

DUTIES AND RESPONSIBILITIES OF THE CHIEF LOGISTICS OFFICER (CH J4) – HEADQUARTERS JOINT FORCE COMMAND (HQ JFC)

The Ch J4-HQ JFC is the principal staff officer for logistic operations and plans, combat supplies, materiel, equipment support, transportation and services. The Ch J4 links the support unit and the rest of the staff to the Commander Joint Force (CJF) through the DCOS, HQ JFC. The Ch J4 helps the CO JLU maintain logistics visibility with the CJF and the rest of the staff. Detailed duties and responsibilities of the Ch J4 are delineated as follows:

- A. Logistics Operations and Plans (General) includes:
 - i. Developing the logistic plan to support JFC operations (with the J3cell).
 - ii. Coordinating with the J3 and J1 cells on equipping replacement personnel and units.
 - iii. Coordinating with the CO JLU on the current and future support capability of the Joint Logistic Unit (JLU).
 - iv. Coordinating the selection of, and recommending to the J3, main supply routes (MSRs) and logistic support areas (with the Engr Coord).
 - v. Performing logistic preparation of the battlefield with the CO JLU.
 - vi. Recommending command policies for collecting and disposing of excess property and salvage, equipment care and; arms and ammunition security/handling.

- B. Combat Supplies includes:
 - i. Determining combat supply requirements, except medical (which is done with the JLU Comd and the J3 cell).
 - ii. Coordinating all classes of combat supplies.
 - iii. Recommending CSS and CSRs.
 - iv. Ensuring that accountability and security of supplies and equipment are adequate (with the Provost Martial).
 - v. Calculating and recommending to the J3 basic and prescribed loads, and helping the J3 cell determine RSRs.
 - vi. Coordinating and monitoring the collection and distribution of excess, surplus and salvage supplies and equipment.
 - vii. Directing the disposal of captured enemy supplies and equipment (after coordination with the J2 Cell).
 - viii. Coordinating the allocation of ration, drug and petroleum products to subordinate units.
 - ix. Coordinating humanitarian support with the J5 Cell.

- C. Equipment Support includes:
 - i. Monitoring and analyzing RSLAF equipment readiness status.

- ii. Determine maintenance workload requirements, less medical (with the CO JMU and CO JLU).
- iii. Coordinating equipment recovery and evacuation operations with the CO JLU.
- iv. Determining maintenance time lines.
- v. Direct the management of reserve stock of equipment.
- vi. Review published orders procedures and developed policies to improve procedures for management, use storage and maintenance of material.

D. Transportation includes:

- i. Conducting operational and tactical planning to support mode and terminal operations, and movement control.
- ii. Planning administrative troop movements (with the J3 cell).
- iii. Coordinating transportation assets for all services.
- iv. Coordinating with the J1 and the PM on transporting replacement personnel and PWs.
- v. Coordinating with J3 for CSS of tactical troop movements.

E. Services include:

- i. Coordinating the construction of facilities and installations except for fortifications and signal systems.
- ii. Coordinating field sanitation.
- iii. Coordinating organizational clothing and individual equipment exchange and replacement.
- iv. Coordinating or providing food preparation, water purification, mortuary affairs, aerial delivery, laundry, shower, and clothing/light textile repair.
- v. Coordinating the transportation, storage, handling and disposal of hazardous material or hazardous waste.

F. Staff Planning supervision. The following are the staff planning and supervisory responsibilities:

- i. Identifying requirements that can be met through contracting.
- ii. Identifying requirements and restrictions for using local civilians, PWs and civilian internees and detainees in CSS operations.
- iii. Coordinating with the Procurement office at the MoD and the Director of Finance/Budget on the financial aspects of contracting.
- iv. Coordinating real property control and fire protection for facilities.
- v. Attending Procurement and Budget Resource Committee meetings.