

**OPERATIONS ORDER (OPORD) 20-01 (CY20 ROUTINE OPERATIONS)
(UNCLASSIFIED)****(U) References:**

OPORD 20-J01 (JFHQ FY20 ROUTINE OPERATIONS) (UNCLASSIFIED)
VDF Yearly Training Plan (YTP) for Training Year 2020
VDFR 350-1, VDF Training Program
VDFR 350-2, VDF Officer Candidate School Management Training Program
VDF Dir 1-20, Operations and Training Procedures and Formats
VDFR 611-1, National Guard Support Teams Management

(U) Time Zone Used Throughout the Order: Eastern Daylight Time (EDT) / Local unless otherwise indicated.

(U) Task Organization: Virginia Defense Force (VDF) Force Headquarters (FORHQ) elements, 1st Regiment (1REGT), Communications Battalion (COMMBN), Apple Blossom Task Force (ABTF)

1. (U) Situation: Throughout the calendar year (CY), the VDF as a major subordinate command (MSC) in the Department of Military Affairs (DMA), receives numerous tasks to support DMA and state objectives in accordance with the Joint Strategic Plan and other Adjutant General (TAG) priorities. These are routine tasks, as they are not directly driven by a domestic operation such as a hurricane response or a national special security event. This document serves as the base order for tasks issued during routine operations. The VDF G3 will publish periodic Fragmentary Orders (FRAGOs) to direct ongoing civil support, communications, and specialty training, and operations (O&T).

a. (U) Personnel Disposition. Waller Depot, Richmond VA, Home Station (HS) Reserve Center (RC)/armories, and deployed locations, including Fort Pickett, VA (FPVA), and Winchester, VA.

b. (U) Area of Interest. Waller Depot, HS RC, FPVA, and Winchester, VA.

c. (U) Terrain. Suburban, hardtop to fields, with some rolling conifer and deciduous intermittent forests.

d. (U) Weather. Weather will be seasonal, as further described in FRAGOs.

e. (U) Safety/Security. Safety is the primary consideration in all actions. Commanders (Cdrs) will ensure members are fit and comport with weight-height standards, thus being able to perform prescribed O&T tasks. All members must be physically fit enough to handle a 16-hour workday. Health Services will monitor activities for weather and training related injuries. Force G3 will maintain Force security awareness.

f. (U) Assumptions.

(1) (U) Force focus will be on basic MOS and specialty competency.

(2) All VDF personnel will regularly attend training and be mentally, physically and by MOS competency, prepared for State Active Duty (SAD) service.

2. (U) Mission: During Routine Operations, VDF components respond to tasks directed by the FORHQ, in accordance with (IAW) provided guidance and prescribed suspense dates, in support of (ISO) the Commanding General (CG) and TAG programs and directives.

3. (U) Execution:a. (U) Commander's Intent.

(1) (U) Purpose. VDF components will receive clear, complete and timely guidance from the FORHQ for routine operations and training. The Force will execute training at FPVA and HS locations to enhance VDF readiness, accomplish VDF roles in the National Guard Civil Support (NGCS) Playbook support through CSS and COMM task training IAW the references, and conduct ancillary training and evaluations ISO VDF core missions.

(2) (U) Key Tasks.

(a) (U) Safely complete specified tasks in accordance with the prescribed guidance and timelines.

(b) (U) Execute training, Operational Readiness Evaluations (ORE), evaluate equipment, sustainment and administrative readiness, and be prepared to (BPT) support DMA responses to manmade and natural emergencies.

(1) (U) End State. VDF Force able to perform internal O&T and administration, and able to perform designated external operational tasks.

c. (U) Tasks.(1) (U) General Tasks:

(a) (U) All VDF components conduct O&T In accordance with (IAW) the references, and especially the CY20 YTP and VDF Dir 1-20.

(b) (U) All echelon Cdrs will ensure their commands provide personnel support for Force requirements. Personnel accountability is key.

(c) (U) Ensure members meet appropriate physical and uniform appearance requirements, and demonstrate basic soldiering knowledge and practices appropriate to an organized, trained, and disciplined military force. MSC junior leaders are key implementers for these requirements and further must regularly inspect individual soldiers for appearance, and equipment for serviceability and completeness /readiness for missions.

(d) (U) **All leaders will communicate OPORDS and FRAGOS to the lowest level within their respective units as a basic leadership measure.**

(e) (U) When moving ISO missions, make movement plans and maintain positive control of personnel during movement to duty location and re-deployment to HS.

(f) (U) Staff leaders and Cdrs will ensure accountable property under their control is always properly assigned out and maintained monthly.

(2) (U) VDF Active Detachment (ACTDET).

(a) (U) Maintain budgetary situational awareness (SA) and coordinate with G4 to determine the cost for Force support functions, reporting to the CG/senior leadership the effect on the annual budget.

(b) (U) Ensure Force membership, structure, and disposition is known at all times.

(c) (U) Keep DMA SA and coordinate with senior leaders, Joint Force Headquarters (JFHQ) Liaison Officer (LNO), and G3 as needed.

(d) (U) Maintain administrative, training, logistics and contracting assistance to the Force.

(e) (U) Maintain SA on organic equipment and building needs.

(3) (U) Force CSM.

(a) (U) Coordinate troop care, appearance, and professional knowledge accountability with Force senior Non-Commissioned Officers (NCO).

(b) (U) Coordinate and conduct NCO career courses.

(4) (U) G1/Adjutant.

(a) (U) Coordinate with ACTDET to issue training and SAD orders.

(b) (U) Coordinate with ACTDET/Force CSM on formations and ceremonies.

(c) (U) Work with G3 to ensure all required reporting is made to the Joint Operations Center (JOC)

(d) Provide administrative support to the Force and ensure ongoing review of Force regulations.

(5) (U) G3.

(a) Plan or oversee training/exercises with training leaders and MSC IAW the YTP.

(b) (U) Maintain close cooperation with the JFHQ and ensure the JOC is aware of all reportable matters.

(c) (U) Ensure National Guard Support Team (NGST) readiness IAW VDFR 611-3, and prepare/oversee NGCS Playbook-centric training/exercises.

(d) (U) Ensure all O&T comports with the references, and especially IAW the CY20 YTP and VDF Dir 1-20.

(e) (U) Maintain ongoing risk assessment with special attention to weather conditions.

(f) (U) Coordinate with ACTDET and staff to plan and execute Multiple Unit Training Assemblies (MUTAs) IAW VDF Dir 1-20 enclosure (8), and issue FRAGOs to promulgate related information.

(6) (U) G4.

(a) (U) Work with MSC and ACDET to coordinate semi-annual accountable property reconciliation and provide reports to the ACTDET.

(b) (U) Ensure FORHQ, ACTDET, and G4 vehicles are prepared for deployment.

(c) (U) Work with MSC and ACDET to secure/confirm supplies for O&T.

(d) (U) Confirm building and billeting availability at FPVA on an ongoing basis.

(e) (U) Oversea Force support, including messing, training material support, and medical support.

(8) (U) G6.

(a) (U) On an ongoing basis plan and execute evaluations for all VDF communicator soldiers in Mobile Communications Platform (MCP); High Frequency Radio Resource (HFRR); and Tactical Packs (TACPAK or PITTPAK).

(c) (U) Ensure staffing for the JOC and Virginia Department of Emergency Management (VDEM) Radio Rooms, and other JFHQ assignments as directed.

(d) (U) On an ongoing basis ensure Statewide Agencies Radio System (STARS) radios, Wauxon radios, PITTPAKs and other communications equipment maintenance and operational readiness.

(e) (U) Work with G3 to deliver Communications MOS training.

(7) (U) Specialty and Professional Personnel (Chaplain, Legal, Medical, Public Affairs, Cyber Security).

(a) (U) Maintain current professional certifications as required by law.

(b) (U) Set up and maintain contact with DMA/JFHQ counterparts as part of the NGST program.

(8) (U) MSC Cdr, FORHQ HQ Company Commandant.

(a) (U) Emphasize accomplishment of the General Tasks above.

(b) (U) Personnel, vehicle and communications equipment accountability and readiness for SAD will be your key focus.

(9) (U) Apple Blossom Festival Task Force Cdr.

(a) (U) Maintain continuing liaison and communications with VDF staff leaders/MSC Cdrs, and ABF planners in Winchester regarding ABF planning and execution.

(b) Issue a Warning Order (WARNO) via FRAGO to this OPORD containing all supporting organization needs and informational/support deadlines not later than (NLT) 1MAR20. Specifically provide the projected personnel skills, number of personnel needed, and logistic support requirements to support ABF operations.

(c) Issue a FRAGO containing all supporting organization operational and support directions, including Annexes, NLT 1APR20.

c. (U) Coordinating Instructions. To be promulgated by FRAGOs to this base order.

4. (U) Sustainment (Administration and Logistics). To be promulgated by FRAGOs to this base order.

5. (U) Command and Signal. To be promulgated by FRAGOs to this base order.

UNCLASSIFIED

VIRGINIA DEFENSE FORCE
WALLER DEPOT, RICHMOND, VA
01JAN2020

ACKNOWLEDGE:


D. J. THORNLEY
LTC (VA)
G3

OFFICIAL:

G3

DISTRIBUTION:

FORHQ & HQ CO
Commander, 1REGT
Commander, COMMBN
Commander, TF Apple Blossom Festival
Schools Commandants
VDF DCO
VDF Chief of Staff and Staff Leaders
VDFCCWO
VDFCSM
ACTDET
DMA
JFHQ