**Five-Paragraph Mission-Type Order (MTO) Training Tool**

**Disclaimer:**

The tool is designed to familiarize Airmen with the basic five-paragraph order used for joint operations. This tool does not replace the use of the Joint Planning Process (JPP). Rather, it assists Airmen in creating the final product (an order) at the end of applying the JPP. The JPP is an orderly, analytical set of steps used to frame and understand a problem, then develop, analyze, and compare alternate courses of action (COAs) or solutions, select the best COA, and build a plan or order. Orders are produced by commanders (at all levels) when it is determined that prudent planning is required to address a possible contingency or developing crisis situation. The order format used in this tool is IAW the format prescribed in AFDP-1, pg 12, the USAF Modified Five-Paragraph Order Format. Further information regarding the JPP, orders and/or plans can be found in JP 5-0, Joint Planning; and CJCSM 3130.03A, Planning and Execution Planning Formats and Guidance.

**NOTE:**  Example text is from MULTI-NATIONAL CORPS-IRAQ (MNC-I) OPORD 05-03, declassified on 201506 by MG Michael X. Garrett, USCENTCOM Chief of Staff.

**Directions for use:**

**1. Click “Show Paragraph Markings” (¶) in Paragraph Settings for section descriptions, references, and example inputs.**



1. **If the descriptions and references are not toggling with this button, Go To File->Options->Display and uncheck “Hidden Text”**

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**2. If creating an actual order, please delete this page prior to printing.**

Copy no. \_\_\_\_ of \_\_\_\_ copies

OFFICIAL DESIGNATION OF COMMAND

PLACE OF ISSUE

Date/time group Click or tap to enter a date.

OPERATION ORDEREnter Name & Number of Operation (YY- ##)

***Example: (U) MNC-I Operation Order 05-03***

*BASIC ORDER (U)*

(U) References: Enter references used.

(U) TIME ZONE: (ZULU) Enter Time.

(U) TASK ORGANIZATION: See [Annex A](file:///%5C%5CDATA-DEPT%5CDean%20of%20Academics%5CJMO%5CILC%5CILC%202017%5CBlock%206%20Op%20Decision%20Making%20and%20Planning%5CSupporting%20Material%5COrders%20Formats%5CAnnex%20A%20outline.doc) (Task Organization).

1. (U) Situation. Click or tap here to enter text.

*Description:*

This section briefly describes the composite conditions, circumstances, and influences of the theater strategic situation that the plan addresses. \*\*See national intelligence estimate, any multinational sources, and strategic and commanders’ estimates.

*Reference:*

JP 5-0, A-1

*Example:*

(U) This order supersedes OPORD 05-02, 01 April 2005, and 05-02 Update, 01 July 2005, and serves as the base guidance for Multi-National Corps-Iraq (MNC-I) operations beginning 20 November 2005. As expected, conditions have changed over time and the course of operations. This order does not dictate significant course corrections from the previous operations order (OPORD) and Update. However, it incorporates emergent campaign planning at Multi-National Forces, Iraq and the United States Embassy, Baghdad (MNF-I/USEMB) and it reorganizes and restructures the content. The intent of this order is to provide necessary guidance to ensure MNC-I maintains operational and tactical momentum beyond the Iraqi National Elections and through the seating of the constitutionally elected Government of Iraq.

1. (U) General. Choose an item. has endangered the Choose an item. of Click or tap here to enter text. Click or tap here to enter text.

*Description:*

(1) Describe the general politico-military environment that would establish the preconditions for execution.

(2) Identify the primary enemy and summarize the competing political economic, social/cultural and security (military) goals that could cause the conflict.

 (3) State US policy goals and the estimated goals of other parties.

(4) Outline political decisions needed from other countries to achieve US policy goals and conduct effective US military operations to attain US military missions to include, but not limited to, theater access, weapons employment, participation in operations, and disclosure of information requirements.

*Reference:*

*CJCSM 3130.03A, F-3*

*Example:*

(U) Operation IRAQI FREEDOM (OIF) must be viewed in the context of the Global War on Terror and USCENTCOM’s role in this effort. Relevant guidance is contained in the March 2005 USCENTCOM PLANORD “Posturing for the Long War” and its counterpart the August 2005 PLANORD “Countering Al Qaida and Associated Movements.

1. (U) Area of Concern. Enter Area of Concern here.

*Description:*

1. *Area of Responsibility. Describe the area for which the plan’s designated commander is responsible. (The designated commander for a plan may be the CCDR, a Joint Task Force Commander, a Commander of Combined/Multinational Forces, or any other commander designated).*

*(2) Area of Interest. Describe the area of interest.*

*(3) Joint Operational Area. Describe the joint operational area. Description may be brief if Annex C will be included. (e.g. a list of latitude/longitude boundary points*

*Reference:*

*CJCSM 3130.03A, F-4*

1. (U) Enemy. Enter enemy’s estimates from the JIPOE here.

*Description:*

(1) Centers of Gravity.

(a) Strategic.

(b) Operational.

(2) Critical Factors.

 (a) Strategic

 (b) Operational

(3) Courses of Action (COA). Provide both Most Likely and Most Dangerous COAs as it relates to the following:

 (a) General

 (b) End State

 (c) Strategic Objectives

 (d) Operational Objectives

 (e) Concept of Operations

(4) Logistics and Sustainment

(5) Other Forces/Capabilities (e.g. terrorists organizations, BMs, LACMs, etc.)

(6) Reserve Mobilization

*Reference:*

*CJCSM 3130.03A, F-5*

1. (U) Friendly. Enter friendly’s estimates here.

*Description:*

(1) Centers of Gravity.

(a) Strategic (e.g. US Public Support, World Opinion, etc.)

 (b) Operational (e.g. JTF Level: 3D MEB; JFMCC Level: CSF)

(2) Critical Factors. (i.e. Critical Strengths, Critical Weaknesses)

 (a) Strategic

 (b) Operational

(3) Multinational Forces

(4) Supporting Commands and Agencies

(5) Operational Contract Support. Based on the commander’s guidance for use of contractor support. (Refer to ANNEX D, LOGISTICS and ANNEX W, OPERATIONAL CONTRACT SUPPORT (OCS) when and where applicable.)

*Reference:*

*CJCSM 3130.03A, F-5*

1. (U) Legal Considerations.Enter legal considerations here.

*Description:*

(1) International law, including the law of armed conflict

(2) Domestic law

(3) Host-nation and coalition laws

(4) Rules of engagement

(5) Status of forces agreements

*Reference:*

CJCSM 3130.03A, F-6

2. (U) Mission. On order, Choose an item. with Choose an item. will Choose an item. in the Choose an item. in order to Choose an item.

*Description:*

A concise statement of the task and purpose of the operation. The mission statement is derived from Commander’s intent and nested with higher headquarters operations order.

*Reference:*

JP 5-0, A-5

*Example:*

(U) On order, the USG, MNF-I and the international community, together with the Iraqi Government, will neutralize the insurgency, creating the conditions for Iraqi institutions to develop and transition to self-reliance, enabling a stable, democratic, increasingly prosperous and unified Iraq.

3. (U) Execution.

*Reference:*

CJCSM 3130.03A, F-6

1. (U) Concept of Operations.

*Description:*

*Concept of Operations: A description of how the operation will be conducted to accomplish the mission. It includes a narrative of the actions to be taken and a generic organization for combat (main and supporting effort, reserve, etc.).*

*The concept of operations is the course of action approved by the commander during planning. It may be summarized here if a detailed concept of operations is contained in Annex C (Operations).*

*The concept of operations provides a basis for supporting concepts such as—*

*(1) (U) Concept of Maneuver. See Annex C (Operations) and Annex W (Aviation Operations) (if applicable) for detailed description.*

*(2) (U) Concept of Fires. See Annex C (Operations) and Annex W (Aviation Operations) (if applicable) for detailed description.*

*(3) (U) Concept of Support. See Annex D (Logistics/Combat Service Support) for detailed description.*

*(4) (U) Other Concepts as Required. See appropriate annex for detailed description.*

*Example:*

*To ensure simplicity and unity of effort, MNC-I adopts the phasing convention of the MNF-I/USEMB Joint Campaign Plan and conducts operations aligned with the higher headquarters’ lines of operation. Although MNC-I operational tasks fall primarily within the Security Line of Operation, all MNF-I/USEMB lines of operation are affected to some extent by MNC-I actions. Furthermore, MNC-I operations and allocation of forces within the MNC-I area of operations are characterized by the battlefield organization of decisive, shaping, and sustaining operations. MNC-I employs an effects-based methodology to achieve desired objectives and assess effectiveness of MNC-I operations.*

1. (U) Commander’s Intent.

*Description:*

*(This should describe the JFC’s intent [purpose and end state], overall and by phase. This statement deals primarily with the military conditions that lead to mission accomplishment, so the commander may highlight selected objectives*

*and their supporting effects. It may also include how the posture of forces at the end state facilitates transition to future operations. It may also include the JFC’s assessment of the enemy commander’s intent and an assessment of where and how much risk is acceptable during the operation. The commander’s intent, though, is not a summary of the CONOPS.)*

*The commander’s intent identifies the major unifying efforts during the campaign or operation, the points and events where operations must succeed to control or establish conditions in the OE, and where other instruments of national power will play a central role. The intent must allow for decentralized execution. It provides focus to the staff and helps subordinate and supporting commanders take actions to achieve the military objectives or attain the end state without further orders, even when operations do not unfold or result as planned. While there is no specified joint format for the commander’s intent, a generally accepted construct includes the purpose, end state, and risk*

*Reference: DOD Dictionary, Pg 41; JP 5-0 Pg IV-18, Pg A-5*

1. (U) Purpose and End State. Choose an item. will conduct this operation to Choose an item. in support of national objectives. The military end state will be Choose an item. and national objectives achieved.

*Description:*

*Purpose. The purpose explains why the military action is being conducted.*

*The purpose can help the force pursue the mission in the absence of further orders, even when actions do not unfold as planned. Thus, if an unanticipated situation arises, commanders understand the purpose of the action and can act decisively and within the higher commander’s intent.*

 *Reference: JP 5-0 Pg I-19*

*Example:*

*Purpose. MNC-I continues operations to neutralize the insurgency, leadership and organizations, while developing the capacity for ISF to assume battlespace and conduct independent COIN operations. MNC-I must transfer battlespace to ISF accepting a moderate level of tactical risk while the Corps retains sufficient forces to allow ISF to mature. We must place emphasis on developing effective Iraqi Police Services (IPS) to assume the security lead in designated urban areas and to provide domestic law and order. MNC-I establishes the security environment to develop local economies, governance, and the rule of law. Finally, MNC-I must transition both battlespace and basing in a manner that postures CF in operational overwatch.*

*End state. A military end state describes conditions that define*

*mission success. It also describes how reaching the JFC’s military end state supports higher headquarters’ national objectives. The military end state normally represents a period in time or set of conditions beyond which the President does not require the military instrument of national power to achieve remaining national objectives. Commanders and planners constantly assess the stated military end state against the OE, resources, or policy.*

 *Reference: JP 5-0 Pg I-19, Pg I-20*

*Example:*

*End State*

1. *ISF have assumed battlespace and are capable of effective COIN*

*operations*

*(b) Iraq’s borders are under Iraqi control with ISF layered in-depth*

*supported by CF enablers*

*(c) The insurgency is neutralized*

*(d) Al Qaida in Iraq is defeated*

*(e) Conditions are set for Provincial Iraqi Control (PIC)*

*(f) Coalition Forces and bases are smaller and postured for overwatch*

1. (U) Objectives.
2. (U) Choose an item.
3. (U) Choose an item.
4. (U) Choose an item.
5. (U) Choose an item.

*Description:*

*Objectives. Objectives and attainable goals are clearly defined, toward*

*which operations are directed. They are specific, measurable, achievable, relevant, and time-bound. Objectives are markers used to assess the strategy and develop decision points.*

*(a) At the operational level, CCDRs identify, prioritize, and sequence*

*intermediate objectives that support the achievement of the national-level objectives and associated conditions to support attainment of military end states. Intermediate objectives help assess progress toward the longer-range objectives established by the NDS, NMS, or JSCP. As intermediate objectives are achieved, commanders and their staffs reassess their vision of the military end state (for contingencies), their progress toward the longer-range objectives, and the need to change or alter the objectives or methods. Intermediate objectives also represent multiple actions that occur between initiation of a CCP and the*

*achievement of campaign objectives. Intermediate objectives should identify discrete, identifiable, and measurable conditions or effects.*

*(b) At the tactical level, forces are arranged and employed to execute specific*

*immediate tasks or missions. Although tactical tasks may not directly achieve operational or strategic objectives, the cumulative effects of the tactical events, coupled with operational and strategic events, should achieve those objectives. Both desired and undesired effects should be evaluated.*

*Reference: JP 5-0 Pg I-19*

*Example:*

*(1) Battle space transitioned*

*(2) ISF in the lead (Main Effort).*

*(3) Insurgency Neutralized, AQI Defeated*

*(4) Iraqis control the borders*

(c) (U) Effects. This operation will Choose an item. through a Joint All-Domain Operations (JADO) approach by Choose an item. using forces made available for tasking. Required operational effects include:

(1) (U) Choose an item.

(2) (U) Choose an item.

(3) (U) Choose an item.

(4) (U) Choose an item.

*Description:*

*Effects. An effect is a physical and/or behavioral state of a system that results from an action, a set of actions, or another effect. A desired effect can be thought of as a condition that can support achieving an associated objective and an undesired effect is a condition that can inhibit progress toward an objective.*

*Reference: JP 5-0 Pg IV-27*

*Example:*

*(1) Assured CF mobility. Defined as AIF is unable to prevent CF movement along MSR/ASR or disrupt CF sustainment operations*

*(2) IA battalions and brigades assume battlespace.*

*Defined as IA battalions and brigades at TRA Level 2 or higher plan and conduct COIN operations in assumed battlespace*

*(3) AIF Leadership disrupted. Defined as: T&FF*

*leadership is incapable of coordinating and employing foreign fighters and can not effectively mass effects in space and time; SDM leadership is unable to receive financial support for operations; and IZR leadership is influenced to cooperate with GOI/ CF by improvement in basic services, increased employment, and overall quality of life improvements.*

*(4) Roads leading to the interior are controlled by ISF. Vehicle Check Points (VCPs) are established on the roads that lead from the border to the major urban areas in central Iraq; AIF movement to the Iraqi interior is disrupted by VCP.*

(2) (U) Courses of Action (COA).

*Description:*

*A COA is a potential way (solution, method) to accomplish the assigned mission. Staffs develop multiple COAs to provide commanders with options to*

*attain the military end state. A good COA accomplishes the mission within the*

*commander’s guidance, provides flexibility to meet unforeseen events during execution, and positions the joint force for future operations. It also gives components the maximum latitude for initiative. All COAs must be suitable, feasible, acceptable, distinguishable, and complete.*

*Reference: JP 5-0 Pg III-32*

1. (U) The first approach envisioned for this operation is a Choose an item. through a combination of Choose an item. capabilities.
2. (U) The second approach for this operation is a Choose an item. through leveraging Choose an item. combat power generation.
3. (U) Tasks.

*Description:*

*(1) List the tasks assigned to each subordinate commander in separate, numbered subparagraphs. Tasks are listed in order of priority or accomplishment. Tasks may be listed by phase. Designation of main effort or supporting effort is noted in tasking.*

*(2) Some actions are so critical that the commander may assign them as missions. These should be assigned as task and purpose (in order to . . .). Other actions are assigned simply as tasks because the purpose is understood. The commander assigns subordinate commanders tasks he deems necessary to fulfill his concept of operations.*

*(3) Unit or element task assignments are listed in the following order:*

 *(a) Offensive operations: ground combat units or elements (infantry first followed by artillery and combat support units numerically or alphabetically), aviation combat units or elements (aircraft units, combat support, combat service support), combat service support units or elements.*

 *(b) Defensive operations: units or elements closest to the enemy are listed first, ground and aviation combat units in the forward defense area are then listed in numerical order, other units are then listed alphabetically.*

*(4) Each task assignment may begin with the assets (attached or in support) available to the unit or element.*

*Reference:*

*MCWP 5-10, Pg 139*

*CJCSM 3130.03A, G-C-5*

1. (U) C/JFACC will Choose an item. in the Choose an item. in order to (IOT) Choose an item.
2. (U) C/JFLCC will Choose an item. in the Choose an item. in order to (IOT) Choose an item.
3. (U) C/JFMCC will Choose an item. in the Choose an item. in order to (IOT) Choose an item.
4. (U) C/JFSOCC will Choose an item. in the Choose an item. in order to (IOT) Choose an item.
5. (U) Coordinating Instructions.

*Description:*

*List the instructions applicable to the entire command or two or more elements of the command that are necessary for proper coordination of the operation but are not appropriate for inclusion in a particular annex. Explain terms pertaining to the timing of execution and deployments. Also explain other operational terms that are not defined in Joint Staff publications.*

*Reference: JP 5-0 Pg A-7*

*Example:*

1. *Tasks common to all*
2. *Continue partnership to develop ISF units to TRA Level 2 IOT transition battlespace and security lead.*
3. *Conduct IO to drive a wedge between the AIF and the Iraqi population (See Appendix 11, Annex C).*
4. *Establish security conditions ISO provincial elections as required.*
5. *Commander’s Critical Information Requirements (CCIR) (See Appendix 2, Annex C).*
6. *Definitions*
7. *Neutralize the Insurgency. Neutralization is achieved when insurgent capability to conduct and sustain operations is degraded to the point the Iraqi Army (IA) can plan and conduct counter-insurgency (COIN) operations in their own battlespace with coalition forces in overwatch providing required enablers*
8. *Control of the Iraqi Border. The following five conditions define Iraqi*

*control of the IZ border:*

*1 (U) DBE forces deployed in border forts along the entire Iraqi border enforcing border laws and disrupting the cross-border transit of T&FF.*

*2 (U) IA postured in-depth, integrated with DBE forces and prepared to respond to DBE requests for assistance.*

*3 (U) Roads leading to the Iraqi interior are controlled with ISF using*

*vehicle checkpoints to disrupt T&FF freedom of movement.*

*4 (U) Accommodation with local tribes.*

*5 (U) Official Ports of Entry (POE) are open and effectively enforce Iraqi border and immigration laws. (MNSTC-I has the lead for POE).*

1. *Denied Sanctuary. Enemy sanctuary is denied if a commander assesses*

*that the enemy benefits of sanctuary as defined above no longer exist and a coalition force platoon can operate in that area at moderate risk..*

1. (U) All units will conduct operations in accordance with (IAW) Choose an item.
2. (U) Operation will be executed Choose an item. and continue for Choose an item.
3. (U) All units will report Choose an item. to higher headquarters Choose an item.

4. (U) Force Sustainment.

*Description:*

Provide a statement of the administrative and logistic arrangements or requirements. Include transportation, marshaling, billeting, clothing, equipment, and special operational funds as appropriate.

*Example:*

*MNC-I develops sustainment plans, policies and procedures, and postures logistics assets across Iraq in order to support the development of Iraqi*

*Security Forces, while retaining flexibility to support counterinsurgency operations. Key to success is gaining efficiencies in fixed site operations through contracts and LOGCAP support, while retaining expeditionary capability to support operations as required throughout Iraq without loss of momentum. Also critically important is development of concepts to support transition teams arrayed across Iraq while minimizing the logistics footprint. While tactical level logistical support remains a service responsibility, every effort should be made to maximize efficiencies gained through common item support.*

*Reference:*

*CJCSM 3130.03A, F-9*

*CJCSM 3130.03A, G-B-45*

a. (U) Concept of Sustainment. This operation will be sustained through a combination of in-theater resources and strategic air and sealift operations.

b. (U) Logistics.

(1) (U) Supply.

1. (U) Class I. (Subsistence – food/water). Food Choose an item. and will consist of Choose an item. provided by Choose an item. at least Choose an item. Bottled water will be provided by Choose an item.
2. (U) Class II. (Clothing). Uniforms and uniform supplies Choose an item. and will be provided by Choose an item.
3. (U) Class III. (Petroleum, Oils and Lubricants (POL). Ground and aviation fuel is Choose an item. and will be provided by Choose an item.
4. (U) Class IV. (Construction materials). Construction materials are Choose an item. and will be provided by Choose an item.
5. (U) Class V. (Ammunition). Ammunition is Choose an item. and will be provided by Choose an item.
6. (U) Class VI. (Personal demand items). Personal demand items are Choose an item. and will be provided by Choose an item.
7. (U) Class VII. (Major end items – tanks, aircraft, vehicles). Major end items are Choose an item. and will be provided by Choose an item.
8. (U) Class VIII. (Medical). Medical supplies are Choose an item. and will be provided by Choose an item.
9. (U) Class IX. (Repair parts). Repair parts are Choose an item. and will be provided by Choose an item.

(2) (U) Base Operations Support (BOS). BOS will be provided atChoose an item.by the Choose an item.

(3) (U) Transportation. Intertheater (strategic) lift will be provided by Choose an item. and intratheater (tactical) lift will be provided by Choose an item.

c. (U) Personnel. Add applicable information or if developed for order, refer to Personnel annex, Annex E.

1. (U) Public Affairs. Add applicable information or if developed for order, refer to Public Affairs annex, Annex F.
2. (U) Civil-Military Operations. Add applicable information or if developed for order, refer to Civil-Military Affairs annex, Annex G.
3. (U) Meteorological and Oceanographic Services. Add applicable information or if developed for order, refer to Meteorological and Oceanographic Services annex, Annex H.
4. (U) Geospatial Information and Services. Add applicable information or if developed for order, refer to Geospatial Information and Services in Annex B, Appendix 7, Tab A.
5. (U) Health Service Support. Add applicable information or if developed for order, refer to Health Service Support annex, Annex Q.

5. (U) Command, Signal, and Communications.

*Description:*

*Summarize the command arrangements to be employed on execution. Include agreements in place or planned with other government agencies and summarize their respective roles and responsibilities.*

*Example:*

*The Commanding General of MNC-I exercises OPCON or*

*TACON of designated forces. MNC-I is OPCON to MNF-I and*

*is headquartered at Camp Victory.*

*Reference:*

*CJCSM 3130.03A, F-10*

*CJCSM 3130.03A, D-A-4*

a. (U) Choose an item. is the supported command for this operation.

b. (U) Service components are delegated Choose an item. over attached forces.

c. (U) Joint functional components will have Choose an item. over forces made available for tasking.

d. (U) POC for this order is Click or tap here to enter text.

(U) OFFICIAL:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.