

**BY ORDER OF THE COMMANDER
AIR FORCE SPACE COMMAND**



**AIR FORCE SPACE COMMAND
INSTRUCTION 10-1101**

**AIR FORCE SPACE COMMAND
Supplement 1**

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Operations

OPERATIONS SECURITY (OPSEC)

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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The OPR for this supplement is HQ AFSPC/INOW (Major Crystal Y. Wagner). This supplement implements and extends the guidance on **Air Force Instruction (AFI) 10-1101, Operations Security (OPSEC)**. The AFI is published word-for-word without editorial review. Air Force Space Command (AFSPC) supplemental material is indicated in bold face. This supplement describes AFSPC's procedures for use in conjunction with the basic AFI. This supplement applies to Headquarters Air Force Space Command (AFSPC), all AFSPC numbered air forces (NAF), AFSPC direct reporting units (DRU), wings, and squadrons. This does not apply to Air Force Reserve Command (AFRC) nor Air National Guard (ANG) units. Upon receipt of this integrated supplement, discard the Air Force basic publication.

1.4.4. (Added) OPSEC awareness and practices are necessary in organizations fulfilling the organize, train, equip, sustain, and support roles.

2.2.5. Critical information should not be emailed, faxed, or discussed over non-secure means or posted on publicly accessible web pages. This information should be shredded when no longer required.

3.2.3. OPSEC PM and POCs throughout AFSPC will maintain metrics on OPSEC training for newly assigned personnel and for refresher training. These metrics will be used to prepare the annual report on the command's OPSEC program.

3.2.4.1. (Added) NAF, DRU, 14AF IWF and OPSEC PMs/POCs at wing (or wing-equivalent) level, will attend either the Air Force OPSEC PM course or an Interagency OPSEC Support Staff course within six months of appointment if classes are offered and as soon as possible once training is available. This TDY is normally unit funded.

3.2.4.2. (Added) OPSEC PMs/POCs at wing (or wing-equivalent) level will report completion of training to their NAF or higher level DRU. NAFs, DRUs and 14AF IWF will report completion of PM OPSEC training and status of subordinate unit training to HQ AFSPC/INOWD.

3.2.4.3. (Added) OPSEC PM alternates should also attend training when funding is available.

3.6.3. (Added) HQ AFSPC will provide an annual OPSEC Report to AIA, as part of the Annual Defensive Counterinformation (DCI) assessment, by 31 January.

3.6.3.1. (Added) Fourteenth and Twentieth Air Forces will correlate data from wings and forward the NAF OPSEC Report to HQ AFSPC/INOWD NLT 15 January. Reports will be in the format listed in **Attachment 6** of AFI 10-1101. NAFs may insert tables into the report in any section where the table will make reporting the data easier.

3.6.3.2. (Added) OPSEC PMs at SMC and SWC will comply with 3.6.3.1 for their reporting units.

4.6.3.1. Units will follow the chain of command when requesting OMDVAs. NAFs and DRUs will prioritize subordinate level requests.

A7. 8. NAFs, DRUs and Wings (or Wing-level equivalents) will include in their OPSEC plan the Commander's decision on which risks to accept and which countermeasures to implement.

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