

Annex X (Execution Checklist) to Texas Military Forces Standing Operating Guidance for Support to the State

COMMANDER'S TROOP BRIEFING CHECKLIST

Commanders will ensure that all troops ordered to State Active Duty are thoroughly briefed prior to departing the unit armory or other assembly point. Most state active duty assignments place the individual Texas Military Force member in a position subject to close scrutiny by civilians, and often includes the news media. Each Texas Military Force member must be properly briefed to meet the challenges of this environment. As a minimum, personnel will be briefed on the below listed areas.

- a. Mission
- b. Safety
- c. Operations Security
- d. Property security and accountability
- e. Dining and billeting arrangements and payroll time frame
- f. Medical arrangements
- g. Dress and appearance standards
- h. Dealing with news media
- i. Public relations (represents his unit and the Texas Military Forces)
- j. Transportation requirements
- k. Rules of engagement
- l. Reporting instructions
- m. Necessity to be firm, but extremely diplomatic, in directing or responding to civilians in the area of operations.
- n. Risk Management/Assessment Process. Handout Risk Decision Card, TXARNG Form 112.