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SECRETARY OF THE AIR FORCE**



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Civil Engineer

**DISASTER PREPAREDNESS PLANNING AND
OPERATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 32-40, *Disaster Preparedness*. It describes Air Force disaster preparedness planning as it relates to major accidents, natural and man-made disasters, and enemy action. It also outlines the responsibilities at each level of command within the United States Air Force. See Atch 1 for definition of acronyms, abbreviations, and terms used in this instruction. In this AFI the term "Disaster Preparedness" refers to the installation program for which the Base Civil Engineer is the office of primary responsibility.

(AFRC) The OPR for this supplement is HQ AFRC/CEXR, SMSgt Thomas M. Morris. This supplement implements and extends the guidance of Air Force Instruction (AFI) 32-4001, 1 May 1998. The AFI is published word-for-word without editorial review. Air Force Reserve supplementary material is indicated by "(AFRC)" in boldface type. This supplement describes Air Force Reserve procedures to be used in conjunction with the basic instruction. Upon receipt of this integrated supplement discard the Air Force basic.

SUMMARY OF REVISIONS

This interim change provides guidance on equipment, training, and exercises based on a prescribed Chemical-Biological (CB) low, medium, and high threat and deletes a formal training course for the Air Force Reserves. A | indicates revisions from the previous edition.

(AFRC) This revision changes CEXP to CEXR throughout; renumbers **Attachment 5** through **Attachment 9 (AddedAFRC)** to **Attachment 6 (Added)** through **Attachment 10 (Added-AFRC)**; updates and changes title to **Attachment 7 (AddedAFRC)** (prev atch 6); and updates **Attachment 8 (AddedAFRC)** (prev atch 7). A (|) indicates revision from previous edition.

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Chapter 1

FUNCTIONAL RESPONSIBILITIES

1.1. The Civil Engineer, HQ USAF (HQ USAF/ILE). Air Staff agent for the Air Force disaster preparedness (DP) program.

1.2. HQ USAF/ILEOR. The Office of the Civil Engineer, Division of Operations and Maintenance, Branch of Readiness Programs, manages the Air Force DP program. In this role, HQ USAF/ILEOR:

1.2.1. Develops, coordinates, and publishes all DP program policy. HQ USAF/ILEOR is the Air Staff office of primary responsibility for AFPD 32-40, *Disaster Preparedness*.

1.2.2. Advocates major command (MAJCOM) and Air Reserve Component (ARC) DP requirements.

1.2.3. Promotes MAJCOM and ARC requirements as the Air Staff DP representative to appropriate Department of Defense (DoD), Joint Staff, and federal agencies.

1.2.4. Provides program guidance for the Air Force Nuclear, Biological, Chemical, and Conventional (NBCC) Warfare Defense Programs.

1.2.5. Chairs the CE Readiness Working Group. This working group provides a forum to discuss, recommend, and approve matters that affect the CE readiness community. Presents approved recommendations to the CE Readiness Board.

1.2.6. Manages the Nuclear, Biological, and Chemical (NBC) Defense Program Element (PE) 27593 and the Contingency Operations PE 28028.

1.2.7. Assists the Air Combat Command (ACC), United States Air Forces in Europe (USAFE), and Pacific Air Forces (PACAF) in developing and implementing the Air Force nuclear weapon accident and radiological incident response policy.

1.2.8. Develops the Air Force emergency planning and response programs.

1.2.9. Through HQ AFCESA/CEX, chairs the Air Force Radiation Detection, Indication, and Computation Working Group.

1.2.10. Directs the use of a standardized computer software as a standard automated system for all aspects of emergency response, including planning, response, and recovery.

1.2.11. Chairs Readiness utilization and training workshops and calls meetings as required.

1.3. HQ USAF/XOO. The Deputy Chief of Staff (DCS) Plans and Operations, Directorate of Operations, activates the HQ USAF Crisis Action Team and:

1.3.1. Notifies, through the Air Force Operations Support Center, the Secretary of the Air Force, Chief of Staff of the Air Force, and the National Military Command Center of a natural disaster or major accident, to include nuclear weapon accidents.

1.3.2. Coordinates with the US Army Technical Escort Services for Air Force accidents involving chemical weapons or agents.

1.3.3. Identifies the responsible Response Task Force (RTF) if the accident or incident occurs outside a preidentified response area.

1.3.4. Gives the Department of Energy (DoE) team leader and senior Federal Emergency Management Agency (FEMA) official the name of the designated Air Force On-Scene Commander (OSC) and a point of contact for coordinating assistance.

1.3.5. Requests help from DoE and other Services and agencies.

1.3.6. Establishes requirements for USAF support of FEMA urban search and rescue teams.

1.4. HQ USAF/XOW. The DCS, Plans and Operations, Directorate of Weather, develops weather support policy for the Air Force DP Program.

1.5. HQ USAF/SGP. The Surgeon General, Directorate of Professional Affairs and Quality Assurance, recommends exposure standards for people working in recovery operations involving hazardous materials.

1.6. HQ AFCESA/CEX. The Air Force Civil Engineer Support Agency, Directorate of Contingency Support, provides technical assistance, standardization, and guidance to the MAJCOMs, the research and development community, and other services on DP and NBC defense issues. The directorate also:

1.6.1. Reviews all AFTO Forms 22, Technical Order System Publication Improvement Report and Reply, submissions on DP and NBCC defense-related technical orders (T.O.). Submits applicable AFTO Form 22 to the appropriate Air Logistics Center.

1.6.2. Develops readiness specialty training standards, career field education and training plans, and readiness training packages (RTPs).

1.6.3. Coordinates Air Force inputs and serves as the Air Force representative to the Joint Contact Program (Joint DoD testing program for chemical warfare defense).

1.6.4. Coordinates on and helps prepare DP and NBC defense-related mission need statements and monitors operational requirements documents and Joint Service operational requirements documents.

1.6.5. Reviews requested changes to DP and NBC defense-related allowance standards for new equipment and forwards applicable changes to the appropriate Air Logistics Center.

1.6.6. Is the Air Force OPR for these DP-related publications:

- AFI 10-212, *Air Base Operability*
- AFI 32-4001, Disaster Preparedness Planning and Operations
- AFI 32-4002, Hazardous Materials Emergency Planning and Response Program
- AFMAN 32-4004, Emergency Response Operations
- AFMAN 32-4005, Personnel Protection and Attack Actions
- AFMAN 32-4006, Mask Confidence and Liquid Hazard Simulant Training
- AFI 32-4007, Camouflage, Concealment, and Deception
- AFVA 32-4010, USAF Standardized Alarm Signals for the United States, its Territories and Possessions
- AFVA 32-4011, USAF Standardized Alarms Signals for Areas Subject to NBCC Attack
- AFVA 32-4012, Mission-Oriented Protective Postures

- AFMAN 32-4013, Hazardous Material Emergency Planning and Response Guide
- AFIND 11, Index of Readiness Training Packages
- AFRP 32-1, CE Contingency Support Newsletter

1.6.7. Compiles data from lessons learned reports, modifying Air Force guidance as required. Submits selected lessons learned for publication in AFRP 32-1 and AFRP 90-1, *TIG Brief*.

1.6.8. Serves as the CE focal point for standardized emergency planning and response computer software.

1.6.9. Reviews war and contingency planning documents to ensure they address DP requirements.

1.6.10. Operates the CE Readiness Center.

1.7. Joint Service Integration Group. Provides the USAF representative to the Air Standardization Coordinating Committee and to the North Atlantic Treaty Organization. This group develops and reviews new NBC equipment and procedures from a scientific perspective.

1.8. MAJCOM and Air Reserve Components. The command CE is the MAJCOM agent for DP. The command CE designates an OPR for the MAJCOM DP program. The OPR ensures the command meets the objectives in AFPD 32-40. The OPR also:

1.8. (AFRC) HQ AFRC/CEXR is the OPR for the command disaster preparedness (DP) program.

1.8.1. Uses **Table 1.1.** to allocate and fund equipment; define training requirements; and determine exercise requirements for CB operations. MAJCOMs must take appropriate measures if the threat changes and affects areas listed in **Table 1.1.** and should also consider notional taskings to CB threat areas. NOTE: This guidance is intended to complement War and Mobilization Plan (WMP 1), Annex E in determining groundcrew IPE requirements.

Table 1.1. CB Threat Matrix.

CB THREAT	LOCATION
High (HTA)	Republic of South Korea, Saudi Arabia, Kuwait, Bahrain, Somalia, Jordan, Sudan, Turkey, United Arab Emirates, Qatar, Greece
Medium (MTA)	Germany, Italy, Japan, Yemen
Low (LTA)	CONUS, All others not listed as a HTA or MTA.

1.8.2. Plans, budgets, and procures DP and NBC defense supplies and equipment to support contingency missions. Active duty MAJCOMs and their units will use PE 27593, the Air National Guard uses PE 55165, and the Air Force Reserves uses PE 55166.

1.8.2. (AFRC) This PE is to identify specific NBC defense related equipment items. Only personal NBC defense gear, aircrew chemical defense equipment, NBC defense supplies, and related NBC equipment items may be applied to this PE.

1.8.3. Participates in the CE Readiness Working Group.

1.8.4. Coordinates command DP plans and agreements.

- 1.8.4.1. In foreign areas, ensures these plans comply with theater commander, Department of State (DoS), and host-nation support requirements and agreements.
- 1.8.4.2. In overseas theaters, includes mission-oriented protective posture (MOPP) provisions in the theater alerting system.
- 1.8.5. Reviews specialty training standards, career development courses, Career Field Education and Training Plans, readiness training packages (RTPs) for effectiveness and command standardization.
 - 1.8.5.1. Sends a copy of command-developed training materials to HQ AFCESA/CEX.
 - 1.8.5.2. Provides guidance on MAJCOM scheduling and documentation requirements and instruction times for courses listed in **Chapter 6**.
 - 1.8.5.3. Establishes the frequency, duration, and requirements of refresher training or annual competency for the courses listed in **Table 6.3**.
- 1.8.6. Develops quality assessment criteria for the command DP program.
 - 1.8.6. (AFRC)** Pertinent gaining major commands (GMAJCOM) operational readiness inspection (ORI) criteria, AFRC UCI, and staff assistance visit (SAV) criteria applies to all units.
 - 1.8.6.1. Provides exercise guidelines and requirements (see **Chapter 5**).
 - 1.8.6.2. Develops DP program assessment criteria for the command inspector general.
 - 1.8.6.2. (AFRC)** Develops unit compliance inspection (UCI) guidance and self-inspection checklists.
- 1.8.7. Identifies command DP and NBC defense equipment requirements. As part of this responsibility:
 - 1.8.7.1. Reviews command suggestions on DP and NBCC defense issues. Forwards suggestions to HQ AFCESA/CEX.
 - 1.8.7.2. Reviews command AFTO Form 22, submissions on DP and NBCC defense T.O.s. Forwards approved forms to HQ AFCESA/CEX.
 - 1.8.7.3. Gives guidance on the type of vehicle and equipage for the mobile command post.
 - 1.8.7.4. Maintains technical library and allowance standards for DP equipment items. Disseminates equipment acquisition information and resolves equipment supply issues.
- 1.8.8. Monitors the command's CE Readiness Individual Mobilization Augmentee (IMA) program and approves entry-level accessions to the program.
- 1.8.9. Establishes a headquarters disaster support group and activates it when needed for contingency operations.
 - 1.8.9. (AFRC)** HQ AFRC uses the crisis action team (CAT) to meet this requirement. The Director of Operations acts as the CAT director. The CAT convenes at the direction of AFRC/CV, AFRC/DO, or as requested by AFRC/CE.
- 1.8.10. Provides command readiness technical training requirements to Air Education and Training Command (AETC).

1.8.11. Develops Air Force emergency planning and response programs for installations within their command. Provides guidance to installations on military support to civil authorities. See AFI 10-802, *Military Support to Civil Authorities*.

1.8.12. Submits metrics to ILEOR according to AFPD 32-40.

1.8.13. (Added-AFRC) Develops command readiness program policy and publishes command guidance.

1.8.14. (Added-AFRC) Establishes readiness training capability and criteria for the AFRC Specialty Training Location (STL).

1.8.15. (Added-AFRC) As required, forms AFRC readiness working groups to develop and update readiness program guidance and to formulate issues/problems for presentation to the AF readiness working group.

1.8.16. (Added-AFRC) Writes readiness air reserve technician (ART) core documents (position descriptions).

1.8.17. (Added-AFRC) Performs duties as the command readiness functional area manager (FAM).

1.8.18. (Added-AFRC) The regional support group (RSG) readiness office is the intermediate level readiness program manager. The readiness office reports to the RSG support division chief. The ART chief of readiness assigns internal duties as necessary. All other personnel assigned to the branch report to the ART chief of readiness. The Readiness Office:

1.8.18.1. (Added-AFRC) Provides planning assistance to assigned wings, groups, and RSG geographically separated units (GSU).

1.8.18.2. (Added-AFRC) Reviews plans and agreements to ensure readiness program measures are adequate.

1.8.18.3. (Added-AFRC) Coordinates on wing and installation plans and directives that include readiness actions.

1.8.18.4. (Added-AFRC) Advises the numbered air force (NAF)/CC and RSG/CC on readiness program related matters.

1.8.18.5. (Added-AFRC) Conducts base and unit SAVs according to command guidance.

1.8.18.6. (Added-AFRC) Conducts functional area visits (FAV) as scheduled or upon request.

1.8.18.7. (Added-AFRC) Conducts readiness assistance visits (RAV) according to command guidance.

1.8.18.8. (Added-AFRC) Monitors assigned wing's readiness program for compliance with published guidance.

1.8.18.9. (Added-AFRC) Writes and implements readiness program guidance for assigned GSUs.

1.8.18.10. (Added-AFRC) Provides resolutions for readiness problems that are beyond the assigned unit's ability to resolve. Coordinates problem resolutions with HQ AFRC/CEXR.

1.8.18.11. (Added-AFRC) Participates in AFRC readiness working groups to develop and update readiness program guidance and to formulate issues/problems for presentation to the AF readiness working group.

1.8.18.12. (Added-AFRC) Provides training to newly assigned readiness personnel at units without organic capability.

1.8.18.13. (Added-AFRC) Reviews readiness career field education and training plan (CFETP), career development courses, qualification training packages, and readiness training packages.

1.8.18.14. (Added-AFRC) Acts as a liaison between units and GMAJCOM Inspector General.

1.9. Specific MAJCOM Responsibilities:

1.9.1. Air Force Materiel Command (AFMC):

1.9.1.1. Provides technical data and prepares the *Multiproduct Emergency Response Plan for Inhalation Hazards* for US Air Force shipments of dinitrogen tetroxide. Coordinates commercial contractor technical escort teams for those shipments.

1.9.1.2. Provides radioactive contamination disposal.

1.9.1.3. On request by the MAJCOM or ARC, evaluates standard DP and NBC defense equipment to make sure it meets operational needs. Submits recommendations to HQ AFCESA/CEX.

1.9.1.4. On request by the OSC at an accident involving radioactive material, directs the Armstrong Laboratory and its Air Force Radiation Assessment Team to perform dosimetry and analysis.

1.9.2. Air Mobility Command (AMC):

1.9.2.1. Through the US Air Force Airlift Center, tests chemical-biological warfare defense equipment (CBWDE) and procedures that pertain to the airlift of personnel and cargo for possible implementation.

1.9.2.2. Provides airborne survey platforms to the DoE when the DoE needs to observe and monitor from the air an area affected by a nuclear weapons accident.

1.9.2.3. Designates a point of contact to provide appropriate T.O. 11N-20-11(C) line number and weapon quantities to the initial response base (IRB) and RTF responding to an incident involving an AMC aircraft carrying nuclear weapons.

1.9.3. Air Combat Command (ACC):

1.9.3.1. Provides funds, equips, trains, and exercises the Air Force RTF within the continental United States (CONUS), Puerto Rico, or US Virgin Islands. Prepares an ACC operations plan outlining the duties and responsibilities of the RTF.

1.9.3.2. In coordination with USAFE and PACAF, develops and coordinates combat Air Forces DP and NBC warfare defense operational policies, procedures, and requirements.

1.9.3.3. Uses the Air Warfare Center (AWC) to test proposed DP and NBC warfare defense equipment and procedures submitted by the MAJCOMs and the research and development community. Provides test results to HQ USAF/ILEOR, HQ AFCESA/CEX, HQ ACC/DRWC, and HQ ACC/CEXA.

1.9.4. Pacific Air Forces (PACAF):

1.9.4.1. Provides support to the Commander in Chief, United States Pacific Command during RTF operations, if tasked.

1.9.4.2. Coordinates on cold weather operations for DP and chemical-biological warfare defense (CBWD). Provides logistical support to AWC for cold weather field operational tests and evaluations of CBWDE and procedures.

1.9.5. United States Air Forces in Europe (USAFE). Provides funds, equips, trains, and exercises the Air Force RTF for Air Force-controlled areas within its theater of operation or at the direction of the Commander in Chief, United States European Command.

1.9.6. Air Force Space Command. Supports ACC RTF actions in response to accidents involving an intercontinental ballistic missile.

1.10. Field Operating Agencies (FOA) and Direct Reporting Units (DRU). FOAs and DRUs establish DP programs to meet mission requirements.

1.11. Installation Commander:

1.11.1. In the United States, its territories, and possessions, coordinates mutual disaster support agreements with civil authorities at all levels. In overseas locations, coordinates mutual disaster support plans with nearby US/DoD organizations and ensures support requirements comply with host-nation agreements.

1.11.2. Appoints an OSC and alternate to exercise command and control at emergency response operations.

1.11.3. Equips deployment forces according to [Table 3.1](#).

1.11.4. Staffs and equips the disaster response force (DRF) to respond to disasters. See AFMAN 32-4004.

1.11.5. Provides logistical and manpower support to RTF during Broken Arrow contingencies.

1.11.6. Establishes an exercise evaluation team (EET). See [Chapter 5](#).

1.11.7. Provides logistical support to DoE nuclear weapon component and nuclear waste shipments.

1.11.8. Through CE and Communications organizations installs and maintains an installation warning system.

1.11.9. Completes necessary reports following natural disaster and major accident response, including lessons learned, according to AFMAN 10-206, *Operational Reporting*. See Atch 4 for additional guidance.

1.11.10. Ensures units, deployed and in place, possess the contamination control and shelter management capabilities they need to meet mission requirements.

1.11.11. Directs MOPP levels and variations. See AFMAN 32-4005.

1.11.12. Establishes and oversees the Survival Recovery Center (SRC) during contingencies.

1.11.13. (Added-AFRC) Establishes a forum to review readiness program (readiness council, steering group, etc.).

1.11.13.1. (Added-AFRC) Forum meets at least annually. Agenda items include issues and goals for training, exercising, evaluating, equipping readiness response elements, and SAV/RAV trends.

1.11.13.2. (Added-AFRC) Forum is composed of the chairman (installation commander or designated alternate), all group commanders, wing plans function, readiness flight chief, and EET chief. Meeting minutes are recorded and readiness flight maintains a copy.

1.11.14. (Added-AFRC) Ensure readiness, fire protection, environmental, and bio-environmental use compatible software such as Emergency Information System (EIS) (tm) or comparable system.

1.12. Base Civil Engineer:

1.12. (AFRC) These are the duties of the SPTG readiness flight.

1.12.1. Oversees management installation of DP and NBC defense programs. Briefs the installation commander and staff on the status of the DP program.

1.12.2. Identifies the types of disasters most likely to affect the installation. Provides planning and response guidance on mitigating the effects of these disasters.

1.12.3. Inserts DP guidance into applicable operations orders, plans, directives, and similar documents.

1.12.4. Establishes an installation protective shelter program. See AFMAN 32-4005 for operational and logistical requirements.

1.12.4. (AFRC) At AFRC installations, only natural disaster shelters are required. The type of shelter is based on the types of disaster the installation may experience.

1.12.5. Conducts unit DP staff assistance visits upon request by unit commanders or higher authority. Ensures visits are followed up with a written report.

1.12.5. (AFRC) See [Attachment 10 \(Added-AFRC\)](#).

1.12.6. (Added-AFRC) Complete SPTG readiness flight duties are in paragraph [A2.2](#). Duties of the tenant readiness flight are in [Attachment 8 \(AddedAFRC\)](#).

1.13. All Units. Assigned or attached units give functional support to the installation's DP program. This support includes unit planning, training, and operations. Atch 2 lists specific tasks of CE Readiness Flight, medical services, staff judge advocate, communications and information, maintenance, supply, services, transportation, weather, and airfield management and information management. In addition, units:

1.13.1. Appoint a representative to manage and coordinate unit aspects of the DP program.

1.13.1. (AFRC) Appoint a primary and alternate representative. Primary duty 3E9X1 personnel are not appointed as the unit or squadron program manager. The appointed member may also represent the unit on the readiness council, or other forum, as long as the commander grants the individual full decision-making authority.

1.13.2. Request the CE Readiness Flight to perform staff assistance visits when needed.

1.13.3. Develop and implement response procedures and checklists to support local response plans, as well as war and contingency planning documents. See AFMAN 32-4004.

1.13.3. (AFRC) In lieu of "checklists", units (including SPTG readiness flights) may use "procedural guides" to detail their actions in support of the DP OPlan and any other plans needing implementation guidance. This applies throughout the remainder of this AFI and supplement wherever the term "checklist" is used.

1.13.4. Implement MOPPs directed by the installation commander. See AFMAN 32-4005.

1.13.5. Identify requirements and budget, obtain, store, and maintain unit DP operational and training equipment, including personnel protection items, detection equipment, contamination control materials, and shelter supplies. See [Chapter 3](#).

1.13.5. (AFRC) Units budget for spare parts for DP operational and training equipment. See paragraph [3.1.3](#) for parts requirements.

1.13.6. Plan, manage, and operate their protective shelter program. See AFMAN 32-4005.

1.13.7. Ensure deploying personnel are trained to conduct contamination control operations and manage shelters, if the deployed location's Joint support plan (JSP) requires it.

1.13.8. Establish unit control centers and identify specialized team members, as required.

1.13.9. Establish an NBC contamination control capability, as applicable. As a minimum, aircraft maintenance, transportation, CE, and medical activities will have this capability.

1.13.9. (AFRC) Commanders appoint primary and alternate contamination control team chiefs. Transportation includes both ground and aerial port.

1.13.9.1. (Added-AFRC) Commanders of units deployable to a high or medium chemical/biological threat area, as shown in [Table 1.1](#), must consider munitions maintenance, aerospace ground equipment, aircraft, and personnel contamination reduction measures when developing a contamination control capability.

1.13.9.2. (Added-AFRC) Include expedient decontamination equipment in unit mobility packages to ensure it is deployed. NOTE: Aeromedical Staging Squadrons are not postured for a contamination control capability.

1.13.9.3. (Added-AFRC) Ensure war plans identify procedures for contamination control. Implement contamination control procedures as required by deployment location plans. Decontaminate to operational level using appropriate available equipment. See Air Force Handbooks (AFH) 32-4014 Volume 1, *USAF Operations in a Chemical and Biological (CB) Warfare Environment, Planning and Analysis*, Volume 3, *USAF Operations in a Chemical and Biological (CB) Warfare Environment, Defense Equipment*, and Volume 4, *USAF Ability to Survive and Operate Procedures in a Nuclear, Biological and Chemical (NBC) Environment* for more information.

1.13.10. Supplement shelter management, contamination control, and DRF training on unit specific procedures and equipment.

1.13.11. Keep in stock, the current, applicable standard DRF maps.

1.13.12. (Added-AFRC) Appoint shelter team members, as required.

1.13.13. (Added-AFRC) Schedule and track assigned people for the training required by [Table 6.2](#) and [Table 6.3](#) and ensure they attend.

Chapter 2

DISASTER PREPAREDNESS PLANNING

2.1. Planning Objectives. The primary objective of DP planning is to support Air Force war and contingency plans by minimizing the loss of operational capability during contingencies. The highest priorities are force survivability and mission continuation.

2.1. (AFRC) Other planning guidance is covered in AFPAM 10-219, volume 1, *Contingency and Disaster Planning*, AFPAM 10-219, volume 2, *Preattack and Predisaster Preparations*, AFPAM 10-219, volume 3, *Postattack and Postdisaster Procedures*, AFMAN 32-4013, *Hazardous Materials Emergency Planning and Response Guide* and AFMAN 32-4017, *Civil Engineer Readiness Technician's Manual for Nuclear, Biological, and Chemical Defense*.

2.1.1. Devise a strategy for decentralizing vital operations during contingency operations. This strategy should:

2.1.1.1. Direct the dispersal, sheltering, evacuation, or relocation of materiel and people needed for mission accomplishment and recovery tasks.

2.1.1.2. Involve the use of individual protective equipment.

2.1.1.3. Call for mutual support agreements with civilian authorities and local US/DoD agencies.

2.1.1.4. Address command and control; active and passive defense measures; base recovery after attack (BRAAT); CCD, and sustainability.

2.1.1.5. Include NBC contamination control, warning, plotting, predicting, and reporting.

2.1.1.6. Mitigate the effects of and enhance recovery from major accidents and natural disasters.

2.1.2. Include DP requirements in installation war and contingency plans and support agreements.

2.1.2. (AFRC) Units develop generic emergency action guides or procedural guides covering strategy areas mentioned in paragraph **2.1.1.** for their deployment requirement.

2.2. Base DP Operations Plan. Each Air Force installation must create a DP Oplan (Base Oplan 32-1). See **Attachment 3**, for guidance on writing the Base Oplan 32-1. AFPAM 10-219, *Contingency and Disaster Planning*, also contains guidance on plan development.

2.2.1. Include program management, exercise, and administrative information in a base directive or a supplement to this AFI.

2.2.1. (AFRC) SPTG readiness flights prepare an installation instruction or supplement to this AFI which includes program management, exercise, EIS procedures or comparable system, and administrative information. Forward a draft to the appropriate RSG readiness office for coordination prior to implementation. Include RSG readiness office on distribution requirements.

2.2.2. Small, detached units located off a major Air Force installation do not have to develop a separate Base Oplan 32-1. However, each unit must develop DP operating procedures and coordinate them with their host installation. The host installation must clearly identify specific support requirements for and commitments to off-base units in its Base Oplan 32-1.

2.2.3. Annexes. Create four annexes to the basic plan. Do not repeat information that appears in the basic plan or other installation plans. List key actions the commander or units must perform, depending on the nature of the contingency.

- Annex A: Major Peacetime Accident
- Annex B: Natural Disaster
- Annex C: Enemy Attack
- Annex Z: Distribution

2.2.3.1. (Added-AFRC) Annex C: Enemy Attack. Within the CONUS, wartime attack actions are limited to NORAD support and are published in the base support plan (BSP). Reference to this is made in the OPlan 32-1 table of contents. Antiterrorism procedures are covered in AFI 31-210, *The Anti-Terrorism (AT) Program*.

2.2.3.2. (Added-AFRC) Annex Z: Distribution. Include respective RSG in Annex Z.

2.2.4. All base agencies must develop checklists of general and specific tasks to support the Base OPlan 32-1. Forward checklists to the Readiness Flight for review.

2.2.4. (AFRC) Unit commanders and staff agency chiefs review checklists once per year to ensure currency. Coordinate all unit developed checklists supporting Base OPlan 32-1 with the SPTG readiness flight. At non-AFRC installations, coordinate all unit-developed checklists supporting Base OPlan 32-1 through the tenant readiness flight prior to submission to the host base for review. Refer to **Chapter 5**, Exercise and Evaluation, to validate checklists during exercises.

2.3. Civil Authority Coordination on Air Force Fixed Nuclear Facilities Emergency Planning .

See **Attachment 3**, for planning procedures for Air Force fixed nuclear facilities.

2.4. HAZMAT Emergency Response Planning Requirements. Plan for HAZMAT emergency response according to AFI 32-4002.

2.4. (AFRC) Also use AFMAN 32-4013, *Hazardous Material Emergency Planning and Response Guide*.

2.5. Camouflage, Concealment, and Deception (CCD) Planning Requirements . Plan for CCD operations according to AFI 32-4007.

Chapter 3

DISASTER PREPAREDNESS AND NUCLEAR, BIOLOGICAL, CHEMICAL, AND CONVENTIONAL (NBCC) DEFENSE MATERIEL

3.1. General:

3.1.1. Logistics and engineer portions of war and contingency plans must define the types and quantities of NBCC defense equipment forces in the area will need.

3.1.2. Allowance Standards (AS) 002, 006, 012, 016, 156, 429, 459, 660, 904, and 906 list accountable equipment commonly used for DP and NBCC activities.

3.1.3. Units must keep a 30-day stock of DP and NBCC defense materiel spare parts for wartime operations.

3.1.3. (AFRC) 30-day stock is interpreted as a minimum of 10 percent. The unit DP representative is the point of contact. Civil engineer mask and equipment spare parts and batteries are included in deployment unit type codes (UTC).

3.1.4. Installation commanders must store and maintain prepositioned materiel for additive forces according to theater reinforcement plans, base support plans, and JSP.

3.2. Equipage:

3.2.1. Chemical, Biological, and Conventional Individual Protective Equipment. A full complement of this equipment is maintained according to the "Operational" column of [Table 3.1](#).

3.2.1.1. Equip each Air Force military member and emergency-essential civilian in or deployable to chemical-biological (CB) threat areas with conventional and CB IPE as specified in this AFI. (See [Table 1.1](#) for CB threat areas.)

3.2.1.1. (AFRC) Applicable directives/technical data/manuals are maintained and used for maintenance, storage, and inspection of equipment assets.

3.2.1.2. Equip emergency-essential foreign national personnel according to theater directives or host-nation agreements.

3.2.1.3. People on temporary duty (TDY) to CB threat areas take CBWDE to the TDY location, when:

- The commander requesting or directing the TDY orders it. The commander should specify whether the requirement is for groundcrew or aircrew operational equipment, for training equipment, or for both.
- The people traveling are not expected to return to the home station on declaration of an increased state of readiness in the TDY area.
- The governing operations order or equivalent directs it.

(AFRC) AFRC personnel carry a minimum of mask, hood, and canister when deploying to High-Threat Areas identified in [Table 1.1](#).

3.2.1.4. In CB threat areas, [Table 3.2](#) for equipage and storage requirements.

Table 3.1. Groundcrew Individual Protective Equipment.

ITEM	HTA BOI	MTA BOI	C-1 BAG5,	CMBCC5 C BAG	TRAINING
Groundcrew Ensemble ^{1, 2}					
- Protective Mask ³	1	1	1		
- Overgarment	4	2	2	2	1
- Black Footwear Covers or	8	4	4	4	1
- Green/Black Vinyl Overboots	4	2	2	2	1
- Cotton Inserts	8	4	4	4	1
- Gloves	8	4	4	4	1
- Hood	8	4	4	4	1
- Filter Set/Canister	8	4	4	4	1
Additional IPE					
M9 Detector Paper ³	1	1	1		
M8 Detector Paper ³	1	1	1		
M295 Decon Kit	2	1	1		
M258A1 or M291 Decon Kit	4	2	2	2	
Web Belt ^{3,4}	1	1	1		
Canteen ^{3,4}	1	1	1		
M1 Canteen Cap ³	1	1	1		
Helmet ^{3,4}	1	1	1		

Notes:

1. Training numbers are reflected as the second number in the columns above. During training/exercises, units may use training equipment pools if a shortage exists. However, the unit must maintain enough training equipment to support training and exercise objectives. Revert to the standard training requirements stated above when operational equipment requirements are met.
2. An individual protective equipment set (IPE) consists of a ground crew ensemble, winterization kit (if required), M8 detector paper booklet, M9 detector paper roll, M258A1 or M291 decontamination kit, M295 decontamination kit, web belt, canteen, M1 canteen cap, and helmet. An operational groundcrew ensemble consists of a protective mask, two filter sets/canisters, an overgarment, two pairs of footwear covers or one GVO/BVO, two pairs of glove sets, and two hoods.

- 3. Use these dual-use items operationally and for training, no matter how many ensembles are issued. Expired items may be used for training.
- 4. These items are A Bag issue.
- 5. Personnel will deploy with the IPE identified in **Table 3.2**. This equipment is maintained by the deploying activity.
 - For all CONUS forces deploying to a CB high threat area, the third and fourth ensemble will be maintained by the CMBCC. See AFI 23-226, *Chemical Warfare Defense Equipment (CWDE) Consolidated Mobility Bag Management*, for information on the CMBCC.
 - For all OCONUS forces deploying to a CB high threat area, all ensembles will be maintained by the deploying activity as directed by the MAJCOM. (MAJCOMs are authorized to modify the breakout between C-1 bag contents and remaining BOI requirements.)

Table 3.2. CB Equipment Matrix.

		Type of Equipment		
T H R E A T	COLPR0	CONTAMINATION AVOIDANCE1	IPE2 (See Table 3.1)	DECON3
	L O W	No	Required for: Deployable capabilities (IAW UTC DOC statements) In-place capabilities: (for verification, treatment, de-warn IAW applicable AS/BSP/OPlan) Stored: IAW technical guidance, MAJCOM, and installation directives	Required for: Personnel UTCs deploying to CB HTA (HTA BOI) Personnel UTCs deploying to CB MTA (MTA BOI)
No		Required for: Deployable capabilities (IAW UTC DOC statements) In-place capabilities: (for verification, treatment, de-warn IAW applicable AS/BSP) Stored: IAW technical guidance, MAJCOM, and installation directives	Required for: Personnel UTCs deploying to CB HTA (HTA BOI) In-place forces (MTA BOI)	Required for: Deployable capabilities (IAW UTC DOC statements) In-place capabilities (IAW applicable AS/BSP)

		Type of Equipment		
T H R E A T	COLPR0	CONTAMINATION AVOIDANCE1	IPE2 (See Table 3.1.)	DECON3
	H I G H	Yes IAW MAJCOM Directives	Required for: In-place capabilities (for standoff, verification, treat- ment, and de-warn, IAW applicable AS/BSP)	Required for: HTA BOI
		Stored: IAW technical guidance, MAJCOM, and installation directives		
NOTES:				
<p>1. Chemical and biological point detectors and standoff detection system are the primary items for contamination avoidance.</p> <p>2. See Table 3.1. for required IPE items.</p> <p>3. M17 Lightweight Decon Apparatus, M295 kits, and other equipment IAW applicable Allowance Standards/Base Support Plans (BSP) are the primary methods for decontamination.</p>				

3.2.2. CB pretreatment and antidotes drugs. Installation medical authorities store and issue CB pretreatment drugs and antidotes and direct their use.

3.2.2. (AFRC) Refer to [Attachment 2](#), paragraph [A2.3](#).

3.2.3. Contamination Control Team (CCT) Equipment. Equip these teams according to AFMAN 32-4004, AFMAN 32-4005, and MAJCOM and theater directives.

3.2.4. Shelter Management Team (SMT) Equipment. Equip these teams according to AFMAN 32-4005 and MAJCOM and theater directives.

3.3. Training Equipment Identification. Units must identify and mark training equipment according to applicable T.O.s. Keep training equipment separate from operational equipment.

3.3. (AFRC) Training equipment storage location must be prominently identified as such.

3.4. Mobile Command Post (MCP). The MCP is an "alert" vehicle, assigned to the Readiness Flight. It provides the OSC command, control, and communications support for emergency response operations. AFMAN 32-4004 has a recommended equipment list for the MCP.

3.4. (AFRC) The MCP is assigned to the SPTG readiness flight.

3.5. (Added-AFRC) Inert Training Munitions. The readiness flight budgets for and procures inert training munitions (commercial facsimilies) for classroom and field exercises through normal supply chan-

nels. For actual training munitions listed in AFCAT 21-209, *Ground Munitions*, submit a 5-year forecast to HQ AFRC/CEXR, no later than 15 December of each year.

3.6. (Added-AFRC) SPTG readiness flight Radiation Response Equipment. SPTG readiness flights maintain ADM-300, Kit C, and Kit E and global positioning systems (GPS) per Allowance Standard (AS) 459.

3.7. (Added-AFRC) Readiness Flight Computer and Software Requirements:

3.7.1. (Added-AFRC) Computer Hardware and Software. Meet or exceed the current AFRC desktop system.

3.7.2. (Added-AFRC) Procure EIS or a system comparable with the local emergency response organizations, for use as the primary support system for major accident and natural disaster emergency response and recovery operations at AFRC installations. All upgrades to software packages are unit funded. Identify the system to be used in local planning guidance. **Attachment 6 (Added)** provides suggested guidance.

3.8. (Added-AFRC) Readiness flights with a follow (4F9E8) UTC will maintain training equipment per **Table 3.3**. Readiness flights assigned lead (4F9E6) UTC and, or follow (4F9E8) with en-route support (4F9E9) UTC use assigned operational equipment for training. The exception is the Automatic Liquid Agent Detector (ALAD) on the lead (4F9E6) UTC, which is for training use only. Readiness flights having an approved host-tenant support agreement to use host equipment for training do not have to maintain training equipment. Flights must maintain any equipment in **Table 3.3**. the host does not own.

Table 3.3. (Added-AFRC) Training Equipment

Equipment Item	4F9E6 (Lead)	4F9E8 (Follow) without an 4F9E9 (En-Route)	4F9E9 (En-Route)
Chemical Agent Monitor (CAM)	Use operational	1 Each	Use operational
M8A1	Use operational	1 Each	Use operational
Automatic Liquid Agent Detector (ALAD)	1 Each	1 Each	Use operational
Automatic Chemical Agent Alarm (ACAA) (M22)	Use operational	1 Each	Use operational

Chapter 4

EMERGENCY RESPONSE

Section 4A—Major Accident Response

4.1. Major Accident Response Guidance. The DoD is responsible for responding to major accidents involving DoD resources or resulting from DoD activities. The nearest installation, regardless of size, to the scene of a major accident involving DoD resources responds to the accident. This installation is known as the initial response base (IRB).

4.1. (AFRC) Installation means all DoD installations (Army, Navy, AF, AF Reserve, ANG, etc.). Therefore, the requirement for the nearest installation to respond includes AFRC installations. Each installation should be capable of fielding a response as discussed in paragraph 4.1.5. Installations that do not have operational control of all elements of the Disaster Response Force must ensure capability as well as appropriate procedures are addressed in planning documents. For response procedures see AFMAN 32-4004, *Emergency Response Operations*.

4.1.1. AF installations work with local civil authorities and regional DoD agencies to establish mutual support agreements on DoD major accident reporting, response, and support.

4.1.2. AF installations must have the capability to respond to accidents involving nuclear weapons and their components.

4.1.3. Within the CONUS, MAJCOM, FOA, and DRU commanders coordinate the response or direct specific installations to provide initial response or relief.

4.1.4. If a major accident occurs on property under Air Force jurisdiction, the following guidelines apply:

4.1.4.1. In the CONUS, the installation commander oversees response and recovery operations on the installation.

4.1.4.2. If the accident affects areas under civil jurisdiction or other federal facilities, the commander works with the proper authorities and provides needed support.

4.1.4.3. For accidents involving nuclear weapons or their components, installations conform with the DoD policy to neither confirm nor deny the presence of nuclear weapons and components except for those instances described in AFI 35-102, *Crisis Planning, Management and Response*. FEMA coordinates response activities for federal agencies if the accident is expected to affect areas outside the installation's boundary. However, the IRB coordinates directly with local officials until FEMA arrives.

4.1.4.4. For accidents involving military chemical or biological material, release of information must comply with the specific instructions given in movement and operations plans or orders and DoD or overseas unified command policies that apply. In overseas theaters, including US possessions and territories, the commander of the responsible unified command will direct the response. The Air Force installation commander having physical possession of the resource coordinates with the unified commander.

4.1.5. If a major accident occurs on property under civil jurisdiction, the following guidelines apply:

4.1.5.1. Within the United States, its territories, and possessions, civil authorities oversee response and recovery operations. Unless a national defense area (NDA) is established, involvement of military resources in the accident gives the Air Force no specific rights or jurisdiction. The Air Force must work with civil authorities to protect its resources. Upon arriving, the Air Force coordinates command and control requirements, debriefs civil response forces at the scene, and provides mutual assistance.

4.1.5.2. Within foreign countries, the installation commander follows MAJCOM, theater, and DoS guidance.

4.2. Response Organizations. MAJCOMs, FOAs, and DRUs use their disaster support group to support their installations affected by major accidents, if needed. The Air Force uses the DRF to respond to and maintain command and control of major accidents. The DRF comprises four elements. See AFMAN 32-4004.

- The disaster control group.
- The base command post and its sub-elements. See AFI 10-207, Command Posts.
- Specialized teams; i.e., disaster preparedness support team (DPST), shelter management teams, contamination control teams.
- Unit control centers.

4.2. (AFRC) Staffing is identified in local guidance.

4.2.1. (Added-AFRC) Disaster preparedness support teams (DPST) are required on AFRC installations. Staffing is identified in local directives.

4.3. Phases of Response. The four phases of response for a major accident are notification, response, withdrawal, and recovery. During the course of response, these phases may overlap. See AFMAN 32-4004.

4.4. Nuclear Weapon Accident Response. The two levels of response for a nuclear weapons accident are the IRB and Response Task Force (RTF).

4.4.1. The IRB:

4.4.1.1. Takes immediate emergency measures and provides a federal presence and humanitarian support.

4.4.1.2. Performs emergency operations to save lives, secure the site, safeguard classified materials, confirm or deny the presence of contamination, and contain the hazard.

4.4.1.3. As resources permit, performs emergency safing procedures on special weapons and damage assessment to stabilize the situation.

4.4.1.4. Remains in charge until the RTF (or when a non-DoD agency has custody, the agency response force) relieves it.

4.4.1.5. Maintains a presence at the accident scene to support the RTF.

4.4.1.6. Makes no effort to initiate recovery beyond its capability until the RTF arrives.

NOTE:

See AFMAN 32-4004 for specific IRB response procedures.

4.4.2. The RTF assumes overall command and control at a nuclear weapon accident. It is a composite of military and civilian staff and other governmental agencies. An Air Force RTF manages and coordinates actions required to recover from an accident involving Air Forces resources. When deployed, the Air Force RTF OSC is the Air Force executive agent and assumes command and control for the Chief of Staff of the Air Force.

4.4.3. All US military and federal response organizations are under the control of the Air Force RTF OSC for on-site activities while at the scene of an Air Force nuclear weapon accident.

4.4.3.1. ACC Plan 355-1, *CONUS Radiological Accident/Incident*, applies to CONUS, Puerto Rico, and US Virgin Islands.

4.4.3.2. HQ PACAF and HQ USAFE will develop plans for their respective theater RTF.

NOTE:

Response agencies at all levels follow the guidance and procedures in DoD Manual 5100.52-M, Nuclear Weapons Accident Response Procedures (NARP), September 1990, when developing nuclear accident response plans.

4.4.4. DD Form 2325. Air Force installations must submit a DD Form 2325, *Nuclear Accident Response Capability Report* (RCS: HQ DNA191M), to their MAJCOM, FOA, or DRU to report the status of their (as well as their tenants') nuclear weapons accident response equipment capability. See [Attachment 4](#) for guidance on submitting this report.

4.5. US Air Force Nuclear Reactor Accident or Incident. The responsible commander, as designated on the reactor permit issued by Headquarters Air Force Safety Agency, Director of Nuclear Surety, controls response and recovery from an accident or incident at a nuclear reactor facility under his or her command. See AFMAN 32-4004 for planning and response procedures.

4.6. Temporary Storage of Government Agency-Sponsored Shipments. The Air Force provides temporary storage for governmental agency-sponsored shipments at DoD installations. This temporary storage is called SAFE HAVEN.

4.6.1. Air Force installation commanders with proper facilities must grant SAFE HAVEN to military and military-sponsored shipments.

4.6.2. The Military Traffic Management Command (MTMC) requests SAFE HAVEN when a shipment such as nuclear materials, non-nuclear classified material, class A or B explosives, or dinitrogen tetroxide is en route and unable to proceed to its destination because of circumstances beyond the carrier's control.

4.6.3. The MTMC area command determines the availability of installations that can afford to offer SAFE HAVEN and contacts the commander of the one selected for authorization. See T.O. 11N-45-51 and AFMAN 32-4004 for guidance on SAFE HAVEN.

4.7. SAFE PARKING Shipments. The SAFE PARKING agreement covers the temporary storage of DoE shipments of transuranic waste material, which consists of waste products contaminated with low-level radioactive materials. It involves no explosive or classified items. These shipments travel in specially designed motor vehicles over predesignated highways. The DoE normally notifies installations in advance of such shipments, but it may request storage with little or no advance notice. See AFMAN 32-4004 for SAFE PARKING procedures.

4.8. Emergency Response During Wartime or Military Operations Other than War. The installation commander must maintain a major accident and natural disaster response capability in wartime or during military operations other than war. Keep such capability at the lowest level needed to protect lives and critical mission assets during wartime.

Section 4B—Natural Disaster Response

4.9. MAJCOMs, FOAs, and DRUs. Use their disaster support group to support their installations affected by natural disasters, if needed.

4.10. Installation Response:

4.10.1. Installation commanders maintain the capability to execute the primary mission, save lives, reduce damage, and restore essential mission resources following a natural disaster. They use their DRFs to establish command and control following natural disasters.

4.10.2. CE Readiness Flights will educate installation personnel on the local threat and applicable protective measures.

4.10.3. Air Force installation commanders may receive requests for assistance in natural disaster situations. Respond to requests for help as follows:

4.10.3.1. If a DoD activity requests assistance, provide any help you can.

4.10.3.2. If US civil authorities request assistance, follow the guidelines provided in AFI 10-802, *Military Support to Civil Authorities*.

4.10.3.3. (Added-AFRC) Refer to AFRC CONPLAN 96-1, *Military Support to Civil Authorities*, for further guidance.

4.10.4. Installations must plan response and recovery actions for worst-case scenarios resulting from natural disasters (earthquakes, tornadoes, and hurricanes) that typically occur in the installation's geographic region. These planning actions should include guidance on requesting support from DoD agencies and local civilian communities.

4.11. Phases of Response. The four phases of response for a natural disaster are notification, initial emergency, sustained emergency, and recovery. See AFMAN 32-4004.

Chapter 5

EXERCISE AND EVALUATION

5.1. Installation Commanders:

5.1.1. Determine the installation's and assigned unit's capability to respond to, operate during, and recover from combatant and noncombatant contingency operations through the use of exercises.

5.1.2. Provide realistic, integrated, large-scale training for the installation and DRF.

5.1.3. (Added-AFRC) Tenant unit commander or designees must coordinate with the host exercise evaluation team chief to incorporate the tenant in exercise planning and execution.

5.1.4. (Added-AFRC) Count a response to actual contingencies/emergencies as exercise requirements provided appropriate reports are written and submitted.

5.2. MAJCOMs, FOAs, and DRUs. Provide guidelines on ground rules, evaluation areas, report formats, and grading criteria for exercises. Based on installation capabilities, MAJCOMs, FOAs, and DRUs can waive exercise scenario requirements.

5.2. (AFRC) See [Attachment 6 \(Added\)](#) for exercise ground rules.

5.3. Exercise Scenario Requirements. Installations must conduct major accident, attack, and natural disaster (to include severe weather) response exercises. Use the following scenarios and schedule.

5.3.1. Major Accident Response Exercise. Conduct a major accident response exercise at least once every calendar quarter. Develop scenarios around the Base OPlan 32-1 and other emergency plans. Conduct exercises involving:

5.3.1.1. Conventional munitions at least once a year.

5.3.1.2. Chemical weapons or agents at least once a year if the installation stores or ships chemical agents or munitions.

5.3.1.3. HAZMAT emergency response teams at least once a year.

5.3.1.4. Radioactive material once a year if the installation is an Air Force fixed nuclear facility. The exercise should include all agencies tasked in the emergency plan or Base OPlan 32-1.

5.3.1.5. Nuclear weapons at least once a year for all installations. For RTFs and their OSC in the CONUS conduct these exercises at least every other year. The theater commander determines RTF exercise frequency in other areas. Consider a command post exercise between large scale exercises.

5.3.1.6. Off-base deployment at least once a year. Coordinate with the staff judge advocate, installation commander, and local civil authorities and obtain MAJCOM, FOA, or DRU headquarters approval before conducting an off-base exercise with local, state, and federal emergency response agencies.

5.3.1.6. (AFRC) Off-base deployments at least every 2 years.

5.3.1.7. Mass casualties once a year.

5.3.1.8. Start times before or after normal duty hours once a year.

5.3.1.8. (AFRC) This is an optional requirement.

5.3.1.9. (Added-AFRC) The major accident response exercise (MARE) scenario and schedule requirements stated in paragraph **5.3.1.** apply to Dobbins, Grissom, March, and Westover Air Reserve Bases and General Mitchell, Homestead, Niagara Falls, and Youngstown Air Reserve Stations.

5.3.2. Attack response exercise. See **Table 5.1.**

5.3.2. (AFRC) The attack response exercise (ARE) requirement applies to all units. An ARE scenario is based on the unit's tasked deployment location and the gaining MAJCOM requirement. Units involved in military operations other than war (MOOTW) are exempt from an ARE for 6 months from the time the unit returns to home station. When possible, the ARE is done as part of the forward operating base operations during local operational readiness exercises. Unit commanders ensure exercise objectives focus on command and control; attack warning reactions; use of individual equipment; contamination control area processing; contamination avoidance; self-aid and buddy care; explosive ordnance reconnaissance; dispersal; expedient hardening; blackout; and demonstrated effectiveness of personnel to perform their wartime tasks in a chemical-biological warfare environment. The unit conducting the ARE documents the results.

5.3.2.1. DELETED.

5.3.2.2. DELETED.

Table 5.1. Attack Response Exercise Matrix.

CB Threat Area	Minimum Exercise Requirements
Low	Annually: Conduct attack response exercise implementing the base OPlan 32-1 and other contingency plans (i.e. NBC, terrorist, or conventional attack). AND Annually: Conduct an attack response exercise for units' mobility commitments based upon the threat at deployment locations.
Medium	Semiannually: Conduct attack response exercise implementing the base OPlan 32-1, BSP, and other contingency plans (i.e. NBC, terrorist, or conventional attack). Integrate exercise requirements for units with mobility commitments based on the threat at deployment locations.
High	Quarterly: Conduct attack response exercises implementing the base OPlan 32-1, BSP, and other contingency plans.

5.3.3. Natural Disaster Response Exercise. At least once a year, evaluate your installation's ability to respond to the types of natural disasters and severe weather likely to strike your geographic area. Evaluate suitability and timeliness of weather warning criteria and dissemination means, as well as protective actions for installation resources. If the installation commander has identified your installation as being subject to catastrophic natural disasters, you must conduct exercises of the type specified.

5.3.4. (Added-AFRC) Recovery Exercise. Carswell, Minneapolis-St Paul, Pittsburgh, Willow Grove, and New Orleans conduct a major accident recovery exercise. The recovery exercise includes

those actions required by the major accident recovery phase described in AFMAN 32-4004. Frequency is annually or more often as determined by the wing commander.

5.4. Exercise Evaluation Team Chief. Each installation commander assigns an exercise evaluation team (EET) chief. The EET Chief :

5.4. (AFRC) The EET is structured at tenant units to evaluate AREs. The EET chief is also a member of the Readiness Council or other readiness forum.

5.4.1. Determines the number of evaluators and the functional areas that provide evaluators and ensures they are trained. Evaluators must have expertise in the areas they are evaluating.

5.4.2. Develops checklists to guide exercise evaluation. Formulates checklists on higher headquarters plans, and local plans, directives, and checklists.

5.4.3. Establishes exercise objectives. The EET Chief should consult the Readiness Flight for planning guidance and advice on exercise scenarios.

5.4.4. Develops, schedules, conducts, and evaluates local exercises.

5.4.5. Obtains the installation commander's approval before establishing or conducting exercises.

5.4.6. Obtains the installation commander's approval before using training munitions. Ensures all training smoke generating devices or groundburst simulators, planned for use during an exercise, are listed in the exercise scenario. Only trained EET members may have access to and are allowed to expend these munitions. See AFCAT 21-209, *Ground Munitions*, for authorizations.

5.4.6. (AFRC) Individuals required to expend munitions must certify annually according to AFI 91-201.

5.4.7. Coordinates exercises with the fire chief and the chief of air traffic control operations.

5.4.8. Provides a debriefing, critique, and report for each exercise. Distributes reports to all participating agencies.

5.4.9. Ensures units identified in the report as having discrepancies send a reply reporting corrective actions to the EET chief with an informational copy to the Readiness Flight. Units may send follow-up reports to the EET chief until the problem is resolved.

5.4.10. Reviews corrective actions and performs trend analysis of the exercise program; identifies recurring or common deficiencies.

5.4.11. Provides the munitions accountable supply officer an annual requirement needs forecast.

5.4.12. Uses the lesson objectives in applicable RTPs to evaluate the effectiveness of the training.

5.4.13. (Added-AFRC) Recommends to the installation/wing/group commander that the SPTG readiness flight conduct a SAV to units with significant deficiencies identified through exercise trend analysis.

5.4.14. (Added-AFRC) Integrates the use of EIS, or comparable system, into exercise scenario wherever possible.

Chapter 6

DISASTER PREPAREDNESS TRAINING

*Section 6A—Training Programs***6.1. Training Objectives.** Formal courses and specialty training:

6.1.1. Develop functional expertise in primary duty Readiness personnel and give DP knowledge and skills to other base personnel with DP program responsibilities.

6.1.2. Give DRFs the knowledge and proficiency they need during disaster operations.

6.1.3. Give the base populace the knowledge and skills they need to survive and operate during contingencies and disasters.

6.1.4. (Added-AFRC) All SPTG readiness flight personnel and non-UTC military at installations tasked as reporting agencies maintain NORADI 10-22, *Nuclear Biological Chemical Warning and Reporting System*, plotting, prediction, and reporting qualifications.

6.1.5. (Added-AFRC) Refer to pertinent gaining MAJCOM directives for other command unique training objectives.

6.2. Formal Training. Readiness Flights will submit training and education requirements for formal AETC and Air Force Institute of Technology (AFIT) courses to their MAJCOM functional managers according to instruction provided by military and civilian personnel flights.

6.2.1. Primary duty military and civilians in the Readiness Flight must attend formal training courses for initial and continuing education. Personnel should each attend at least one appropriate AETC or AFIT course every three to five years to remain current. See [Table 6.1.](#) for recommended courses.

6.2.1. (AFRC) Military and civilian members must submit a request to attend initial courses (Apprentice/Readiness Flight Officer) within the first month of assignment to the flight. As an alternative to in-residence attendance at formal technical training, units budget for and sponsor traveling teams, as well as federal, state, and local agencies, to conduct training at home station.

Table 6.1. Formal AETC Training Courses.

COURSE	TARGET AUDIENCE	RECOMMENDED INTERVALS	REMARKS
Readiness Apprentice	3E911	Upon entry into the CE Readiness Career field.	
Readiness Flight Officer	Readiness Flight Officers and 32XX	As soon as possible upon being assigned to Readiness Flight duties.	All Readiness Flight officers should attend this course.
Readiness Craftsman	3E951	Prior to receiving upgrade to 7-level.	Quotas controlled by AFPC.
Advanced Readiness	3E9X1 32E1D	Every 2-3 years.	

COURSE	TARGET AUDIENCE	RECOMMENDED INTERVALS	REMARKS
Radiological Emergency Team Operations (formerly NETOPs)	3E9X1 3E8X1	Within 2 years of entry into AFS and every 2-5 years.	This is a Defense Special Weapons Agency (DSWA) School.
NBC Cell Operations	3E9X1 32XX 43EXX 4B0X1	Every 3-4 years.	Offered both in-residence and as a Mobile Training Team (MTT) course.
Air Base Operability	Officers, E-6 and higher, or civilian counterparts assigned ABO responsibilities	Upon initial assignment to ABO duties.	Offered only as a MTT course.
HAZMAT T-t-T (Awareness)	3E9X1	Upon receipt of 5-level.	- Recommend trainees have 2 years retainability - At least one individual per Readiness Flight should attend this course.

6.2.2. To maintain proficiency, Readiness Flight personnel must have at least four hours of monthly in-house training. Furthermore, personnel assigned to the CE Readiness Flight should expand their professional development and knowledge with formal and supplemental training. Training sources include:

- State and local agencies.
- Environmental Protection Agency.
- Department of Transportation.
- Occupational Safety and Health Administration.
- Silver Flag and other similar MAJCOM sites.
- US Army Chemical School or home study Army NBC courses.
- Federal Emergency Management Agency (FEMA).
- Base weather station.

6.2.2. (AFRC) See [Attachment 9 \(AddedAFRC\)](#).

6.2.2.1. (Added-AFRC) Primary duty DP personnel (military and civilian) also attend the following courses (based on course availability): WMGT 410, Readiness Management Applications, radiological safety officer (RSO), EIS' or comparable system, and the Specialty Training Location (STL) Readiness course.

6.2.2.2. (Added-AFRC) Upon completion or non-completion (failure, withdrawal, etc.) of any formal training course or Silver Flag exercise, the SPTG readiness flight notifies HQ AFRC/CEXR, in writing, (FAX, LAN, or letter with info to respective RSG) who attended and the date of completion or non-completion (include reason).

6.2.2.3. (Added-AFRC) All military reserve 3E9X1/32E3B/Ds maintain ATP 45 NBC plotting, prediction, and reporting proficiency along with NBC detection, survey, and marking qualifications regardless of assigned duty or deployment status.

6.3. Major Accident Response Training. Table 6.2. lists courses for DRF and RTF members. They should attend these courses as soon as possible after being assigned. ACC, USAFE, and PACAF must give their RTF members an initial briefing upon assignment.

6.3. (AFRC) EIS' users incorporate general EIS training into local DRF training using the J-series Readiness Training Packages (RTP). Users of other comparable software will develop lesson plans to use during DRF training.

Table 6.2. Major Accident Training Courses.

R	A	B	C	D
U				
L				
E	If the person is	and in the rank of	and assigned to	then, in addition to local training, complete course
1	On-scene commander	General	Response Task Force	Flag Officer Nuclear Accident Course1 Air Force On-Scene Commander Course
2	On-scene commander	Lt Col or Col	Initial Response Base	Staff Officer Nuclear Accident Course1 Air Force On-Scene Commander Course2, 3
3	Officer	Major thru Col	Response Task Force	Staff Officer Nuclear Accident Course4 Air Force On-Scene Commander Course
4	Officer or NCO	MSgt thru Major	Response Task Force or Disaster Control Group	Staff Officer Nuclear Accident Course4 or Nuclear Emergency Team Operations1
5	Disaster Response Force Member	Any Rank	Contamination control station, survey or contamination control team or EOD	Nuclear Emergency Team Operations1, 4
6	Exercise Evaluation Team Chief or IG Evaluator		Major accident response evaluation duties	Air Force On-Scene Commander Course1

NOTES:

1. This training is not mandatory, but is highly recommended.
2. Senior Fire Officials (fire chiefs, assistant chief of operations and readiness [formerly deputy chiefs], and assistant fire chiefs) must also attend.
3. Base Civil Engineers may attend this course on an optional basis to receive a broader orientation of the emergency response functions within their command
4. Medical Service personnel may substitute AETC Course G30ZP9124-000.
5. Select the course appropriate for the rank and responsibilities.

6.4. Installation Disaster Preparedness Training:

6.4. (AFRC) This paragraph applies to the SPTG readiness flight only.

6.4.1. The Readiness Flight teaches the courses listed in **Table 6.3**. Course synopses are listed in AFPAM 10-219, Volume 1, *Contingency and Disaster Planning*. Course breakdown by topic is listed in AFIND 11, *Index of Readiness Training Packages*.

6.4.1. (AFRC) Use the typical instruction time listed in **Table 6.3**. as minimum requirements for conducting initial training.

6.4.2. The Readiness Flight schedules and documents SMT, CCT, EET, and DPST courses using locally developed procedures. Schedule and document Base Emergency Preparedness Orientation (BEPO, formerly Base Populace course) according to the installation ancillary training program.

6.4.2. (AFRC) Document attendance for all courses listed in **Table 6.3**. (by any means available) and provide commanders feedback on attendance/non-attendance. Unit commanders ensure their personnel attend scheduled training.

6.4.3. All military and civilian employees having HAZMAT emergency response roles must receive training as specified by AFI 32-4002.

6.4.4. NBC Defense Training is required for military personnel and emergency essential civilians in or deployable to chemical-biological threat areas. MAJCOMs, ARC, and DRU may tailor their NBC Defense programs to meet their specific mission requirements.

6.4.4. (AFRC) Personnel who do not have documentation of attendance or have a break in service of 36 months or more must attend initial NBC Defense training. Use two instructors when class size exceeds 30 personnel and an additional instructor for each additional 25 students thereafter. This applies to hands-on training portion. During mask confidence exercises, an instructor instructs no more than six students at a time. Only personnel who are current in NBC Defense training (**Table 6.3**.) can be deployed to high chemical biological threat areas as defined in **Table 1.1**.

6.4.4.1. Explosive Ordnance Disposal (EOD) personnel receive functional training that duplicates most course material. It does not, however, address Contamination Control Area processing, warning signals, and unique procedures. With MAJCOM approval, EOD personnel need only complete these segments of training.

6.4.4.1. (AFRC) EOD personnel complete the segments mentioned in paragraph **6.4.4.1**. of NBC Defense Training.

6.4.4.2. Medical personnel who have received NBC Defense Training as part of their formal course work do not need to take the initial NBC Defense course. The medical readiness training officer or NCO validates the training and verifies whether personnel meet NBC Defense Training requirements to the Readiness Flight. Waived personnel should attend refresher training as the MAJCOM or ARC headquarters directs. Medical training creditable as initial NBC Defense training includes:

- Combat Casualty Care Course
- Basic Medical Readiness Course
- Medical Readiness Indoctrination Course
- Continuing Medical Readiness Training and all Medical Red Flag courses
- Medical readiness training provided in conjunction with AFSC-awarding courses at the US Air Force School of Aerospace Medicine if it includes mask confidence training.

6.4.4.2. (AFRC) These courses are also creditable for NBC Defense Training refresher for medical personnel. This includes the AFRC Sheppard Medical Field Training Program as it includes both CMRT and MRF.

6.4.4.3. Pregnant women do not have to wear the GCE during training sessions.

6.4.4.4. Individuals medically exempt from worldwide duty according to AFD 41-2, *Medical Support*, are exempt from this training. Personnel must receive training within 90 days after exemptions or waivers expire.

Table 6.3. Readiness Flight Training Matrix.

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Disaster Preparedness Support Team (DPST)	Members assigned by the Ready Board.	12 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Include extra time for NBC plotting and reporting.
Shelter Management Team (SMT ¹)	Shelter supervisors, exposure control monitors, CCA monitors, as assigned by unit commanders.	7 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	SMTs must receive training on shelter systems in use.
Contamination Control Team (CCT ²)	CCT members, as assigned by unit commanders.	4 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Include extra time for LDA.

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
NBC Defense ^{3,4}	Low threat	6 hours	Within 90 days of assignment to mobility positions or 90 days prior to PCSing to a CB HTA.	Annual show of competency or as directed by MAJCOM.	Allow extra time for quantitative fit testing (QNFT)/ confidence exercise and CCA training.
	Medium threat	Same	Within 90 days of arrival.	Within 90 days of arrival.	See Note 4
	High threat	Same	Within 90 days prior to PCSing to HTA.	Within 30 days of arrival - topics should only include theater specific procedures and QNFT.	See Note 4
Disaster Control Group (DCG)	Designated on-scene commanders and Follow-On Element (FOE) DCG representatives.	4 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Increase instruction time to comply with HAZMAT training requirements. See AFI 32-4002.
Unit Disaster Preparedness Representative	Unit representative, as assigned.	1.5 hours	As directed by MAJCOM.		
Exercise Evaluation Team (EET)	EET chief and members, as assigned.	2 hours	As directed by MAJCOM.		Members must receive training in the areas they evaluate.
Base Emergency Preparedness Orientation (BEPO)	All military and civilian personnel assigned.	30 min	As directed by MAJCOM.		This course should be given as part of INTRO ⁵ .

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Control center training	Personnel assigned duties in their unit control center.	2 hours	Optional	Optional	Optional for personnel who work in control centers during contingency operations.
Explosive ordnance reconnaissance (EOR)	All military people overseas and those assigned to mobility positions.	30 min	As directed by MAJCOM.	As directed by MAJCOM.	Where applicable, EOD will provide this training. This training can be a part of bepo, intro, or nbc defense training.

- Notes:**
1. SMTs at locations where the primary threat is from nuclear attack are not required to receive training until there is an increase in alert posture.
 2. CCTs are not required to receive training on wartime decontamination operations until there is an increase in alert posture if they are at locations where the primary threat is from nuclear attack.
 3. NBC Defense Training is required for military personnel and emergency essential civilians in or deployable to chemical-biological medium and high threat areas.
 4. Initial training is required if there has been a break of 36 months or more in NBC defense training.
 5. This training may be accomplished through a combination of handouts, newspaper articles, television spots, or unit-level briefings.

Table 6.4. (Added-AFRC) AFRC Readiness Training Requirements and Frequencies.

Course	Audience	Typical Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Disaster Preparedness Support Team (DPST)	DPST as assigned by unit commander	Same as Table 6.3.	Within 90 days of assignment to team. Duration determined locally.	Duration is determined locally.	Not applicable.

Course	Audience	Typical Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Shelter Management Team (SMT)	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment to team. Duration is determined locally.	Duration is determined locally. (Just-in-Time training may be used)	Same as Table 6.3.
Contamination Control Team (CCT)	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment to team. Duration is determined locally.	Duration is determined locally. (Just-in-Time training may be used).	Same as Table 6.3.
NBC Defense	Low Threat	Same as Table 6.3.		Not to exceed 24 months Minimum of 2 hours	Personnel must receive training within three unit training assemblies (UTA) after exemptions or waivers expire. Same as Table 6.3.
Disaster Control Group (DCG)	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment to team. Duration is determined locally.	Duration is determined locally.	Same as Table 6.3.
Unit Disaster Preparedness Representative	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment. Duration is determined locally.	Duration is determined locally.	
Exercise Evaluation Team (EET)	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment to team. Duration is determined locally.	Duration is determined locally.	Same as Table 6.3.

Course	Audience	Typical Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Base Emergency Preparedness Orientation (BEPO)	Same as Table 6.3.	Same as Table 6.3.		None required.	Same as Table 6.3.
Control center training	Same as Table 6.3.	Same as Table 6.3.	Within 90 days of assignment. Duration is determined locally.	Duration is determined locally.	Same as Table 6.3.
Explosive ordnance reconnaissance (EOR)	Same as Table 6.3.	Same as Table 6.3.	Included in NBC Defense training. (Readiness Flight ensures host includes this training)	Included in NBC Defense training. (Readiness Flight ensures host includes this training)	Same as Table 6.3.

NOTE:

This training may be accomplished by classroom or field training exercises conducted by qualified primary duty readiness personnel. (ORE, ORIs, AREs, RAVs, etc, are not considered field training exercises.) Refresher focuses on donning and doffing of the ground crew ensemble, use of personnel decontamination equipment, contamination control area procedures, base recovery after attack, expedient hardening, dispersal, EOR, CCD, post attack damage assessment, etc.

6.5. Aircrew NBC Defense Training. Aircrew members receive NBC Defense training from several functional areas.

- 6.5.1. Life support provides training on aircrew individual protective equipment (IPE).
- 6.5.2. The Readiness Flight provides training on groundcrew IPE and operations.
- 6.5.3. Medical services provides training on agent toxicology and pharmacology.
- 6.5.4. Units provide training for flight operations in a CB environment according to MAJCOM guidance.

6.6. Installation Information Program. This program reinforces the information covered during BEPO training. At least quarterly, the Readiness Flight will furnish materials to commanders to train their units. Use all available media to disseminate information: handouts, posters, base bulletin, electronic media, base newspapers, etc. The program emphasizes:

- 6.6.1. Applicable seasonal hazards and protective actions.

6.6.2. The types of attacks, major accidents, HAZMAT incidents, and natural disasters likely to occur at the installation.

6.6.3. Command and control, passive defense measures, BRAAT, common task soldier skills, and sustainability.

6.7. Specialty Training. Supervisors and/or trainers should attend the NBC DEFENSE TRAINING course to learn how to evaluate the wear of the GCE during unit training exercises, on-the-job training, or qualification training. If the unit requests it, the Readiness Flight can advise on the CBWD aspects of this training.

6.8. Camouflage, Concealment, and Deception (CCD) Training. Courses and training requirements for the installation CCD Program are listed in AFI 32-4007.

Section 6B— Readiness Training Packages (RTP), and Disaster Preparedness Training Videos (DPTV)

6.9. The RTP System. Use the instructions in AFIND 11 to obtain and RTPs.

6.9. (AFRC) See AFIND 11, *Index of Readiness and Disaster Preparedness Training Packages*, and AFPAM 10-219, volume 1, *Contingency and Disaster Planning*, for required RTP for each course.

6.9.1. Establishes standard levels of knowledge and proficiency for common DP and readiness subject areas by providing instructors with training references, materials, and lesson objectives used in teaching and evaluating the course subject matter.

6.9.2. Gives evaluators at all levels standard criteria for evaluating the knowledge and proficiency of individuals and specialized teams who complete training.

6.9.3. Standardizes training updates as Air Force policy or procedures change.

6.9.4. Reduces the need to develop training materials locally. Readiness Flights may replicate those parts of RTPs needed to meet local training and evaluation requirements.

6.10. The DPTV System. DPTVs are videocassettes designed to enhance DP and readiness training. Each DPTV is a separate block of vignettes that corresponds to a particular block of RTPs.

6.10.1. Order DPTVs directly from US Army Visual Information Center (USAVIC/JVIA. ATTN: ASQV-JVIA-T(USAF), 11 Hap Arnold Blvd, Bldg 3, Bay 3, Tobyhanna PA 18466-5102). Contact the local Base Visual Information Service Center (BVISC) for assistance.

6.10.2. Units that develop training videos for unique training requirements must send an informational copy of each video to HQ AFCESA/CEX.

6.10.3. Users may copy individual DPTV vignettes onto local-level videocassettes in any sequence necessary to enhance local training. To develop a course videocassette, submit a visual information work order to the local BVISC.

6.10.3.1. Specify the sequence of the course videocassette.

6.10.3.2. Request a local production authorization number for each course videocassette.

6.10.4. Do not publicly exhibit DPTVs unless the Air Force Media Center approves it.

6.10.5. Follow the procedures in AFI 33-117, *Visual Information Management*, for reporting errors or obsolete material in a DPTV.

Chapter 7

WARNING AND NOTIFICATION SYSTEMS

7.1. Warning and Notification. Every Air Force installation must have a rapid and effective system to disseminate disaster and severe weather information quickly. These alarm signals are for passive defense applications: do not use them for active ground or air defense warning and notification.

7.1.1. Use signals that are compatible with local, host-nation, or theater systems. Follow command or theater guidance when more than one warning and notification system could apply.

7.1.2. Deployable units should consult base or JSPs for specific signals used at their deployed locations. Plans for deployment to base locations must include provisions for portable warning and notification systems.

7.2. Signals Used Within the United States, Its Territories, and Possessions. These signals are compatible with those established by FEMA for use in the United States, its territories, and possessions. AFVA 32-4010 depicts this system.

7.3. Signals for Areas Subject to NBCC Attacks. Use these signals for NBCC combined weapons attacks. AFVA 32-4011 depicts this system.

7.4. Signal Display. Display local warning signal visual aids or posters in work and rest areas. You may overprint AFVAs 32-4010 and 32-4011 to incorporate local information.

Chapter 8

ENEMY ATTACK

8.1. Personnel Relocation:

8.1.1. Survival, recovery, reconstitution, and continuity of operations plans govern the relocation of mission-essential people and functions from high-risk to low-risk target areas.

8.1.2. Noncombatants in overseas areas are not afforded CB protective equipment. Refer to AFI 10-216, *Evacuation and Repatriating Air Force Family Members and Other US Noncombatants*, for guidance on evacuating US citizens from installations.

8.1.3. Commanders must coordinate evacuation planning at the local or state level.

8.1.4. During increased alert, unit commanders normally recall or provide other instructions for people away from their home duty station. If travel to the assigned duty station is not possible, Air Force people must report to the nearest federal activity in the order listed below.

- An Air Force base
- An Air Force recruiting or Reserve Officer Training Corps detachment
- A US Army, Navy, or Marine Corps installation
- A federal or civil government installation

8.2. Attack Actions. See AFMAN 32-4005 for specific guidance on NBC preattack, trans-attack, and post-attack actions.

8.3. Individual Protective Equipment (IPE). See [Chapter 3](#) for a description of protective equipment worn during chemical, biological, and conventional attack.

8.4. Mission-Oriented Protective Postures (MOPP):

8.4.1. MOPP applies only if there is a threat of chemical or biological agent use.

8.4.2. Installation commanders may raise or lower protection through five levels (MOPP 0 through MOPP 4) and authorize variations from the standard protective postures.

8.4.3. See AFMAN 32-4005 and AFVA 32-4012 for additional guidance and MOPP procedures.

8.5. Air Force Personnel Shelter Program:

8.5.1. The organization responsible for the shelter budgets for, procures, and replaces consumables used during training, evaluations, exercises, and contingencies. See AFMAN 32-4005.

8.5.2. In overseas areas, the threat to the installation determines NBCC protection requirements.

8.5.3. Commanders should address peacetime and wartime shelter operations in local planning documents.

8.5.4. The installation commander establishes the allowable wartime radiation dose for installation personnel. The total accumulated dose should not exceed 150 centigrays per person.

EUGENE A. LUPIA, Major General, USAF
The Civil Engineer

Attachment 1**GLOSSARY OF REFERENCES, ABBREVIATIONS, ACRONYMS, AND TERMS*****References***

This attachment supplements standard English-language dictionaries, JCS Publication 1-02, and AFM 11-1 with a source of standard terminology.

AFMAN 10-206, *Operational Reporting*

AFI 10-207, *Command Posts*

AFI 10-216, *Evacuation and Repatriating Air Force Family Members and Other US Noncombatants*

AFPAM 10-219, Volume 1, *Contingency and Disaster Planning*

AFI 10-802, *Military Support to Civil Authorities*

AFI 10-212, *Air Base Operability*

AFI 23-226, *Chemical Warfare Defense Equipment (CWDE) Consolidated Mobility Bag Management*

AFI 31-101, *Air Force Physical Security Program*

AFPD 32-40, *Disaster Preparedness*

AFI 32-4001, *Disaster Preparedness Planning and Operations*

AFI 32-4002, *Hazardous Materials Emergency Planning and Response Compliance*

AFMAN 32-4004, *Emergency Response Operations*

AFMAN 32-4005, *Personnel Protection and Attack Actions*

AFMAN 32-4006, *Mask Confidence and Liquid Hazard Simulant Training*

AFI 32-4007, *Camouflage, Concealment, and Deception*

AFVA 32-4010, *USAF Standardized Alarm Signals for the United States, Its Territories and Possessions*

AFVA 32-4011, *USAF Standardized Alarms Signals for Areas Subject to NBCC Attack*

AFVA 32-4012, *Mission-Oriented Protective Postures*

AFRP 32-1, *CE Contingency Support Newsletter*

AFI 33-117, *Visual Information Management*

AFI 35-102, *Crisis Planning, Management and Response*

AFI 37-122, *Air Force Records Management Program*

AFI 37-138, *Records Disposition--Procedures and Responsibilities*

AFPD 41-2, *Medical Support*

AFI 41-106, *Medical Readiness Planning and Training*

AFRP 90-1, *TIG Brief*

AFIND 11, *Index of Readiness Training Packages*

DoD Manual 5100.52-M, *Nuclear Weapons Accident Response Procedures (NARP)*

DoD 5200.1-R, *Information Security Program Regulation*

Multiproduct Emergency Response Plan for Inhalation Hazards, SA-ALC

Abbreviations and Acronyms

AFCESA—Air Force Civil Engineer Support Agency

AFCOS—Air Force Combat Operations Staff

AFRAT—Air Force Radiation Assessment Team

(Added-AFRC) AFRC—Air Force Reserve Command

(Added-AFRC) ARE—Attack Response Exercise

BEPO—Base Emergency Preparedness Orientation

(Added-AFRC) CAT—Crisis Action Team

CBWD—Chemical-Biological Warfare Defense

CBWDE—Chemical-Biological Warfare Defense Equipment

CFR—Code of Federal Regulations

CMBCC—Consolidated Mobility Bag Control Center

COLPRO—Collective Protection

DCG—Disaster Control Group

DP—Disaster Preparedness

(Added) DPR—Disaster Preparedness Representative

DPST—Disaster Preparedness Support Team

DPTV—Disaster Preparedness Training Video

DRF—Disaster Response Force

DRU—Direct Reporting Unit

EET—Exercise Evaluation Team

(Added-AFRC) EIS—Emergency Information System.

EOR—Explosive Ordnance Reconnaissance

(Added-AFRC) FAV—Functional Area Visit

FOA—Field Operating Agency

FOE—Follow-On Element

HTA—High Threat Area

HAZMAT—Hazardous Material

IPE—Individual Protective Equipment

JSP—Joint Support Plan

LTA—Low Threat Area

MTA—Medium Threat Area

(Added-AFRC) NAF—Numbered Air Force

NDA—National Defense Area

NBC—Nuclear, Biological, and Chemical

NBCCC—Nuclear, Biological, and Chemical Control Center

(Added-AFRC) ORE—Operational Readiness Exercise

(Added-AFRC) ORI—Operational Readiness Inspection

OSC—On-Scene Commander

PE—Program Element

RADIAC—Radiation Detection, Indication, and Computation

(Added-AFRC) RAV—Readiness Assistance Visit

(Added-AFRC) RSG—Regional Support Group

RTF—Response Task Force

RTP—Readiness Training Packages

QLFT—Qualitative Fit Testing

QNFT—Quantitative Fit Testing

(Added-AFRC) SAV—Staff Assistance Visit

(Added-AFRC) SPTG—Support Group

SRC—Survival Recovery Center

(Added-AFRC) UCI—Unit Compliance Inspection

(Added-AFRC) WOC—Wing Operation Center

Terms

Accident Scene—The cordoned area surrounding an accident site from which all nonessential personnel and resources are evacuated and prohibited.

Accident Site—The area surrounding the impact point in which hazards to personnel (wreckage, fire, or damage) are readily identifiable.

(Added-AFRC) Active Defense—Local security measures, normal and emergency, required to detect, deter, or limit the effectiveness of enemy attacks directed against air bases and USAF resources.

Air Force Radiation Assessment Team—A team of specialists from Armstrong Laboratory who advise on health physics and analyze field measurements of radioactive materials.

Air-Transportable Radiation Detection Indication and Computation (RADI—A C) Package-- A collection of RADIAC instruments, spare parts, and trained instrument repair technicians maintained by Air Force Materiel Command. It provides field precision measurement equipment laboratory support for radiological accidents.

(Added-AFRC) Alarm Blue—(Korean Theater Only) Attack Imminent or in Progress

(Added-AFRC) Alarm Green—(Korean Theater Only) Attack Not Probable

(Added-AFRC) Attack Response Exercise—A nuclear, chemical/biological, or conventional attack response exercise, or any combination thereof. Design and center the exercise on the local and deployed location threat.

(Added-AFRC) Base Recovery After Attack (BRAAT)—A theater concept of recovering a base after conventional attack where resumption of flying operations is the first priority. Other recovery activities may be conducted concurrently; however, activities must not impede the resumption of flying operations.

Chemical-Biological Threat Areas—Geographical areas considered as high, medium, and low for readiness and deliberate planning purposes. Unit and MAJCOM programmers must equip, train, and exercise personnel consistent with the need to survive and operate in areas where USAF forces may encounter chemical-biological agents.

- CB High Threat Area – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain a high level of readiness.
- **Chemical-Biological Medium Threat Areas – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain an increased level of readiness. Units must be prepared to assume a higher state of readiness or support deployments to a high CB threat area.**
- Chemical-Biological Low Threat Areas – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain a normal level of readiness. Units must be prepared to assume a higher state of readiness or support deployments to a medium/high CB threat area.

Civil Emergency—Any natural or human-caused emergency, or threat of emergency other than civil defense or wartime emergency, that causes or could cause substantial harm to people or substantial damage to property. This term can include a "major disaster" or "emergency", as those terms are defined in the Stafford Act, as amended, as well as consequences of an attack or a national security emergency. The terms "major disaster" and "emergency" are defined substantially by action of the President in declaring that existing circumstances and risks justify his implementation of the legal powers provided by those statutes.

Code of Federal Regulations—A codification of the general and permanent rules the executive departments and agencies of the federal government publish in the *Federal Register*. There are 50 titles that represent broad areas subject to federal regulations.

Contamination Control—Procedures to avoid, reduce, remove, or render harmless, nuclear, biological, and chemical contamination. Such procedures may be temporary or permanent and are carried out to maintain or enhance the efficient conduct of military operations.

Contamination Control Area—An area in which chemically contaminated individual protective equipment (IPE) is removed; people, equipment, and supplies are decontaminated to allow processing

between a toxic environment and a toxic free area; and people exiting a toxic free area may safely don IPE.

Contamination Control Station—An area used at a nuclear weapons accident scene or HAZMAT accident scene where contaminated clothing and equipment are removed and personnel and equipment are monitored and decontaminated.

Contingency—An emergency involving military forces caused by natural disasters, terrorists, subversives, or by required military operations. Due to the uncertainty of the situation, contingencies require plans, rapid response, and special procedures to ensure the safety and readiness of personnel, installations, and equipment.

Control Center—A unit command and control function. Control centers monitor unit resources and mission capability and coordinate unit activities during disaster operations.

(Added-AFRC) Crisis Action Team (CAT)—Command and control element that directs and monitors peacetime emergency operations, to include contingency deployment. Another term for the CAT is Battle Staff (AFRC equivalent of the DSG).

Decontamination—The process of making any person, object or area safe by absorbing, destroying, neutralizing, making harmless, or removing chemical or biological agents or by removing radioactive material clinging to or around it. As a part of the contamination control process, decontamination operations are intended to help sustain or enhance conduct of military operations by preventing or minimizing performance degradation, casualties, or loss of material. See definitions of immediate, operational, thorough and reconstitution decontamination.

Deliberate Planning—A planning process for the deployment or employment of apportioned forces and resources that occurs in response to a hypothetical situation. Deliberate planners rely heavily on assumptions regarding the circumstances that will exist when the plan is executed.

(Added-AFRC) Deployable—This term is better understood by referring to AFI 10-403, *Deployment Planning*, paragraph 2.5. An individual that is "subject to deployment" is one that holds an AFS that exists in any UTC. This individual requires certain training. If an individual is "identified for deployment", then they have been assigned to fill a position that correlates to a UTC requirement (that is, a mobility position) and require further training.

Disaster—Within the context of this AFI: a natural catastrophe, major accident, or enemy attack.

Disaster Control Group—The response force element that goes to the scene of a major accident or natural catastrophe to provide command and control under the direction of the OSC.

Disaster Cordon—A physical barrier surrounding the accident scene where controls are established to preclude unauthorized entry.

Disaster Preparedness—The activities and measures designated or taken to protect Air Force resources from the effects of attacks, natural catastrophes, and major accidents; to restore primary mission assets after these events; and to fulfill the humanitarian relief responsibilities of commanders.

Disaster Relief Operations—The use of DoD resources to help civil authorities during peacetime domestic emergencies.

Disaster Response Force—The organization used for contingency response, command and control, and recovery.

Disaster Support Group—A major command and field operating agency headquarters command and control element. It coordinates and supports the headquarters' response to a contingency.

Emergency—Any of the occurrences enumerated in the definition of civil accidents, or other catastrophes in any part of the United States, which, in the determination of the President, require federal emergency assistance to supplement state and local efforts to save lives, restore order, and protect property, public health, and safety, or to avert or lessen the threat of a disaster.

(Added-AFRC) Emergency Information System (EIS)—EIS is an approved emergency response planning and management software for AFRC installations.

Entry Control Point—The place where access into and egress from a disaster cordon is controlled. It is located on the disaster cordon near the on-scene control point.

Extremely Hazardous Substance—As it pertains to hazardous material, any substance listed in Appendix A or Appendix B of 40 CFR 355, *Emergency Planning and Notification*. Appendix A is an alphabetical listing of extremely hazardous substances. Appendix B lists extremely hazardous substances in order of each substance's Chemical Abstracts Service registry number.

Federal Emergency Monitoring and Assessment Center—A center established near the scene of a radiological emergency from which DoE off-site Technical Director conducts the response.

Federal Radiological Emergency Response Plan—The plan federal agency personnel use to help state and local governments in responding to a radiological emergency.

Fixed Nuclear Facility—Stationary nuclear installations that use or produce radioactive materials in their normal operations. Within the Air Force, these facilities include installations with nuclear weapons or radioactive materials in sufficient quantities that the general public might be adversely affected if an accident involving the radioactive materials occurred. It also includes Nuclear Regulatory Commission-regulated facilities using radioactive materials above thresholds in 10 CFR 30.72, *Quantities of Radioactive Materials*, requiring consideration of the need for an Emergency Plan for Responding to a Release, for specific emergency plans. Normally, facilities using radioactive materials in their operations (such as medical, calibration, and radiography) and radioactive materials in shipments are not included in this definition.

Follow-On Elements—The non-emergency response elements of a Disaster Response Force that deploy to the accident scene after the initial response element to expand command and control and perform support functions.

(Added-AFRC) Functional Area Visit—A visit from a higher-headquarters specific functional area to their subordinate unit functional area. Different from a staff assistance visit where an entire staff composed of all functional areas visits a subordinate unit.

HQ USAF Crisis Action Team—A group of selected Air Staff officials that convenes to coordinate staff actions and to monitor contingencies involving Air Force resources.

Immediate Decontamination—Decontamination that involves:

- Aim - minimize casualties, save lives, and limit the spread of contamination
- When - conducted as soon as someone suspects they have been contaminated
- Who - individual
- What - skin, personal clothing, and equipment

Initial Response Base—The military installation that first responds to the scene of a nuclear weapons accident to provide a federal presence and humanitarian support.

Initial Response Element—The disaster response force element that deploys immediately to the disaster scene to provide command and control, save lives, and suppress and control hazards.

Installation Commander—An officer who commands a host support unit, host wing, or higher-level host unit, and whom administrative order or command directive identifies as "installation commander." He or she discharges the installation commander duties directed by US statutes or Air Force directives. This is normally the wing commander.

Joint Hazard Evaluation Center—A function staffed by representatives from each of the emergency response agencies that assesses hazards at the scene of a nuclear weapons accident. The center coordinates radiological survey data and radiological safety and health physics matters.

Joint Information Center—A nuclear weapons accident function staffed by public affairs representatives from the DoD, DoE, FEMA, and other agencies. The center provides coordinated public affairs concerning the accident.

Joint Nuclear Accident Incident Response Team—An agency working through the Joint Staff that helps carry out the responsibilities of the Chairman of the Joint Chiefs of Staff.

Major Accident—An accident involving DoD materiel or DoD activities that is serious enough to warrant response by the base disaster response force. It differs from the minor day-to-day emergencies and incidents that base agencies typically handle. A major accident may involve one or more of several circumstances:

Hazardous substances such as radioactive materials and toxic industrial chemicals; nuclear, biological, chemical, and conventional weapons; explosives; etc.

- Class A mishap.
- Extensive property damage.
- Grave risk of injury or death to installation personnel or public.
- Adverse public reaction.

Medical Casualty—A general term for a wounded, injured, or sick person who has not yet been admitted to a medical facility for treatment. The term does not include fatalities.

Military Support to Civil Authority—DoD support to foster mutual assistance and support between DoD and any civil government agency in planning or preparedness for, or in application of resources for responses to, the consequences of civil emergencies or attacks, including national security emergencies.

Mobile Command Post—A vehicle equipped with communications and other equipment to support the OSC. It is a flexible focal point for information collection and communication with the command post.

National Defense Area (NDA)—An area established on non-federal lands located within the United States, its territories or possessions, for the purpose of safeguarding classified defense information or protecting DoD equipment and or material. Establishment of an NDA temporarily places such non-federal lands under the effective control of the DoD and results only from an emergency event. The senior DoD representative at the scene will define the boundary, mark it with a physical barrier, and post warning signs. The landowner's consent and cooperation will be obtained whenever possible; however, military necessity will dictate the final decision regarding location, shape, and size of the NDA.

Natural Disaster—All domestic emergencies except those created as a result of enemy attack or civil disturbance. These may include hurricanes, tornadoes, storms, floods, high water, wind-driven water, tidal surge, tsunamis, earthquakes, volcanic eruptions, landslides, mud slides, severe snow storms, drought, or other catastrophe not caused by people.

Nuclear Reactor Accident—A mishap involving a nuclear power system or minor radiological source. The code term is FADED GIANT.

Nuclear Weapon Accident—An unexpected event involving a nuclear weapon, facility, or component that results in a hazardous condition: Examples are:

- Accidental or unauthorized launching, firing, or use by US forces or US-supported allied forces of a nuclear capable weapon system that could create the risk of an outbreak of war.
- Nuclear detonation.
- Non-nuclear detonation or burning of a nuclear weapon or radiological nuclear weapon component.
- Radioactive contamination.
- Seizure, theft, loss, or destruction of a nuclear weapon or radiological nuclear weapon component, including jettisoning.
- Public hazard, actual or implied.

Nuclear Weapon Significant Incident—An unexpected event involving a nuclear weapon, facility, or component that results in a hazardous condition but stops short of a nuclear weapon accident. Examples are:

- An increase in the possibility of explosion or radioactive contamination.
- Equipment malfunctions or human errors in assembling, testing, loading, or transporting equipment that could trigger the weapon arming or firing sequence, change the yield, or increase the "dud" probability (probability a weapon will fail to detonate because of malfunction).
- Any act of God, unfavorable environment, or condition resulting in damage to a weapon, facility, or component.

Off-Site—A radiological term. It is the area beyond the boundaries of any NDA or any facility or installation the DoD or DoE owns or controls.

On-Scene Commander—The person designated to coordinate the rescue efforts at the rescue site. This person is the senior member, normally the installation support group commander, of the disaster control group and directs all disaster response force members at an accident scene.

On-Scene Control Point—A location established near the accident scene where the disaster control group works.

On-Site—A radiological accident term. It is the area within the boundaries of a DoD or DoE installation or facility, or an NDA.

Operational Decontamination—Decontamination that involves:

- Aim - minimize contact or transfer hazard and sustain operations.
- When - conducted when operations require.
- Who - individual, crews, teams, or units.

- What - specific parts of operationally essential equipment, material, work areas and exchange of individual protective equipment.

(Added-AFRC) Operational Readiness Exercise—An internal evaluation of a unit's ability and exercise for Contingency Operations.

(Added-AFRC) Operational Readiness Inspection—Gaining MAJCOM evaluation of a unit's transition into a wartime posture and that unit's ability to meet wartime taskings. This includes Combat Employment, Deployment, Redeployment and the Ability to Survive and Operate.

(Added-AFRC) Passive Defense—Measures taken to reduce the probability of and to minimize the effects of damage caused by hostile actions.

Planning Documents—Base DP program guidance and policy publications. These include plans, standard publications, host-tenant and inter-service support agreements, memoranda of understanding, and operating instructions and checklists for external activities. The Readiness Flight may be the OPR for all or part of the documents.

Post-attack Phase—In NBCC warfare, the period between termination of the final attack and formal political termination of hostilities. In base recovery after attack actions, it is the period after an attack where the installation assesses damage and repairs mission critical facilities.

Preattack Phase—A term used in planning for general war. It is the period from the present until the first enemy weapon impacts.

Program Element—A mission description that identifies the organizations and resources needed for mission accomplishment. Resources may include forces, manpower, materiel quantities, and costs. The program element is the basic building block of the Future-Years Defense Program.

Radiological Control Area—The area encompassing all known or suspected radiological contamination at a nuclear weapon accident scene.

Readiness—The ability of U.S. forces to fight and meet the demands of the national military strategy. Readiness is the synthesis of two distinct but interrelated levels: (a) unit readiness – the ability to provide capabilities required by the combatant commanders to execute their assigned missions. This is derived from the ability of each unit to deliver the outputs for which it was designed. (b) joint readiness – the combatant commander's ability to integrate and synchronize ready combat and support forces to execute his or her assigned missions.

(Added-AFRC) Readiness Assistance Visit—A higher headquarters (RSG) exercise evaluation of a subordinate unit's (wing/group) ability to perform wartime tasking.

(Added-AFRC) Readiness Program—An administrative term used to incorporate the requirements of the Air Force ABO/DP/CCD programs into a single command program.

Reconstitution—Decontamination that involves:

- Aim - eliminate contamination to restore mission critical resources to a condition which permits unrestricted use, handling, or operation, and release from military control. (Decontaminate to the national standards of the location to which the resources will be sent. If no national standards are available, use US standards.)
- When - conducted after hostile actions have terminated, when the commander determines it is in the unit's best interest, or when directed by higher authority.

- Who - units or wings with external support.
- What - mission critical aircraft, equipment, material, work areas and terrain.

Release—The discharge of any hazardous chemical, extremely hazardous substance, or toxic chemical into the environment. Release includes any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, or dumping of hazardous substances or abandoning or discarding of barrels, containers, and other closed receptacles.

Relocation—Moving mission-essential functions and personnel from high- to low-risk target areas for survival, recovery, and reconstitution. Relocation is also synonymous with evacuation/dispersal.

Response Task Force (RTF)—An organization the Service identifies to make sure all tasks necessary to control and recover from a nuclear accident are accomplished. The RTF guides and manages the nuclear weapon accident response effort.

SAFE HAVEN—Temporary storage granted to DoE classified shipment transporters at DoD facilities in order to assure the safety and security of nuclear material and/or non-nuclear classified material. It also includes parking for commercial vehicles containing class A or class B explosives.

SAFE PARKING—DoD and DoE agreement that covers the temporary storage of DoE shipments of transuranic waste material.

Safety Analysis Report—A document that analyzes:

- The nuclear power system design.
- The normal and potential abnormal environments and failure modes that can affect the nuclear power system.
- The predicted responses of the system to such environments and failures.
- The predicted nuclear risk.

Severe Weather—A phenomenon critical enough to require advance/special notice and subsequent actions to prevent serious damage or injury to installation resources.

Survival Recovery Center (SRC)—The command and control element that directs and monitors the installation's actions before, during and after a contingency. [Table A1.1](#) lists recommended composition and responsibilities for SRC members.

(AFRC) Survival Recovery Center—More SRC procedures can be found in AFPAM 10-219, volume. 1, *Contingency and Disaster Planning*, and AFPAM 10-219, volume. 2, *Preattack and Predisaster Preparation*.

(Added-AFRC) Sustainability—The ability to use the principles of contamination avoidance, mission oriented protective postures, self-aid and buddy care, and pre, trans, and post attack actions ensuring mission accomplishment.

Thorough Decontamination—Decontamination that involves:

- Aim - reduce contamination to the lowest possible levels, to permit partial or total removal of IPE and maintain operations with minimum degradation.
- When - conducted when operations, manning, and resources permit.
- Who - units or wings, with or without external support.

- What - personnel, equipment, material, or work areas (may include some terrain beyond the scope of operational decontamination).

Threshold Planning Quantity—For any extremely hazardous substance, the quantity listed in the "Threshold Planning Quantity" column in Appendix A or Appendix B of 40 CFR 355.

Trans-Attack Phase—In NBCC warfare, the period from initiation of the attack to its termination.

Transuranic Waste—Radiological waste transported to the Waste Isolation Pilot Plant in Carlsbad NM.

Unit—Any organizational element above branch or section level, such as squadron, division, directorate, deputate, or staff agency.

(Added-AFRC) Unit Compliance Inspection—Evaluation of a unit’s compliance with mandatory requirements.

US Air Force Resources—Military and civilian personnel of active and reserve components; facilities, equipment, vehicles, and supplies under the control of the US Air Force; and services the US Air Force performs including airlift and other transportation services.

(Added-AFRC) Wing Operations Center—The operations center through which the wing commander controls the assigned and attached forces. It consists of vertical communications capability, status boards, operational schedules, the people necessary to track activity, and the commander’s battle staff to assist in operational and support decisions.

Table A1.1. SRC Composition and Responsibilities.

COMPOSITION AND RESPONSIBILITIES	The support group commander, or equivalent, normally serves as commander in the SRC. SRC staff members are from various base agencies and used to provide functional area expertise. They also maintain contact with their unit control centers (UCC).
	There are practical considerations when determining composition, including, but not limited to:
	<ul style="list-style-type: none"> • Size and layout of the facility • Number of representatives and plotters • Entry into and traffic in the SRC • Communication flow • Chain of reporting • Commander accessibility
A. Commander	The SRC commander will: <ul style="list-style-type: none"> • Direct execution of survival measures • Coordinate priorities with other Battle Staff personnel • Monitor accomplishment of survival actions
	The commander receives inputs from base control centers via SRC representatives and reports survivability status to the battle staff.
B. Members	Common members and their responsibilities include:

1) civil engineer	The CE representative exercises operational control of damage assessment teams (DAT) and response teams (DARTs), rapid runway repair (RRR) teams, bomb removal teams, facility repair, and CE resources through the damage control center.
maos selection	<ul style="list-style-type: none"> • Provide minimum airfield operating strip (MAOS) options to the commander. MAOS is a minimum section of runway clear of craters, debris, and other obstructions which provides adequate space to launch and recover aircraft.
repair quality criteria	<ul style="list-style-type: none"> • Determining the method of airfield pavement repair.
damage repair priorities	<ul style="list-style-type: none"> • The CE representative also advises on installation damage repair priorities and capabilities and progress of emergency repair actions.
2) ce readiness	<p>The CE readiness representative often oversees activation of the SRC. The readiness chief advises the SRC staff on:</p> <ul style="list-style-type: none"> • NBC and conventional hazards • Pre-, trans-, and post-attack actions for base populace • Mission oriented protective posture levels • Shelter and contamination control operations • CCD measures taken and possible expedient measures
3) eod	The CE EOD representative works closely with damage assessment teams (DATs), manages standoff munitions disruption teams, unexploded ordnance disposal teams, munitions clearance and bomb removal teams, and other EOD assets. The EOD representative will brief the SRC staff on hazards, priorities, and options.
4) fire department	The Fire representative exercises operational control over crash, fire, and rescue assets through the fire control center. They provide the SRC staff with status on critical crash, fire, rescue equipment and fire fighting operations, and fire fighting priorities and options.
5) security police	The Security representative coordinates between the SRC, base defense operations center and AF office of special investigation for installation active defense issues.
6) medical	The Medical representative performs liaison between the SRC and medical treatment facility. This includes advising the SRC staff on casualty collection points, chemical agent pretreatment drugs, aeromedical evacuations, ambulatory evacuations, heat stress, and medical effects of NBC contamination.
7) personnel	The Personnel representative exercises control over the base manpower pool. The personnel representative coordinates with medical and mortuary agencies to reassign and backfill personnel shortages, prepares personnel strength reports, and initiates PERSCO or (Personnel Support for Contingency Operations) casualty notification procedures.

8) communications	The Communications representative manages command, control, communications, and computer (C4) assets and repair teams through the communications support center. The comm representative assesses damage to C4 systems, provides status of capabilities to the SRC, and coordinates repairs.
9) transportation	The Transportation representative manages transportation resources, prioritizes and ensures expedient repairs to vehicles and specialized equipment, and advises the SRC staff on critical transportation assets.
10) plotters and runners	The plotter and runner serve under the direction of the SRC commander and update status boards and maps with information received from organization representatives.
11) augmentees	The SRC commander may augment the staff from existing base-wide resources.

Attachment 2

FUNCTIONAL SUPPORT

A2.1. Base Civil Engineer (BCE). Establishes a contamination control capability. This includes being able to identify contamination, decontaminate to support essential operations within their capabilities, and mark contaminated areas as appropriate.

A2.1. (AFRC) Managed by the SPTG/CC.

A2.2. The Readiness Flight. Manages the installation DP, air base operability, camouflage, concealment and deception, and NBCC defense programs for the BCE. This includes:

A2.2. (AFRC) These are the duties for the SPTG readiness flight. Complete tenant readiness flight duties are covered in [Attachment 8 \(AddedAFRC\)](#).

A2.2.1. Informing new commanders and their staffs on specific DP and NBC defense policies, organization, and status of program initiatives.

A2.2.2. Reviewing the Base Support Plan for deployed locations.

A2.2.3. Establishing the installation's NBC detection, survey, marking, plotting, prediction, and reporting capabilities and associated equipment requirements, according to the threat.

A2.2.4. Helping units develop operational procedures for contamination control and shelter management teams. Furthermore, the Readiness Flight monitors and advises these teams during contingency operations. See AFMANs 32-4004 and 32-4005.

A2.2.5. Helping units develop operational procedures for NBC detection, protection, contamination control, hardening, and blackout. See AFMAN 32-4005.

A2.2.6. Developing procedures to integrate CCD procedures into passive defense measures. See AFI 32-4007.

A2.2.7. Organizing, training, and equipping a DPST. Ensures DPST does not have conflicting duties that will preclude them from participating in training, exercises, or emergency response operations. See AFMAN 32-4004.

A2.2.8. Providing the training required in [Chapter 6](#).

A2.2.9. Developing, publishing, and maintaining a base DP operations plan. Also, the Readiness Flight reviews unit checklists and mutual aid agreements that support the base DP operations plan.

A2.2.10. Ensuring other installation plans include DP and NBCC requirements.

A2.2.11. Establishing, organizing, and maintaining an NBC control center in any threat environment.

A2.2.12. Assisting the OSC and BCE during emergency response operations.

A2.2.12. (AFRC) The readiness flight chief reports to the OSC.

A2.2.13. Responding to the disaster scene to advise DRF elements, and communicating with the installation command post during peacetime contingency operations.

A2.2.14. Maintaining and operating the mobile command post.

A2.2.15. Operating a contamination control station and initial monitoring point during nuclear and chemical warfare agent accidents.

A2.2.16. Submitting the base's Nuclear Accident Response Capability Report according to DNA procedures. See Atch 4.

A2.2.17. Establishing inspection intervals and documentation requirements for unit assigned equipment according to applicable technical data.

A2.2.18. Reviewing AFTO Forms 22 concerning DP and NBCC defense T.O.s submitted at the installation. This review is the quality control review that T.O. 00-5-1 requires. Forward approved reports to the MAJCOM CE Readiness staff.

A2.2.19. Helping the exercise evaluation team chief develop major accident response and attack response exercises.

A2.2.20. Collecting data for lessons learned reports.

A2.2.21. Submitting metrics according to AFD 32-40.

A2.2.22. (Added-AFRC) Budgets for and provides augmentation support to the RSGs for FAVs, RAVs, SAVs, OREs, ORIs, workshops, etc.

A2.2.23. (Added-AFRC) Performs self-inspections.

A2.2.24. (Added-AFRC) Provides standardized base grid maps for installation disaster response forces. Other maps are prescribed in the local directive.

A2.2.25. (Added-AFRC) Allocates NBC training quotas, tracks attendance rates by unit, provides feedback to unit commanders and DP representatives on a monthly basis, and provides status to the SPTG/CC.

A2.2.26. (Added-AFRC) Provides new senior commanders (wing, vice wing, group, deputy group) an introductory briefing on the installation readiness program. Briefings include specific responsibilities of the person being briefed.

A2.2.27. (Added-AFRC) For problems beyond flight's capability to resolve, requests assistance from the appropriate RSG readiness office. The RSG readiness office coordinates problem resolution with HQ AFRC/CEXR.

A2.2.28. (Added-AFRC) Prepares various installation emergency and contingency response planning documents as well as coordination on installation readiness projects.

A2.2.29. (Added-AFRC) Conducts and tracks readiness training provided to installation personnel.

A2.2.30. (Added-AFRC) Manages installation readiness equipment assigned to the flight and monitors the status of other readiness program equipment (deployment-related ABO/DP/CCD items) assigned to units on the installation.

A2.2.31. (Added-AFRC) Reports installation readiness program status, issues, equipment, and problems to the installation readiness council or other program review.

A2.2.31.1. (Added-AFRC) Conducts and documents disaster preparedness representatives meetings for units with mobility commitments. Meetings are conducted not less than quarterly. This meeting covers those issues necessary to support contingency operations and management of the

unit readiness program and may be combined with other meetings. (ART duty only to units with full-time employees.)

A2.2.31.2. (Added-AFRC) Maintains a radioactive material (RAM) permit (installation and tenant units possessing equipment).

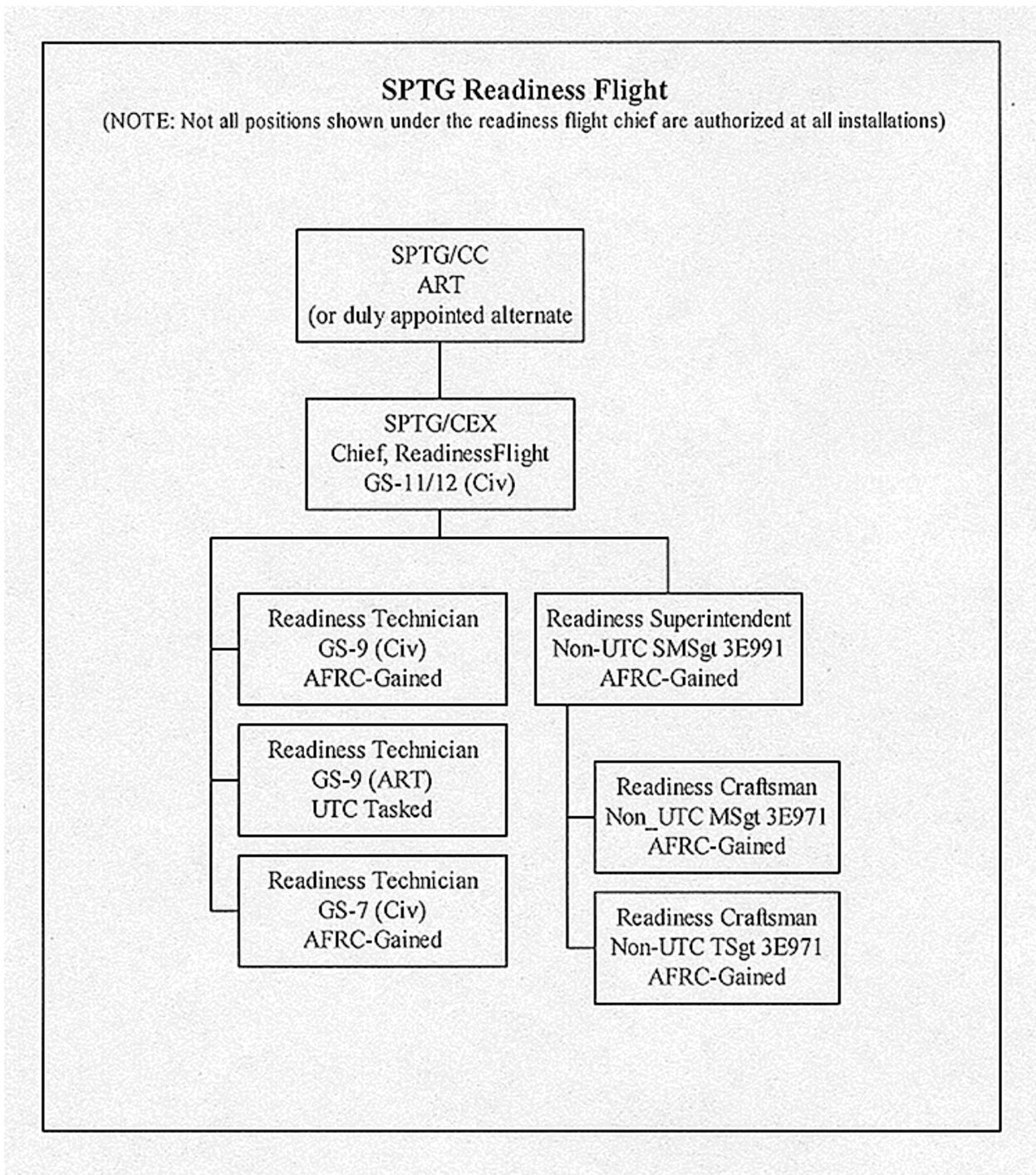
A2.2.32. (Added-AFRC) Provides readiness technical guidance and training to installation agencies.

A2.2.33. (Added-AFRC) Manning, Organization, and Duties. The manning and organization of the SPTG readiness flight is:

A2.2.33.1. (Added-AFRC) Manning. Manning for the SPTG readiness flight is determined by the work center description (WCD) and accompanying AFRC manpower standard (AFRCMS). The full-time flight manning is shown in the applicable Part A unit manpower document (UMD) under functional account code (FAC) 44EB. At installations where authorized, non-UTC reservists are shown in the Part B UMD under FAC 44EB.

A2.2.33.2. (Added-AFRC) Organization. The SPTG readiness flight includes the flight chief (senior full-time readiness employee) and the personnel identified in paragraph A2.2.33.1. Refer to [Figure A2.1.](#) for the organizational structure.

Figure A2.1. (AFRC) SPTG Readiness Flight Structure.



A2.2.33.2.1. (Added-AFRC) During disaster responses, the flight becomes part of the disaster response force (DRF).

A2.2.33.2.2. (Added-AFRC) During wartime, the flight chief should report according to local plans to advise and support the SPTG/CC and the survival recovery center (SRC) or its

equivalent. As directed or according to local plans, other remaining flight personnel and/or augmentees assume additional posts.

A2.2.33.2.3. (Added-AFRC) The SPTG readiness flight reports to the SPTG/CC. The ART SPTG/CC is the reporting official for the SPTG readiness flight. If no ART SPTG/CC is authorized, the reporting official is the duly appointed alternate for the SPTG/CC. The flight chief assigns internal flight duties as necessary. All other personnel assigned to the flight report to the SPTG readiness flight.

A2.2.33.3. (Added-AFRC) Non-UTC reservists support the installation readiness program to include conducting readiness classes listed in **Table 6.3.**, developing lesson plans for these courses using RTPs, conducting staff assistance visits to other wing units, writing supporting plans, NORAD plotting, and other duties as assigned by the SPTG readiness flight chief.

A2.3. Medical Services:

A2.3.1. Develops disaster and contingency plans in concert with local and higher headquarters tasking.

A2.3.2. Provides technical medical information and advice on NBC warfare to the survival recovery center, to include:

A2.3.2.1. Information on physiological effects of NBC contamination.

A2.3.2.2. Information on work/rest cycles for people in MOPP 3 and 4. See AFMAN 32-4005 for additional guidance.

A2.3.2.3. Issuing and using chemical-biological warfare agent pretreatment drugs, prophylactic medication, and antidotes.

A2.3.2.4. Providing medical intelligence estimates.

A2.3.3. Trains unit self-aid and buddy care instructors who train unit personnel in or deploying to CB threat areas, on chemical warfare agent symptoms, pretreatment drugs, and antidotes.

A2.3.4. Establishes a contamination control capability. This includes being able to identify contamination, decontaminate to support essential operations within their capabilities, and mark contaminated areas as appropriate.

A2.4. Staff Judge Advocate. Provides legal advice to the commander and staff (including deployed elements) concerning:

A2.4.1. Major accidents involving military resources or resulting from military activities that occur in areas under military or civil jurisdiction.

A2.4.2. Establishing national defense areas (NDA).

A2.4.3. Aircraft or missile accident investigations.

A2.5. Communications and Information.

A2.5.1. Develops procedures to reduce the impact on communications-computer systems during contingencies.

A2.5.2. Works with the BCE to install the installation warning system.

A2.5.3. Develops procedures to ensure protection of all records in staff offices that are an established office of record according to AFI 37-122, *Air Force Records Management Program*, and for records stored in the base staging area during contingencies.

A2.5.4. Provides guidance to offices of record regarding protection of vital records as defined in AFI 37-138, *Records Disposition--Procedures and Responsibilities*, paragraph 2.12.

A2.6. Maintenance. Establishes a contamination control capability. This includes being able to identify contamination, decontaminate to support essential operations within their capabilities, and mark contaminated areas as appropriate.

A2.7. Supply. Determines tariff-sizing requirements and issues all individual CBWD equipment to base personnel through the individual equipment unit.

A2.8. Services:

A2.8.1. Locally determine the level of shelter stocking support necessary to meet OPlan and natural disaster requirements.

A2.8.2. Develops plans in conjunction with the Civil Engineers for the burial/disposal of contaminated individual protective clothing, contaminated duty uniforms and training ground crew ensembles. Upon implementation of laundering procedures, considers the option of laundering contaminated individual protective clothing for reuse.

A2.8.3. Develops plans for mortuary affairs. See Joint Publication 4-06 and AFMAN 34-257, *Mass Fatality Management*, for contaminated remains procedures.

A2.9. Transportation. Establishes a contamination control capability. This includes being able to identify contamination, decontaminate to support essential operations within their capabilities, and mark contaminated areas as appropriate.

A2.10. Weather.

A2.10.1. Coordinates required weather support with the CE Readiness Flight and other operations that oversee airfield or flight operations.

A2.10.2. Provides updates on seasonal severe weather threats.

A2.10.3. Educates installation personnel on weather services provided and all severe weather threats to their location through the BEPO.

A2.10.4. Provides representative to exercise evaluation team.

A2.11. Airfield Management. Coordinates contingency operations that affect airfield or flight operations.

Attachment 3**PLANNING*****Section A3A—Base OPlan 32-1 Guidance*****A3.1. General:**

A3.1.1. MAJCOMs may use a management directive or other publication in place of the Base OPlan 32-1, if the planning provisions in this attachment are met.

A3.1.1.1. Publish a change if cumulative changes affect less than 40 percent of the plan. Provide a means to record changes to the plan.

A3.1.1.2. Provide comprehensive guidance for response to contingencies.

A3.1.1.3. Must not include exercise procedures or criteria or administrative details not directly related to disaster response.

A3.1.1.4. Is unclassified, when possible.

A3.1.1.5. Does not duplicate information in related base plans.

A3.2. Letter of Transmittal for the Base OPlan 32-1. The letter of transmittal must:

A3.2.1. State the requirements for preparing and implementing procedural guidance or checklists.

A3.2.2. List the headquarters and other agencies or commands with whom the plan was coordinated during preparation.

A3.2.3. Designate the OPR for the plan.

A3.2.4. Provide disposition instructions for superseded plans.

A3.2.5. Include as an attachment a fill-in letter (Distribution Change Letter) for plan addressees to request distribution changes. Insert the letter after the letter of transmittal.

A3.3. Security Instructions for the Base OPlan 32-1. The plan should be unclassified to ensure maximum distribution. If the plan must be classified, include security instructions according to DoD 5200.1-R, *Information Security Program Regulation*, June 1986 and AFI 31-101, *Air Force Physical Security Program*.

A3.4. Base OPlan 32-1 Format. Air Force installations must use the following format in preparing the Base OPlan 32-1:

A3.4.1. Cover. The cover must show the date of the basic plan, the issuing headquarters, short title, and if classified, the classification markings.

A3.4.2. Table of Contents. List of the plan elements and sub-elements.

A3.4.3. Plan Summary. Briefly state the reason for executing the plan, the force employment, underlying assumptions, and what operations are to be conducted.

A3.4.4. Basic Plan. Include the following five major paragraphs. If a paragraph does not apply, use the words "not applicable" after the paragraph title.

A3.4.4.1. Situation. Describe the most probable condition for implementing the plan. Describe separately the enemy attack, major accident, and natural disaster threats applicable to the base. List the assumptions the plan is based on. Base assumptions on conditions likely to exist or that may have significant impact on mission operations.

A3.4.4.2. Mission. State the basic task of and reason for using the plan.

A3.4.4.3. Execution. State actions needed to carry out the plan. List the specific tasks of friendly forces, commands, or government agencies that directly support this plan. If tasks are listed in other plans, just make reference to these plans.

A3.4.4.3. (AFRC) Include the following statement in your OPlan 32-1, Basic Plan, Execution section: "The Critical Incident Stress Management (CISM) team will be activated at the request of the installation, host, or unit commander impacted by the event. The commander directs the command post to request the HQ AFRC CISM team. Full details of the incident must be provided with the request. The HQ AFRC Command Center will notify HQ AFRC/DPXF (Family Readiness). DPXF coordinates and activates the team."

A3.4.4.4. Administration and Logistics. State how logistic support is accomplished.

A3.4.4.5. Command and Communication. Describe installation warning and notification systems and capabilities. Identify command and control relationships, such as the SRC or contingency support staff, among participants tasked to carry out this plan. Give a general description of the scope and type of information systems for disaster operations.

A3.4.5. Annexes. Do not repeat information provided in the basic plan. List key actions the commander or units are to accomplish based on conditions or events that may affect the installation. There are four annexes: Annex A - Major Peacetime Accident; Annex B - Natural Disaster; Annex C - Enemy Attack; Annex Z - Distribution. While appendices are authorized, no additional annexes are authorized.

A3.4.5.1. Annex A--Major Peacetime Accident. Include information for on- and off-base major accident response operations. Address or reference evacuation plans for personnel and equipment. Address the types of accidents, weapons systems, weapons, and hazardous materials possible. Develop supporting checklists using AFMAN 32-4004 and command guidance. USAFE and PACAF will develop plans according to theater guidance.

- Since state authorities are responsible for the health, safety, and welfare of the people within their territorial limits during periods of emergency, they should be aware of the capabilities and required response actions of the DoD and other federal agencies. To provide this awareness, the Air Force is authorized to communicate with senior state officials who have a limited access authorization to coordinate on emergency radiological planning. Discuss classified information in a controlled environment. Address actions the state may take. This information permits the state to assure the public that any danger is minimal and the Air Force is capable of handling the situation without the need for more specific local preparedness.
- Prepare checklists for RTF reception and support.
- Prepare a HAZMAT appendix according to AFI 32-4002.

A3.4.5.2. Annex B--Natural Disaster. Include information for natural disaster response operations, to include relief operations. Address the types of disasters that could affect the base.

Address or reference evacuation plans for personnel and equipment. Develop supporting checklists using command guidance.

A3.4.5.3. Annex C--Enemy Attack. Include information for pre-attack, trans-attack, and post-attack disaster operations. Address or reference evacuation plans for personnel and equipment. Include shelter and contamination control operations. If complete DP guidance for enemy attack is included in another plan, Annex C is not required. If Annex C is not used, refer to the governing plans in the table of contents. USAFE and PACAF must develop plans according to theater guidance.

A3.4.5.3. (AFRC) Annex C is not required for AFRC installations. Attacks of terrorism to the installation are included in the installation security plan.

A3.4.5.4. Annex Z--Distribution. List offices that hold the plan. Include the functional address symbol for Air Force addresses. Distribute plans to support activities, tasked organizations, and higher headquarters.

Section A3B—Civil Authority Coordination on Air Force Fixed Nuclear Facilities

A3.5. General Planning Guidelines. Installations possessing a nuclear reactor facility will develop emergency plans to address response and recovery procedures for nuclear reactor accidents or incidents. These procedures will be detailed in the reactor facility emergency plan developed by the responsible commander, and will support taskings in the Base OPlan 32-1 and unit implementing instructions.

A3.5.1. For power reactors, use the guidance in Title 10, Code of Federal Regulations, Part 50, Appendix E, Emergency Planning and Preparedness for Production and Evaluation of Radiological Emergency Response Plans and Preparedness.

A3.5.2. For non-owner reactors, use the guidance in US Nuclear Commission Reg Guide 2.6, *Emergency Planning for Research and Test Reactors*, and in US Nuclear Commission NUREG-0849, *Standard Review Plan for the Review and Evaluation of Emergency Plans for Research and Test Reactors*.

A3.5.3. Do not provide classified information. Satisfactory emergency planning can be effected without such information.

A3.5.4. Provide sensitive unclassified information to civil authorities only with the facility commander's permission and on a strict need-to-know basis. Ensure the recipient understands and agrees to abide by the directives governing control of the information.

A3.5.5. As a minimum, ensure the emergency plan details the roles, responsibilities, and actions of the reactor facility emergency organization. The plan will also include reactor management and facility emergency response resources available to support, respond to, and recover from all accidents and scenarios identified in the Safety Analysis Report. Address support required or anticipated from the host installation agencies and DRF, as well as other government and non-government agencies. Include the following in radioactive material accident planning:

A3.5.5.1. Possible release environment (atmospheric, geologic, or hydrologic).

A3.5.5.2. Type of material that may be released (isotopes and chemical and physical characteristics).

A3.5.5.3. General characteristics of potential accidents (for example; fire, impact, and explosion).

A3.5.5.4. Pertinent timing (expected duration of release and time when significant off-site exposures are expected).

A3.5.5.5. Protective actions for anticipated radiation levels.

A3.5.5.6. Specific facility response actions and possible state and local authority response actions. The basic concept of response to an accident or incident involving a nuclear reactor facility is the same as any other major accident. However, the specific responsibilities for response and recovery procedures require taskings unique to each type of nuclear reactor accident or incident.

A3.5.6. Review the emergency plan as part of the Safety Analysis Report.

A3.6. Civil Authority Coordination on Air Force Fixed Nuclear Facilities

Attachment 4**LESSONS-LEARNED REPORT FORMATS AND NUCLEAR ACCIDENT RESPONSE CAPABILITY LISTING (NARCL)*****Section A4A—Lesson Learned Report Formats***

A4.1. Subject and Purpose. This after-actions lessons learned report consolidates information on all US Air Force installations responding to any emergency response operation on or off the installation. Submit reports for response off the installation under military assistance to civil authorities according to AFMAN 10-206.

A4.2. Who Submits the Final Report. The Air Force installation or RTF commander submits the final report for his or her owned or controlled resources.

A4.2.1. The Readiness Flight will collect data and prepare this report, ensuring the installation commander signs the report.

A4.2.2. When more than one installation is involved in the same response, each installation commander will submit a report.

A4.2.3. For the RTF, each responding installation will submit a final lessons learned report to the RTF CE Readiness officer for consolidation.

A4.3. Addressees for Final Report:

A4.3.1. Deputy Assistant Secretary of the Air Force, Office of Environment, Safety, and Occupational Health (SAF/MIQ), Washington DC 20330-1000.

A4.3.2. HQ USAF/ILEOR, 1260 Air Force Pentagon, Washington DC 20330-1260.

A4.3.3. HQ USAF/AFCOS, 1210 Air Force Pentagon, Washington DC 20330-1210.

A4.3.4. AFSC/SEWN, 9700 G Ave SE, Kirtland AFB NM 87117-5670.

A4.3.5. HQ AFCESA/CEX, 139 Barnes Drive, Suite 1, Tyndall AFB FL 32403-5319.

A4.3.6. Parent MAJCOM; not applicable (N/A) for RTF.

A4.4. How Submitted:

A4.4.1. Classification. According to content.

A4.4.2. Method of Transmission. First-class US mail or message.

A4.4.3. Precedence. This report is designated emergency status code, C-3. Continue reporting during emergency conditions; delayed precedence.

A4.4.4. MINIMIZE. Do not transmit by message during MINIMIZE.

A4.5. Specific Reporting Instructions and Report Content. Use organizational letterhead to submit the report. Include a brief summary of the installation's involvement in the response operation. Concentrate on the specifics of lessons learned. Prepare the report in the following format:

- A4.5.1. Organization.
- A4.5.2. Operation nickname and type of response.
- A4.5.3. Time and date event started.
- A4.5.4. Time and date event ended.
- A4.5.5. Special activities before the disaster. Discuss method of activating emergency operation plans or other emergency response plans.
- A4.5.6. Problems encountered during the disaster. Discuss specific situations caused by the disaster. Address US Air Force casualties or damage to US Air Force facilities as a result of the disaster, response, or recovery operations. Provide estimate of property damage.
- A4.5.7. Summary of post-disaster activities. Provide a chronological summary of actions from notification and deployment to termination of response and recovery operations. List the types of forces, equipment, and supplies used. Include estimate of expenses incurred. Provide pertinent photographs, highlights of the operation, support rendered, unusual actions or occurrences, or other events of interest.
- A4.5.8. Remarks and lessons learned. List specific issues that were key to the success of the operation. Address deficiencies that should have been, but were not, considered before (planning and training) or during (checklists) the response. Include need for special equipment or training.

Section A4B—Nuclear Accident Response Capability Listing (NARCL)

A4.6. Installations:

- A4.6.1. Will classify their reports if required by the originating base or command.
- A4.6.2. Will submit supplemental reports when a capability is achieved, discontinued, or changed.
- A4.6.3. Will forward the report to arrive at the MAJCOM no later than 10 Sep and must be current as of 1 Sep.
- A4.6.4. (AFRC)** (Added) Include the RSG on the distribution.

A4.7. MAJCOMs, FOAs, and DRUs:

- A4.7.1. Will send one copy of each report to HQ Defense Nuclear Agency, Attention: OCOP, 6801 Telegraph Road, Alexandria VA 22310-3398, for inclusion in the Nuclear Accident Response Capability Listing (NARCL).
- A4.7.2. Submit reports no later than 1 Oct to Joint Nuclear Accident Coordinating Center (JNACC) with a cutoff date of 1 Sep. Units may reproduce the sample DD Form 2325 in the NARCL.
- A4.7.3. Submit NARCL by 1 Nov to HQ USAF/ILEOR according to AAFP 32-40.
- A4.7.3. (AFRC)** Installations submit their Radiological Response Capability Report (RCS HQ DNA 191M), to HQ AFRC/CEXR, with an information copy to their respective RSG, not later than 31 August each year.

Attachment 5

**IC 98-1 TO AFI 32-4001, DISASTER PREPAREDNESS OPERATIONS
1 MAY 1998**

SUMMARY OF REVISIONS

This interim change provides guidance on equipment, training, and exercises based on a prescribed Chemical-Biological (CB) low, medium, and high threat and deletes a formal training course for the Air Force Reserves. A | indicates revisions from the previous edition.

1.8.1. Uses **Table 1.1.** to allocate and fund equipment; define training requirements; and determine exercise requirements for CB operations. MAJCOMs must take appropriate measures if the threat changes and affects areas listed in **Table 1.1.** and should also consider notional taskings to CB threat areas.

NOTE: This guidance is intended to complement War and Mobilization Plan (WMP 1), Annex E in determining groundcrew IPE requirements.

Table 1.1. CB Threat Matrix.

CB THREAT	LOCATION
High (HTA)	Republic of South Korea, Saudi Arabia, Kuwait, Bahrain, Somalia, Jordan, Sudan, Turkey, United Arab Emirates, Qatar, Greece
Medium (MTA)	Germany, Italy, Japan, Yemen
Low (LTA)	CONUS, All others not listed as a HTA or MTA.

3.2.1. Chemical, Biological, and Conventional Individual Protective Equipment. A full complement of this equipment is maintained according to the "Operational" column of **Table 3.1.**

Table 3.1. Groundcrew Individual Protective Equipment.

ITEM	HTA BOI	MTA BOI	C-1 BAG5,	CMBCC5 C BAG	TRAINING
Groundcrew Ensemble ^{1, 2}					
- Protective Mask ³	1	1	1		
- Overgarment	4	2	2	2	1
- Black Footwear	8	4	4	4	1
Covers or					
- Green/Black Vinyl Overboots	4	2	2	2	1
- Cotton Inserts	8	4	4	4	1
- Gloves	8	4	4	4	1
- Hood	8	4	4	4	1
- Filter Set/Canister	8	4	4	4	1
Additional IPE					
M9 Detector Paper ³	1	1	1		

ITEM	HTA BOI	MTA BOI	C-1 BAG5,	CMBCC5 C BAG	TRAINING
M8 Detector Paper ³	1	1	1		
M295 Decon Kit	2	1	1		
M258A1 or M291 Decon Kit	4	2	2	2	
Web Belt ^{3,4}	1	1	1		
Canteen ^{3,4}	1	1	1		
M1 Canteen Cap ³	1	1	1		
Helmet ^{3,4}	1	1	1		

Notes:

1. Training numbers are reflected as the second number in the columns above. During training/exercises, units may use training equipment pools if a shortage exists. However, the unit must maintain enough training equipment to support training and exercise objectives. Revert to the standard training requirements stated above when operational equipment requirements are met.
2. An individual protective equipment set (IPE) consists of a ground crew ensemble, winterization kit (if required), M8 detector paper booklet, M9 detector paper roll, M258A1 or M291 decontamination kit, M295 decontamination kit, web belt, canteen, M1 canteen cap, and helmet. An operational groundcrew ensemble consists of a protective mask, two filter sets/canisters, an overgarment, two pairs of footwear covers or one GVO/BVO, two pairs of glove sets, and two hoods.
3. Use these dual-use items operationally and for training, no matter how many ensembles are issued. Expired items may be used for training.
4. These items are A Bag issue.
5. Personnel will deploy with the IPE identified in **Table 3.2**. This equipment is maintained by the deploying activity.
 - For all CONUS forces deploying to a CB high threat area, the third and fourth ensemble will be maintained by the CMBCC. See AFI 23-226, *Chemical Warfare Defense Equipment (CWDE) Consolidated Mobility Bag Management*, for information on the CMBCC.
 - For all OCONUS forces deploying to a CB high threat area, all ensembles will be maintained by the deploying activity as directed by the MAJCOM. (MAJCOMs are authorized to modify the breakout between C-1 bag contents and remaining BOI requirements.)

3.2.1.1. Equip each Air Force military member and emergency-essential civilian in or deployable to chemical-biological (CB) threat areas with conventional and CB IPE as specified in this AFI. (See **Table 1.1 for CB threat areas)**

3.2.1.4. In CB threat areas, use **Table 3.2 for equipage and storage requirements.**

Table 3.2. CB Equipment Matrix.

	Type of Equipment
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T H R E A T	ColPro	CONTAMINATION AVOIDANCE1	IPE2 (See Table 3.1.)	DECON3
L O W	No	<p>Required for: Deployable capabilities (IAW UTC DOC statements)</p> <p>In-place capabilities: (for verification, treatment, de-warn IAW applicable AS/BSP/OPlan)</p> <p>Stored: IAW technical guidance, MAJCOM, and installation directives</p>	<p>Required for: Personnel UTCs deploying to CB HTA (HTA BOI)</p> <p>Personnel UTCs deploying to CB MTA (MTA BOI)</p>	<p>Required for: Deployable capabilities (IAW UTC DOC statements)</p> <p>In-place capabilities (IAW applicable AS/BSP/OPlan)</p>
M E D I U M	No	<p>Required for: Deployable capabilities (IAW UTC DOC statements)</p> <p>In-place capabilities: (for verification, treatment, de-warn IAW applicable AS/BSP)</p> <p>Stored: IAW technical guidance, MAJCOM, and installation directives</p>	<p>Required for: Personnel UTCs deploying to CB HTA (HTA BOI)</p> <p>In-place forces (MTA BOI)</p>	<p>Required for: Deployable capabilities (IAW UTC DOC statements)</p> <p>In-place capabilities (IAW applicable AS/BSP)</p>
H I G H	Yes IAW MAJCOM Directives	<p>Required for: In-place capabilities (for standoff, verification, treatment, and de-warn, IAW applicable AS/BSP)</p>	<p>Required for: HTA BOI</p>	<p>Required for: In-place capabilities (IAW applicable AS/BSP)</p>
<p>Stored: IAW technical guidance, MAJCOM, and installation directives</p>				

NOTES:

1. Chemical and biological point detectors and standoff detection system are the primary items for contamination avoidance.
2. See [Table 3.1.](#) for required IPE items.
3. M17 Lightweight Decon Apparatus, M295 kits, and other equipment IAW applicable Allowance Standards/Base Support Plans (BSP) are the primary methods for decontamination.

5.3.2. Attack response exercise. See [Table 5.1.](#)

5.3.2.1. DELETED.

5.3.2.2. DELETED.

Table 5.1. Attack Response Exercise Matrix.

CB Threat Area	Minimum Exercise Requirements
Low	Annually: Conduct attack response exercise implementing the base OPlan 32-1 and other contingency plans (i.e. NBC, terrorist, or conventional attack).andAnnually: Conduct an attack response exercise for units' mobility commitments based upon the threat at deployment locations.
Medium	Semiannually: Conduct attack response exercise implementing the base OPlan 32-1, BSP, and other contingency plans (i.e. NBC, terrorist, or conventional attack). Integrate exercise requirements for units with mobility commitments based on the threat at deployment locations.
High	Quarterly: Conduct attack response exercises implementing the base OPlan 32-1, BSP, and other contingency plans.

Table 6.1. Formal AETC Training Courses.

COURSE	TARGET AUDIENCE	RECOMMENDED INTERVALS	REMARKS
Readiness Apprentice	3E911	Upon entry into the CE Readiness Career field.	
Readiness Flight Officer	Readiness Flight Officers and 32XX	As soon as possible upon being assigned to Readiness Flight duties.	All Readiness Flight officers should attend this course.
Readiness Craftsman	3E951	Prior to receiving upgrade to 7-level.	Quotas controlled by AFPC.
Advanced Readiness	3E9X1 32E1D	Every 2-3 years.	
Radiological Emergency Team Operations (formerly NETOPs)	3E9X1 3E8X1	Within 2 years of entry into AFS and every 2-5 years.	This is a Defense Special Weapons Agency (DSWA) School.
NBC Cell Operations	3E9X1 32XX 43EXX 4B0X1	Every 3-4 years.	Offered both in-residence and as a Mobile Training Team (MTT) course.

COURSE	TARGET AUDIENCE	RECOMMENDED INTERVALS	REMARKS
Air Base Operability	Officers, E-6 and higher, or civilian counterparts assigned ABO responsibilities	Upon initial assignment to ABO duties.	Offered only as a MTT course.
HAZMAT T-t-T (Awareness)	3E9X1	Upon receipt of 5-level.	- Recommend trainees have 2 years retainability - At least one individual per Readiness Flight should attend this course.

Table 6.3. Readiness Flight Training Matrix.

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
Disaster Preparedness Support Team (DPST)	Members assigned by the Ready Board.	12 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Include extra time for NBC plotting and reporting.
Shelter Management Team (SMT ¹)	Shelter supervisors, exposure control monitors, CCA monitors, as assigned by unit commanders.	7 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	SMTs must receive training on shelter systems in use.
Contamination Control Team (CCT ²)	CCT members, as assigned by unit commanders.	4 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Include extra time for LDA.
NBC Defense ^{3,4}	Low threat	6 hours	Within 90 days of assignment to mobility positions or 90 days prior to PCSing to a CB HTA.	Annual show of competency or as directed by MAJCOM.	Allow extra time for quantitative fit testing (QNFT)/ confidence exercise and CCA training.
	Medium threat	Same	Within 90 days of arrival.	Within 90 days of arrival.	See Note 4

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
	High threat	Same	Within 90 days prior to PCSing to HTA.	Within 30 days of arrival - topics should only include theater specific procedures and QNFT.	See Note 4
Disaster Control Group (DCG)	Designated on-scene commanders and Follow-On Element (FOE) DCG representatives.	4 hours	As directed by MAJCOM.	Annual show of competency or as directed by MAJCOM.	Increase instruction time to comply with HAZMAT training requirements. See AFI 32-4002.
Unit Disaster Preparedness Representative	Unit representative, as assigned.	1.5 hours	As directed by MAJCOM.		
Exercise Evaluation Team (EET)	EET chief and members, as assigned.	2 hours	As directed by MAJCOM.		Members must receive training in the areas they evaluate.
Base Emergency Preparedness Orientation (BEPO)	All military and civilian personnel assigned.	30 min	As directed by MAJCOM.		This course should be given as part of INTRO ⁵ .
Control center training	Personnel assigned duties in their unit control center.	2 hours	Optional	Optional	Optional for personnel who work in control centers during contingency operations.
Explosive ordnance reconnaissance (EOR)	All military people overseas and those assigned to mobility positions.	30 min	As directed by MAJCOM.	As directed by MAJCOM.	Where applicable, EOD will provide this training. This training can be a part of bepo, intro, or nbc defense training.

Course	Audience	Typical Initial Instruction Time	Initial (Frequency)	Refresher (Frequency)	Remarks
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Notes:

1. SMTs at locations where the primary threat is from nuclear attack are not required to receive training until there is an increase in alert posture.
2. CCTs are not required to receive training on wartime decontamination operations until there is an increase in alert posture if they are at locations where the primary threat is from nuclear attack.
3. NBC Defense Training is required for military personnel and emergency essential civilians in or deployable to chemical-biological medium and high threat areas.
4. Initial training is required if there has been a break of 36 months or more in NBC defense training.
5. This training may be accomplished through a combination of handouts, newspaper articles, television spots, or unit-level briefings.

6.4.1. The Readiness Flight teaches the courses listed in **Table 6.3**. Course synopses are listed in AFPAM 10-219, Volume 1, *Contingency and Disaster Planning*. Course breakdown by topic is listed in AFIND 11, *Index of Readiness Training Packages*.

Attachment 1, Acronyms and Abbreviations

COLPRO	Collective Protection
HTA	High Threat Area
LTA	Low Threat Area
MTA	Medium Threat Area
QLFT	Qualitative Fit Testing
QNFT	Quantitative Fit Testing

Attachment 1, Terms

DELETE Chemical-Biological Non-threat Areas.

Chemical-Biological Threat Areas – Geographical areas considered as high, medium, and low for readiness and deliberate planning purposes. Unit and MAJCOM programmers must equip, train, and exercise personnel consistent with the need to survive and operate in areas where USAF forces may encounter chemical-biological agents.

- **CB High Threat Area – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain a high level of readiness.**
- **Chemical-Biological Medium Threat Areas – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain an increased level of readiness. Units must be prepared to assume a higher state of readiness or support deployments to a high CB threat area.**

- Chemical-Biological Low Threat Areas – geographical areas where USAF personnel, through training, equipping, and deliberate planning must maintain a normal level of readiness. Units must be prepared to assume a higher state of readiness or support deployments to a medium/high CB threat area.

- | **Deliberate Planning** – A planning process for the deployment or employment of apportioned forces and resources that occurs in response to a hypothetical situation. Deliberate planners rely heavily on assumptions regarding the circumstances that will exist when the plan is executed.
- | **Readiness** – The ability of U.S. forces to fight and meet the demands of the national military strategy. Readiness is the synthesis of two distinct but interrelated levels: (a) unit readiness – the ability to provide capabilities required by the combatant commanders to execute their assigned missions. This is derived from the ability of each unit to deliver the outputs for which it was designed. (b) joint readiness – the combatant commander’s ability to integrate and synchronize ready combat and support forces to execute his or her assigned missions.
- | **A4.6.3.** Will forward the report to arrive at the MAJCOM no later than 10 Sep and must be current as of 1 Sep.
- | **A4.7.2.** Submit reports not later than 1 Oct to Joint Nuclear Accident Coordinating Center (JNACC) with a cutoff date of 1 Sep. Units may reproduce the sample DD Form 2325 in the NARCL.

ATTACHMENT 6 (ADDED-AFRC)**EXERCISE GUIDANCE**

A6.1. (Added-AFRC) Exercise Materials. Use props and other simulators to add realism during exercises. AFRC installations have the following minimum exercise materials available: moulage kit, smoke-generating devices (if used), EOR simulators, evaluator identification devices, items to simulate radiological and/or chemical contamination, and objects to simulate human casualties (that is, mannequins).

A6.2. (Added-AFRC) Exercise Ground Rules. Avoid stereotyping exercises. Vary exercise locations to increase realism and participation. Thoroughly plan and design scenarios to create the stress and pressure that occurs in a real disaster or attack situation.

A6.2.1. (Added-AFRC) Give required operational reports (voice and message) to the evaluators in writing. Do not transmit these reports off base unless instructed to do so. See AFMAN 10-206, *Operational Reporting*.

A6.2.2. (Added-AFRC) Do not recall people from leave or temporary duty. Complete all administrative forms and give them to the evaluators.

A6.2.3. (Added-AFRC) When responding to an exercise, use warning lights but not sirens on emergency vehicles. Use vehicle-mounted sirens or horns to announce withdrawal from the accident site.

A6.2.4. (Added-AFRC) Follow procedures in AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, when simulating radio calls from aircraft carrying dangerous material.

A6.2.5. (Added-AFRC) Use TO 11N-20-11 line numbers in telephone, radio, and written communication during nuclear weapon accident exercises.

A6.2.6. (Added-AFRC) Conduct exercises in security areas. However, do not plan disaster exercises to simulate a hostile or covert penetration of security areas.

A6.2.7. (Added-AFRC) Do not block alert force routes or runways and do not locate simulated accidents closer than 1,000 feet (330 meters) to weapon-loaded aircraft.

A6.2.8. (Added-AFRC) Consider safety in all aspects of the exercise.

A6.2.9. (Added-AFRC) Restrict entry into facilities exempted from total evacuation to essential personnel and people having legitimate business within the facility. Personnel who were conducting business when evacuation was directed continue their business, but must remain in the facility until the evacuation portion of the exercise is over. Check evacuation plans for exempted facilities and question assigned personnel to make sure they know how to evacuate. Do not evacuate facilities which, if shut down and restarted, would cause damage or generate considerable expense. One person may be left in each evacuated facility for security/fire protection purposes. During exercises involving simulated toxic materials or explosive hazards, place primary emphasis on evacuation and protection of personnel and equipment. Do not evacuate the facilities below without coordination:

A.6.2.9.1. (Added-AFRC) Command posts, control centers, base operations dispatch desks, air traffic control facilities, central security control, telephone switchboards, communications centers, and fire and weather stations.

A6.2.9.2. (Added-AFRC) Alert aircraft, alert facilities, liquid oxygen and nitrogen plants, POL hydrant facilities, computer rooms, and waste disposal facilities.

A6.2.9.3. (Added-AFRC) Hospital, clinic, and dental facilities.

A6.2.9.4. (Added-AFRC) Academic testing facilities when testing is in progress.

A6.2.9.5. (Added-AFRC) Security and law enforcement entry control points and posts.

A6.2.9.6. (Added-AFRC) Schools, nurseries, base exchange facilities, commissaries, credit unions, banks, post offices, religious services, dining facilities, and military court facilities.

A6.2.9.7. (Added-AFRC) Munitions storage areas and navigational aid facilities.

A6.2.10. (Added-AFRC) Wear all individual protective training equipment, including protective masks, during exercises. Exercise participants will not wear protective masks while driving a privately owned vehicle. Protective masks will not be worn while driving a GOV off-base.

A6.2.11. (Added-AFRC) Do not use major accident events conducted and evaluated as part of an attack response exercise to meet major accident response exercise requirements.

A6.2.12. (Added-AFRC) Include the phrase "This is an exercise message." at the beginning and very end of all written and verbal exercise communications.

A6.2.13. (Added-AFRC) When using the installation warning system, tell the base populace, the surrounding civilian population, and local civil authorities well in advance of the exercise.

A6.2.14. (Added-AFRC) General and special purpose vehicles and aerospace ground equipment located inside the cordon must be moved outside the cordon.

A6.2.15. (Added-AFRC) Decrease the cordon size, if necessary, to keep accident response forces within the area owned or controlled by the AFRC unit.

A6.2.16. (Added-AFRC) If utility shutdown is simulated, personnel must respond to the appropriate shutdown location and demonstrate knowledge of proper facility shutdown procedures.

A6.3. (Added-AFRC) Ground Rules for Movement of Aircraft. All aircraft movement is simulated. Ground rules for simulating aircraft movement include the following:

A6.3.1. (Added-AFRC) Taxi. Use the following procedures to obtain credit for the simulated taxi of an aircraft:

A6.3.1.1. (Added-AFRC) A minimum crew of one pilot, one co-pilot, one flight engineer, and one other crew member (fire guard) for airlift units, must proceed to the aircraft and start a minimum of one engine following technical procedures. Fighter units require one pilot and one crew chief.

A6.3.1.2. (Added-AFRC) The crew contacts the tower (command post or maintenance control may simulate tower operations), announcing their tail number and the taxi route they are simulating. If the crew is unaware of the proper route, obtain it from the tower (or simulated tower) or other personnel (on-scene commander).

A6.3.2. (Added-AFRC) Towing. Use the following procedures to obtain credit for the simulated towing of an aircraft:

A6.3.2.1. (Added-AFRC) Check aircraft to ensure it is capable of being towed.

A6.3.2.2. (Added-AFRC) Physically dispatch a tow crew (minimum of two qualified personnel) and an operable tug and tow bar and attach to aircraft.

A6.3.2.3. (Added-AFRC) Release all tie-down restraints. Chocks remain in place.

A6.3.2.4. (Added-AFRC) One tow crew member must enter the cockpit and occupy the crew position to ride brakes.

A6.3.2.5. (Added-AFRC) The tow crew then unhooks the tow bar and drives at tow speed along a designated route to the dispersal area. The crew then returns to the disaster cordon to simulate towing of additional aircraft, if required.

A6.4. (Added-AFRC) Evaluation Areas. Develop checklists (or procedural guides) to guide exercise evaluation using higher headquarters and local plans and directives. Mandatory evaluation areas are listed below. Some of these areas depend on the type of exercise conducted and on the extent the exercise is developed. Although an area may not be evaluated in each exercise, evaluate all areas at least annually.

A6.4.1. (Added-AFRC) Major Accident Response Exercises. Commander's staff, control tower, base operations, command post, survival recovery center (if used), disaster control group, control centers, specialized teams, entry control point, on-scene control point, evacuation, cordon, national defense area (if used), communications systems, contamination control, and recovery operations.

A6.4.2. (Added-AFRC) Attack Response Exercises. Commander's staff, command post, survival recovery center, installation warning system, specialized teams, control centers, communications systems, recovery and reconstitution operations, and (when necessary) mission accomplishment (to include contamination control) in an NBCC environment according to the threat. Include ability-to-survive-and-operate (ATSO) evaluation areas per GMAJCOM instructions.

A6.4.3. (Added-AFRC) Natural Disaster Response Exercise or Review. Planning, installation warning system, reporting procedures, specialized teams, evacuation, shelter preparation and operations (if planned for locally), individual protection, resource protection, communication systems, recovery, and assistance to civil authorities during peacetime natural disaster or other civil emergency relief operations affecting installation mission capability.

A6.4.4. (Added-AFRC) Recovery Exercise. Planning, reporting procedures

A6.5. (Added-AFRC) Grading Criteria. Exercises are no-fault or training oriented. The wing commander has the option to require ratings.

A6.6. (Added-AFRC) Reports and Analysis. Exercise reports may be in any format but must identify the type of exercise, summarize the scenario, identify findings, assign offices of primary and collateral responsibility, assign a suspense for replies, and list ratings (if used). Suspense times for critiques, reports, and replies are determined locally. The EET chief analyzes individual and collective exercise reports to identify recurring or common deficiencies and reports to the readiness council. Identify recurring deficiencies in the exercise report and use them as objectives in future exercises. Track deficiencies as part of the unit self-assessment program.

ATTACHMENT 7 (ADDED-AFRC)

EMERGENCY MANAGEMENT SOFTWARE

A7.1. (Added-AFRC) Subject and Purpose. EIS⁴, or a comparable software, is used for emergency response planning and management for AFRC installations. The software package enhances planning, management, and response capabilities of the readiness, fire protection, environmental and bio-environmental functions.

A7.2. (Added-AFRC) Users. Designated agencies are listed on the authorized license.

A7.2.2. (Added-AFRC) If the software license agreement allows numerous users, SC can install the software on a server accessible to all users.

Table A7.1. (Added-AFRC) ECOMM Group User Identification.

USER	GROUP	SITE ID	STATE	BASING
HQ AFRC	06A0	0001	GA	HQ AFRC
94AW	"	0010	GA	DOBBINS
301FW	"	0020	TX	JRB FT WORTH
434ARW	"	0030	IN	GRISSOM
439AW	"	0040	MA	WESTOVER
452AMW	"	0050	CA	MARCH
4 AF/RSG	"	0050	CA	MARCH
482FW	"	0060	FL	HOMESTEAD
910AW	"	0070	OH	YOUNGSTOWN
911AW	"	0080	PA	PITTSBURGH
913AW	"	0090	PA	WILLOW GROVE
914AW	"	0100	NY	NIAGARA FALLS
926FW	"	0110	LA	JRB NEW ORLEANS
934AW	"	0120	MN	MINN/ST PAUL
440AW	"	0130	WI	GEN MITCHELL

A7.3 (Added-AFRC) Responsibilities. There is not a single owner of the EIS⁴ or comparable software at installation or unit level.

A7.3.1. (Added-AFRC) HQ AFRC/CEXR is the office of primary responsibility (OPR). HQ AFRC/CEXF is the office of collateral responsibility (OCR). Both branches work jointly to manage and develop the emergency response software requirements.

A7.3.2. (Added-AFRC) HQ AFRC/CEXR and CEXF provide information and guidance to users.

A7.3.3. (Added-AFRC) User responsibilities are covered in a local directive. SPTG readiness flight is the OPR for this directive. Recommended areas include:

A7.3.3.1. (Added-AFRC) Budgeting for recurring software upgrades, training, maintenance, and service requirements.

A7.3.3.2. (Added-AFRC) Designating a software OPR and an OCR.

A7.3.3.3 (Added-AFRC) Assigning primary and alternate software users by agency and name, in writing.

A7.3.3.4. (Added-AFRC) Attending initial and recurring formal/informal training courses.

A7.3.3.5. (Added-AFRC) Providing initial/recurring training to the users.

A7.3.3.6. (Added-AFRC) If deemed necessary, form an emergency response software user working group per local directive.

A7.3.3.7. (Added-AFRC) Providing status to the Readiness Council or other forum meeting.

A7.3.3.8. (Added-AFRC) Developing local objectives.

ATTACHMENT 8 (ADDED-AFRC)**TENANT READINESS FLIGHT**

A8.1. (Added-AFRC) Purpose. This attachment outlines the purpose, functions, manning, organization, and complete duties of the tenant readiness flight. RSG Readiness Office writes procedures for subordinate units. This attachment also applies to the CES readiness flight on a AFRC installation (except where noted by "Tenant Locations Only").

A8.2. (Added-AFRC) General Functions. The readiness ART, (the SPTG readiness flight at installations) manages the wing/group readiness program according to the core personnel document (CPD) and supports the host program according to local directives. The tenant readiness flight reservists plan and train for deployment (contingency) operations.

A8.3. (Added-AFRC) Manning, Organization, and Duties. The manning, organization, and duties of the tenant readiness flight are:

A8.3.1. (Added-AFRC) Manning. The manpower for the tenant readiness flight is determined by the WCD, the AFRCMS, and the tasked unit type code (UTC). The full-time flight manning is shown in the applicable Part A UMD under FAC 44EB. The reservists authorized for the flight and the applicable UTC are shown in the Part B UMD under FAC 44EB.

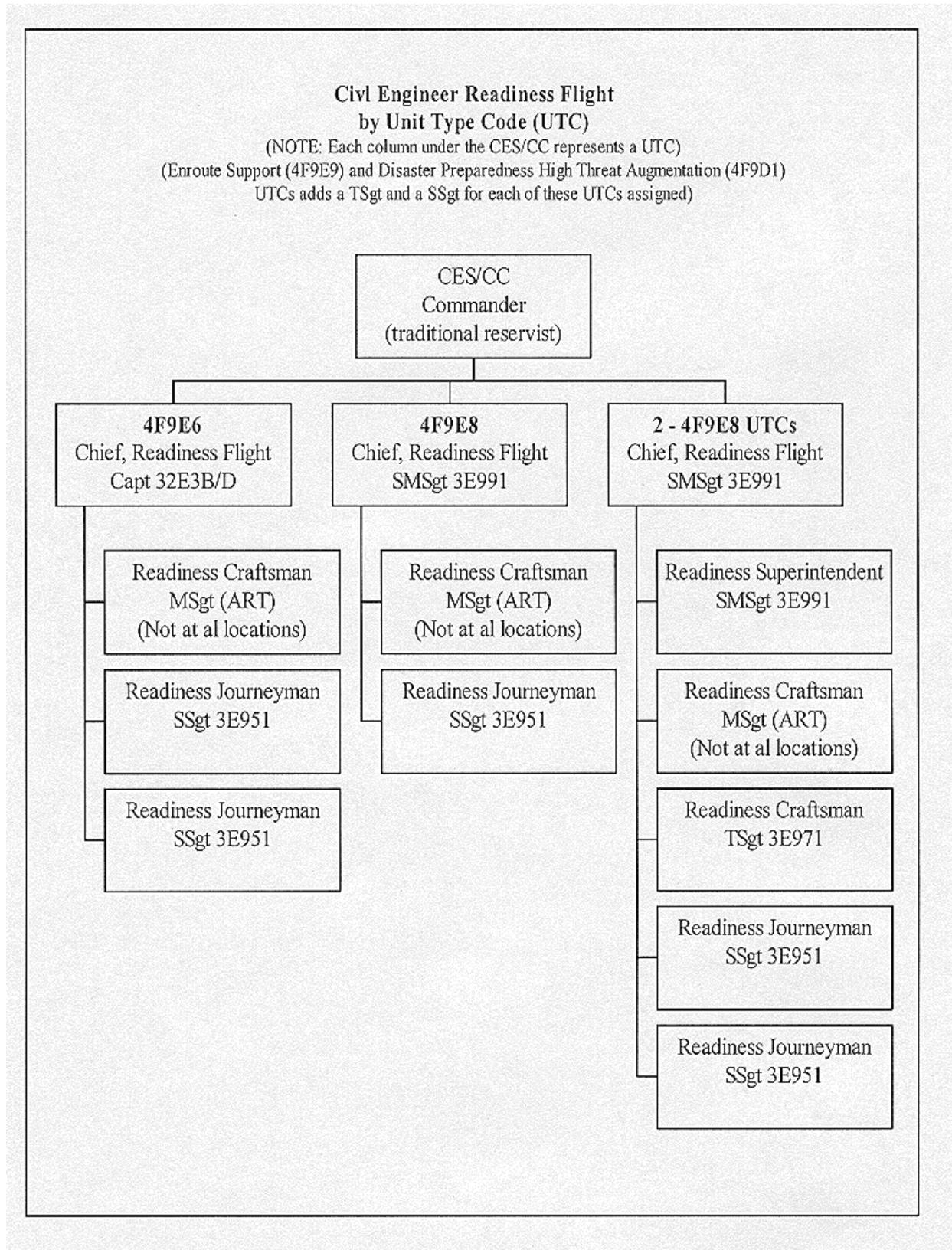
A8.3.2. (Added-AFRC) Organization:

A8.3.2.1. (Added-AFRC) During deployments, the flight becomes a part of the deployment location readiness flight. Readiness personnel should report according to deployment location plans to advise and support the SPTG/CC, CES/CC, and the SRC, or its equivalent, and man additional posts as required.

A8.3.2.2. (Added-AFRC) During unit training assemblies (UTA), the tenant readiness flight reports to the CES/CC. The flight chief assigns internal flight duties as necessary.

A8.3.2.3. (Added-AFRC) (Tenant Locations Only) During weekdays the readiness ART is the acting tenant readiness flight chief and reports to the ART SPTG/CC. If no ART SPTG/CC is authorized, the acting flight chief reports to the duly appointed alternate for the SPTG/CC. Refer to Figure A2.2. and CPD, Factor 2.

Figure A8.1. (Added-AFRC) Civil Engineer Readiness Flight Structure.



A8.3.3. (Added-AFRC) Peacetime Duties. During peacetime, the primary duty for tenant readiness flight reserve personnel is to train for the wartime mission as tasked in the appropriate UTC and planning documents. Additionally, the tenant readiness flight ART and traditional reservists (TR):

A8.3.3.1. (Added-AFRC) Analyzes the threat at the deployment location from the threat assessment provided by Intelligence. Provides just-in-time chemical-biological threat protective measures briefing to personnel deploying to high threat areas. (ART: Performs analysis and conducts briefing. TR presents information during NBC Defense classes.)

A8.3.3.2. (Added-AFRC) Prepares and/or tracks all planning documents which task the flight or support wing/group readiness operations. Coordinate with the wing plans (XP) function to ensure each of these plans is reviewed and when necessary revised by the appropriate functional experts. (ART duty only.)

A8.3.3.3. (Added-AFRC) Develops checklists supporting the readiness program and generic emergency action guides, procedures, or checklists to support war and contingency plans. Review annually. (ART Develops; TR Reviews annually.)

A8.3.3.4. (Added-AFRC) Develops, schedules, coordinates, conducts, and tracks NBC Defense Training. (ART develops, schedules, coordinates, tracks; TR conducts.)

A8.3.3.4.1. (Added-AFRC) Reserve readiness personnel (officer and enlisted) conduct a maximum of two NBC Defense Training classes per calendar year. As with all reservists in all AFSCs, readiness reserve personnel concentrate on acquiring the knowledge and skill required for the wartime mission; however, all primary duty readiness personnel maintain instructional proficiency, as part of their duties, through regular classroom instruction. Maintaining instructional proficiency provides the host readiness flight some workload relief, but per paragraph 6.4.4., and AFI 25-201, paragraph 3.2.2. the installation host readiness flight remains responsible for providing NBC Defense Training. Flight chiefs provide at least a 5-level qualified instructor. Instructional participation is rotated among those assigned personnel. Personnel at the 3-level are not to instruct without the proper supervision of a qualified instructor (5-level or higher).

A8.3.3.4.2. (Added-AFRC) Use two instructors when class size exceeds 30 personnel and an additional instructor for each additional 25 students thereafter. This applies to hands-on training. During mask confidence exercises, an instructor instructs no more than six students at a time.

A8.3.3.4.3. (Added-AFRC) Include any unique training materials developed by the gaining MAJCOM and/or theater commander.

A8.3.3.4.4. (Added-AFRC) Further training guidance is given in [Chapter 6](#) and AFPAM 10-219, volume 1.

A8.3.3.5. (Added-AFRC) (Tenant locations only). Develops, schedules, coordinates, conducts, and tracks specialized teams, DP representative, and EET chief training. (ART develops schedules, coordinates, conducts DP Rep and EET Chief training; TR conducts specialized teams training.)

A8.3.3.5.1. (Added-AFRC) (Tenant locations only). Tenant unit commanders or designees must coordinate with the host EET chief to incorporate the tenant in exercise planning and

execution. If not included in the host exercise program, develop an internal evaluation team and conduct tenant unit exercise to evaluate specific procedures.

A8.3.3.5.2. (Added-AFRC) Response to actual contingencies/emergencies fulfills exercise requirements provided appropriate reports are written and submitted.

A8.3.3.6. (Added-AFRC) (Tenant locations only) If an EET is formed, assists the EET chief in developing, executing, evaluating, and reporting the results of local exercises. (ART duty only.)

A8.3.3.6.1. (Added-AFRC) Primary duty readiness personnel are not assigned as the EET chief or designated to manage any aspect of exercise. However, the ART is an integral part of exercise scenario development.

A8.3.3.6.2. (Added-AFRC) (Tenant locations only) Coordinates with the EET chief to ensure ability to survive to operate (ATSO)-related capabilities are evaluated during readiness exercises.

A8.3.3.7. (Added-AFRC) Develops and submits a consolidated flight budget according to local directives. (ART duty only.)

A8.3.3.7.1. (Added-AFRC) Budgets for and procures inert training munitions (commercial facsimilies) for classroom and field exercise use through normal supply channels. For actual training munitions listed in AFCAT 21-209, *Ground Munitions*, provide a 5 year forecast to HQ AFRC/CEXR. Submit the 5 year forecast no later than 15 December of each year.

A8.3.3.7.2. (Added-AFRC) Budgets for FAVs, RAVs, SAVs, OREs, ORIs, workshops, etc.

A8.3.3.7.3. (Added-AFRC) Submits budgets for readiness nuclear, biological, and chemical (NBC) defense-related supplies and equipment to support contingency missions through the Civil Engineer resource advisor. Submits ART related operations and maintenance (O & M) budget through the support group resource advisor.

A8.3.3.7.4. (Added-AFRC) As an alternative to in-residence attendance at formal technical training, budget for traveling teams, as well as federal, state, and local agencies, to conduct training at home station.

A8.3.3.8. (Added-AFRC) Orders, stores, and performs owner/user-level maintenance for assigned readiness-related equipment and material (that is, 4F9E6 UTC Kit A, B, and C and NBC defense related equipment on the 4F9E9 UTC, and all individual and training equipment). Advises DP representatives on quantities of protective mask spare parts that assigned deployable units maintain on hand. Ensures all UTC-required materials are on-hand or on-order and required inspections are accomplished. (ART and TR duty).

A8.3.3.9. (Added-AFRC) (AFRC Installations Only) The readiness ART provides input to the SPTG readiness flight so that updates, issues, and problems can be presented to the installation readiness council or other program review forum. NOTE: (Tenant Locations Only) For problems beyond the flight's capability to resolve, request assistance from the appropriate RSG readiness office.

A8.3.3.10. (Added-AFRC) (Tenant locations only) In the absence of a host base information program, develop a program. This program reinforces the information covered during BEPO training. At least quarterly, the readiness flight furnishes materials to commanders to train their units.

Use all available media to disseminate information: handouts, posters, base bulletin, electronic media, base newspapers, etc. (ART Duty only). The program emphasizes:

A8.3.3.10.1. (Added-AFRC) Applicable seasonal hazards and protective actions.

A8.3.3.10.2. (Added-AFRC) The types of attacks, major accidents, and natural disasters likely to occur at the installation.

A8.3.3.10.3. (Added-AFRC) Command and control, passive defense measures, base recovery after attack (BRAAT), common task soldier skills, and sustainability.

A8.3.3.11. (Added-AFRC) Attends or chairs meetings, conferences, and workshops covering readiness program issues as required. Provides augmentation support to the RSGs for FAVs, RAVs, SAVs, OREs, and ORIs. (ART and TR duty).

A8.3.3.12. (Added-AFRC) To maintain proficiency, readiness flight personnel must have at least 4 hours of monthly in-house training. Provides proficiency (officers and enlisted) and specialty training to assigned readiness personnel as required.

A8.3.3.12.1. (Added-AFRC) The training emphasis for readiness personnel (3E9X1 and 32E3B/D) must be on preparing them to perform their wartime duties. Peacetime operations, conducting training for other wing personnel, and training for other than primary wartime duties are secondary.

A8.3.3.12.2. (Added-AFRC) All military reserve 3E9X1/32E3B/Ds maintain ATP 45 NBC plotting, prediction, and reporting proficiency along with NBC detection, survey, and marking qualifications regardless of assigned duty or deployment status.

A8.3.3.12.3. (Added-AFRC) Readiness personnel should expand their professional development and knowledge with annual supplemental training. Training sources include: state and local agencies; Environmental Protection Agency; Department of Transportation; Occupational Safety and Health Administration; Interservice Nuclear Weapon School (INWS) Nuclear Emergency Team Operations (NETOPS) course (J5OZD13E3D-000); US Army Chemical School; and Federal Emergency Management Agency (FEMA).

A8.3.3.12.4. (Added-AFRC) Primary duty DP personnel (military and civilian) also attend the following courses (based on course availability): Radiological Safety Officer (RSO), EIS, and NBC Analysis. Upon completion, or non-completion (failure, withdrawal, etc.), of any formal training course or Silver Flag exercise, the SPTG readiness flight, (ART at tenant units) notifies HQ AFRC/CEXR, in writing, (FAX, LAN, or letter with info to respective RSG) who attended and the date of completion or non-completion (include reason).

A8.3.3.12.5. (Added-AFRC) See [Attachment 9 \(Added-AFRC\)](#) for readiness flight proficiency training.

A8.3.3.13. (Added-AFRC) Ensures entry-level readiness personnel request a quota to attend the Readiness Apprentice course, J3ALP3E931-004, during their first UTA through the unit training manager. NOTE: Supervisors of personnel must maintain full documentation of trainee's progress in the Career Field Education and Training Plan (CFETP) throughout upgrade training.

A8.3.3.14. (Added-AFRC) Complies with host program requirements as prescribed by local directives and plans. (ART duty only.)

A8.3.3.15. (Added-AFRC) (Tenant locations only) Prepares a wing/group instruction or supplement, which includes program management, exercise, and administrative information. Forwards a draft to the appropriate RSG readiness office for coordination prior to implementation. Includes RSG readiness office on distribution requirements. (ART duty only.)

A8.3.3.16. (Added-AFRC) Performs SAVs. See [Attachment 10 \(Added-AFRC\)](#). (ART duty only to units with full-time employees.)

A8.3.3.17. (Added-AFRC) Conducts and documents disaster preparedness representatives meetings. Meetings are conducted not less than semi-annually. This meeting covers those issues necessary to support contingency operations and management of the unit readiness program and may be combined with other meetings. (ART duty only.)

A8.3.3.18. (Added-AFRC) (Tenant locations only) Performs unit-level FAM duties as described in AFMAN 10-401, *Operation Plan and Concept Plan Development and Implementation*, chapter 9. (ART duty only.)

A8.3.3.19. (Added-AFRC) Establishes a self-inspection program and expands the AFRC Self-Inspection Guide to include local procedures and requirements. (ART maintains checklist. ART/TR conduct inspections.)

A8.3.3.20. (Added-AFRC) Ensures a support group readiness forum is established (via the wing/group instruction or supplement) and meets at least annually. Composition should be the support group commander (chairperson) and representatives from the readiness flight, wing plans function, and Security Forces and the EET chief. Agenda items will include SAV trends and issues and/or goals for planning actions, training, exercises, evaluations, and equipping of wing personnel. The chairperson briefs the wing commander on items affecting the readiness program. Meeting minutes are published and maintained by the readiness flight. (ART duty only.)

A8.4. (Added-AFRC) Operations. Upon deployment, readiness personnel:

A8.4.1. (Added-AFRC) Conduct response and recovery operations to mitigate the effects of enemy attack, major accident, and natural disaster.

A8.4.2. (Added-AFRC) Ensure proper contamination control, protective measures, and safety procedures are followed.

A8.4.3. (Added-AFRC) Assemble, deploy, employ, and re-deploy readiness people and equipment assigned to UTCs when tasked and according to AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*.

A8.4.4. (Added-AFRC) During peacetime deployments and contingency operations, the duties and operations for readiness personnel are described in the *Concept of Operations of CE Readiness Flight*. Additionally, comply with local command and installation guidance.

ATTACHMENT 9 (ADDED-AFRC)**READINESS FLIGHT PROFICIENCY TRAINING**

A9.1. (Added-AFRC) Purpose. This attachment establishes task proficiency training requirements for primary duty readiness personnel (AFSC 32E3B/D and 3E9X1). Conduct training during the dedicated 4-hour in-house training sessions conducted each UTA. Document training using an automated system. If an automated system is not available document training on an AF Form 1098, **Special Task Certification and Recurring Training**. Place the AF Form 1098 in the members AF Form 623, **Individual Training Record**, behind the CFETP.

A9.2. (Added-AFRC) This training is required for all primary duty readiness personnel.

A9.2.1. (Added-AFRC) The readiness flight senior skill level ensures primary duty readiness personnel have completed on-the-job training tasks required for NBC duties.

A9.2.2. (Added-AFRC) All primary duty enlisted readiness (3E9X1) personnel are trained to perform these basic tasks:

A9.2.2.1. (Added-AFRC) Erect available camouflage, concealment, and deception (CCD) equipment.

A9.2.2.2. (Added-AFRC) Operate smoke generator, if available.

A9.2.2.3. (Added-AFRC) Plot and assess NBC hazards.

A9.2.2.4. (Added-AFRC) Operate global positioning system (GPS).

A9.2.2.5. (Added-AFRC) Perform reconnaissance team operations.

A9.2.2.6. (Added-AFRC) Operate automatic liquid agent detector (ALAD), chemical agent monitor (CAM), M8A1, and M-22.

A9.2.2.7. (Added-AFRC) Operate ADM-300A, multi-functional survey meter.

A9.2.2.8. (Added-AFRC) Operate M-256A1, chemical detection kit.

A9.2.2.9. (Added-AFRC) Operate vehicles as assigned in AFI 10-210, table 3.4.

A9.2.2.10. (Added-AFRC) Use automated software on assigned UTC laptop computers.

A9.2.2.11. (Added-AFRC) Perform survival recovery center operations to include building a chemical downwind message, using local weather, dispatching teams, plotting and recording information according to Allied Tactical Publications 45 (ATP-45), *Nuclear Detonation (NUDET) Plotting and Fallout Prediction*, (7 and 9 skill level only).

A9.2.2.12. (Added-AFRC) Perform personal decontamination procedures.

A9.2.2.13. (Added-AFRC) Perform NBC control center operations.

A9.2.3. (Added-AFRC) All primary duty readiness flight officers (32E3B/D) are certified to perform these basic tasks.

A9.2.3.1. (Added-AFRC) Communicate with portable radios and telephones.

A9.2.3.2. (Added-AFRC) Personal decontamination.

A9.2.3.3. (Added-AFRC) Perform survival recovery center operations to include transmitting and receiving information, evaluating and analyzing information, briefing SRC/CC with current information and recommendations, dispatching teams, and plotting and recording information according to ATP-45.

A9.2.3.4. (Added-AFRC) Use automated software on assigned UTC laptop computers.

A9.2.3.5. (Added-AFRC) Plot and assess NBC hazards.

A9.2.3.6. (Added-AFRC) Operate automatic liquid agent detector (ALAD), chemical agent monitor (CAM), M8A1, and M-22.

A9.2.3.7. (Added-AFRC) Operate ADM-300A, multi-functional survey meter.

A9.2.3.8. (Added-AFRC) Operate global positioning systems (GPS).

A9.2.3.9. (Added-AFRC) Supervise NBC Control Center operations.

A9.3. (Added-AFRC) Document training according to AFI 36-2201, *Developing, Managing, and Conducting Training*. For personnel not governed by AFI 36-2201, the AF Form 797, **Job Qualification Standard Continuation Sheet/Command JQS**, or suitable automated system is used to identify, describe, and document proficiency training.

A9.4. (Added-AFRC) Use AFMAN 32-4017, *Civil Engineer Readiness Technician's Manual for Nuclear, Biological, and Chemical Defense* as a guide for training.

ATTACHMENT 10 (ADDED-AFRC)**DISASTER PREPAREDNESS PROGRAM STAFF ASSISTANCE VISIT (SAV) PROCEDURE**

A10.1. (Added-AFRC) Disaster Preparedness (DP) SAV Objective. The SAV is used to resolve problems and help correct deficiencies in the base and tenant wing/group DP program. Indications of problems should lead to help via a SAV. The SAV emphasizes problem solving and is not compliance oriented. A SAV is not a substitute for routine work or continued corrective action by the unit.

A10.2. (Added-AFRC) Planning and Conducting a SAV:

A10.2.1. (Added-AFRC) NAF-Sponsored SAV. Joint HQ AFRC and NAF SAVs conducted under the auspices of the NAF/CC are scheduled on an annual basis. Refer to the NAF schedule and guidance while planning. The appropriate NAF guidance should be followed during a NAF-sponsored SAV. AFRCPD 90-1 and AFRCI 90-1 contain instructions relating to program management of all SAVs to flying units and GSUs.

A10.2.2. (Added-AFRC) Wing/Group SAV. DP program SAVs are conducted by the SPTG and tenant readiness flight to wing/group units according to the following guidance. (NOTE: Parts of this guidance may be pertinent for the NAF-sponsored SAV.)

A10.2.2.1. (Added-AFRC) If a unit has not had a SAV for two years, the readiness flight schedules a SAV within 60 days of the two year anniversary. The readiness flight maintains a schedule to ensure the two year interval is not exceeded.

A10.2.2.2. (Added-AFRC) The readiness flight uses the HQ AFRC/CEXR published Disaster Preparedness Self-Inspection Guide (Base or Tenant) to conduct the SAV.

A10.2.2.3. (Added-AFRC) If not initiated by the unit/CC, notify the commander of the unit to be visited at least two UTAs before the SAV. Provide the visit date and names of SAV team.

A10.2.2.4. (Added-AFRC) Obtain a briefing from the unit commander concerning any identified problem area, including measures taken for resolution.

A10.2.2.5. (Added-AFRC) During the SAV, give advice and either explain how to correct problems or help correct problems on the spot. Provide a departure briefing. Include suggested solutions or assistance provided. Leave a list of observations or findings and recommendations. If a problem is beyond the unit's ability to correct, arrange for follow-up assistance. (NOTE: The unit DP representative should be present during the SAV.)

A10.2.2.6. (Added-AFRC) Deficiencies noted in a SAV are tracked via the unit self-inspection program.

A10.3. (Added-AFRC) Responsibilities:

A10.3.1. (Added-AFRC) HQ AFRC/CEXR.

A10.3.1.1. (Added-AFRC) Provides guidance for conducting DP program SAVs.

A10.3.1.2. (Added-AFRC) Analyzes SAV program trends, conducts a SAV based on identified problem areas, and develops corrective actions.

A10.3.2. (Added-AFRC) RSG Readiness Offices. The RSG Readiness Office conducts a DP program SAV to subordinate units using the guidance above, NAF guidance, and other guidance issued by HQ AFRC/CEXR.

A10.3.3. (Added-AFRC) SPTG/Tenant readiness flight. The readiness flight manages the local DP SAV program. Adverse trends should be presented to the readiness council or other forum.

A10.4. (Added-AFRC) SAV Documentation. A written trip report is required for each SAV or follow-up SAV conducted. Use the trip report format in AFH 37-137, *Tongue and Quill*. Route the report through the appropriate chain of command. (NOTE: Each RSG also has documentation guidance.)

Standardized Report Format:

MEMORANDUM FOR : (Wing/Group)/CC (Unit/Staff Agency)/CC IN TURN

FROM: (Unit conducting SAV)

SUBJECT: Disaster Preparedness Program Staff Assistance Visit (SAV) Report (Suspense: XX XXX XX)

1. Purpose of the Visit: A staff assistance visit to the (name of unit or staff agency visited) was conducted on (date of visit) to ensure compliance with AFI 32-4001, as supplemented, (name of installation) OPlan 32-1, and other pertinent directives.

2. Personnel Conducting Visit:

3. Principal Personnel Contacted:

4. General Observations: (Short narrative of the positive and negative aspects of unit DP program)

5. Specific Observations:

a. Program Emphasis: (Provide feedback on AFI 32-4001, paragraphs 44h(1)(a) through (e), as appropriate.)

(1) Program Review: (You may consolidate subparagraph comments under the following major paragraph headings.)

(a) Observations: (Explain observation, problem repeat discrepancy or commendable item.)

(b) Recommendation: (Explain procedures to follow for permanency correcting problems or how to improve an already satisfactory program.)

(c) Assistance provided: (Use if applicable)

b. Unit Support: (Comment on AFI 32-4001, paragraphs 4-4h(2)(a) through 0), as appropriate.)

6. Forward reply of corrective actions to arrive at the ABO office/flight by the end of the second LTTA after the SAV report date. If a discrepancy will take longer than 30 days (from -reply date) to correct, provide justification for the delay and an estimated completion date.

NOTES:

1. Cite direct references for discrepancies, including paragraph, where possible.

2. Items corrected on-the-spot need not be noted in the report unless there is a possibility of recurrence and (or) impact on other portions of the program.