

*SR 11-10-70

SPECIAL REGULATIONS
No. 11-10-70DEPARTMENT OF THE ARMY
WASHINGTON 25, D. C., 25 March 1954

ARMY PROGRAMS

EXECUTION, AND REVIEW AND ANALYSIS OF RESEARCH
AND DEVELOPMENT PROGRAM

(ARMY PROGRAM NO. 7)

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SECTION I

GENERAL

1. Purpose.—These regulations indicate responsibilities and establish procedures for the execution, and review and analysis of the Research and Development Program, one of the Primary Programs of the Army.

2. References.—See appendix I.

*These regulations supersede SR 11-10-70, 18 July 1952, including Reports Control Symbol CSGLD-528.

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Department of the Army
Analysis of the Civilian

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United States Army

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ARMY PRINTING OFFICE: 1952

3. Definitions.—a. Organizational elements.—Organizational elements include the Office, Chief of Army Field Forces, and the staff agencies of the Department of the Army which have major responsibilities for portions of the Research and Development Program. These staff agencies are the Assistant Chiefs of Staff and the heads of the technical services.

b. Developing agencies.—These include the technical services and any other Army agencies doing research and development work (except the Army Field Forces and the Office of Psychological Warfare).

c. Operating agencies.—An element of a developing agency that performs operations to meet objectives of any part of the Program.

d. Program execution.—The accomplishment of the tasks necessary to attain the objectives of the Program.

e. Program review and analysis.—The evaluation of Program accomplishments to determine Program progress, deficiencies, balance, and correlation with other Primary Programs, and to determine a basis for initiating corrective action.

f. Using agencies.—These include the Army Field Forces and other elements of the Armed Forces having command or service functions, and requiring materiel or techniques for use in performance of their missions.

g. Scheduling.—The forecasting of periods when completion of planned phases of research and development are anticipated.

4. Concept.—These regulations provide for the assignment of tasks to the Program Director and organizational elements for the execution, review, and analysis of the Program; and establish relationships and assure coordination between all agencies concerned with the Program. They provide the basic procedure for—

a. Scheduling and allocating parts of the Program to be carried out by the responsible developing agencies.

b. Identifying sources of information for the execution of the Program.

c. Assigning responsibilities for review and analysis of accomplishment and progress toward attaining the objectives of the Program.

5. Information on Research and Development Program.—This Program provides for basic and applied scientific research, development, engineering, and user testing directed toward timely provision of weapons equipment, methods, procedures, and techniques having a margin of superiority which will assure efficient accomplishment of the Army's mission. It furnishes guidance for initiation, development, and coordination of individual projects of the Program.

6. Steps for Program
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to assist them in carrying

b. Developing scientific
study projects of

c. Planning for
ing the resources
personnel, facilities

d. Conducting program

e. Making necessary
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7. Responsibility
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SECTION II

PROGRAM EXECUTION

6. Steps for Program execution.—*a.* Furnishing guidance to the developing and operating agencies concerning policies and procedures to assist them in carrying out the objectives of the Program.

b. Developing schedules of planned accomplishments for items and study projects of major importance contained in the Program.

c. Planning for and, within the limits of the appropriation, securing the resources to perform research and development, including personnel, facilities, equipment, and funds.

d. Conducting programmed research and development.

e. Making necessary Program and schedule changes in order to provide flexibility in operation. These may be required by changes in plans of operation by unavailability of anticipated resources and by unforeseen results that affect the accomplishment of an individual development.

7. Responsibilities for Program execution.—*a.* As Program Director, the Chief of Research and Development, Office of the Chief of Staff, is responsible for the execution of the Program, and reports direct to the Under Secretary of the Army on the implementation of the approved Research and Development Program.

b. The Deputy Assistant Chief of Staff, G-4, for Research and Development, is designated as the executive agent for the Chief of Research and Development, Office of the Chief of Staff, for the direction and supervision of the Research and Development Program.

c. The organizational elements, developing agencies, and the operating agencies are responsible for the execution of their portions of the Program.

8. Initiation of execution planning.—The Program becomes effective for execution planning upon approval of the Program Document.

a. Program execution will be based upon the objectives and policies as indicated in the Program Document and in accordance with policies and procedures detailed in the references indicated in appendix I. Execution will be initiated in accordance with specific directions from responsible agencies and phasing to accomplish the objectives of the Program will be indicated in execution schedules.

b. Execution planning will be based upon the assumptions that funds as detailed in the Research and Development Program, representing the expected appropriations, will be provided. Subsequent

alterations will be reflected by Program changes in accordance with SR 11-10-2.

9. Execution procedures and priorities.—The procedures related to the execution of the Research and Development Program are described in SR 705-5-1, SR 70-30-1, and other applicable references, cited in appendix I. The methods by which priorities are assigned to research and development projects is covered in SR 705-20-1.

10. Summary and detailed schedules.—a. Summary and detailed schedules will be prepared to provide the Program Director, staff agencies, and organizational elements concerned with guidance and information.

b. The summary schedule will furnish directors of other Programs and higher authority data concerning planned accomplishments on selected research and development items or study projects of major importance.

c. The organizational elements will prepare their recommended portions of the Army Research and Development Summary Schedule of Selected Items and Study Projects of Major Importance (Reports Control Symbol CSPRD-4) and submit them to the Deputy Assistant Chief of Staff, G-4, for Research and Development, not later than 1 June for the next fiscal year.

d. The Deputy Assistant Chief of Staff, G-4, for Research and Development, as the executive agent for the Program Director, will consolidate data and prepare the Army Research and Development Summary Schedule of Selected Items and Study Projects of Major Importance (Reports Control Symbol CSPRD-4) for publication and distribution to higher authorities, other Program Directors, organizational elements, and other interested agencies by 1 July of each fiscal year.

e. The summary schedules will show individual items and studies grouped by technical objectives within each research and development category and recorded substantially as shown in appendix II.

f. Detailed schedules prepared by organizational elements or developing agencies will furnish specific direction and guidance to operating agencies on the extent of planned accomplishments for research and development items or study projects.

g. When required by changes in Program objectives or other factors, schedule changes or revised schedules will be prepared in accordance with SR 11-10-3. Adjustments to the summary schedule will be prepared and distributed quarterly through the publication of part I, section II, Army Progress Report 7A (Reports Control Symbol

CSGLD-415 (R1)).
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b. Reporting on each
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k. All reports will be accomplished in accordance with AR 335-15.

SECTION III

REVIEW AND ANALYSIS OF RESEARCH AND DEVELOPMENT PROGRAM

11. Main steps for Program review and analysis.—a. Maintenance of close working contacts between user agencies, the General Staff, and research and development agencies. This includes visits to research and development laboratories, Army Field Forces test agencies, major commands, proving grounds, contractor facilities engaged in research and development, meetings with professional and scientific organizations, and agencies of other Programs.

b. Reporting on each portion of the Program during the execution phase to determine periodically progress against established objectives and schedules.

c. Review and analysis of data resulting from close working contacts with all affected agencies and from progress reports.

d. Initiation of corrective action as required.

12. Responsibilities for Program review and analysis.—a. The Program Director, aided by the Army Research and Development Review Board, is responsible for review and analysis of the Program. His review and analysis will evaluate balance within the Program, measure progress of the Program, determine gaps in the Program, locate areas of excessive activity or questionable expense, and effect appropriate changes in the Program.

b. The Deputy Assistant Chief of Staff, G-4, for Research and Development, is designated as executive agent for the Program Director for effecting review and analysis of the Program.

c. Organizational elements, developing agencies, and operating agencies will carry out steps for review and analysis with emphasis on determining or measuring progress toward meeting the objectives of their respective portions of the Program.

d. The Comptroller of the Army will carry out steps for review and analysis of the Program with particular emphasis on a comparison of accomplishments with related Primary Programs. He will advise the Chief of Staff and the Secretary of the Army on progress and balance of the Primary Programs collectively. His findings, submitted to higher authority, will be furnished to the Program Director. He also will participate in the materiel requirements review

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with the Assistant Chief of Staff, G-3, in accordance with the charter (par. 40, appendix I).

a. Review and analysis will be performed in accordance with the principles enunciated in FM 101-51.

13. Progress reporting.—The Research and Development Program is qualitative and not quantitative. Research and development cannot be reported or interpreted in the same manner as is utilized for a quantitative type of program. Forecasts expressed in the Army Research and Development Summary Schedule of Selected Items and Study Projects of Major Importance (Reports Control Symbol CSPRD-4) and in the detailed schedules are not inflexible points but represent the best estimate available on phasing of given items or studies. Investigations of possible approaches which prove to deviate from the developmental objective will be reported as progress. These results are not a failure to meet forecasted objectives but redirect research into more productive avenues. Each research and development item must be reported and assessed individually to determine progress which has been made.

a. The Program Director will prepare periodic summary-type progress reports to determine or measure progress on the performance and accomplishments of the Program as a whole. These progress reports will be furnished to the Secretary of the Army, the Chief of Staff, the Comptroller of the Army, and other organizational elements requiring the information as a basis for review and analysis.

b. At all levels, reports will be accomplished in accordance with AR 335-15, and be held to the minimum required to provide essential review and analysis information of the Program.

c. The Program Director utilizing progress reports prepared by organizational elements will prepare the consolidated Army Progress Report 7A (Reports Control Symbol CSGLD-415(R1)).

d. In addition, reports listed in SR 335-15-1 with Reports Control Symbols CSPRD-1, -2, and -3; CSGLD-323; CSGLD-344 (R1); and DD-RDB (AR) 7 will be utilized in the review and analysis of the Program.

14. Analysis of reports, corrective actions, and recommendations.—*a.* The organizational elements and the Program Director will analyze informational and progress reports to evaluate performance under the Program and determine corrective actions or recommendations.

b. When analyses indicate necessity for change to the Program, these changes will be initiated in accordance with SR 11-10-2.

c. The organizational elements; the Deputy Assistant Chief of Staff, G-4, for Research and Development, as executive agent for the Pro-

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gram Director; and the Army Research and Development Review Board will briefly summarize their analyses and submit appropriate recommendations for approval by higher authority.

d. Review and analysis by the Army Research and Development Review Board includes consideration of—

- (1) The proposed Programs of the different organizational elements prior to consolidation and submission of the Program to the Army's Program Advisory Committee for approval.
- (2) The special and annual research and development budgets.
- (3) Special requests to the Assistant Secretary of Defense, Research and Development, for emergency funds to fill gaps revealed during the execution of the Program.
- (4) Assessment of progress and planned accomplishments in order to—
 - (a) Eliminate projects which are nonproductive or no longer required.
 - (b) Provide additional emphasis and eliminate gaps as may be required.
 - (c) Insure that advantage is being taken of development capabilities and Programs of foreign governments under the Standardization Program.

SECTION IV RESOURCES

15. Personnel.—The Assistant Chief of Staff, G-1, will review and act upon the recommendations of the Assistant Chief of Staff, G-4; the Chief, Army Field Forces; and the heads of the administrative and technical services relating to personnel requirements for the Program.

16. Supplies, materials, and equipment.—a. The Assistant Chief of Staff, G-4, will review the recommendations of the Chief, Army Field Forces; the heads of the technical services; and other organizational elements relating to supplies, materials, and equipment for the Research and Development Program. Approved requirements will be included in the Research and Development Program; Supply, Distribution and Maintenance Program, and Materiel Program, as appropriate.

b. The acquisition of equipment will be accomplished in accordance with the procedures for execution of the Materiel Program and Supply Distribution and Maintenance Program.

17. Facilities.—a. The Assistant Chief of Staff, G-4, will review the recommendations of the Army Research and Development Re-

view Board and of the various organizational elements relating to requirements for installations and other facilities for the Program. Approved requirements will be included in the Installations Program and Construction Program.

b. The acquisition and utilization of installations and other facilities will be accomplished in accordance with the procedures for execution of the Installations Program and Construction Program, and in accordance with RDB 137/2 (par. 36, appendix I).

18. Funds.—a. Estimates for fund requirements will be developed in accordance with the procedures indicated in the budget portion of the Command and Management Program.

b. The Comptroller of the Army, with the advice and assistance of the Deputy Chief of Staff for Operations and Administration, and the Research and Development Program Director, will develop the Annual Funding Program to provide the financial plan for distribution of available funds to each agency to which funds will be allocated.

19. Resource deficiencies or surpluses.—a. The organizational elements responsible for the execution of the Program will make an analysis of resource availability as compared with programmed resource requirements and will report deficiencies or surpluses through the Program Director to the Directors of those Programs under which the resources are provided.

b. Appropriate action, through channels, will be taken by any echelon having cognizance of resource deficiencies which prevent or delay the accomplishment of the research and development objectives.

c. Reports covering the review and analysis of the Program, as prescribed in paragraphs 11 through 14, will specifically cover the status of resources in order that appropriate action can be taken by reviewing agencies to correct deficiencies or surpluses.

APPENDIX I

REFERENCES

1. FM 101-51, Department of the Army Planning and Programming Manual.
2. SR 10-series, which detail the organization and functions of the various Department of the Army agencies, many of which have specific responsibilities for research and development.
3. SR 11-10-series, Army Programs.
4. AR 15-70, G4 Functions Assignment Board.
5. AR 15-480, Operations Research Office.
6. AR 70-26, Human Resources Research Office.
7. SR 70-30-1, Human Resources Research.
8. AR 95-5, Army Aviation—General Provisions.
9. SR 140-190-2, Selection, Training, and Utilization of Officers in Research and Development.

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10. SR 835-15-1, List of Approved Recurring Reports.
11. AR 360-5, General Policies.
12. SR 300-5-1, Release of Military Information.
13. SR 300-5-21, Release of Information on Atomic Energy, Guided Missiles, and New Weapons.
14. SR 700-34-1, Standardization Among Armies of United States—United Kingdom—Canada.
15. AR 700-50, Army Aircraft and Allied Equipment.
16. SR 705-5-1, Research and Development, Type Classification, and Modification of Materiel.
17. AR 705-15, Operation of Materiel Under Extreme Conditions of Environment.
18. SR 705-20-1, Priorities for Research and Development Projects.
19. SR 705-25-10, Program for Arctic Tests (Fort Churchill, Manitoba, Canada).
20. AR 705-28, Program for Desert and Hot Weather Tests (Yuma Test Station, Yuma, Arizona).
21. AR 705-30, Airtransportability of Material.
22. SR 705-30-10, Limitations on Materiel for Air Transport.
23. SR 705-50-5, Joint Experimentation and Development, Canada-United States.
24. SR 705-70-5, Operation and Protection of Materiel Under Adverse Conditions of Temperature.
25. SR 705-125-10, Fordability Requirements for Future Tactical Vehicles.
26. SR 705-325-1, Electrical Systems in Motor Vehicles.
27. SR 705-405-5, Frequency Assignments for Electronic Equipment Under Development.
28. SR 785-275-3, Industrial Property Accounting Procedures for Research and Development Operations.
29. Armed Services Procurement Regulation.
30. Army Procurement Procedure.
- *31. Army Equipment Development Guide.
- *32. Logistics, Policies, and Priorities (current edition).
- *33. STR/TAC CON.
- *34. RDB 100.1/2, Research and Development Board Project Card Manual.
- *35. RDB 100.2/158 and RDB 67/18, Budget and Fiscal Information Requirements of the Research and Development Board.
- *36. RDB 187/2, Policy Concerning Treatment of Proposal for Research and Development Establishments, Primary Facilities, and Supporting Facilities.
- *37. Technical Estimates of the Office of the Assistant Secretary of Defense (RD) (current series).
- *38. Planning Guide for Military Research and Development, Office of the Assistant Secretary of Defense (RD).
- *39. Program Guidance, Office of the Assistant Secretary of Defense (RD) (current edition).
40. Charter for Materiel Requirements Review, approved by the Vice Chief of Staff on 30 October 1951 (appendix III).

*Copies have been furnished to those offices and agencies requiring the information.
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APPENDIX II

ARMY RESEARCH AND DEVELOPMENT SUMMARY SCHEDULE OF
SELECTED ITEMS AND STUDY PROJECTS OF MAJOR IMPORTANCE

Reports Control Symbol CSPRD-4

(Research and development planning guide category)

1. TITLE.*

2. PROJECT DATA.*

a. Project number.

b. Developing agency.

c. Technical objective.

d. Priority.

e. Date of project initiation.

f. Funding data (in thousands of dollars) (research and development funds only).

(1) Programmed obligations current fiscal year.

(2) Total obligations and expenditures to date (all years funds).

(3) Estimated funds needed to complete project.*

g. Scheduling data.

(1) Phasing (planned accomplishments).

(a) For end items or study projects, estimate of completion date for one stage of development.*

(b) Expected date of completion for the individual phase reported upon will be by quarter during the current fiscal year for which the summary schedule is prepared and by year subsequently.

(c) Terms used will be feasibility study, engineer design, engineering test, user or service test, troop test, or type classification.*

(2) Estimate date of project completion.*

h. Remarks will include data on—

(1) Scope and purpose----- { (what project is)
(objective, such as to meet certain military characteristics.)

(2) Characteristics (physical).

(3) Program status.

(a) Production data.

1. Estimated dates for release to production (end items only).*

(a) Test.

(b) Type classification.

*Applicable to all data in paragraph 2. For any change in data previously reported, a pertinent explanation will be stated. For example: (1) funding data (increase in current fiscal year funds because of change in command emphasis, etc.); (2) scheduling data (phase completion date revised because of lack of availability of equipment, supplies, or labor strike); (3) etc.

*If item or study is portion of project, so state, and report all requested data for portion only.

*Project completion date is estimated date item will be declared acceptable to user (except where the technical committee is expected to take adoption or termination action earlier).

*Excepted are items in the Guided Missile Program for which estimates will be made for every phase to completion

*Abbreviations of terms are FS, ED, ET, ST, TT, or TC.

*Estimate to be made at the completion of the engineering test for items other than guided missiles. Guided missile estimates are made currently (see also footnote *).

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2. Delivery data.
 - (a) Total number programmed.
 - (b) Total number delivered to date.
 3. Production cost item.*
 - (a) Initial.
 - (b) Subsequent.
 4. Cost to reach production stage (total development to reach user stage).
 - (a) Army research and development funds.
 - (b) Procurement and production funds.
 - (c) Other Army funds.
 - (d) Other agency funds.
 - (e) Total cost.
- (b) Operational testing data (such as firings).[†]
- (4) Other significant events.
3. ILLUSTRATIVE PHOTOGRAPH OR DIAGRAM.

APPENDIX III

MATERIEL REQUIREMENTS REVIEW

1. This directive prescribes the General Staff action in the—
 - a. Review of new major items of equipment or major modifications in existing types of equipment as provided for in SR 705-5-1;
 - b. Establishment of bases of issue of adopted items; and
 - c. Submission of appropriate recommendations to the Chief of Staff arising out of a continuing review of the materiel requirements of the Army.
2. The Assistant Chief of Staff, G-3, is assigned primary responsibility to conduct the materiel requirements review prescribed herein. While any Department of the Army staff agency may submit to G-3 requests for a materiel requirements review of specific items, it is anticipated that the principal sources of requests for review action will be the—
 - a. Secretary and Under Secretary of the Army.
 - b. Chief of Staff.
 - c. Various technical committees, through the Assistant Chief of Staff, G-4.
 - d. Budget Advisory Committee.
3. The materiel requirements review procedure will include the review of important items generally conforming to the following criteria:
 - a. Major items of arms and equipment.
 - b. Controversial or sensitive items.
 - c. Those items which will have a severe impact on the national economy or resources.
 - d. Those items which will unbalance the overall production program of the Army.
 - e. Those items of a new or unusual nature whose adoption will result in changes in organization or tactical doctrine.
4. The materiel requirements review will conform to the following procedure:
 - a. The materiel requirements review will be conducted as a formal conference of the General Staff, called by the Assistant Chief of Staff, G-3, who will chairmen the meeting and be responsible for the preparation of agenda.
 - b. The materiel requirements review panel will consist of—
 - (1) Assistant Chief of Staff, G-3, or his designated general officer representative (chairman).
 - (2) Assistant Chief of Staff, G-4, or his designated general officer representative.

[†] Applicable to guided missiles.
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- (3) A general officer representative of the Office of the Comptroller the Army.
 - (4) A general officer representative of the Chief, Army Field Forces.
 - (5) So far as practicable, the members of the panel should be members of the staff who also are members of the Budget Advisory Committee.
- c. The Assistant Chief of Staff, G-3, will circulate information copies of the proposed agenda of the conference to members of the panel at least 10 days in advance of the meeting. This period of advance notice will be reduced in cases where emergency action is required.
- d. The chairman of the materiel requirements review panel is authorized to call witnesses and to request information direct from all Army agencies except that assistance from the technical staffs and services will be obtained through the Assistant Chief of Staff, G-4. He will maintain contact through appropriate channels with agencies outside the Department of the Army with responsibilities in the field of materiel requirements.
- e. Conclusions of the materiel requirements review will reflect a consideration of the following factors:
- (1) The validity of proposed development projects of the Army and the projected use of resultant end items.
 - (2) The estimated total cost of the resultant end items in terms of money, critical materials, and production capacity.
 - (3) The impact on other Programs if the items under study were adopted by the Army, to include priority for procurement or development to be assigned with respect to other military items.
 - (4) The overall evaluation of the cost of the item versus anticipated operational effectiveness and cost of alternate or substitute items.
 - (5) Maintenance and training implications.
- f. Appropriate recommendations, accompanied by nonconcurrences or dissenting opinions arising out of the materiel requirements review, will be referred to the Chief of Staff. It will be borne in mind that a major purpose of the materiel requirements review is to bring to the attention of the Chief of Staff decisions and actions in the materiel field having an important effect on the Army Programs and budget.

[AG 310 (22 Jan 54) G4]

BY ORDER OF THE SECRETARY OF THE ARMY:

M. B. RIDGWAY,
General, United States Army,
Chief of Staff.

OFFICIAL:

WM. E. BERGIN,
Major General, United States Army,
The Adjutant General.

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NG: None

USAR: None

For explanation of distribution formula, see SR 310-90-1.

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