

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



**AIR FORCE SPACE COMMAND
INSPECTION CHECKLIST 32-12**

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Civil Engineer

**FULL SPECTRUM THREAT RESPONSE
(FSTR)**

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OPR: CEXX (SMSgt Sam C. Hazzard)

Certified by: CE (Col Marvin N. Fisher)

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This checklist reflects Command requirements for Civil Engineer units to prepare for and conduct internal reviews.

1. References have been provided for each critical item. Critical items have been kept to a minimum and are related to public law, safety, security, fiscal responsibility, and/or mission accomplishment. While compliance with non-critical items is not rated, these items help gauge the effectiveness/efficiency of the function.
2. This publication establishes a baseline checklist. The checklist will also be used by the Command IG during applicable assessments. Use the checklist at Attachment 1 as a guide only. Add to or modify each area as needed, but not less stringent than the specified reference, to ensure an effective and thorough review of the unit Full Spectrum Threat Response program.

ROBERT M. WORLEY II, Brig Gen, USAF
Director of Mission Support

ATTACHMENT 1

FULL SPECTRUM THREAT RESPONSE (FSTR)

Table A1.1. Checklist.

<p>SECTION 1: LOGISTICS MISSION STATEMENT: To evaluate the installation’s and assigned units’ capability to procure and distribute equipment to designated personnel supporting combatant and noncombatant contingencies. The EET provides realistic, integrated, large-scale training for the installation. NOTE: All references are from AF110-2501, <i>Full Spectrum Threat Response (FSTR) Planning</i>, unless otherwise noted</p>			
<p>1.1. CRITICAL ITEMS:</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>
<p>1.1.1. Does the Civil Engineer Readiness Flight (CEX) ensure personnel are adequately equipped for FSTR contingencies applicable to their position and duties? (paragraph A2.3.4)</p>			
<p>1.1.2. Does protective equipment that is purchased and used for peacetime response operations meet the requirements of the Occupational Safety and Health Administration Title 29, CFR 1910, <i>Occupational Safety and Health Standards</i>; NFPA 472, <i>Standard for Professional Competence of Responders to Hazardous Materials Incidents</i>; and AFOSH Standard 48-137, <i>Respiratory Protection Program</i>? And is this equipment certified by the National Institute for Occupational Safety and Health (NIOSH) for use against known hazards? (paragraph 8.2.3)</p>			
<p>1.1.3. Does all equipment purchased for dual use (wartime and peacetime) have the appropriate NIOSH certifications? (paragraph 8.2.5)</p>			
<p>1.1.4. Has the installation procured and maintained Nuclear, Biological, Chemical and Conventional (NBCC) individual protective equipment (IPE) according to AF110-2501, Table 8.1 for worldwide-deployable (DW coded) personnel? (Table 8.1)</p>			
<p>1.2. NON-CRITICAL ITEMS:</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>
<p>1.2.1. Does CEX help units determine NBCC Defense avoidance, protection and contamination control material requirements, and help develop maintenance and use procedures for NBCC defense requirements? (paragraph A2.3.7)</p>			
<p>1.2.2. Does the Base Civil Engineer (BCE) advise units on equipment acquisition, maintenance and use of specialized NBCC defense equipment? (paragraph A2.2.16)</p>			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
1.2.3. Does the Communication Squadron/Flight install and maintain the communications equipment in the Mobile Command Post (MCP)? Do they ensure the equipment meets capability requirements of the host installation and supporting agreements? Are dedicated radio frequencies, through spectrum management channels, provided for integrated NBC detection? (paragraph A2.10.5)			
1.2.4. Is the MCP equipped with: (paragraph 8.3.6 and AFMAN 32-4004 <i>Emergency Response Operations</i> , paragraph 1.9)			
1.2.4.1. An identification sign marked "Mobile Command Post." (bilingual if appropriate)			
1.2.4.2. Radio or telephonic communications. Secure communications is required for nuclear accident response. An air to ground capability should also exist.			
1.2.4.3. A lap-top computer with plume modeling, mapping, events log maintenance, and hazardous chemical database retrieval capability.			
1.2.4.4. A public address system and siren.			
1.2.4.5. On- and off-base grid maps, local road maps for the base response area and accompanying clear plastic overlays or templates for these maps.			
1.2.4.6. A weather-tight bed cover having physical security.			
1.2.4.7. Environmental monitoring equipment that measures surface temperature, dew point, wind direction and speed, and atmospheric pressure on installations subject to major accidents involving industrial toxic spills.			
1.2.5. Does CEX consolidate non-medical installation FSTR equipment requirements and submit to the RWG for approval and prioritization? (paragraph 8.2.8)			
1.2.6. Does the installation have the minimum amount of Weapons of Mass Destruction (WMD) response equipment in order to have a baseline capability? (paragraph 8.3.7)			
1.2.7. Does CEX maintain the applicable Allowance Standards (AS), such as those listed below, that list accountable equipment, clothing and textiles commonly used for FSTR related activities?			
1.2.7.1. AS 016C, <i>Chemical Warfare Defense Equipment (Clothing and Textiles)</i>			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
1.2.7.2. AS 019, <i>Vehicles</i>			
1.2.7.3. AS 429, <i>RED HORSE, Prime BEEF, Silver Flag Equipment</i>			
1.2.7.4. AS 456, <i>Explosive Ordnance Disposal Equipment</i>			
1.2.7.5. AS 459, <i>NBC Defense Equipment</i>			
1.2.7.6. AS 490, <i>Firefighter Equipment</i>			
1.2.7.7. AS 538, <i>Small Arms and Security Forces Equipment</i>			
1.2.7.8. AS 660, <i>Communications Equipment</i>			
1.2.7.9. AS 902, <i>Medical NBC Support</i> (paragraph 8.4.1)			
1.2.8. Does CEX help develop the budget for NBCC equipment for training requirements and provide this information to Base Supply? (paragraph A2.3.14)			
<p>SECTION 2: MANAGEMENT</p> <p>MISSION STATEMENT: To evaluate the installation's and assigned units' capability to organize and sustain FSTR incident response measures during combatant and noncombatant contingencies. The EET provides realistic, integrated, large-scale training for the installation.</p> <p>NOTE: All references are from AF110-2501, <i>Attachment 2 Installation Functional Support</i>, unless otherwise noted</p>			
2.1. CRITICAL ITEMS:	YES	NO	N/A
2.1.1. Is CEX responsible for organizing, training, providing criteria to equip specialized teams, and function as the flight monitors to advise special teams during contingency operations? (paragraph A2.3.19)			
2.1.2. Does CEX participate and manage the Readiness Working Group (RWG)? (paragraph A2.3.28)			
2.1.3. Does CEX submit the installations Nuclear Accident Response Capability report according to DTRA procedures? (paragraph A2.3.31, Attachment 5)			
2.2. NON-CRITICAL ITEMS:	YES	NO	N/A
2.2.1. Does the BCE provide direction and guidance through the installation Readiness Board (RB)? (paragraph A2.2.1)			
2.2.2. Does the BCE assist Security Forces (SF) with vulnerability assessments of the installation's capability to conduct operations in a terrorist WMD environment? (paragraph A2.2.8)			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
2.2.3. Has the BCE established a contamination control capability? (paragraph A2.2.11)			
2.2.4. Does CEX integrate the Hazardous Material (HAZMAT) program into the installation's FSTR program and ensure compliance with all applicable state and local HAZMAT emergency planning and response requirements? (paragraph A2.3.1)			
2.2.5. Does CEX coordinate with the installation environmental engineer and Fire Department Chief on HAZMAT program issues and disposal of contaminated waste material? (paragraph A2.3.1)			
2.2.6. Does CEX provide current on- and off-base maps to responding organizations? (paragraph A2.3.3)			
2.2.7. Does CEX maintain standard publications according to AFI 33-360, Vol 1, <i>Publications Management Program</i> , and maintains TOs according to T.O. 00-5-2? (paragraph A2.3.20)			
2.2.8. Where applicable, does CEX coordinate on FSTR operating procedures developed by Geographically Separated Unites (GSU)? (paragraph 3.7.4)			
2.2.9. Does CEX budget for NBCC defense materials for training requirements? (paragraph A2.3.14)			
2.2.10. Does CEX provide specific expertise and guidance to commanders concerning hazards involved in WMD accidents? (paragraph A2.3.25)			
2.2.11. Does CEX organize, schedule and coordinate meetings to develop and sustain the installation FSTR capability? (paragraph 8.2.7)			
2.2.12. Does CEX implement the FSTR Staff Assistance Visit (SAV) Program at least every 12 months and conduct a self-inspection according to command guidance? (paragraph A2.3.5)			
2.2.13. Does the BCE coordinate installation passive defense programs and brief the installation commander and staff on the status semi-annually? (paragraph A2.2.9)			

<p>SECTION 3: PLANS/OPERATIONS</p> <p>MISSION STATEMENT: To evaluate the installation's and assigned units' capability to develop preemptive plans for anticipated FSTR incidents and response plans for actual FSTR incidents as well as to manage all activities during combatant and noncombatant contingencies. The EET provides realistic, integrated, large-scale training for the installation.</p> <p>NOTE: All references are from AFI10-2501, <i>Full Spectrum Threat Response (FSTR) Planning</i>, unless otherwise noted.</p>			
<p>3.1. CRITICAL ITEMS:</p>	<p>YES</p>	<p>NO</p>	<p>N/A</p>
<p>3.1.1. Does CEX inform Local Emergency Planning Committees (LEPC) and State Emergency Response Commissions (SERC) of the installation emergency planning and response program? (paragraph A2.2.5)</p>			
<p>3.1.2. Does CEX assist unit FSTR representatives to develop operational procedures to support the FSTR program? (paragraph A2.3.8)</p>			
<p>3.1.3. Does CEX develop, publish and maintain the installation FSTR Plan 10-2? (paragraph A2.3.10)</p>			
<p>3.1.4. Has the installation, in conjunction with tenant units, tailored its response capability to the installation's mission and the installation-specific threat assessment? (paragraph 3.1.3)</p>			
<p>3.1.5. Has FSTR Plan 10-2 addressed response to major accidents during periods of increased readiness and considered the overall wartime situation and threat? Mission requirements and available resources will dictate procedures. Use the minimum amount of resources required to maintain mission capability. (paragraph 5.9)</p>			
<p>3.1.6. Has the FSTR Plan 10-2 addressed the capability to maintain the primary installation mission, save lives, mitigate damage and restore mission essential resources following a natural disaster? (paragraph 6.3)</p>			
<p>3.1.7. Does CEX establish, organize and maintain a control center that functions in an all-hazards threat environment? (paragraph A2.3.29)</p>			
<p>3.1.8. Does the installation have a HAZMAT emergency planning team? Does the team ensure HAZMAT emergency planning is accomplished as part of FSTR Plan 10-2, Annex A, or as a separate HAZMAT plan as determined by the installation RB? (paragraph 3.9)</p>			
<p>3.1.9. Does the HAZMAT emergency response plan comply with all applicable federal requirements as listed in AFI10-2501 Attachment 4 and any applicable state and local emergency planning requirements? (paragraph 3.9.2.1)</p>			

CRITICAL ITEMS (Con't):	YES	NO	N/A
3.1.10. Does CEX maintain and operate a MCP in response to FSTR incidents and provide advice to the On-Scene Commander (OSC) during response and recovery operations? (paragraph A2.3.11)			
3.1.11. Does CEX, in coordination with the Bioenvironmental Engineer (BE) Flight, submit wartime and WMD incident-related environmental release reports to state and federal agencies as required by law; collect, prepare and transport environmental samples to approved testing laboratories during war and WMD incidents? (paragraph A2.3.32)			
3.1.12. Are DoD 3150.8-M, <i>Nuclear Weapon Accident Response Procedures (NARP)</i> and ACC Plan 32-1 referenced when developing nuclear accident response plans? (paragraph A3.5.5.1.3)			
3.1.13. Does the installation integrate Safe Haven emergency response procedures into their contingency plans (AFMAN 91-201, <i>Explosives Safety Standards</i> , AFMAN 32-4004)? (paragraph 5.8.1)			
3.1.14. Does CEX establish and maintain an NBCC capability to respond to terrorist incidents involving WMD threats? (paragraph A2.3.24)			
3.1.15. Does CEX oversee the operation of a Contamination Control Station (CCS) and Contamination Control Area (CCA) during NBC incidents? (paragraph A2.3.30)			
3.1.16. Does the installation have the capability to initially respond to incidents involving nuclear weapons and their components? Are they able to control the accident scene until support and recovery teams arrive? (paragraph 5.2.2.2)			
3.1.17. Is the installation, regardless of size or mission, when faced with the threat of or response to a WMD incident, able to accomplish the following actions: <i>detect, assess, contain and recover</i> ? (paragraph 7.4.1)			
3.1.18. Does the Damage Control Center: (AFMAN 32-4004, paragraph 1.4.)			
3.1.18.1. Provide a focal point within CE to monitor unit resources and mission capability and coordinate unit activities and response postures during disaster operations?			
3.1.18.2. Maintain emergency response checklists, maps, communications equipment, alternate control centers, and a personnel accountability/recall system?			
3.1.18.3. Evaluate and report damage, casualties, and mission capability?			

CRITICAL ITEMS (Con't):	YES	NO	N/A
3.1.18.4. Alert, recall, deploy forces, and disseminate threat and required information?			
3.1.18.5. Maintain a log of events to document response actions?			
3.2. NON-CRITICAL ITEMS:	YES	NO	N/A
3.2.1. Does FSTR Plan 10-2 list key actions that the commander or units are to accomplish based on conditions or events that may affect the installation? (paragraph A3.2.1)			
3.2.2. Are the following five annexes included in the FSTR Plan 10-2?			
3.2.2.1. Annex A: Major Accidents			
3.2.2.2. Annex B: Natural Disasters			
3.2.2.3. Annex C: Attack Actions (When complete FSTR guidance for enemy attack is included in another plan (BSP, WMP-1, etc.), Annex C is not required)			
3.2.2.4. Annex D: Terrorist Use of WMD			
3.2.2.5. Annex Z: Distribution (paragraph A3.5.5)			
3.2.3. Is the FSTR Plan 10-2 written in the format and scope prescribed by AFI10-2501, and is it reviewed and updated as appropriate on an annual cycle to ensure it remains current and executable? (Attachment 3)			
3.2.4. Does the BCE participate in continual risk assessment of installation FSTR threats and vulnerabilities, in conjunction with Air Force Office of Special Investigations (AFOSI), SF and the Threat Working Group (TWG)? (paragraph A2.2.1)			
3.2.5. Has the BCE identified shelters necessary for protecting personnel and resources, determined the capacity for each shelter and listed them in the CE contingency support plan or FSTR Plan 10-2? (paragraph A2.2.6)			
3.2.6. Has the BCE identified dispersal sites for storing essential resources and decreasing vulnerability from a single-point attack or natural disaster? (paragraph A2.2.7)			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
3.2.7. Has the installation accomplished a single baseline NBCC threat assessment for their home station location and for each potential deployment location? Is it used for deliberate and execution planning, exercise scenario development and evaluation? (AFMAN 10-2602, <i>Nuclear, Biological, Chemical, and Conventional (NBCC) Defense Operations and Standards</i> ; AFI 10-245, <i>Air Force Antiterrorism (AT) Standards</i>).			
3.2.8. Does the BCE insert NBCC defense guidance into applicable installation operations orders, plans, directives and similar documents? (paragraph A2.2.15)			
3.2.9. Does CEX ensure FSTR and Antiterrorism/Force Protection (AT/FP) program direction and guidance is included in operations orders, plans, directives, support agreements and other installation planning documents? (paragraph A2.3.2)			
3.2.10. Does CEX act as focal point for assistance in developing the plans and checklists to meet Passive Defense requirements, and manage and execute installation passive defense for the BCE and installation commander? (paragraph A2.3.6)			
3.2.11. Does CEX review unit FSTR checklists and assist the units to ensure their checklist, and Memorandum of Understanding/ Memorandum of Agreements (MOU/MOA) support the FSTR Plan? (paragraph A2.3.10)			
3.2.12. Does CEX coordinate mutual response support agreements with local military and civilian agencies? (paragraph A2.3.15)			
3.2.13. Does CEX develop plans in conjunction with services for the burial/disposal of Chemical/Biological (CB) contaminated individual protective clothing, flight gear, IPE and duty uniforms? (paragraph A2.3.16)			
3.2.14. Does CEX review unit checklists that support the installation FSTR responsibilities on the following: readiness policy, organization, responsibility, and the status of other passive defense program initiatives? (paragraph A2.3.18)			
3.2.15. Does CEX inform commanders and their staffs on the cross-functional approach to FSTR policies, organization, planning and response? (paragraph A2.3.23)			
3.2.16. Where applicable, does FSTR Plan 10-2 reference the following documents? (paragraph 3.3)			
3.2.16.1. Survival, recovery, and reconstitution plans			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
3.2.16.2. Contingency Response Plan			
3.2.16.3. Host-tenant, interservice and wartime host support plans			
3.2.17. Does CEX assist and coordinate with installation units to plan for, maintain and develop procedures for meeting passive defense equipment requirements? (paragraph A2.3.15)			
3.2.18. Does CEX help compile data for operational and commanders situation reports and for daily activity summaries, as applicable? (paragraph A2.3.21)			
3.2.19. Is there a plan to ensure the shelter space for peak on-base population in case a natural disaster occurs? (paragraph 6.6 and AFMAN 32-4005)			
3.2.20. Does the BCE manage the installation NBC detection systems, including the operations of control center and network of detectors, for warning purposes? (paragraph A2.2.18)			
3.2.21. Does CEX provide specific expertise and guidance to commanders concerning hazards involved in WMD terrorist threats? (paragraph A2.3.25)			
3.2.22. Do WMD protective measure plans include evacuation, relocation, exposure control, contamination control, warning and notification and sheltering in place? If applicable, quarantine, antibiotics and other medically protective actions may be required. Protective measures are taken in stages equal to the urgency and nature of the threat. See AFMAN 10-2602. (paragraph 7.3.1)			
3.2.23. Does the WMD annex include planning for the pre-incident, incident and post-incident, with an emphasis on pre-incident planning across the installation functional areas to facilitate efficient incident and post-incident response? (paragraph 7.4.1)			
3.2.24. Does CEX oversee and develop, in coordination with the Medical Services BE Flight and other agencies identified by the Installation RB, a WMD incident detection and monitoring plan? (paragraph A2.3.26)			
3.2.25. Does CEX establish the installation's NBC detection, survey, marking, plotting, prediction and reporting capabilities and associated equipment requirements, according to the threat? (paragraph A2.3.27)			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
3.2.26. Do war and contingency plans define the types and quantities of equipment needed in each employment area (i.e. enemy attack – NBCC passive defense, major accident response, natural disaster response, terrorist use of WMD response)? (paragraph 8.2.1)			
<p>SECTION 4: TRAINING</p> <p>MISSION STATEMENT: To evaluate the installation's and assigned units' preparatory programs for FSTR-related combatant and noncombatant contingencies. The EET provides realistic, integrated, large-scale training for the installation.</p> <p>NOTE: All references are from AFI10-2501, <i>Full Spectrum Threat Response (FSTR) Training Program</i>, unless otherwise noted.</p>			
4.1. CRITICAL ITEMS:	YES	NO	N/A
4.1.1. Does CEX ensure personnel are adequately trained and prepared for FSTR contingencies applicable to their position and duties? (paragraph A2.3.4)			
4.1.2. Does CEX teach the following courses to the prescribed personnel at the given time and frequency, and implementing appropriate Readiness Training Packages (RTP)? (paragraph 9.3.2, 9.9.2 and Table 9.3)			
4.1.2.1. Base Emergency Preparedness Orientation (BEPO) Course to all military and civilian personnel assigned to the installation within 60 days of arrival to the installation and provide quarterly refresher training?			
4.1.2.2. NBCC Defense Course to all military/emergency essential civilians in or "subject to deploy" or "identified to deploy" to a medium or high threat area within 60 days of arrival to the installation and provide refresher training within 15 months?			
4.1.2.3. Disaster Control Group Course to designated on-scene commanders and disaster control group members within 60 days of assignment and provide refresher training within 15 months?			
4.1.2.4. Key Leadership NBCC Defense Course to installation/group commanders and other key personnel within 60 days of assignment and provide refresher training within 15 months?			
4.1.2.5. Readiness Support Team (RST) Course to designated members of the RST within 60 days of assignment to the team and provide refresher training within 15 months?			

CRITICAL ITEMS (Con't):	YES	NO	N/A
4.1.2.6. Unit FSTR Representative or Augmentee Course to appointed representatives within 60 days of assignment and provide annual refresher training, NTE 15 months?			
4.1.2.7. Shelter Management Team Course to assigned members within 60 days of assignment and provide annual refresher training, NTE 15 months?			
4.1.2.8. Contamination Control Team Course to assigned members within 60 days of assignment and provide annual refresher training, NTE 15 months?			
4.1.2.9. Exercise Evaluation Team (EET) Course to assigned members within 60 days of assignment and provide annual refresher training, NTE 15 months?			
4.1.2.10. Unit Control Center and Survival Recovery Center Course to assigned members within 60 days of assignment and provide annual refresher training, NTE 15 months?			
4.1.2.11. Explosive Ordnance Reconnaissance (EOR) Training to all personnel attending the NBCC Defense Course within 60 days of assignment and provide refresher training within 15 months?			
4.1.3. Are personnel who are assigned to the initial response element (IRE -- fire department, security forces and medical ambulance crews), selected elements of the follow on element (FOE -- i.e. bioenvironmental engineering, explosive ordnance disposal, civil engineering readiness), and selected specialized teams (in-place patient decontamination team) given specialized training to the appropriate level to meet 29 CFR 1910.120 (q), Hazardous Waste and Emergency Response (HAZWOPER) through HAZWOPER training and courses? (paragraph 9.6 and Table 9.2)			
4.1.4. Are personnel responding to hazardous materials or WMD incidents able to demonstrate to the incident commander that they are trained and current to the HAZWOPER level specified in Table 9.2? (Table 9.2)			
4.2. NON-CRITICAL ITEMS:	YES	NO	N/A
4.2.1. Does the installation maintain sufficient training components to support their training and exercise requirements? (Table 8.1)			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
4.2.2. Is training and certification of competence documented in the individuals' training records by supervisors/specialized team chiefs? (paragraph 9.6.1)			
4.2.3. Under the Full Spectrum Threat Information Program, does CEX disseminate the following information on a quarterly basis as a minimum: seasonal hazards and protective actions; types of attacks, local threat, major accidents, HAZMAT incidents (to include terrorist use of WMD), and natural disasters likely to occur at the installation; security and awareness measures specific to the installation; shelter assistance and procedures; unit procedures for enemy attacks; warning and notification system and signals; actions to be taken when away from home station and general war is declared; and the responsibility of sponsors to brief family members on actions? (paragraph 9.8)			
4.2.4. In addition to local training, are the following formal courses available for members assigned to FSTR events involving major accidents and terrorist WMD incidents, as needed? (paragraphs 9.5 and Table 9.1)			
4.2.4.1. Radiological Accident Command, Control and Coordination (RAC3) Course for on-scene commanders and alternates in the rank of Major through Colonel and assigned to the IRB or DCG			
4.2.4.2. Air Force OSC Course for OSC and alternates in the rank of Major through Colonel and assigned to the IRB or DCG			
4.2.4.3. RAC3 Course or Radiological Emergency Teams Operations (RETOPS) for officers/NCOs and civilians in the rank of MSgt through Major who are assigned to the DCG			
4.2.4.4. RETOPS for DRF members of any rank assigned to the CSS, survey CCT or EOD			
4.2.4.5. Air Force OSC Course for EET Chiefs or IG Evaluators in any rank and assigned to major accident response evaluation duties			