.
- E-22 Direct, Lead, Coordinate Forces/Operations

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- E-23 Develop Concept of Operations
- E-24 Direct Operations
- E-25 Issue Orders
- E-26 Exercise Tactical Command and Control
- E-27 Provide Concept of Operations
- E-28 Develop Requirements and Priorities
- E-29 Maintain Command Presence
- E-30 Maintain Unit Discipline
- E-31 Conduct Operational Risk Management (ORM)
- E-32 Issue Planning Guidance
- E-33 Develop Courses of Action
- E-34 Analyze and Compare Course of Action
- E-35 Establish Force Command and Control Policy
- E-36 Formulate Standing Plan
- E-37 Develop Contingent Responses

F PROTECT THE FORCE

- F-1 Provide Security
- F-2 Protect Against Area Hazards
- F-3 Protect Individuals and Systems
- F-4 Remove Hazards
- F-5 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