



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON FORT HUNTER LIGGETT
BUILDING 238 CALIFORNIA AVENUE
FORT HUNTER LIGGETT, CA 93928-7000

IMHL-PL

23 JUL 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG FHL Policy 3-4, Range Facility Management Support System (RFMSS)

1. REFERENCE.

- a. AR 350-19, The Army Sustainable Range Program
- b. Army Reserve Command Training Guidance FYs 2014-2015
- c. FHL Regulation 350-2, Training at Fort Hunter Liggett
- d. USAG FHL Policy #3-2, Training Support Priorities

2. PURPOSE. To provide command guidance on use of RFMSS at U.S. Army Garrison, Fort Hunter Liggett (USAG FHL).

3. APPLICABILITY. This policy applies to all organizations requesting training support from USAG FHL.

4. POLICY. RFMSS is used to schedule all training activities and training support (dining facility, fuel, etc) required from USAG FHL.

5. BACKGROUND. The Army requires installations to use RFMSS as the system of record for scheduling training support. RFMSS provides users direct visibility of the availability of installation training support assets. It also tracks requests for, and use of these assets and other support the installation provides. The garrison staff will use RFMSS to receive and track support requests and to analyze support options.

6. PROCEDURES.

a. RFMSS Operators. FHL Range Operations will conduct regularly scheduled RFMSS training to certify garrison and unit RFMSS operators. The USAG FHL support activities listed below will appoint at least two RFMSS operators on additional duty orders. RFMSS operators are responsible for attending RFMSS certification, establishing and maintaining RFMSS Fire Desks for the support they provide and representing their directorate at training support meetings as necessary.

IMHL-PL

SUBJECT: USAG FHL Policy 3-4, Range Facility Management Support System (RFMSS)

(1) Logistics Readiness Center: Fuel, dining facilities, and ammunition supply point.

(2) Directorate of Public Works: Environmental reviews and refuse support.

(3) Directorate of Emergency Services: Aviation fire crash rescue and ambulance support.

(4) Directorate of Plans Training Mobilization and Security: Ranges, simulations, Engagement Skill Trainers, Digital Training Facility, Dismounted Soldier Training System, HMMWV Egress Assistance Trainer, Virtual Battle Space 3, billets, classrooms, and training aids devices and simulators.

(5) Resource Management Office: Military interdepartmental purchase requests or GFEBs WBS support as requested.

(6) Religious Support Office: Religious services.

(7) Network Enterprise Center: Frequency requests, network access, and voice communications.

b. Training Support Requests (TSRs). Units will load support requests into RFMSS. Range Operations will assist units with this and assign unit requests a Range Control Number Indicator (RCNI). Installation support activities will track unit requests and schedule support in RFMSS using this RCNI. Range Operations will assist units with changing support already scheduled using legacy TSRs by entering changes in RFMSS and alerting affected support activities as required.

c. Unit Access to RFMSS. Units without access to RFMSS must work directly with Range Operations to request support and establish their own, independent RFMSS access. Range Operations will certify unit operators before granting them access to enter requests directly into RFMSS.

d. Short Notice Requests and Changes. Range Operations will alert installation support activities of any requests or changes loaded into RFMSS when the request provides support activities fewer than 60 days notice before the support is required.

IMHL-PL

SUBJECT: USAG FHL Policy 3-4, Range Facility Management Support System (RFMSS)

7. PROPONENT. The proponent for this policy is the Director, Plans Training Mobilization and Security. POC is the Range Scheduling Office at (831) 386-2744/2482.


JAN C. NORRIS
COL, SC
Commanding

DISTRIBUTION

A