RELOCATION OF THE EMERGENCY OPERATIONS CENTER

Captain Kenneth C. Latta, Jr.
Roster Number 099, Faculty Advisor Group 10, ADV 2-73
24 October 1972

The United States Army Infantry School
Fort Benning, Georgia 31905
18 October 1972

ADV 2-73

SUBJECT: Relocation of the Emergency Operations Center

1. PROBLEM. To determine the feasibility of establishing a permanent emergency operations center (EOC) on the first floor of Infantry Hall, to include permanent communications, staff areas, maps, and status boards.

2. ASSUMPTIONS.

a. The United States Army Infantry Center EOC will remain in Infantry Hall.

b. Funds for the necessary renovation will be made available.

3. FACTS BEARING ON THE PROBLEM.

a. At the present time, the United States Army Infantry Center (USAIC) EOC is located in Rooms 501 and 502, Infantry Hall. (See Annex A.) Due to the vulnerability of these rooms in the event of natural disaster, they do not offer the most desirable location. (3)

b. Additionally, these rooms are presently being occupied by two staff agencies. The Race Relations Coordinating Group was displaced from Room 243 and is presently occupying Room 501. The Office of Data Systems was displaced from Room 241 and is presently occupying Room 502. (See Annex B.)

c. The sharing of the existing facility makes it necessary to conduct a complete and time-consuming reorganization of the area in the event of an EOC activation. It also makes it impossible to establish permanent staff areas, prestock necessary forms, and maintain sensitive status boards and maps. (3)

4. DISCUSSION. Due to the extreme shortage of space in Infantry Hall and the criticality of the missions of the resident agencies, it is imperative that any area selected as the location of the EOC be one which provides for the minimal disruption of the mission performed by the losing agency. (See Annex B.) With these restrictions in mind, the following alternatives are available:

a. Relocation of the EOC to Room W-23/24, which is presently being utilized as a training aid storage area by the Tactics and Intelligence Committees, Brigade and Battalion Operations Department, United States Army Infantry School (USAIS). Organization of the EOC would be as shown at Annex C.

(1) Advantages:

(a) Room W-23/24 meets all the requirements of space, tactical location, and security for the operation of an efficient EOC. (3)

(b) The Intelligence Committee would be relocated to Room E-75, Infantry Hall, which is presently occupied by the Office of the Individual Learning Center (ILC). This room will be vacated in early November when the ILC relocates to the second floor, Infantry Hall. (2:1) Room E-75 would provide a separate and secure area for the storage of equipment utilized by the Intelligence Committee.

(c) The Tactics Committee would be relocated to Building 1802, which is presently unoccupied and is under the control of the Directorate of Industrial Operations, USAIC. (7) This building would provide a larger area for the consolidation and storage of the vast amount of training aid material required by the Tactics Committee.

(d) Room 501 would be utilized exclusively by the Race Relations Coordinating Group and Room 502 by the Office of Data Systems, thus allowing these agencies to reorganize their office areas for the maximum efficiency. (6)

(e) Relocation of the EOC to Room W-23/24 would not require any resident agency to relinquish space presently occupied by assigned personnel in the accomplishment of their mission. (6)

(2) Disadvantages:

(a) Relocation of the EOC to Room W-23/24 would require expenditures of approximately $400 for construction in Room W-23/24 and renovation of Room 501 (9), and $1,400 for the installation of necessary telephones. (5) Radios could be relocated at no cost. (1)

(b) The Tactics Committee would be required to utilize the vehicles assigned to the Brigade and Battalion Operations Department (See Annex D) to transport training aids to Infantry Hall. (4)

b. Relocation of the EOC to Classroom 52, which is presently being utilized by the ILC. Classroom 52 will be vacated in early November when the ILC relocates to the second floor, Infantry Hall. (2)

(1) Advantages:

(a) Classroom 52 meets all the requirements of space, tactical location, and security for the operation of an efficient EOC. (3)

(b) Rooms 501 and 502 could be reorganized by the occupying agencies for maximum effectiveness. (6)

(c) Relocation of the EOC to Classroom 52 would not require any resident agency to relinquish space presently being utilized by assigned personnel in the accomplishment of their mission. (6)

(2) Disadvantages:

(a) Classroom 52 would be utilized for other than its intended purpose. With the present emphasis on instruction to smaller classes, this is considered a major disadvantage. (10).

(b) Relocation of the EOC to Classroom 52 would require an expenditure approximately equal to that in paragraph 4a(2)(a) above.

c. Relocation of the EOC to Room E-34, which is presently being utilized by the Office of Data Systems. This room will be vacated in early December when this agency relocates to Building 835. (2)

(1) Advantages:

(a) Room E-34 meets all the requirements of space, tactical location, and security for the operation of an efficient EOC. (3)

(b) Rooms 501 and 502 could be reorganized by the occupying agencies for maximum efficiency. (6)

(2) Disadvantages:

(a) Relocation of the EOC to Room E-34 would require an expenditure approximately equal to that in paragraph 4a(2)(a) above.

(b) Room E-34 has been programed for utilization by the Classified Document Control Section, USAIC, in early December. (2)

5. CONCLUSION. It is feasible to establish a permanent emergency operations center (EOC) on the first floor of Infantry Hall, to include permanent communications, staff areas, maps, and status boards.

6. RECOMMENDATION: That the Intelligence and Tactics Committees, Brigade and Battalion Operations Department, USAIS, be instructed to vacate Room W-23/24 and relocate to Room E-75 and Building 1802, respectively, and that the USAIC EOC be permanently established in Room W-23/24.

Kenneth C. Latta, Jr.
KENNETH C. LATTA, JR.
Captain, Infantry
687-2520

ANNEXES: A - Emergency Operations Center, Rooms 501 and 502
B - USAIS Space Survey
C - Proposed EOC Configuration
D - Vehicles Assigned to Brigade and Battalion Operations Department
E - Bibliography

CONCURRENCES: (Omitted)
NONCONCURRENCES: (Omitted)
CONSIDERATION OF NONCONCURRENCES: (Omitted)
ANNEXES ADDED: (Omitted)
ACTION BY APPROVING AUTHORITY:

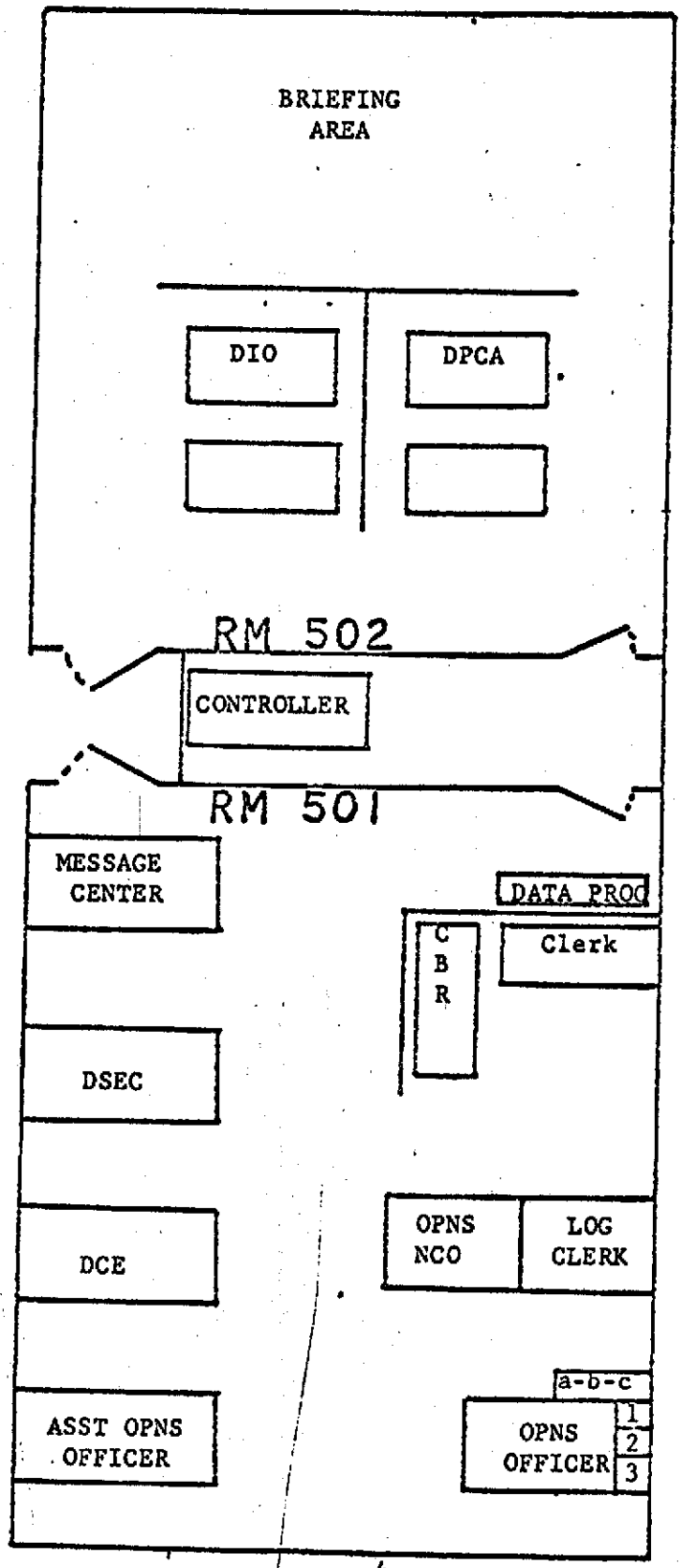
DATE:

Approved (disapproved), including (excluding) exceptions.

_____
Signature

ANNEX A - Emergency Operations Center, Rooms 501 and 502

EMERGENCY OPERATIONS CENTER



RADIOS

a. R-392
b. AN/GRC-46
c. KWM2

TELEPHONES

1. TUSA HOT LINE
2. AUTOVON
3. MARS PHONE PATCH

ANNEX B - USAIS Space Survey

CPT Congleton/cmr/545-1073

DEPARTMENT OF THE ARMY
Logistics Division, Office of the Director, Operations and Logistics
Fort Benning, Georgia 31905

ATSIN-O

10 December 1971

MEMORANDUM FOR RECORD

SUBJECT: Space Survey

1. Problem: To determine the occupancy priorities of Infantry Hall by elements of the Infantry School.

2. Assumption: USAIC will continue to occupy the 6th floor of Infantry Hall and will continue to expand into space occupied by the Infantry School.

3. Facts Bearing on the Problem:

a. The Administrative Offices have increased considerably over the past few years.

b. The Academic Departments have increased in number and size.

c. The Academic Departments existing in Infantry Hall are BBOD, Comm-Elect, Co Ops, NRID, Leadership and Weapons. Their use of Infantry Hall Classroom facilities was analyzed to determine the percentage of use. (Annex E)

4. Discussion:

a. For the purpose of this survey, the basic criteria used for analyzing space utilization in Infantry Hall are accomplishment of the mission, number of TDA personnel and the percentage of total POI hours conducted in and out of Infantry Hall. (Annex A & E)

b. Due to the nature of their mission, certain committees and sub-committees cannot justify residing in Infantry Hall.

c. The following information should be taken into consideration in determining an appropriate course of action.

(1) For economy reasons, moves should be kept to a minimum.

(2) In order to provide additional space in Infantry Hall for any one department, expansion will require the relocation of one or more activities from Infantry Hall.

(3) Command and control of dislocated elements should be considered.

5. Recommendations:

a. That the Infantry School develop a plan for utilization of Faith School in long range contingency.

b. That the Airborne, Ranger and Command Maintenance Departments not be included in long range plans for utilization of space in Infantry Hall.

c. That the USAIC Volar Control Group be relocated to the 6th floor if suitable space is available. This would leave 2 rooms or 1250 square feet available on the 5th floor.

d. Depending on the additional space requirement needed in Infantry Hall, and the availability of administrative space elsewhere, the following departments should be removed from Building 4 in this priority:

(1) Nonresident Instruction

(2) Company Operations

(3) Weapons Department

e. That the Office of Data Systems continue to occupy space in Infantry Hall pending completion of their programmed facility due to the special requirements needed for housing data processing equipment.

f. That the priority for space assignment in Infantry Hall be given to those staff agencies and departments with the strongest justification.

FELIX RODRIGUEZ
Captain, Infantry
Chief

ANNEXES A - Present Condition

B - Authorized Square Footage by Rank

C - Department Room Numbers

D - Recommended Space Priorities by School Staff

E - Recommended Priorities of Instructional Departments Residents in Building #4.

PRESENT CONDITIONS
(Including Conference Room)

DEPT	AUTH STRENGTH	ACTUAL STRENGTH	STRENGTH IN BLDG 4	BLDG 4 SQ FT	AVG SQ FT PER INDIV IN BLDG 4
Secy	46	60	38	3956	104
DI	110	145	145	11574	80
Ops/Log	310	286	56	6574	117.4
M&B	17	24	24	2158	89.9
ODDLP	41	36	36	4360	121.1
ODS	60	67	67	7044	117
Staff Surg	13	9	9	1067	118.5
BBOD	261	264	253	20933	82.7
Comm-Elect	153	188	188	8644	45.9
Leadership	165	196	110	7268	66
Wpns	423	479	130	10582	81.4
Co-Opns	266	317	45	5996	133.2
NRID	105	117	49	4354	88.8

NOTE: The total square footage for the DI Dept does not include the 13,679 square feet authorized the library.

ANNEX A

In accordance with AR 405-70 dated March 1970, the following is the square footage authorized an individual depending on his rank. In some cases, the square footage may vary depending on the position an individual holds.

RANK	SQ FT
Colonel	200
LTC	150
Lt-Maj	100
E7 - E9	90
Below E7	60
GS 9 - 11	110
Below GS-9	60

ANNEX B

BBOD

ROOM NO	SQ FT	ROOM NO	SQ FT
341	452	431	622
343	622	432	612
409	622	434	622
410	622	438	622
411	612	440	622
412	612	441	452
413	612	442	622
414	612	443	604
415	452	444	622
418	622	445	612
420	622	446	606
423	622	447	622
424	622	448	612
425	314	449	401
426	622	451	622
428	622	452	612
429	314	453 Conference	628
430	612	454 Conference	628

In addition to the above, this department utilizes the following rooms, on the 1st floor for storage. Square footage not included in the figures in Annex A.

E-5	202	E-9	
E-8	207	E-14	207

ANNEX C

EEOD - Annex C - Cont'd

ROOM NO	SQ FT
E-62	207
E-70	207
E-98	207
E-102	409

WEAPONS

301 Conference	628
303	622
307	406
309	622
311	622
313	622
315	442
319	622
320	622

MANAGEMENT AND BUDGET

520	622
524	622

CENTER VOLAR CONTROL GROUP

501	628

STAFF SURGEON

513	612

ROOM NO	SQ FT
E-107	
E-114	202
W-23	330
W-24	330
323	622
324	622
401 Drafting	628
402 Conference	628
403	622
404	612
406	612
407	406
408	622
523-525	914
512	622
515	455

In addition to the above, this department utilizes the following room on the 1st floor for storage. Square footage not included in the figures in Annex A.

E-43	202

SECRETARY OFFICE

ROOM NO	SQ FT	ROOM NO	SQ FT
527 Message Center	622	547	552
544	622	548	622
545	622	549	215
546	612	550	711

CO OFNS

340	622	349	406
342	622	351	622
344	622	352	612
346	622	353 Conference	628
348	612	354 Conference	628

LEADERSHIP

242	622	249	622
243	622	250	622
244	622	251	628
245	622	252	628
246	622	345	622
247	414	347	622

In addition to the above, this department utilizes the following rooms on the 1st floor for storage. Square footage not included in the figures in Annex A.

E-49		E-89	207
E-57	207	E-90	
E-84	202		

DL

ROOM NO	SQ FT
514	622
518	622
526	612
528	622
529	314
530	612
531	612
532	622
534	622
538	612
540	622
541	461
542	622

ROOM NO	SQ FT
5431	612
E-31	207
E-33	Approx 350
W-37	96
W-205	1120
W-207	476
W-208	104
W-209	156
W-210	400
W-211	476
O-101 Library	
O-102 Library	
O-104 Library	13679

In addition to the above, this department utilizes the following rooms on the 1st floor for storage. Square footage not included in the figures in Annex A.

E-36	202	W-34	3321
W-28	3321	W-35	407
W-31	102	W-36	81
W-32	139		

NOTE: The USAIS Volar Quality Control Group occupies a portion of Room 514.

NRID

326	622
328	622
330	622
331	622
332	622

ODDLP

302 Conference	628
304	622
306	622
308	622
310	622

NRXD (Cont'd)

ROOM NO	SQ FT
334	622
338	622

ODDLP (Cont'd)

ROOM NO	SQ FT
312	622
314	622

OPERATIONS & LOGISTICS

ROOM NO	SQ FT
502	628
503	622
504	622
506	612
507	162
508	612
509	922
510	622
511	622
W-44	234
W-45	146
W-46	234
W-48	264
W-52	274

In addition to the above, this department utilizes the following rooms on the 1st floor for storage. Square footage not included in the figures in Annex A.

W-17	214	W-50	241
W-49	391	W-51	224

ODS

214	622	230	622
216	614	231	622
220	610	232	622
222/224	924	236	622
223	612	241	306
228.	315		

In addition to the above, this department utilizes the following room on the 1st floor for storage. Square footage not included in the figures in Annex A.

E-34

CONFIDENTIAL

ROOM NO	SQ FT	ROOM NO	SQ FT
201 Conference	606	210	622
202	606	211	622
203	622	212	622
204	612	213	622
206	612	225	204
207	406	238	622
208	622	240	622
209	622		

In addition to the above, this department utilizes the following rooms on the 1st floor for storage. Square footage not included in the figures in Annex A.

W-47	5147	W-77	4529
W-75	3754	W-86	

The following are the recommended space priorities of the school staff in chronological order of importance.

A. Secretary

B. Director of Instruction

C. Operations and Logistics

D. Management and Budget

E. ODMP

F. ODS

G. Staff Surgeon

ANNEX D

12

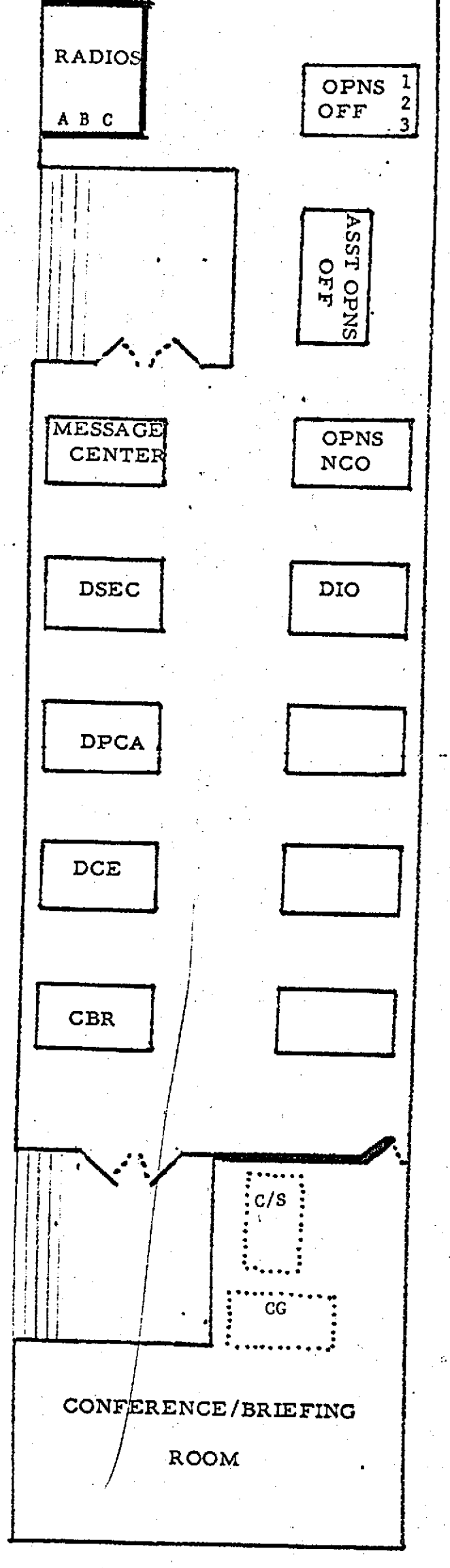
Recommended priorities of residing in Infantry Hall by departments based on their percentage of total POI hours conducted in and out of the classroom.

DEPT	Annually POI Hrs	No Hrs Instr Inside Bldg 4	No Hrs Instr w/o Ties w/Bldg 4	O/O Instr Inside Bldg 4	O/O Instr Outside Bldg 4
BBOD	10,011	8,687	1,324	87 %	13 %
Comm-Elect	6,799	6,243	556	92.5%	7.5%
Leadership	6,769	4,322	2,447	62 %	38 %
Wpns	6,100	4,600	1,500	24.5%	75.5%
Co-Opns	16,893	2,077	14,816	12.3%	87.7%
NRID	76	76	0	100 %	0 %

ANNEX Z

ANNEX C - Proposed EOC Configuration

RADIOS:
A - R-392
B - AN/GRC-46
C - KWM2



TELEPHONES:
1 - TUSA Hot Line
2 - AUTOVON
3 - MARS Phone Patch

PROPOSED CONSTRUCTION

..... AS REQUIRED

ANNEX D - Vehicles Assigned to Brigade and Battalion Operations Department

TYPE VEHICLE	NUMBER AUTH	VEHICLE IDENTIFICATION	STANDARD MILEAGE*	MILEAGE FOR SEP 72
Carryall	1	HO 28	1050	641
1-Ton Truck	1	IO 37	1050	308
Scout	1	H115	1050	856

*Standard Mileage is that mileage which a vehicle is required to travel to justify its assignment to an agency on a recurring dispatch, as specified in Appendix 1, USAIC Regulation 58-1.

ANNEX E - Bibliography

1. Harrelson, CW3 Larry B. (Personal Conversation), Electrical Maintenance Technician, Communication-Electronics Department, US Army Infantry School, 1510 hours, 18 October 1972.

2. Letter of Instruction 3-72, US Army Infantry School, subject: Relocation of USAIS Elements, dated 26 April 1972.

3. McMahon, CPT Timothy L. (Personal Conversation), Plans Officer, Plans and Operations Division, Directorate of Plans and Training, US Army Infantry Center, 1200 hours, 5 October 1972.

4. Pate, Mr. L. C. (Personal Conversation), Motor Transportation Office, US Army Infantry Center, 1530 hours, 18 October 1972.

5. Smith, Mr. Willis C. (Personal Conversation), Chief, Communications Systems Division, Communications-Electronics Department, US Army Infantry Center, 1010 hours, 4 October 1972.

6. West, Mr. Henry (Personal Conversation), Building Coordinator, Infantry Hall, US Army Infantry Center, 0900 hours, 10 October 1972.

7. Zeranski, Mr. Hank (Personal Conversation), Housing and Facilities Assistant, Directorate of Industrial Operations, 1000 hours, 10 October 1972.

8. US Army Infantry Center Regulation 58-1.

9. Thomas, Mr. James R. (Personal Conversation), Work Order Section, Directorate of Facilities Engineering, 1050 hours, 10 October 1972.

10. Rodriguez, CPT Felix (Personal Conversation), Chief, Log Division, Directorate of Operations and Logistics, US Army Infantry School, 1300 hours, 8 October 1972.

UNITED STATES ARMY INFANTRY SCHOOL
Staff Group, Communicative Arts Committee
Brigade and Battalion Operations Department
Fort Benning, Georgia 31905

ATSIN-B _____

MEMORANDUM FOR: DIRECTOR, BRIGADE AND BATTALION OPERATIONS DEPARTMENT

SUBJECT: Classified Information

1. This memo has been read and signed by the content evaluator, a person with expertise in the subject area.

2. To the best of my knowledge, this staff study (Roster Number _____ ADV_____) contains no classified information, and in the opinion of the undersigned requires no classification IAW AR 380-5.

Harry N. Searley
(NAME)

_____
(TITLE)

_____
(DEPT)