

## APPENDIX H

UNIT MOVEMENT REPORT TO ANNEX \_\_\_\_ (REPORTS) TO MACOM  
OPLAN

## UNIT MOVEMENT REPORT

**H-1. Purpose.**

To provide timely information of unit movements in support of operation \_\_\_\_\_.

**H-2. Preparing Agencies.**

The supporting Installation Transportation Office (ITO) is responsible for insuring adequate and timely transportation reports as required by AR 55-113.

**H-3. Report Submission.**

All movements of DA military elements in support of OPLAN \_\_\_\_\_ will be reported by the respective ITO to MACOM operation center by phone followed by priority message, distributed as follows:

*a. Distribution:*

	<i>Ad- vance Notice (Parts 1 and 2)</i>	<i>Actual Departure</i>	<i>Actual Arrival</i>
Origin installation commander .....	O	O	A
Destination installation commander .....	A	A	O
DA Wash DC// DAAG-ASO-D .....	I	I	I
DA Wash DC// DAMO-ODG .....	I	I	I
DA Wash DC// DALO-TSM .....	I	I	I
DA Wash DC// DAPE-PBB and MPE .....	I		
HQ, FORSCOM// AFLG-TRU .....	I		
Origin installation commander .....	I		

	<i>Ad- vance Notice (Parts 1 and 2)</i>	<i>Actual Departure</i>	<i>Actual Arrival</i>
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Destination installation commander .....	I	I	I
En route installation commanders .....	I*	I*	

\*Applicable if administrative or logistics support is to be provided or for organic highway movements transiting Army areas. LEGEND: O—Originator; A—Action addressee; I—Information.

*b. Format:* Reports of movements will be submitted in accordance with AR 55-113. Listed below is the preferred format:

(1) Advanced Notice of Departure (surface only). Part I—Personnel and accompanying equipment

(a) DA movement directive number.

(b) Unit designation (or unit identification code when prescribed); increment, if any.

(c) Routing symbol and/or identification number.

(d) Strength (Off, WO, EM, Civ; if applicable, identify female personnel included in totals).

(e) Origin installation.

(f) Final destination.

(g) Offload point, if different from item f.

(h) Number of railcars, commercial trucks, or convoy vehicles (specify).

(i) Delivering commercial carrier, military carrier, or final highway route for convoy movement.

(j) Estimated date-time of departure (ETD Z).

(k) Estimated date-time of arrival  
(ETA Z).

(l) Remarks: Include, as applicable, information regarding planned convoy en route overnight stops (RON), materials handling equipment requirements at offload railheads, and other information of this type.

Part 2—Separate Impedimenta shipment

(a) Unit designation, routing symbol, and/or identification number.

(b) Origin station.

(c) Offload destination.

(d) Number of railcars, commercial trucks, or vehicles in convoy (specify).

(e) Estimated date-time of departure  
(ETD Z).

(f) Estimated date-time of arrival  
(ETA Z).

(g) Include, as applicable, information on number of guards accompanying shipment or other information as in part 1, item 1.

(2) Actual Departure.

(a) DA movement directive number.

(b) Unit designation (or unit identification code when prescribed); increment, if any.

(c) Routing symbol and/or identification number.

(d) Strength (Off, WO, EM, Civ). If equipment only, specify.

(e) Origin installation.

(f) Destination.

(g) Actual date-time of departure  
(Departed Z).

(h) Estimated date-time of arrival  
(ET-----Z).

(i) Remarks: Report any changes from data in advance departure report. Include number of unit personnel who departed by POV if not elsewhere reported.

(j) Actual or estimated (specify) number of dependents being moved by unit personnel.

(3) Arrival.

(a) DA movement directive number.

(b) Unit designation (or unit identification code when prescribed).

(c) Routing symbol and/or identification number.

(d) Arrival point (destination installation).

(e) Actual date-time of arrival  
(Arrive Z).

(f) Exceptions: Report only deviations to actual departure reports, plus pertinent remarks on delays, incidents, and other information of this type.

(g) Remarks (personnel, equipment, and/or unit).