

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



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AIR FORCE SPACE COMMAND

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Command Policy

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The OPR for this supplement is HQ AFSPC/IGISE (CMSgt Brian C. Bridgeford). This supplement supersedes AFI 90-201_AFSPCSUP1, 1 Apr 02. This supplement implements and extends the guidance of Air Force Instruction (AFI) 90-201, *Inspector General Activities*, 30 Sep 2003. The AFI is published word-for-word without editorial review. This supplement describes AFSPC procedures for use in conjunction with the basic AFI. The use of the name or mark of any specific manufacturer, commercial product, commodity or service in this publication does not imply endorsement by the Air Force. This supplement applies to Headquarters (HQ) AFSPC and all subordinate units. It applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) units when published in the AFRCIND2 and ANGIND 2 respectively. Upon receipt of this integrated supplement discard the Air Force basic publication.

SUMMARY OF REVISIONS

This supplement clarifies inspection guidance, Expeditionary Readiness Inspections (deployment), Operational Readiness Inspections (fight in place), Ability to Survive and Operate criteria and new procedures for the self inspection program. Like the AFI, this supplement, has been substantially revised and must be completely reviewed.

1.6.2. (Added) HQ AFSPC Functional Directorates/NAF Responsibilities: Provide the AFSPC Gatekeeper, HQ AFSPC/IG Plans and Programs Branch (IGIX) with quarterly inputs for the AFSPC Master Schedule IAW AFSPCI 90-0202, *Air Force Space Command Master Schedule*.

1.6.2.1. (Added) HQ AFSPC/IGIX will provide an annual (fiscal year) schedule of planned prior notice inspections and evaluations no later than 1 September to USSTRATCOM/IG, HQ AFRC/IG and NGB-IG.

1.6.2.2. (Added) HQ AFSPC Functional Directorates will provide on-call expertise to the IG during inspections. Circumstances permitting, the inspection team will notify a functional directorate when potential major and critical deficiencies, systemic problems, or issues in their functional area arise during an inspection.

1.6.2.3. (Added) HQ AFSPC/PK will provide HQ AFSPC/IGIX semi annual updates on service/multi-wing contracts and HQ AFSPC/XPM will provide Most Efficient Organization (MEO) status using the format in **Attachment 11 (Added) Table A11.6. (Added)**

2.1.1. Inspection Footprint. Organizations may be evaluated on how well they respond, employ forces, provide mission support, and survive and operate in a hostile environment, during advanced readiness, and/or on a day-to-day basis. Where possible, real-world operations will be evaluated to fulfill this requirement. Observed performance may include those actions required by applicable Mission Essential Task Lists (METLs) and USSTRATCOM Emergency Action Procedures. All AFSPC and AFSPC-gained units are subject to Readiness Inspections (RI) and are normally inspected with their parent unit. See Attachments 5, **Attachment 9 (Added)** and **Attachment 10 (Added)** for RI and Common Core evaluated areas.

2.1.1.1. (Added) When practical HQ AFSPC/IG will evaluate real-world launches. IG will coordinate with launch support personnel 30 days before scheduled launch. The launch inspection results will be incorporated in the next inspection report.

2.1.2. Inspection Alignment with AEF Rhythm. AFSPC units receive Unit Compliance Inspections (UCIs) approximately every 48 months, RIs approximately every 24 months and nuclear-capable wings receive NSIs approximately every 12 months, not to exceed 18 months. An NSI will normally be followed with a 20AF Combat Capability Assessment (CCA). AFSPC units will receive approximately 30 days notification prior to RI/UCI and 60-90 days for NSI. Inspections may be combined. AFSPC units shall use **Attachment 11 (Added)**, AFSPC Inspection Support Requirements for inspection planning.

2.1.3. Inspection Guides. AFSPC checklists (AFSPCCL) reflect DoD, USAF, and Command policies, requirements, and priorities. Most AFSPCCLs are available on the HQ AFSPC web page, through AFSPC Command Publications. AFSPCCLs are divided into two areas; prioritized critical and non-critical items. Critical Compliance Inspection consists of Common Core Compliance Areas listed in **Attachment 6** and AFSPC Checklist critical items prioritized HQ AFSPC functional managers. As time permits, critical items will be evaluated during every readiness inspection. With the exception of Common Core Compliance Areas (in compliance, not in compliance), the critical compliance inspection will not be rated and will be attached in a separate section of the RI report. Critical items are those items that if not complied with, could result in significant legal liabilities, penalties, or significant mission impact. Functional managers will review and update AFSPC inspection checklists annually and within 90 days if there are significant applicable Air Force Instruction changes.

2.1.3.1. (Added) The HQ AFSPC IG Team uses AFSPCCLs as inspection tools to identify key areas and functions for assessment. Units shall incorporate AFSPCCLs into an active self-inspection process. The IG inspects programs for compliance to include but not limited to applicable laws, executive orders, DoD, AF, AFSPC directives and technical orders. Wing compliance with NAF and local directed requirements is also subject to inspection.

2.1.3.2. (Added) HQ AFSPC/IGI will coordinate with SMC/IG to identify inspection requirements for Space and Missile Systems Center (SMC) functions. HQ AFMC will provide updates, if requested by AFSPC, to acquisition-related functional checklists. HQ AFMC will provide, if requested by AFSPC and resources permitting, acquisition-related functional augmentees for SMC inspections. AFSPC will fund any incremental costs, to include TDY support, directly associated with requested assistance.

2.2.1. Execution. HQ AFSPC has two types of readiness inspections. ORIs will evaluate and measure a unit's readiness and ability to execute its Fight in-Place (FIP) mission (see **Attachment 9 (Added)** for

AFSPC ORI Major Graded Areas and Subareas). An Expeditionary Readiness Inspection (ERI) will evaluate and measure a unit's ability to prepare and deploy UTCs to a theater of war (Phase I) and determine the UTCs' ability to perform their mission in a deployed environment (Phase II) (see **Attachment 10 (Added)**, for AFSPC Expeditionary Readiness Inspections, **Attachment 12 (Added)**, Inspection Ground Rules, **Attachment 16 (Added)**, AFSPC Simulation Request Format and **Attachment 15 (Added)** for Base X Plan Format).

2.2.1.1. Scenarios. The Full Spectrum Threat Response (FSTR) exercise is both an evaluation of the unit's ability to respond to an accident and an evaluation of the unit's Exercise Evaluation Team's (EET) ability to test the unit. During the FSTR exercise, the IG will inspect the unit EET's ability to plan, execute and report on a FSTR exercise as well as evaluate overall wing performance.

2.2.1.1.1. (Added) FSTR Exercise Timelines and Requirements. HQ AFSPC/IGIX (gatekeeper) will contact units with FSTR exercise scenario requirements approximately 30 days prior to the RI (see **Attachment 17 (Added) for FSTR requirements**). Units shall develop and maintain a "close-hold" FSTR exercise scenario for exclusive use during HQ AFSPC/IG RIs. Upon arrival, units will provide an updated EET schedule, FSTR objectives, master event listing and the IG will attend the EET final preparation meeting before the execution of the FSTR exercise. EET will conduct a hot wash meeting approximately 2 hours after termination of the exercise. The EET will provide a written report to the IG with ratings using the wings format.

2.2.1.2. Major Graded Areas. HQ AFSPC/IG will grade applicable sub-areas within major graded areas.

2.2.2. ORI Frequency. ORI frequency for AFSPC units will normally not exceed 24 months. Units will receive approximately 30-days notice for RIs.

2.2.2.1. (Added) HQ AFSPC/IGI coordinates prospective ORI participation at RAF Fylingdales with HQ AFSPC/Warning Operations Branch (XOSM), and RAF HQ 3 Group. The IG will coordinate with RAF HQ 2 Group to arrange inspection dates to coincide with a Formal Staff Visit (FSV) every other inspection. 14 AF should perform an inspection in the intervening years. RAF Fylingdales operations will be documented in the 21 SW ORI report but scored independently. The RAF may evaluate support functions at RAF Fylingdales during the ORI and document performance under separate cover. HQ AFSPC/IG inspectors communicate with the RAF trusted agent at the UK Missile Warning Centre to deconflict the scenario with real-world activities and coordinate simulation media. Restrict ORI inputs to RAF Fylingdales and do not impact operations at UK Missile Warning Centre.

2.2.2.2. (Added) HQ AFSPC/IG will coordinate with AFRC/IG and NGB-IG on all inspections/schedules of AFSPC-gained ARC units. AFSPC/IG will also provide coordination copies to respective component advisors for their coordination/input, and will (when applicable) seek to schedule these inspections with the inspection of the parent wings. HQ AFSPC/IG inspections of ARC units will only focus on AFSPC-related operational mission requirements and standards (e.g. training, crew force management), and will not inspect areas that are AFRC and NGB-unique inspection requirements. For AFRC units, AFRC/IG will conduct all compliance inspections IAW AFI 90-201 Attachment 6, as well as any MAJ-COM specific compliance items.

2.2.2.3. (Added) HQ AFSPC/IG will notify HQ ACC/IG of all planned inspection activity at 91 SW. Notification of a 91 SW inspection will include notification to 5 BW.

2.2.3. ORI Grading. See **Attachment 5, paragraph A5.1 (Added)**, for additional information on wing RI grading. Group, squadron, and functional staff RI performance directly contributes to the overall wing grade. RI performance is reflected in the five-tier sub-area, major graded area, and wing grades.

2.2.4. Common Core Readiness Criteria (CCRC). CCRC apply to all RIs.

2.2.5.1. Grading and Report. HQ AFSPC/IG may conduct inspections of any service contract. Although individual contractors are not rated, contracted function inspection results will be used to support RI grades.

2.2.5.2.1. (Added) Contractor Finding Validation. The contracting officer, functional commander/director, and QA personnel will participate in the validation of any potential contractor Findings to ensure they are actual deviations from contractual requirements.

2.2.5.3.1. (Added) Inspectors shall receive applicable Phase II contract training IAW AFI 63-124, prior to inspecting contracted support activities.

2.2.5.3.2. (Added) Unit Contracting Officers will provide Phase 2 QA training, if necessary, to IG team members prior to inspection. The IG will schedule Phase 2 QA training with the applicable Contracting Officers for the contracts being inspected.

2.2.5.4. Contractor Relations. HQ AFSPC/IG will coordinate with HQ AFSPC/PK on contractual policies and other matters impacting the inspection of contracted functions during RI. HQ AFSPC/IG will coordinate with HQ AFSPC/XPM on any MEO issues. To prevent contractor claims or protests, the IG will adhere to all directives relative to contract operations and contract law.

2.3.1. Execution. At AFRC and ANG units, only AFSPC-specific compliance items will be assessed. AFSPC-specific compliance items will be coordinated with AFRC/IG and NGB-IG to determine applicability.

2.3.3. CI Grading. Each inspected group, squadron, and functional staff will receive a five-tier grade based on compliance. Group grades are based on subordinate squadron scores, and performance of specific group functions, such as standardization/evaluation. Detachments and flights within an organization do not receive a grade, but contribute to the parent organization's grade with one exception: At organizations with helicopter flights, the helicopter flight will receive its own grade. This grade will also contribute to the parent group grade.

2.3.4. Common Core Compliance Areas. Functional managers will notify HQ AFSPC/IGIX no less than 30 days before initiating a FAM evaluation.

2.3.5.1. Grading and Report. HQ AFSPC/IG may conduct inspections of any service contract. Although individual contractors are not rated, contracted function inspection results will be used to support CI grades.

2.3.5.1.1. (Added) Contractor Readiness Reports. The IG will document its contractor related findings as an addendum to the inspection reports. Each contracted function or government quality assurance activity inspected by the IG will be addressed in its respective section. For Findings against contracted activities, appropriate contract references shall be included. Recommended Improvement Areas, Strengths, and Best Practices, may be written for contractor or contracted activities, as well as government contract quality assurance activities. References to the contract provider will be restricted from the report.

2.3.5.3.1. (Added) Inspectors shall receive applicable Phase II contract training IAW AFI 63-124 prior to inspecting contracted support activities.

2.3.5.3.2. (Added) Unit Contracting Officers will provide Phase 2 QA training, if necessary, to IG team members prior to inspection. The IG will schedule Phase 2 QA training with the applicable Contracting Officers for the contracts being inspected.

2.3.5.5. (Added) Inspectors will develop checklists based on the current contract SOW/PWS requirements.

2.3.5.5.1. (Added) Contracted functions may receive a separate compliance inspection. For example, GSU/DRU and large space launch contracted activities may receive a separate inspection. Inspection duration will vary depending on the number and complexity of contracts inspected. The IG will notify units approximately 30 days prior to inspection.

2.3.5.5.2. (Added) The HQ AFSPC/IG will brief the unit commander, contracting officer (may not be at site location), functional commander/director, QA personnel and inspected contractor project managers on the guidelines for inspection of contracted functions. The briefing will cover the purpose, scope and projected conduct of inspections related to contracted functions.

2.3.5.5.3. (Added) Functional Area Out-briefs (As needed). Tabletop discussion of inspection findings will be conducted between IG team members and the functional commander/director, QA personnel, and respective local contracting officer. Contractors may be allowed to participate during the tabletop discussion but only during the portion that affects their contract.

2.5.1.1. Self Inspection Program. Each wing shall use the program listed in **Attachment 13 (Added)**. The IG will inspect the wing self-inspection program.

2.6.1. Findings. **Attachment 14 (Added)** AFSPC Inspection Findings Automated Tracking System (FATS) lists procedures and responsibilities to track critical, major and minor deficiencies.

2.6.1.1. Critical Deficiency. Any finding that results, or could result in, mission failure.

2.6.1.2. Major Deficiency. Any finding that has, or could have, significant mission impact.

2.6.1.3. Minor Deficiency. Any deficiency that is a trend or single incident that impedes efficient, effective, or economical mission accomplishment.

2.7.2.1. SAF/IGI: HQ AFSPC/IGI. Manage the AFSPC SII program, coordinate AFSPC SII topic proposals, and obtain HQ AFSPC/IG approval. Following approval, distribute to Space Wing IGs, 460 ABW, 61 ABG, SMC, SWC, correlate returned data, prepare AFSPC SII reports as required, and forward these reports through HQ AFSPC/IG to the sponsoring agency.

2.7.2.2. SII Sponsors: AFSPC SII Sponsors: Identify potential AFSPC-wide SII topics and submit topic proposals to AFSPC/IGI.

2.7.2.2.1. (Added) HQ AFSPC/IG is the approval authority for AFSPC SIIs. Follow the guidance in paragraphs 2.7. through 2.7.3, as applicable, when submitting proposed AFSPC SIIs. After approval, AFSPC/IG will assign AFSPC SII number in ascending order by calendar year (AFSPC SII 01-1), publish and send the AFSPC SII to the field. Publication of AFSPC SIIs is kept to a minimum to preclude excessive special inspections and reporting. All AFSPC SIIs will be coordinated with NGB-IG and AFSPC/CG for applicability to ANG units.

2.7.2.4. Wing/unit personnel: Obtain AFSPC SII information via <https://halfway.peterson.af.mil/afspcig/index.cfm>. Wing/unit personnel are encouraged to use the AFSPC SII inspection guide as part of an informal unit self-assessment.

2.7.3. Format. Upon request, AFSPC/IGI will provide potential sponsors additional information on the purposes and uses of AFSPC-level SIIs, an initial assessment of each topic proposal's applicability, and assistance crafting and coordinating the formal proposal.

- 2.7.3.6. Reporting Guidance. HQ AFSPC/IGI will establish specific instructions for AFSPC SII reports.
- 2.9.1. Classification. Contractor inspection results within a CI report shall be segregated into a separate addendum. This section of the report shall be marked, safeguarded, and handled as privileged documents with controlled distribution through the contracting officer. No contracted function inspection results may be used as a citation in the award fee determination process.
- 2.9.2. Releasability. The IG provides one hard copy and one electronic copy of NSI, RI, and/or UCI reports to the wing commander prior to the unit out-brief. Additionally, the IG will provide electronic copies of NSI, RI and UCI reports to AFSPC directorates and AFSPC wings. HQ AFSPC/IG will provide an electronic copy of any ANG RI and/or UCI report to NGB-IGD and HQ AFSPC/CG (email: <mailto:igfindings@ngb.af.mil>). Agencies listed in Table 3.1 will receive hard copies of the reports.
- 2.9.2.1. Persons or agencies within the DoD may request release of AFSPC inspection reports. Official requests must be submitted in writing to HQ AFSPC/IG. For contracted portions of reports, official requests should be submitted through the applicable contracting officer to HQ AFSPC/IG. Only the section of the report relating to a specific contractor will be released to that contractor.
- 2.10.2. AFRC and ANG units will normally be scheduled with their parent wing, but in no case will AFRC and ANG unit inspections exceed the normal 5-year cycle.
- 2.11.1. The AFSPC Gatekeeper is HQ AFSPC/IGIX. HQ AFSPC functional directorates, NAFs and wings will coordinate inspection and assistance visits, and major event schedules with HQ AFSPC/IGIX IAW AFSPCI 90-0202.
- 2.11.1.1. (Added) HQ AFSPC/IGIX will forward AFRC and ANG unit visit requests to the AFRC or NGB Gatekeeper.
- 3.1.4. All NSI activities, whether simulated or real-world, are evaluated as real-world.
- 3.2. **Initial Nuclear Surety Inspection (INSI).** HQ AFSPC/SEW INSI determination is required on all new or modified facilities, alarm systems, hoists, etc. requiring nuclear certification. Units will not determine if the modification is major/minor/significant. The unit commander will forward a request for INSI determination to HQ AFSPC/SEW through 20 AF/SEW before project initiation. HQ AFSPC/SEW in coordination with AFSC/SEW will determine if an INSI is required.
- 3.2.4. (Added) The wing commander must request an INSI, in writing, following HQ AFSPC/SEW determination. Request will be coordinated through the NAF/CC to HQ AFSPC/IG at least 60 days prior to the proposed inspection date.
- 3.5.2.1.2.4. Evaluate wing coding operations.
- 3.5.2.1.2.8. HQ AFSPC/IG may require units to schedule/conduct training sessions (classroom and/or simulator), personnel evaluations, and certification briefings related to nuclear weapons/nuclear weapon system surety to meet NSI requirements and/or validate training concerns.
- 3.5.2.1.2.13. (Added) Evaluate unit targeting to include Preparatory Launch Command Alpha (PLCA) and Computer Memory Verification Check (CMVC) accuracy.
- 3.5.2.2.5. In addition to those technical operations listed in TO 11N-25-1, Table 2-3, HQ AFSPC/IG will evaluate Assemble Reentry Vehicle (RV), Install RV Installation Kit, Install RV and an after-the-fact inspection.

3.5.2.2.7. HQ AFSPC/IG will evaluate Reentry System (RS) handling, including transfer to pit, inspection, mate and electrical test. If an RS mate evaluation cannot be performed at an operational Launch Facility (LF), units will coordinate with HQ AFSPC/IG to use a training LF. If performed at a training LF, the RS must be positioned in the Weapons Storage Area (WSA) storage structure prior to the start of the inspection.

3.5.2.4.14.1. (Added) Adequacy of all critical utility systems including, but not limited to, electrical power generation and distribution, heating, ventilation and air conditioning (HVAC), and water distribution systems.

3.5.2.5.3.3. (Added) HQ AFSPC/IG will evaluate communications-electronics personnel and their use of test and diagnostic equipment, technical orders and repair actions for weapon storage area alarm systems and missile communications systems.

3.5.2.5.5.4. Emergencies. Evaluate the ability of the helicopter unit to generate sorties during security responses, tactically infill and extract security forces, and assist as tasked by controlling agencies.

3.5.2.5.7.4. (Added) Evaluate the ability of the helicopter unit to provide airborne surveillance, communications and security during convoy operations.

3.5.2.8.7. (Added) HQ AFSPC/IG will evaluate base support agencies to include medical, dental, life skills, family support center and family advocacy to PRP. Specifically evaluate procedures for identifying and passing Potentially Disqualifying Information (PDI).

3.5.2.9.1.2. Convoy operations. Inspection of one convoy is required for units with both Minuteman (MM) and Peacekeeper (PK) weapon systems. Weapon system specific actions (e.g., upload) will be inspected for both MM and PK.

3.5.2.9.5. Prime Nuclear Airlift Force (PNAF) Support. PNAF support does not apply to ICBM units.

3.5.2.10.1. (Added) HQ AFSPC/IG will evaluate EOD units on weapons/weapon systems for which they have support responsibility. Evaluate weapon systems peculiar to a supported unit in conjunction with the NSI of the supported unit or as part of an LNSI.

3.5.2.10.2. (Added) HQ AFSPC/IG will evaluate emergency safing procedures. A walk-through, talk-through evaluation may be used; however, the unit must provide all required tools and equipment at the designated location.

3.5.2.11.1. (Added) HQ AFSPC/IG will evaluate crew and command post controller formats and emergency action message books.

3.5.2.11.2. (Added) HQ AFSPC/IG will evaluate effective Positive Control (PC) document handling and positioning.

3.5.2.11.3. (Added) HQ AFSPC/IG will evaluate and rate mission ready crews performing Emergency War Order (EWO) procedures. Crews will be randomly selected. HQ AFSPC/XON/IGI will develop NSI observation scripts. 20 AF/DO will program NSI observation scripts.

3.5.2.12.1. Emergency Evacuation. Emergency evacuation does not apply to ICBM units.

3.5.2.12.2. Command Disablement. Command disablement does not apply to ICBM units.

3.5.2.13. USE CONTROL. Use Control does not apply to ICBM units.

3.8. **Actions on Defense Threat Reduction Agency (DTRA) Inspection Reports.** HQ AFSPC/SE is the CARS program monitor for all DTRA inspection report replies.

3.9. **Nuclear Inspection Reports.** Include United States Strategic Command (USSTRATCOM)/ST005, 3411 SAC Blvd, STE 2A, Offutt AFB, NE 68113-6400 on all report address lists.

3.9.3.1. (Added) AFSPC Unit NSI Reports.

3.9.3.1.1. (Added) HQ AFSPC/SE is the CARS program monitor for all NSI report replies. The program monitor will coordinate responses and forward to AFSC/SEW. All corrective actions are due to HQ AFSPC/SE 60 days after the date of the formal report. Provide an update every 30 days on open deficiencies until the deficiencies are closed.

3.9.3.1.2. (Added) For critical and major deficiencies attributed to the inspected unit, coordinate corrective actions through the NAF and HQ AFSPC functional(s) to HQ AFSPC/SE. For critical and major deficiencies attributed to the NAF, coordinate corrective actions through the HQ AFSPC functional(s) to HQ AFSPC/SE. For critical and major deficiencies attributed to HQ AFSPC functional areas, corrective actions will be directly forwarded to HQ AFSPC/SE. HQ AFSPC/SE will coordinate critical and major with HQ AFSPC/IG prior to closure.

3.9.3.1.3. (Added) Minor deficiencies simply require a statement to HQ AFSPC/SE that the corrective action is completed.

4.8. **Forms or IMTs (Adopted and Prescribed).**

4.8.1. (Added) **Adopted Forms or IMTs:**

4.8.1.1. (Added) AF Form 1042, **Form Medical Recommendations for Flying or Special Operational Duty**

4.8.1.2. (Added) AFTO Form 22, **Technical Manual Change Recommendation and Reply**

4.8.1.3. (Added) AF Form 4006, **Unit Deployment Shortfalls**

4.8.1.4. (Added) AF Form 689, **Task Performance Checklist**

4.8.1.5. (Added) AF Form 623, **Individual Training Record**

4.8.1.6. (Added) AF Form 2435, **Load Training and Certification Document**

4.8.1.7. (Added) AF Form 514, **Weapons Custody Transfer Document**

4.8.1.8. (Added) AF Form 1764, **Major Assembly/Component Status Change Report**

4.8.1.9. (Added) AFTO Form 244, **Industrial/Support Equipment Record**

4.8.1.10. (Added) AF Form 116, **Request for Deviation From Security Criteria**

4.8.1.11. (Added) AF Form 797, **Job Qualification Standard Continuation/Command JQS**

4.8.1.12. (Added) AF Form 340, **Sensor Alarm Data**

4.8.1.13. (Added) AFTO Form 781A, **Maintenance Discrepancy and Work Document**

4.8.2. (Added) **Prescribed Forms or IMTs:**

4.8.2.1. (Added) AFSPC Form 101, **Discrepancy Report**

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

(TS) USCINCSTRAT Emergency Action Procedures, Vol I, **General (U)**

(S) USCINCSTRAT Emergency Action Procedures, Vol III, **Positive Control Policy and Procedures (U)**

(S) USCINCSTRAT Emergency Action Procedures, Vol IV, **Command Post Emergency Action Procedures (U)**

(S) USCINCSTRAT Emergency Action Procedures, Vol VII, **Strategic Communications Procedures (U)**

(TS) USCINCSTRAT Emergency Action Procedures, Vol VIII, **ICBM/ALCS Emergency Action Procedures (U)**

(S) USCINCSTRAT Emergency Action Procedures, Vol XI, **USCINCSTRAT LERTCON System (U)**

(TS) USCINCSTRAT OPLAN 8044-XX (U)

(U) USCINCSpace Emergency Action Procedures

(U) USSTRATCOM Directive 501-12 (Added)

(S) **Generation and Targeting-ICBM (U)**

(S) **Emergency Action Procedures (ICBM) (U)**

AFI21-108, Maintenance Management of Space Systems

AFI91-105, Critical Components

AFI91-114, Safety Rules for the Intercontinental Ballistic Missile Weapon Systems

AFSPCI10-1202, Crew Force Management

AFSPCI21-0114, Intercontinental Ballistic Missile (ICBM) Maintenance Management

AFSPCI31-1101, Intercontinental Ballistic Missile (ICBM) Systems Security Standard

AFSPCI36-2202, Mission Ready Training, Evaluation and Standardization Programs

AFSPCI91-1005, ICBM Launch Control and Codes Systems

AFSPCI90-0202, Air Force Space Command Master Schedule

Abbreviations and Acronyms

CFETP—Career Field Education and Training Plan

DISA—Defense Information Systems Agency

EAL—Entry Authorization List

ERI—Expeditionary Readiness Inspection

FATS—Findings Automated Tracking System

ICBM—Intercontinental Ballistic Missile

PWS—Performance Work Statement

RTS—Remote Work Statement

SMC—Space and Missile Systems Center

SOW—Statement of Work

UCI—Unit Compliance Inspection

UTC—Unit Type Codes

WSSR—Weapons Systems Safety Rule

Terms

Expeditionary Readiness Inspection—An evaluation of operational readiness or ability to conduct deployed combat operations for any unit with a wartime mission. The unit is evaluated on how well it can respond, deploy Unit Type Codes (UTC), employ forces, provide mission support, and survive and operate in a combat environment.

Inspection Consideration—Inspection considerations help units identify items they want the IG to know; these items could impact scenario presentation.

Operational Readiness Inspection (ORI)—An evaluation of operational readiness to conduct fight-in-place combat operations. The unit is evaluated on its ability to respond, employ forces, provide mission support, and survive and operate in a combat environment.

Strength—An efficient, effective, and/or economical trend or single incident significantly enhancing mission accomplishment.

A5.1. Major Graded Areas and Sub Areas. AFSPC has two types of readiness inspections, Operational and Expeditionary. An ORI evaluates operational readiness to conduct fight-in-place combat operations. An ERI evaluates how well units respond, deploy Unit Type Codes (UTC), employ forces, provide mission support, and survive and operate in a forward deployed combat environment. Typically AFSPC units will receive an ORI and ERI concurrently. Real-world and exercise events may be used to assess unit performance. Every attempt will be made to observe unit performance, as defined by paragraph 2.2. Problem cards will be kept to a minimum to simulate scenario activities. Installation-wide participation is expected and will be assessed within predetermined limits. LIMFACs must be mission related and be approved by the wing commander for consideration by HQ AFSPC/IG. All reports of unit inspections and/or assessments since the last RI will be reviewed by the HQ AFSPC/IG to determine if these reports apply to RI criteria and will used to grade unit performance.

A5.1.1. (Added) Approximately 30 days prior to the RI, HQ AFSPC/IG will notify the unit of their inspection dates. Prior to the RI, HQ AFSPC/IG reviews the units' missions and resources to determine the weight of each Major Graded Area (MGA). MGA weights will be provided upon RI notification. Upon notification, for documentation purposes, all programs are considered frozen and the unit will maintain previous documents for inspection. The intent of the document cutoff date is to allow units to focus on wartime readiness.

A5.1.1.1. (Added) See [Attachment 12 \(Added\)](#) , for RI ground rules including simulation request process.

A5.1.1.2. (Added) Details regarding AFSPC ORIs are addressed in [Attachment 9 \(Added\)](#). Details regarding AFSPC ERIs are addressed in [Attachment 10 \(Added\)](#).

A5.4.6.1. Assess the ability of base defense forces to complete tasks as listed in CFETP, **Career Field Education and Training Plan** and AFI 36-2225, *Security Forces Training and Standardization Evaluation*.

A6.2. **By-Law Requirements, Executive Orders, DOD Directives. Other Areas.** HQ AFSPC/IG, in conjunction with HQ AFSPC directorates, determines the programs and activities in addition to those in paragraphs **A6.2.** - A6.3. requiring compliance assessment. Units are responsible for compliance with all governing directives. As necessary, inspectors may require units to schedule and conduct training sessions (classroom and/or simulator/real-world operations), personnel evaluations and certification briefings. Inspectors will coordinate these requirements with the unit.

A6.3.4.1. Assess applicable AF and AFSPC 32 series publications.

A6.3.14. (Added) Operations.

A6.3.14.1. (Added) Evaluate unit conduct of evaluations and training.

A6.3.14.2. (Added) Evaluate Combat Mission Ready (CMR) program.

A6.3.14.3. (Added) Evaluate standardization evaluation and training program.

A6.3.14.3.1. (Added) Operations Evaluation Observations. The IG may observe evaluators present Mission Ready (MR) crewmembers with recurring evaluations. The IG will select the script(s) from the unit's on-line script bank. Inspectors will select one MR crewmember per line squadron for each MR position. Split crews may be evaluated. Minimum crew evaluation requirements as specified in AFSPCI 36-2202, *Mission Ready Training, Evaluation and Standardization*, and the NAF supplements will be met for each evaluation. The IG will randomly select evaluators. Evaluators will prepare and present the corrective action worksheet to inspectors, who will concur or non-concur with the qualified vs unqualified rating and error assessment.

A6.3.14.3.2. (Added) Operations Training Observations. The IG may observe instructors present MR crewmembers the recurring monthly training (proficiency and/or classroom). For performance training, the unit will select one MR crewmember for each MR position, per line squadron. The IG will randomly select certified instructors. Instructors will prepare and present the training worksheets and to inspectors, who will concur or non-concur with the training assessment.

A6.3.14.4. (Added) Evaluate wing coding operations.

A6.3.14.5. (Added) Evaluate crew force management programs.

Attachment 9 (Added)**AFSPC ORI MAJOR GRADED AREAS AND SUBAREAS**

A9.1. (Added) AFSPC ORI. AFSPC ORIs will evaluate and measure a unit's readiness and ability to transition to and execute its Fight in-Place (FIP) mission. Employment and Mission Support MGA ratings are typically determined by wing and unit responses to real-world and simulated scenarios and task evaluations in support of the wing fight-in-place wartime mission. Initial Response and ATSO MGA ratings are determined by both individual and unit performances.

A9.2. (Added) Initial Response. The IG examines unit C2, employment readiness, and information operations as subareas. The focus is on peace to war transition (Space Units) and force generation (ICBM Units). Initial Response starts with pre-inspection build-up and is concluded when the following, as applicable, are met.

A9.2.1. (Added) Command and Control. (C2). Evaluate the effectiveness of those initial response actions performed by the Wing Battle Staff, Support Battle Staff, Crisis Response Element, the Wing Command Post, the Maintenance Operations Center and other wing C2 agencies which affect the entire unit's ability to respond to initial response taskings such as the following.

A9.2.1.1. (Added) All required reports (SORTS, SITREPS (Attainment/Situation Summary)) are completed.

A9.2.1.2. (Added) IG directed recalls are complete and required command and control structures and elements (unit control centers (UCC), battle staffs, crisis response elements) are activated.

A9.2.1.3. (Added) Appropriate Emergency Action Messages, alert orders, space tasking orders, Force Protection Conditions (FPCON), Information Conditions (INFOCON), and contingencies.

A9.2.1.4. (Added) Implement active Wing Battle Staff operations, conduct unit recalls, and build modified work/training/evaluation schedules.

A9.2.1.5. (Added) Determine if the Global Status of Resources and Training System (GSORTS) reporting is timely, accurate, and properly classified.

A9.2.1.6. (Added) Evaluate Unit Manning Document for accuracy.

A9.2.2. (Added) **Employment Readiness.**

A9.2.2.1. (Added) Peace to War Transition (Space Units). Evaluate applicable procedures to include, but not limited to, recall of personnel, bringing up offline equipment, changing FPCONs, adjusting duty schedules to meet wartime commitments, increasing or adjusting hours of service for support functions, and compliance with duress words.

A9.2.2.2. (Added) Required readiness posture is achieved or at the end of the Designed Operational Capability (DOC) statement force generation response time.

A9.2.2.3. (Added) Force Generation (ICBM Units). Evaluate the unit's ability to generate nuclear sorties including the off-base training launch facility (LF) to simulate EWO alert status using training code materials. Inspectors evaluate generation planning meeting, reentry system (RS) assembly, movement, and mating procedures and other operations. Assess maintenance personnel prioritization and team use, equipment loads, vehicle condition and technician qualifications and certifications. Assess the knowledge of and compliance with duress words, Two-person Concept, Code Handling, and EWO evacuation proce-

dures. Evaluate code section's ability to support wartime generation of nuclear sorties. Also evaluate applicable procedures to include, but not limited to, recall of personnel, bringing up offline equipment, changing FPCONs, adjusting duty schedules to meet wartime commitments, increasing or adjusting hours of service for support functions.

A9.2.2.4. (Added) Evaluate unit's ability to dispatch appropriate teams including personnel and equipment within tasked time, i.e. marshalling of vehicles (Payload Transporter, Utility Van, Maintenance Van, etc) and associated assets (Assembled RS, Code Components, Parts, Tools and Test Equipment) that are used for force generation.

A9.2.2.5. (Added) Determine if unit Personnel Reliability Program (PRP) and Duties Not Including Flying (DNIF) program ensure that only qualified personnel perform nuclear-related duties.

A9.2.2.6. (Added) Evaluate operations including unit's effectiveness in establishing standoff distances, perimeter control, recovery of base assets, reconstitution to normal ops following contingency response exercises.

A9.2.3. (Added) **Information Operations (IO).**

A9.2.3.1. (Added) Determine if primary, secondary, and tertiary Information Operations points of contact (POCs) have been appointed.

A9.2.3.2. (Added) Determine if subordinate unit IO POCs have been designated.

A9.2.3.3. (Added) Determine whether POC deployment requirements are consistent with the unit's ability to perform IO plans/tasking.

A9.2.3.4. (Added) Determine if the unit has Military Deception plans pre-coordinated and integrated with other IO objectives and ready to implement.

A9.3. (Added) Employment. Use real-world and simulated scenarios and task evaluations to evaluate the unit's readiness to perform its wartime mission including as applicable: C2, Operations, Maintenance, Intelligence, Weather, Information Operations, Airfield Operations, and Aircrew Life Support. Typically, employment is weighted as a larger percentage of the overall ORI score than the other major graded areas.

A9.3.1. (Added) **Command and Control.**

A9.3.1.1. (Added) Determine whether units are capable of performing wartime/contingency taskings within timeline provided by orders or similar authority.

A9.3.1.2. (Added) Assess the unit's ability to successfully meet unified commander taskings by maintaining the capability as outlined in the unit's DOC/METLs.

A9.3.1.3. (Added) Check adequacy and security of command, control, communications, and computer procedures with other services, commands, and users.

A9.3.1.4. (Added) Accurately interpret and execute mission in accordance with higher headquarters taskings.

A9.3.1.5. (Added) Evaluate command post C2 operations, SORTS, and battle staff operations after initial response. Reporting and emergency actions are scored during real-world and evaluation scenario events. Assess receipt, processing, dissemination and response to EAMs and LERTCON actions by command post and battle staff personnel.

A9.3.1.6. (Added) **SORTS**. Assess accuracy, timeliness, and classification of unit SORTS data reported throughout the ORI.

A9.3.2. (Added) **Operations**. Evaluate wing/unit readiness to perform their wartime mission, including execution in operations centers, imbedded mission computer support and communications systems. Operations graded areas include C2, Operations (ICBM, Space Warning, Space Control, Satellite C2, Spacelift) and Mission System Communications. All EAMs following initial response are assessed in employment.

A9.3.2.1. (Added) Evaluate crew performance to determine operations effectiveness. Effectiveness is based on crew performance during evaluations and/or observations in simulators, field observations, or real-world events. ICBM crews will be evaluated responding to EAMs. Space operations crews will be evaluated responding to space tasking orders.

A9.3.2.2. (Added) **ICBM Operations**. Evaluate crews and system reliability. The IG will select crews prior to the evaluations and/or observations. Effectiveness is based on MPT and LCC evaluations and/or observations during ORI scenario execution. System reliability is based on Olympic Play results, coding operations and maintenance responses.

A9.3.2.3. (Added) Space Warning. Evaluate Space Warning operations based on crew effectiveness. ORI events include normal and emergency operations, including but not limited to, missile warning/site reporting, equipment/communications outages, interference, accident/injuries, bomb threats, fires, security situations and alert condition (LERTCON) changes.

A9.3.2.4. (Added) Space Control. Evaluate space control operations based on crew effectiveness. ORI events may include, but are not limited to processing, tracking, and cataloging space launches, non-threat missile launches and no-notice re-entries, equipment/communications outages, interference, accident/injuries, bomb threats, fires, security situations, and LERTCON changes.

A9.3.2.5. (Added) Satellite C2. Evaluate satellite C2 operations based on crew effectiveness. ORI events may include, but are not limited to satellite anomaly recognition and resolution, system optimization, satellite commanding, equipment/communications outages, interference, accident/injuries, bomb threats, fires, security situations, and LERTCON changes.

A9.3.2.6. (Added) Spacelift. Evaluate launch operations, range operations and mission flight control. Evaluate ORI scenario execution and crew member effectiveness. The ORI scenario optimally includes a real-world DoD launch observation. ORI events may include, but are not limited to go/no-go decision making, destruct, problem resolution, HOLD/recycle/abort, scrub, equipment/communications outages, interference, accident/injuries, bomb threats, fires, security situations, mishaps/incidents and LERTCON changes. Observe planning, scheduling, documentation and launch readiness review of launch operations. The IG will not jeopardize mission success by injecting scenario events into real-world launch operations.

A9.3.2.7. (Added) Mission Systems Communications. Those communications systems critical to weapon system operations. Assess mission systems communications effectiveness. Evaluate the operations, realignment and outage notification of mission communications systems.

A9.3.2.8. (Added) Evaluate unit's ability to integrate deployed location procedures and requirements into unit's plans.

A9.3.2.9. (Added) Units who deploy in CONUS, or units with an alternate CONUS location(s), may be evaluated in their deployment/relocation procedures. Evaluators may observe deployment plan, deployment procedures, and/or resumption or assumption of mission.

A9.3.2.10. (Added) Review application of unified commander's rules of engagement (ROE) for clarity and understanding within exercise constraints.

A9.3.2.11. (Added) Helicopter Operations. Evaluate the ability of the helicopter flight to provide safe and effective mission support both on and off base, consistent with unit DOC statements and governing directives.

A9.3.2.12. (Added) Evaluate Terminal Instrument procedures program accuracy and management. Review flight publications, procedures packages, and obstruction data.

A9.3.2.12.1. (Added) Evaluate if operations, equipment, and training can adequately sustain wartime or contingency requirements. Also, as applicable, evaluate unit's ability to generate crews to sustain operations.

A9.3.2.13. (Added) Evaluate weapon systems proficiency against required standards/taskings.

A9.3.2.13.1. (Added) Validate ability to effectively and efficiently manage the crew force. Ensure only certified or properly supervised crews perform mission ready operational duty. Assessment includes, but not limited to review of individual qualification folders (IQFS), AF Form 1042 Form Medical Recommendations for Flying or Special Operational Duty, crew scheduling, DNIC (duties not including controlling) DNIF status program.

A9.3.2.14. (Added) Evaluate efforts to meet air tasking order (ATO), space tasking order (STO), or sortie generation on a daily basis.

A9.3.2.15. (Added) Evaluate unit communications security protection procedures to include: cryptosecurity, transmissions security, emissions security, and physical security of information systems generating, handling, storing, processing, or using classified or sensitive government information.

A9.3.2.15.1. (Added) Evaluate unit operations while maintaining appropriate security safeguards on all transmitted information. Also, evaluate proficiency in cryptographic systems to pass/authenticate information.

A9.3.2.15.2. (Added) Evaluate technician's ability to properly operate C4 equipment in a safe and secure manner. Operational requirements include, but are not limited to, performing equipment, circuit, link and emergency operations; following established satellite access procedures, reconfiguring equipment; proper handling and use of COMSEC material (i.e., key loading, user authentication verification); and operating equipment IAW applicable equipment specifications and directives.

A9.3.3. (Added) **Maintenance.** Evaluate wing/unit readiness to perform their wartime mission, including maintenance on ICBM, Space Warning, Space Control, Satellite C2 and Spacelift weapons systems.

A9.3.3.1. (Added) Evaluate maintenance execution through operations centers, dispatched forces effectiveness/efficiency. Effectiveness is based on technician(s) performance during evaluations and/or observations in trainers/simulators, field observations, or real-world events.

A9.3.3.2. (Added) ICBM. IG evaluates unit performing its assigned ICBM maintenance mission including, but not limited to, ability to maintain critical equipment listing status, ICBM generation results, weapon system test results, LF EWO evacuation and LF recovery actions.

A9.3.3.3. (Added) Non-effective sorties. Sorties shall be declared non-effective after the start of weapon system tests when: (1) MCC actions prevents a launch capable sortie from launching; (2) improper maintenance actions on launch/flight critical equipment cause the sortie to fail a required weapon system test

or regress from strategic alert; or (3) materiel failure of launch/flight essential equipment prevents a sortie from launching. Sorties incapable of successful launch or flight due to an undocumented discrepancy shall be declared non-effective.

A9.3.3.4. (Added) For weapon system test failures, unit technical engineering will provide an unclassified technical analysis. Provide a chronological description of system malfunctions, a chronological sequence of all maintenance actions taken, all technical data references relative to the fault, and any weapon system improvements (AFTO Form 22, **Technical Manual Change Recommendation and Reply**) generated/required by this failure. OGV coordinates on the analysis if MCC actions may have caused the malfunction or impacted scoring. All malfunction analysis includes copies of Print RAW reports, site logs, crew logs, etc., used to compile the analysis. Present reports to HQ AFSPC/IG and HQ AFSPC Maintenance (and Operations, if caused by MCC action) Functional Area Manager(s) within 48 hours of the failure.

A9.3.3.5. (Added) Units shall coordinate non-EWO essential on-site and in-shop maintenance scheduled during the ORI with the HQ AFSPC/IG. Advise HQ AFSPC/IG of all EWO essential on-site work or requirements in progress or planned and sorties processing or commanded remote missile restart.

A9.3.3.6. (Added) Evaluate maintenance efforts to meet STO requirements.

A9.3.3.7. (Added) Evaluate the unit's ability to restore weapon systems and mission systems communications-electronics equipment during unscheduled or simulated equipment degradations/outages. As applicable, inspection areas to include, but not limited to, weapon system fault prioritization/troubleshooting, status reporting, scheduling, collective dispatch/repair efforts, manpower training/availability, and weapon system test results.

A9.3.4. (Added) **Intelligence.** Evaluate intelligence support to the unit. This applies to additional duty intelligence officer responsibilities at geographically separated units (GSU) and tenant units. Evaluate the following Air Force Intelligence Prioritized Tasks:

A9.3.4.1. (Added) Provide situation awareness, threat status, to include potential adversary IO threats, and target status.

A9.3.4.2. (Added) Participate in developing space tasking order.

A9.3.4.3. (Added) Consolidate, prioritize, and validate collection requirements. This includes intelligence flight requests for information and dissemination of current missile and space related intelligence information and intelligence flight processing of the missile and space order of battle and any changes.

A9.3.4.4. (Added) Assess the timely transmission of intelligence information from mission debriefing and reporting.

A9.3.4.5. (Added) **Consolidate and report battle damage assessments.**

A9.3.4.6. (Added) Define requirements and manage inventory for targeting and geospatial information and services (GI&S).

A9.3.4.7. (Added) Evaluate that national, theater, force, and unit level intelligence is coordinated and integrated into unit mission planning, execution, and mission effectiveness assessments, including advanced notification of pending activity.

A9.3.4.8. (Added) Evaluate threat assessment analysis for air, space and ground forces. This includes the unit's ability to collect and analyze threat information through the threat working group or other means.

A9.3.4.9. (Added) Evaluate support to Threat/Force Protection Working Groups and Tactical Deception Planning.

A9.3.4.10. (Added) Evaluate support and participation in Mission Planning, Threat Penetration and Target Engagement Processes.

A9.3.5. (Added) **Weather.** “Weather” refers to both terrestrial and space weather. This includes space environmental operations as well as terrestrial weather operations in support of aviation, space and ballistic missile launch, and space and launch detection operations. Since wartime and peacetime weather support to the host wing is identical and is always provided from home base, AFSPC weather units will only be evaluated in the below areas during the ORI.

A9.3.5.1. (Added) Evaluate incorporation of customer operations and weather sensitivities in providing mission-tailored customer support. This includes weather support for go/no-go and other launch decisions during real-world launch observation or ORI scenario execution.

A9.3.5.2. (Added) Evaluate weather support to base/local command authorities during contingency, emergency and disaster operations.

A9.3.6. (Added) **Airfield Operations** (Air Traffic Control and Airfield Management).

A9.3.6.1. (Added) Evaluate the ability of air traffic control to provide safe, orderly, and expeditious flow of aircraft during wartime/contingency taskings while adhering to USAF, FAA, DOD, and ICAO procedures. Evaluate controller proficiency, currency, and flying status.

A9.3.6.2. (Added) Evaluate the ability of airfield management to ensure adequate airfield facilities (pavements, signs, markings, etc.) during wartime/contingency taskings.

A9.3.6.3. (Added) Evaluate Airfield Operations emergency actions procedures and checklists.

A9.3.6.4. (Added) Evaluate Terminal Instrument Procedures program accuracy and management. Review flight publications, procedures packages, and obstruction data.

A9.3.7. (Added) **Aircrew Life Support.** Evaluate ability to provide aircrews with serviceable protective, survival and rescue equipment; and, effectiveness of aircrew and technician training programs.

A9.3.8. (Added) **Information Operations (IO).** Evaluate integration of all applicable IO activities IAW Joint Pub 3-13, *Joint Doctrine for Information Operations*, and Air Force Doctrine Document 2-5, *Information Operations*.

A9.3.8.1. (Added) Determine if IO is adequately represented on all applicable working groups.

A9.3.8.2. (Added) Evaluate whether IO planning processes are occurring in a timely manner.

A9.3.8.3. (Added) Evaluate tactics conducted under military deception plans IAW AFI 10-704, *Military Deception Program*.

A9.3.8.4. (Added) Evaluate actions to prevent exploitation of information by potential adversaries IAW AFI 10-1101, *Operations Security (OPSEC)*.

A9.4. (Added) Mission Support. Support areas consist of the following:

A9.4.1. (Added) **Command and Control.** Evaluate UCC ability to collect, display, report and disseminate information which in turn initiates the appropriate plans, procedures, and implementing instructions to accomplish support/mission taskings.

A9.4.2. (Added) **Communications and Information Systems Operations.** Evaluate measures to protect critical information and information systems IAW AFI 33-112, *Computer Systems Management*; AFI 33-113, *Official Messaging*; AFI 33-115v1, *Network Management*; AFI 33-115v2, *Licensing Network Users and Certifying Network Professionals*; AFI 33-119, *Electronic Mail*; AFI 33-129, *Transmission of Information Via the Internet*; AFI 33-202, *Computer Security*; AFI 33-204, *Information Assurance (IA) Awareness Program*; AFSSI 5021, *Time Compliance Network Order (TCNO) Management And Vulnerability And Incident Reporting*; and AFSSI 5027, *Computer Security*.

A9.4.3. (Added) **Personnel.**

A9.4.3.1. (Added) Casualty Assistance (CA). Evaluate timeliness and accuracy of process actions associated with CA reporting and notification scenarios. Assess ability to assemble CA notification team and training provided for notification of next of kin.

A9.4.3.2. (Added) DCG. Evaluate MSS/CC response and support to requests from DCG. Evaluate Family Assistance Center's ability to form and react to emergencies when called upon by DCG.

A9.4.3.3. (Added) Personnel Readiness Element (PRE). Evaluate timeliness and accuracy of all force accountability issues and strength reports to the command post.

A9.4.4. (Added) Civil Engineer. Evaluate Civil Engineer (CE) Fire Emergency Services Flight, Explosive Ordnance Disposal (EOD) Flight, Operations Flight and Readiness Flight during real-world and IG-developed scenarios.

A9.4.4.1. (Added) Evaluate Fire Emergency Services response to structural, aircraft egress, live fires (structural and crash), HAZMAT, confined space and nuclear or conventional weapons accidents.

A9.4.4.2. (Added) Evaluate EOD units on weapons/weapons systems for which they have responsibility at either their home station base or a supported base. EOD is also evaluated on Conventional Munitions, Defense War Time Chemical, Improvised Explosive Devices, WMD and Hazardous Disposal operations using live explosives.

A9.4.4.3. (Added) Evaluate CE Operations response to survivable power and other utility threats/accidents, Damage Assessment and Response Team (DART) and Damage Control Center (DCC), follow-up and reporting.

A9.4.4.4. (Added) Evaluate CE Readiness Flight for training, planning and managing responses involving Disaster Response Force (DRF), DCG, On-Scene Commander (OSC), Readiness Support Team (RST) for natural disasters, attack and Chemical, Biological, Radioactive, Nuclear, Explosive (CBRNE) incidents.

A9.4.5. (Added) **Services.**

A9.4.5.1. (Added) Determine if unit emergency action procedures are comprehensive and responsive to major accident response exercises and real-world operational plans. Support planning must include emergency response and critical mission support.

A9.4.5.2. (Added) Evaluate ability to meet main operating base and wing missions while supporting UTC requirements. Evaluate unit's ability to perform mortuary, lodging, food service, community programs and fitness programs during contingency operations.

A9.4.6. (Added) Base Defense. Evaluate effectiveness of home-base policing, security, and force protection capabilities.

A9.4.6.1. (Added) Evaluate the ability of base defense forces to plan and conduct defense operations according to the DOC statement and mission capability statement.

A9.4.6.2. (Added) Evaluate individual and team proficiency to tactically employ assigned weapons, vehicles, communications, and equipment.

A9.4.6.3. (Added) Evaluate compatibility and interoperability of communication systems with other units, commands, services and national or theater assets.

A9.4.6.4. (Added) Evaluate police services and resource protection activities and responses.

A9.4.6.5. (Added) Evaluate security of protection level 1 - 4 resources and responses.

A9.4.6.6. (Added) Evaluate base defense forces' ability to defeat Level I threats and disrupt or delay Level II threats.

A9.4.7. (Added) **Command, Control, Communications, and Computers (C4).** C4 resources and procedures are a combination of computer hardware, software, data, or telecommunications that perform functions such as collecting, processing, transmitting and displaying information.

A9.4.7.1. (Added) Evaluate that timely and reliable communications links and local area networks are established and available.

A9.4.7.2. (Added) Evaluate compatibility and interoperability of communications systems with other units, commands, and services, as well as national or theater compatibility.

A9.4.7.3. (Added) Evaluate support to primary mission and/or command and control through all primary communications/computer systems.

A9.4.7.4. (Added) Review the unit's emergency action procedures and ability to execute.

A9.4.7.5. (Added) Evaluate measures to protect critical information and information systems in accordance with applicable directives.

A9.4.7.6. (Added) Evaluate communications response and support to requests from DCG.

A9.4.8. (Added) Logistics Readiness. Includes management of base vehicles, supply and fuels distribution, traffic management, air terminal operations and logistics readiness resources to accomplish the mission.

A9.4.8.1. (Added) Evaluate adequacy of materiel management to meet user asset requirements.

A9.4.8.2. (Added) Evaluate on-hand ammunition and spare assets against prescribed or authorized levels.

A9.4.8.3. (Added) Evaluate physical control, accountability, serviceability, and efficient management of supplies and equipment.

A9.4.8.4. (Added) Evaluate ability to properly sample, analyze, detect, and document suspected fuel/cryogenics contamination.

A9.4.8.5. (Added) Evaluate compliance with all safety procedures and technical data during refueling and cryogenics operations.

A9.4.8.6. (Added) Evaluate proper fueling and loading procedures.

A9.4.8.7. (Added) Evaluate vehicle maintenance and supply procedures.

A9.4.8.8. (Added) Evaluate the ability to meet vehicle user requirements.

A9.4.8.9. (Added) Evaluate recall of QA and team training instructors to respective work centers.

A9.4.9. (Added) **Medical:**

A9.4.9.1. (Added) General Health Care Support. Evaluate triage discipline and direct emergency and primary medical and dental activities toward reducing morbidity and mortality for the greatest number and/or returning the greatest number of airmen to duty.

A9.4.9.2. (Added) Medical Treatment and Staging Facilities. Assess the ability to receive, re-triage, decontaminate, stabilize, transport, and prepare for aeromedical evacuation as required, to ensure timely, quality care under a variety of contingency conditions.

A9.4.9.3. (Added) Preventive Medicine. Assess the employment and implementation of preventive medicine initiatives (including predeployment medical screening, immunization, prophylaxis, education, environmental and epidemiological surveillance, risk assessment and abatement, and post deployment medical screening) to maintain force readiness of all unit personnel.

A9.4.9.4. (Added) In-place medical support. Assess ability of the medical unit or units to provide effective medical support to the commander. This medical support should provide for effective resource protection while ensuring rapid and effective response to all contingencies including hazardous material exposures, mass casualty situations, terrorist threats/incidents, chemical/biological threats, air base survival and recovery, FPCONS, natural disasters, and any other contingency requiring medical support.

A9.4.9.5. (Added) Aeromedical Evacuation (AE). Evaluate ability to respond to the total spectrum of aeromedical evacuation to include in-flight care and mission support that is safe and responsive to customer requirements. Whenever ground medical units are present, the interface between them and the AE system will be evaluated.

A9.4.10. (Added) **Legal Support:**

A9.4.10.1. (Added) Evaluate the knowledge of assigned personnel concerning their responsibilities under the Law of Armed Conflict (LOAC). Determine whether all personnel have received LOAC training. Determine if specialized training is provided to aircrews, medical personnel, and security forces. Assess timeliness and accuracy of advice supplied to commanders on LOAC issues.

A9.4.10.2. (Added) Evaluate unit rules of engagement. Determine if they satisfy the requirements of US law, policy, and international law.

A9.4.10.3. (Added) Determine if legal support is adequate for wartime and contingency operations.

A9.4.10.4. (Added) Evaluate the availability of legal assistance.

A9.4.11. (Added) **Financial Management Support.** Evaluate comptroller support for wartime and contingency operations.

A9.5. (Added) Ability To Survive And Operate. ATSO is the unit's ability to continue operations during and after hostilities, contingencies, and/or disasters. Evaluate the unit's ability to meet Air Force standards for mission sustainment and mission capability restoration. Specifically, the ability to defend mission critical assets from hostilities, to include implementing FPCON and INFOCON measures, sustain and effectively recover/relocate mission critical capabilities. The installation, unit or activity shall demonstrate the tasks and/or technical operations required to accomplish its mission despite the threat environment.

A9.5.1. (Added) **Command and Control.** Evaluate unit ability to collect, display, report and disseminate information to implement plans and procedures for continuity of operations.

A9.5.2. (Added) **Planning.** Evaluate if the installations plans (i.e. FSTR 10-2, CE Contingency Response Plan) identify integrated tasks and assigns responsibility to mitigate, respond and sustain operations.

A9.5.3. (Added) **Protection.** Evaluate support to primary mission and/or command and control through alternate locations and/or back-up communications/computer systems.

A9.5.4. (Added) **Response:**

A9.5.4.1. (Added) Base Population. Evaluate unit ability to react to FPCON, INFOCON and respond to contingencies with minimum or no warning. Evaluate the ability of the base population to identify, mark, report and avoid hazards. Evaluate the ability for individuals to perform self-aid and buddy care.

A9.5.4.2. (Added) Unit. Evaluate the ability of the unit to implement mitigation, response and recovery actions.

A9.5.5. (Added) **Mission Continuation/Restoration and Sustainment:**

A9.5.5.1. (Added) Evaluate the ability of the unit to conduct integrated response operations, restore mission capability and sustain operations.

A9.5.5.1.1. (Added) Evaluate backup power for mission-critical systems.

A9.5.5.1.1.1. (Added) For ICBMs the IG evaluates all Missile Alert Facility (MAF) diesels and ten percent of the Launch Facility (LF) diesels. Diesel generators must operate for 30 minutes, after assuming the load, to be scored effective. If a MAF diesel is declared as Fully Mission Capable (FMC), but found to be Partially Mission Capable (PMC), the system is scored non-effective (Exception: Facility Managers (FM) may take any authorized action to ensure the system starts and assumes the load). Diesels failing to complete power transfer are scored non-effective. Data obtained as a result of a commercial power failure may be used when computing standby power effectiveness. Print RAW data must be reviewed for all unit LFs to determine if any power systems fail to operate properly.

A9.5.5.1.1.2. (Added) For ICBM standby power failures, unit technical engineering will provide an unclassified technical analysis. Provide a chronological description of system malfunctions, a chronological sequence of all maintenance actions taken, all technical data references relative to the fault, and any weapon system improvements (AFTO Form 22) generated/required by this failure. OGV shall coordinate on the analysis if MCC actions may have caused the malfunction or impacted scoring. Malfunction analysis includes copies of Print RAW reports, site logs, crew logs, etc., used to compile the analysis. Present reports to the HQ AFSPC/IG and HQ AFSPC maintenance functional area manager within 48 hours of the failure.

Attachment 10 (Added)**AFSPC EXPEDITIONARY READINESS INSPECTIONS**

A10.1. (Added) AFSPC ERI. AFSPC ERIs evaluate how well units respond, deploy UTCs, employ forces, provide mission support, and survive and operate in a forward-deployed combat environment. UTCs are evaluated according to a unit's DOC statement, plans they support and their required METLs. Employment and Mission Support MGA ratings are typically determined by individual UTC performances tasked during the ERI. ERI Initial Response and ATSO MGA ratings are determined by both individual and unit performances.

A10.2. (Added) Initial Response. The IG examines unit C2, employment readiness, and information operations as subareas. The focus is on preparing and deploying assigned UTCs.

A10.2.1. (Added) **Command and Control (C2).** Evaluate the effectiveness of those initial response actions performed by the Wing Battle Staff, the Wing Command Post, the Maintenance Operations Center and other wing C2 agencies which affect the entire unit's ability to respond to initial deployment tasking.

A10.2.1.1. (Added) C2 includes all actions necessary to effect response to tasking orders, deployment preparation orders and deployment execution orders.

A10.2.1.2. (Added) Evaluate Unit Manning Document and Deployed Requirements Manning Document for accuracy.

A10.2.1.3. (Added) Evaluate ability of units to implement active Wing Battle Staff operations, conduct unit recalls, and build modified work/training/evaluation schedules.

A10.2.1.4. (Added) Determine if the Global Status of Resources and Training System (GSORTS) and Air Expeditionary Force Reporting Tool (ART) reporting is timely, accurate, and properly classified.

A10.2.1.5. (Added) Evaluate Unit Manning Document and Deployed Requirements Manning Document for accuracy.

A10.2.2. (Added) **Employment Readiness:**

A10.2.2.1. (Added) Evaluate space systems generation, deployment, and regeneration.

A10.2.2.2. (Added) Evaluate Operations.

A10.2.3. (Added) Information Operations (IO).

A10.2.3.1. (Added) Determine if primary, secondary, and tertiary Information Operations points of contact (POCs) have been appointed.

A10.2.3.2. (Added) Determine if subordinate unit IO POCs have been designated.

A10.2.3.3. (Added) Determine whether POC deployment requirements are consistent with the unit's ability to perform IO plans/tasking.

A10.2.3.4. (Added) Determine if the unit has Military Deception plans pre-coordinated and integrated with other IO objectives and ready to implement.

A10.2.4. (Added) **Deployment Processing:**

A10.2.4.1. (Added) Determine if deployment planning is comprehensive, timely, and responsive to taskings.

A10.2.4.2. (Added) Evaluate whether the right people process with the required equipment, training, medical clearance, and documents at the right time.

A10.2.4.3. (Added) Determine if transportation is used efficiently, e.g., the minimum number of vehicles/ aircraft to deploy the required people and equipment.

A10.2.4.4. (Added) Determine if the deployment process is efficiently, effectively, and safely executed.

A10.2.4.5. (Added) Evaluate whether the unit meets closure requirements.

A10.2.4.6. (Added) Determine if all reports are accomplished in the required time.

A10.2.4.7. (Added) Determine whether all required automated deployment systems are effectively used and properly managed, e.g. all components of IDS (Integrated Deployment System) (LOGMOD, MANPER-B, CMOS, and CALM) to achieve In-Transit Visibility.

A10.2.4.8. (Added) Determine if the Personnel Deployment Function (PDF) maintains accountability of people.

A10.2.4.9. (Added) Determine if they maintain and operate the Manpower and Personnel Module-B (MANPER-B) systems to meet all reporting requirements.

A10.2.4.10. (Added) See **Attachment 12 (Added)** for inspection ground rules, including simulation request process.

A10.2.4.11. (Added) Shortfall Processing: Shortfalls shall be identified to IG team as soon as possible via AF Form 4006, **Unit Deployment Shortfalls**, and appropriate shortfall message. The AFSPC IG team acts as both the AFSPC Functional Area Managers (FAMs) and as the supported commander FAMs. HQ AFSPC/IG will determine if shortfall(s) are valid.

A10.3. (Added) Employment.

A10.3.1. (Added) Command and Control.

A10.3.1.1. (Added) Determine whether units are capable of performing wartime/contingency taskings within timeline provided by orders or similar authority.

A10.3.1.2. (Added) Assess the unit's ability to successfully meet unified commander taskings by maintaining the capability as outlined in the unit's DOC/METLs.

A10.3.1.3. (Added) Check adequacy and security of command, control, communications, and computer procedures with other services, commands, and users.

A10.3.1.4. (Added) Accurately interpret and execute mission in accordance with higher headquarters taskings.

A10.3.2. (Added) Operations.

A10.3.2.1. (Added) Evaluate unit's ability to integrate deployed location procedures and requirements into unit's plans.

A10.3.2.2. (Added) Review application of unified commander's rules of engagement (ROE) for clarity and understanding within exercise constraints.

A10.3.2.3. (Added) Evaluate if operations, equipment, and training can adequately sustain wartime or contingency requirements.

A10.3.2.4. (Added) Evaluate weapon systems proficiency against required standards/taskings.

A10.3.2.5. (Added) Validate ability to efficiently manage the crew force.

A10.3.2.6. (Added) Evaluate efforts to meet air tasking order (ATO), space tasking order (STO), or sortie generation on a daily basis.

A10.3.2.7. (Added) Evaluate unit communications security protection procedures to include: cryptosecurity, transmissions security, emissions security, and physical security of information systems generating, handling, storing, processing, or using classified or sensitive government information.

A10.3.2.7.1. (Added) Evaluate unit operations while maintaining appropriate security safeguards on all transmitted information. Also, evaluate proficiency in cryptographic systems to pass/authenticate information.

A10.3.2.7.2. (Added) Evaluate technician's ability to properly operate C4 equipment in a safe and secure manner. Operational requirements include, but are not limited to, performing equipment, circuit, link and emergency operations; following established satellite access procedures, reconfiguring equipment; proper handling and use of COMSEC material (i.e., key loading, user authentication verification); and operating equipment IAW applicable equipment specifications and directives.

A10.3.3. (Added) **Maintenance.** Evaluate generation efforts to meet the ATO/STO.

A10.3.4. (Added) **Intelligence.** Evaluate the following Air Force Intelligence Prioritized Tasks:

A10.3.4.1. (Added) Provide situation awareness, threat status, to include potential adversary IO threats, and target status.

A10.3.4.2. (Added) Participate in development of air operations tasking order/space tasking order.

A10.3.4.3. (Added) Consolidate, prioritize, and validate collection requirements.

A10.3.4.4. (Added) Assess the timely transmission of intelligence information from mission debriefing and reporting if supporting flying units.

A10.3.4.5. (Added) Consolidate and report battle damage assessments.

A10.3.4.6. (Added) Define requirements and manage inventory for targeting and GI&S.

A10.3.4.7. (Added) Evaluate that national, theater, force, and unit level intelligence is coordinated and integrated into unit mission planning, execution, and mission effectiveness assessments. This includes Period of Interest and Area of Interest processing.

A10.3.4.8. (Added) Evaluate threat assessment analysis for both air and ground forces. This includes the unit's ability to collect and analyze threat information through the threat working group or other means.

A10.3.4.9. (Added) Evaluate support to Threat/Force Protection Working Groups and Tactical Deception Planning.

A10.3.4.10. (Added) Evaluate support and participation in Mission Planning, Threat Penetration and Target Engagement Processes.

A10.3.5. (Added) **Weather.** "Weather" refers to both terrestrial and space weather. This includes space environmental operations as well as terrestrial weather operations in support of aviation, space and ballistic missile launch, and space and launch detection operations. Since wartime and peacetime weather sup-

port to the host wing is identical and is always provided from home base, AFSPC weather units will only be evaluated in the below areas during the ERI.

A10.3.5.1. (Added) Evaluate ability and readiness of AEF deployable personnel to effectively perform deployed missions. This includes mobility training documentation, mobility line processing, and performance of basic deployed weather tasks.

A10.3.6. (Added) **Airfield Operations (Air Traffic Control and Airfield Management).**

A10.3.6.1. (Added) Evaluate the ability of air traffic control to provide safe, orderly, and expeditious flow of aircraft during wartime/contingency taskings while adhering to USAF, FAA, DOD, and ICAO procedures.

A10.3.6.2. (Added) Evaluate the ability of airfield management to ensure adequate airfield facilities (pavements, signs, markings, etc.) during wartime/contingency taskings.

A10.3.6.3. (Added) Evaluate Airfield Operations emergency actions procedures and checklists.

A10.3.6.4. (Added) Evaluate Terminal Instrument Procedures program accuracy and management. Review flight publications, procedures packages, and obstruction data.

A10.3.7. (Added) **Aircrew Life Support:**

A10.3.7.1. (Added) Evaluate the ability to provide aircrews with serviceable protective, survival, and rescue equipment.

A10.3.7.2. (Added) Evaluate the ability to provide deployment packages supporting 60 days of surge flying operations.

A10.3.7.3. (Added) Evaluate the ability to support aircrew chemical defense operations.

A10.3.7.4. (Added) Evaluate the effectiveness of aircrew and technician training programs.

A10.3.8. (Added) **Information Operations (IO).** Evaluate integration of all applicable IO activities IAW Joint Pub 3-13, *Joint Doctrine for Information Operations*, and Air Force Doctrine Document 2-5, *Information Operations*.

A10.3.8.1. (Added) Determine if IO is adequately represented on all applicable working groups.

A10.3.8.2. (Added) Evaluate whether IO planning processes are occurring in a timely manner.

A10.3.8.3. (Added) Evaluate tactics conducted under military deception plans IAW AFI 10-704, *Military Deception Program*.

A10.3.8.4. (Added) Evaluate actions to prevent exploitation of information by potential adversaries IAW AFI 10-1101, *Operations Security (OPSEC)*.

A10.4. (Added) Mission Support:

A10.4.1. (Added) **Command and Control.** Evaluate how unit control centers ensure forces under their control collect, display, report and disseminate information to initiate appropriate plans, procedures and implementing instructions to accomplish mission and support taskings.

A10.4.2. (Added) **Communications and Information Systems Operations.** Evaluate measures to protect critical information and information systems IAW AFI 33-112, *Computer Systems Management*; AFI 33-113, *Official Messaging*; AFI 33-115v1, *Network Management*; AFI 33-115v2, *Licensing Network Users and Certifying Network Professionals*; AFI 33-119, *Electronic Mail*; AFI 33-129, *Trans-*

mission of Information Via the Internet; AFI 33-202, *Computer Security*; AFI 33-204, *Information Assurance (IA) Awareness Program*; AFSSI 5021, *Time Compliance Network Order (TCNO) Management And Vulnerability And Incident Reporting*; and AFSSI 5027, *Computer Security*.

A10.4.3. (Added) **Personnel:**

A10.4.3.1. (Added) Personnel Readiness Element (PRE): Evaluate the timeliness and accuracy of all MANPER-B reports and support documents (e.g., orders).

A10.4.3.2. (Added) Personnel Support for Contingency Operations (PERSCO): Determine whether the PERSCO maintains accountability of deployed personnel. Assess the accuracy and timeliness of the MANPER-B system reports (e.g., personnel, casualty, and force management reports).

A10.4.4. (Added) **Civil Engineer.** Prime BEEF Mobile Forces: Evaluate forces' ability to perform tasks as outlined in AFPAM 10-219V10, *Contingency Training Guide and Task Standard*. Emphasis should be given to the following: Damage Assessment, Expedient Repairs, Beddown, MOS selection and marking, ADR/RRR, Force Protection, EOD, Fire Protection, and CE Readiness.

A10.4.5. (Added) **Services:**

A10.4.5.1. (Added) Prime Readiness in Base Support (RIBS): Evaluate unit's ability to deploy and perform wartime duties specified in the UTC mission capability statement and should include: mortuary, lodging, food service, community programs and fitness programs.

A10.4.5.2. (Added) Determine if unit emergency action procedures are comprehensive and responsive to major accident response exercises and real world operational plans. Support planning must include emergency response and critical mission support.

A10.4.6. (Added) **Base Defense:**

A10.4.6.1. (Added) Evaluate the ability of base defense forces to plan and conduct defense operations according to the designed operational capability statement, mission capability statement, and time-phased force and deployment data tasking.

A10.4.6.2. (Added) Evaluate individual and team proficiency to tactically employ assigned weapons, vehicles, communications, and equipment.

A10.4.6.3. (Added) Evaluate compatibility and interoperability of communication systems with other units, commands, services and national or theater assets.

A10.4.6.4. (Added) Evaluate police services and resource protection activities and responses.

A10.4.6.5. (Added) Evaluate security of protection level 1 - 4 resources and responses.

A10.4.6.6. (Added) Evaluate base defense forces' ability to defeat Level I threats and disrupt or delay Level II threats.

A10.4.7. (Added) **Command, Control, Communications, and Computers (C4).** C4 resources and procedures are a combination of computer hardware, software, data, or telecommunications that perform functions such as collecting, processing, transmitting and displaying information.

A10.4.7.1. (Added) Evaluate that timely and reliable communications links and local area networks are established and available.

A10.4.7.2. (Added) Evaluate compatibility and interoperability of communications systems with other units, commands, and services, as well as national or theater compatibility.

A10.4.7.3. (Added) Evaluate support to primary mission and/or command and control through all primary communications/computer systems.

A10.4.7.4. (Added) Evaluate all back-up communications and computer systems to ensure adequate support to primary mission and/or command and control.

A10.4.7.5. (Added) Evaluate the C⁴ restoral plan and the unit's ability to execute the plan.

A10.4.7.6. (Added) Review the unit's emergency action procedures and ability to execute.

A10.4.7.7. (Added) Evaluate measures to protect critical information and information systems in accordance with applicable directives.

A10.4.8. (Added) **Logistics Readiness:**

A10.4.8.1. (Added) Evaluate the adequacy of material management to meet user asset requirements.

A10.4.8.2. (Added) Evaluate on-hand ammunition and spare assets against prescribed or authorized levels.

A10.4.8.3. (Added) Evaluate physical control, accountability, serviceability, and efficient management of supplies and equipment.

A10.4.8.4. (Added) Evaluate ability to properly sample, analyze, detect and document suspected fuel/cryogenics contamination.

A10.4.8.5. (Added) Evaluate compliance with all safety procedures and technical data during refueling and cryogenics operations.

A10.4.8.6. (Added) Evaluate proper fueling and loading procedures at all times.

A10.4.8.7. (Added) Evaluate vehicle maintenance and supply procedures.

A10.4.8.8. (Added) Evaluate the ability to meet vehicle user requirements.

A10.4.9. (Added) **Medical:**

A10.4.9.1. (Added) General Health Care Support: Evaluate triage discipline and direct emergency and primary medical and dental activities toward reducing morbidity and mortality for the greatest number and/or returning the greatest number of airmen to duty.

A10.4.9.2. (Added) Medical Treatment and Staging Facilities: Evaluate the ability to receive, re-triage, decontaminate, stabilize, transport, and prepare for aeromedical evacuation as required, to ensure timely, quality care under a variety of contingency conditions.

A10.4.9.3. (Added) Deployable Medical Elements: Evaluate ability to provide medical support to deployed personnel to include emergency, outpatient-inpatient medical care, aeromedical evacuation, food and water safety, and disease surveillance.

A10.4.9.4. (Added) Preventive Medicine: Evaluate the employment and implementation of preventive medicine initiatives (including predeployment medical screening, immunization, prophylaxis, education, environmental and epidemiological surveillance, risk assessment and abatement, and post deployment medical screening) to maintain force readiness of all unit personnel.

A10.4.9.5. (Added) In-place medical support: Evaluate ability of the medical unit or units to provide effective medical support to the commander. This medical support should provide for effective resource protection while ensuring rapid and effective response to all contingencies including hazardous material

exposures, mass casualty situations, terrorist threats/incidents, chemical/biological threats, air base survival and recovery, FPCONS, natural disasters, and any other contingency requiring medical support.

A10.4.9.6. (Added) Aeromedical Evacuation: Evaluate ability to respond to the total spectrum of aeromedical evacuation to include inflight care and mission support that is safe and responsive to customer requirements. Whenever ground medical units are present, the interface between them and the AE system will be evaluated.

A10.4.10. (Added) **Legal Support:**

A10.4.10.1. (Added) Evaluate the knowledge of assigned personnel concerning their responsibilities under the LOAC. Determine whether all personnel have received LOAC training. Determine if specialized training is provided to aircrews, medical personnel, and security forces. Assess timeliness and accuracy of advice supplied to commanders on LOAC issues.

A10.4.10.2. (Added) Evaluate unit rules of engagement. Determine if they satisfy the requirements of US law, policy, and international law.

A10.4.10.3. (Added) Determine if legal support is adequate for wartime and contingency operations.

A10.4.10.4. (Added) Evaluate the availability of legal assistance.

A10.4.11. (Added) **Manpower and Organization :**

A10.4.11.1. (Added) Manpower Readiness Element: Evaluate the timeliness and accuracy of MANPER-B support files, reports, analysis, and documents (e.g., operation plans, MANFOR).

A10.4.11.2. (Added) Deployed Manpower Element: Evaluate the ability to assess, account for, and manage the organization and adequacy of forces.

A10.4.12. (Added) **Financial Management Support :**

A10.4.12.1. (Added) Determine if comptroller support is adequate for wartime and contingency operations.

A10.4.12.2. (Added) Evaluate availability and adequacy of comptroller assistance.

A10.5. (Added) Ability To Survive and Operate. Evaluate the unit's ability to meet Air Force standards for mission sustainment and mission capability restoration in mature theaters or austere regions following a chemical, biological, or conventional attack (AFMAN 10-2602, *Nuclear, Biological, Chemical, and Conventional (NBCC) Defense* paragraph 1.6). The installation, unit or activity shall demonstrate the tasks and/or technical operations required to accomplish its mission in the expected threat environment at each level of responsibility. Table 1.1 of AFMAN 10-2602 lists the NBCC Defense Enabling Tasks subject to evaluation during the ATSO portions of Readiness Inspections. These enabling tasks shall be used by IG teams as common core criteria to determine if the integration of senior leadership, individual, functional, cross-functional tasks support response to attacks and assures mission restoration and sustainment. AFMAN 10-2602 and functional guidance provide the details that installations, senior leadership, units and expeditionary airman should use to plan for and respond to an NBCC attack.

A10.5.1. (Added) Command and Control. Table 4.2 of AFMAN 10-2602 lists the NBCC Defense Enabling Tasks subject to evaluation.

A10.5.1.1. (Added) Wing Operations Center (WOC). Wing Operations Center (WOC). Determine whether WOC NBCC efforts are IAW AFMAN 10-2602, paragraphs 4.1 and 4.2, and Table 4.2.

A10.5.1.2. (Added) Survival Recovery Center (SRC). Determine if the unit's SRC complies with AFMAN 10-2602, paragraphs 4.1.2 and 4.2 and Table 4.2.

A10.5.1.3. (Added) Unit Control Center. Ensure the UCC complies with AFMAN 10-2602 paragraph 4.4 and Table 4.2.

A10.5.2. (Added) **Planning:**

A10.5.2.1. (Added) Determine if the installation NBCC defense plan (e.g., FSTR 10-2, **Base Support, Joint Support or Expeditionary Site Plan**) identifies integrated tasks and assigns responsibilities to implement pre-, trans-, and post-attack response and sustainment actions. Determine if the installation plan includes support provided to or received from joint service or host nation forces.

A10.5.2.1.1. (Added) For units in medium or high threat areas (reference AFMAN 10-2602, Table 2.2), determine if contingency plans are developed and training (and exercises) conducted for both the home and deployment location(s) IAW AFMAN 10-2602, paragraph 1.5.2., if applicable.

A10.5.2.2. (Added) Evaluate the ability of the installation to implement NBCC defense plan actions to save lives, protect resources, recover from attacks, and restore mission capability.

A10.5.3. (Added) **Protection.** Determine the ability of the responsible organization to prepare for and implement actions to protect personnel and resources from NBCC weapons effects.

A10.5.3.1. (Added) Individual Protection. Determine if required individual protective equipment (IPE) is on-hand and serviceable. Determine if individuals have completed Protective Mask Fit Training with their personal mask. Evaluate the individual's knowledge of MOPP levels (Fig. 5.2), ability to inspect and don their IPE within specified time criteria (Table 5.1), ability to remove their IPE by processing through a contamination control area (CCA), and demonstrate the use of issued chemical decontamination kits, detection equipment, and chemical agent antidotes. Evaluate at least 10 percent of the unit personnel over the course of the inspection period.

A10.5.3.2. (Added) Collective Protection. Determine the ability to provide adequate collective protection for assigned and deployed forces and contamination control area capability for 20% of those forces during a 24 hour period. AFMAN 10-2602, Tables A3.2 - A3.4, lists the actions subject to evaluation.

A10.5.3.3. (Added) Protective Hardening. Determine the ability to provide permanent and expedient hardening protection for assigned and deployed forces. AFMAN 10-2602, Table A3.5 lists the actions subject to evaluation.

A10.5.3.4. (Added) Dispersal. Evaluate the ability to disperse and protect critical assets. AFMAN 10-2602, Table A3.6 lists the actions subject to evaluation.

A10.5.3.5. (Added) Blackout. Evaluate the ability to conduct operations under blackout conditions, as appropriate for the threat. AFMAN 10-2602, Table A6.1.

A10.5.4. (Added) **Contamination Avoidance and Control:**

A10.5.4.1. (Added) Evaluate the ability to receive and disseminate information through the installation and theater NBC defense warning and reporting system.

A10.5.4.2. (Added) Evaluate the adequacy, serviceability, and sustainment capability of available NBC detection and monitoring equipment. Evaluate the ability to deploy, operate, and maintain the NBC detection and reporting system.

A10.5.4.3. (Added) Evaluate the adequacy of contamination avoidance plans and material (e.g., plastic sheet, covers, tarps) stocks, based on the NBCC threat. Evaluate the ability to implement pre- and post-attack contamination avoidance measures. AFMAN 10-2602, Table A3.6, lists the actions subject to evaluation.

A10.5.4.4. (Added) Evaluate the adequacy of contaminated waste collection, control, and disposal capability. Evaluate the ability to implement contaminated waste collection actions at the unit and installation level.

A10.5.4.5. (Added) Evaluate the ability to identify and mark NBC hazard and hazard areas, conduct post-attack risk assessment, and implement management actions (e.g., sector/zone operations, marking) to reduce mission degradation.

A10.5.5. (Added) **Response:**

A10.5.5.1. (Added) Base Population. Evaluate the ability of the base population to react to FPCON, MOPP, and alarm condition changes and respond to attacks without prior warning. Evaluate the ability of the base population to identify, mark, report, and avoid post-attack hazards. Evaluate the ability of individuals to perform self-aid/buddy care.

A10.5.5.2. (Added) Unit. Evaluate the ability of the unit to implement pre-, trans-, and post-attack actions. Evaluate the ability of unit post-attack reconnaissance teams and other assigned specialized teams to conduct operations. Evaluate the ability of the unit to manage the movement of casualties to the appropriate medical treatment facility.

A10.5.5.3. (Added) Joint Service or Host Nation. Evaluate the ability to integrate with assigned or attached joint service or host nation NBCC defense forces and support installation or theater missions.

A10.5.5.4. (Added) Enemy Prisoners of War, DOD Civilian and Contract Personnel. Evaluate the ability to protect (e.g., IPE, collective protection, hardening, evacuation) DOD civilian and contract personnel not designated as emergency essential. Evaluate the ability to protect (e.g., IPE, collective protection, hardening, evacuation) enemy prisoners of war, retained personnel, civilian internees, and other detainees in Air Force custody.

A10.5.6. (Added) Mission Continuation/Restoration and Sustainment. Refer to AFMAN 10-2602, para 1.6 and atch 3, for operational standards subject to evaluation.

A10.5.6.1. (Added) Evaluate the ability to conduct integrated response operations, restore mission capability, and sustain operations. (AFMAN 10-2602, para 1.6.)

A10.5.6.2. (Added) Evaluate the adequacy of personnel accountability and replacement actions.

A10.5.6.3. (Added) Evaluate the adequacy of NBCC defense individual and team equipment stock levels to support sustained operations.

A10.5.6.4. (Added) Evaluate actions to initiate re-supply of critical NBCC defense equipment.

Attachment 11 (Added)**AFSPC INSPECTION SUPPORT REQUIREMENTS**

A11.1. (Added) Inspection Planning Requirements. Inspection planning requirements are identified in the following paragraphs and tables. **Table A11.1. (Added)** identifies documents that must be submitted/updated on a semiannual basis and upon inspection notification. These documents shall be submitted/updated NLT the 5th day of Jan and Jul. **Table A11.2. (Added)** identifies the requirements due within 15 days of the planned inspection. These requirements will be requested in the inspection notification letter, which units will receive prior to the start of the inspection (approximately 30 days for RI/CI and 60-90 days for NSI). Requirements identified in **Table A11.3. (Added)** and **Table A11.4. (Added)** (ERI ATSO) shall be delivered upon IG arrival in the format and at the location designated. Email electronic requirements to <mailto:afspc.igix@peterson.af.mil>. Hard copy documents must be mailed to HQ AFSPC/IGIX, 125 East Ent Ave, Peterson AFB, CO 80914-1281. All classified information will be distributed through SIPRNET.

A11.1.1. (Added) Inspection Considerations. Inspection considerations help units identify items they want the IG to know; these items could impact scenario presentation. Use the headings "Unit," "InspCon," "Inclusive Dates" and "Explanation" for each inspection consideration. Inspection considerations do not replace LIMFAC reporting requirements. HQ AFSPC/IG will consider unit inputs and coordinate inspection impact as required.

A11.1.1.1. (Added) Simulations. Simulations will be minimized and reserved for those actions, which are too costly (resource expenditure, potential risk, etc.) or impractical to perform in an exercise situation. Refer to **Attachment 12 (Added)** for Standing Simulations. Email simulation requests using format in **Attachment 16 (Added)**.

A11.1.2. (Added) LIMFACs. LIMFACs are factors or conditions that impede mission accomplishment. Units shall submit current LIMFACs IAW **Table A11.1. (Added)**.

A11.1.2.1. (Added) Identify those contracts that do not include exercise activity participation. If a contract includes a CDRL or Contract Line Item Number (CLIN) that allows for exercise participation, the wing should plan on that CDRL or CLIN being exercised during inspections.

A11.1.2.2. (Added) Identify a project officer and alternate for inspection requirements. This individual/office will serve as the IG's single POC for all inspection matters. Provide shipping address for IG support equipment the POC will receive.

A11.1.3. (Added) Maps (wing level only). Provide current installation site map, crash grid map, and main electrical and utility tabs. Maps should be 1:4800 scale on E sheet size. Mark the location of key facilities on grid map and include the WSA, Command Post, Base Communications Center, and hospital locations as a minimum. Include maps of major AFSPC owned installations, e.g., Clear AFS, etc. Maps can be provided either electronically (AutoCad LT 98 format or hard copy and can be mailed to HQ AFSPC/IGIX, 125 E. Ent Ave, Peterson AFB, CO 80914-1281.

A11.1.4. (Added) Reception Plan. Recommend all units develop an IG reception plan that covers wing support responsibilities for inspections. Include information such as lodging, baggage detail, transportation, IG work center telephone numbers, and unit LMR frequencies/call signs. Identify all limitations to support requirements listed in this attachment. Do NOT purchase equipment/supplies/services purely for IG use.

A11.1.5. (Added) **Trusted Agent (TA).** When required, HQ AFSPC/IG identifies TA requirements. TAs are normally identified by organization (group or equivalent level), by AFSC, or experience. TAs should have extensive knowledge of systems, sites and operational concepts in the areas identified in the IG requirements. Personnel assigned as TAs must be available periodically upon notification as a TA and the inspection start for planning and during the entire inspection period. Furthermore, whenever possible, personnel should be Standardization/Evaluation (Stan/Eval), quality assurance or Exercise Evaluation Team (EET) members. TAs should be familiar with contract restrictions and current LIMFACs and any other inspection limiting factors associated with scenario activities. TAs provide to inspectors information on the best way to realistically evaluate an activity. TAs may continue to observe and critique wing exercises, but are prohibited from divulging any information to unit personnel concerning what events or activities will be observed by the IG. TAs also assist in conducting IG inspection scenario events, i.e., configuring equipment, placing props, etc. TAs are not points of contact for unit personnel to the HQ AFSPC/IG.

A11.1.5.1. (Added) SF TAs. All SF TAs must be equipped with exercise vest and radios capable of monitoring the security forces net. Standby personnel should be identified to fill these positions in case a primary TA should be unable to fulfill duties (sickness, emergency leave, etc.).

A11.1.5.1.1. (Added) During inspection of ICBM units, the SF will provide (as a minimum) 11 TAs (eight MEEDs equipped/three base side) and four vehicles equipped with missile field radios for 341 SW and 90 SW; and six TAs (MEEDs equipped) and three vehicles equipped with missile field radios for 91 SW. TAs will be made available to IG SF inspectors at the beginning of the inspection. Standby personnel should be identified to fill these positions in case a primary TA should be unable to fulfill duties (sickness, emergency leave, etc.). All TAs must be equipped with exercise vests and radios capable of monitoring the security forces net

A11.1.5.1.2. (Added) At ICBM units, TAs will obtain landowner permission to conduct recapture/recovery exercises at 10 LFs throughout the missile field. If unable to meet this requirement a formal waiver must be submitted through HQ AFSPC/IGIX.

A11.1.5.1.3. (Added) During inspection of 14AF units, the SF units will provide (as a minimum) three TAs. GSUs will provide one SF TA.

A11.1.5.2. (Added) Communications TAs. Except those on remote assignments, all communications TAs must have at least 1-year time on station. At least one TA must be a member of the Wing exercise evaluation team. For contracted functions TA must be a Quality Assurance Evaluator.

A11.2. (Added) General Support Requirements:

A11.2.1. (Added) **Lodging.** HQ AFSPC/IGIX will identify to the wing any lodging requirements. If requested and whenever possible, billet team members together in the same billeting facility, or in close proximity to other team members. IG will have priority for on-base lodging. If lodging is off base, provide HQ AFSPC/IGIX with the name, address, and telephone number of a representative of the motel/hotel, as well as, the expected daily room cost. Have the inspection Project Officer coordinate room assignments with HQ AFSPC/IGIX.

A11.2.2. (Added) **Transportation.** HQ AFSPC/IGIX will identify any/all vehicle requirements to the inspected unit. Prior to entering into any rental vehicle contracts/agreements, unit POC must contact HQ AFSPC/IGIX. Whenever possible, place a copy of the following in each vehicle: local area, base, missile field and flight line maps with key facilities annotated; driving restrictions/procedures; authorization for flight line driving; accident information (duty/after duty hours phone numbers); phone number to call for vehicle problems; routes to quarters; gas pump hours and location. Ensure each vehicle is properly

equipped with safety and emergency gear. All vehicles will have an AFSPC IG placard to include a numerical number (e.g., 1, 2, 3, . . .).

A11.2.3. (Added) **Information Management Personnel Support.** Provide four military personnel (at least two NCO) competent in Microsoft Office programs. They must possess at least a SECRET security clearance, be thoroughly knowledgeable of the base, and possess a current driver's license. Advise personnel before reporting for duty that overtime/weekend shifts are required and they must remain for the duration of the inspection.

A11.2.4. (Added) **IG Work Center.** Provide a separate IG work center configured to provide a main work area large enough to accommodate meetings for the entire team. This work center should be able to accommodate classified discussions at the SECRET level.

A11.2.5. (Added) **Out-brief Requirements.** The IG provides a tabletop out-brief to the wing commander and the option for a formal wing out-brief. If a wing-wide formal out-brief is desired, provide a facility with minimal outside distractions, adjustable lighting, good acoustics, while accommodating a large portion of the base populace, e.g., the base theater. The selected facility must be lockable and turned over to the IG out-brief director for exclusive IG use no later than 72 hours prior to the scheduled out-brief.

A11.2.6. (Added) **(EAL).** The inspection team EAL is normally provided to the wing upon arrival. The inspection Project Officer should ensure this EAL is authenticated and distributed to all wing organizations before the in-brief. Provide authenticated EAL copy to the IG.

A11.2.7. (Added) **Information Assurance Awareness Program (IAAP).** The inspection team will provide a IAAP letter designating inspection team member training certifications. The IAAP will normally be provided to the wing upon arrival.

A11.2.8. (Added) **Mission In-brief.** Provide a mission in-brief to IG team for inspection. Include in the briefing local safety, threat and weather conditions, exercise intelligence information, all LIMFACs, and Inspection Considerations if changed since last inspection update. Limit in-brief to no longer than 30 minutes. Safety and weather information may be accomplished with a handout. Classified SORTS will be briefed to those required after the IG in-brief. In-brief location should be able to accommodate the entire IG team as well as wing attendees.

A11.2.9. (Added) **Additional CE Requirements for ERI.** Dig two craters (approximate size: 30' diameter x 10' deep) IAW applicable directives and in coordination with the wing safety officer prior to the IG team arrival. Locate craters away from airfield operations. Craters do not have to be within the proposed mat lay areas. Remove 70 percent of the excavated material from the crater to an established fill site not closer than 1/4 mile from crater site. Hauling/dumping of fill will be required during the RRR exercise. Select a location for RRR mat laying exercises.

Table A11.1. (Added) Quarterly Support Requirements.

	The following requirements will be submitted/updated on a semiannual basis NLT the 5th day of Jan and Jul. E-mailed (if electronic copy) to mailto:afspc.igix@peterson.af.mil or mailed to HQ AFSPC/IGIX, 125 East Ent Ave, Peterson AFB, CO 80914-1281.		C O M P
	REQUIREMENT	FORMAT	
A	General Support Requirements		
1.	- Inspection Considerations (see para A11.1. (Added))	E-Copy	
2.	- LIMFACs (see Attachment 1)	E-Copy	
3.	- Identify a Project Officer and alternate for Inspection Requirements (see para A11.2. (Added))	E-Copy	
4.	- Wing Key Personnel listing, include 2-ltr, Gp/Sq CC, Phone, FAX and E-mail	E-Copy	
5.	- Organizational E-mail address	E-Copy	
6.	- Wing Organizational chart	E-Copy	
7.	- Reception Plan (see para A11.1.4. (Added))	E-Copy	
8.	- Specific entry/access procedures for GSUs, MODs, etc	E-Copy	
9.	- Provide any specific travel clearance or security requirements or procedures	E-Copy	
10.	- Provide any specialty/survival equipment requirements/procedures	E-Copy	
11.	- Maps (see para A11.1.4. (Added))	Hard copy	
12.	- Gatekeeper master schedule (see para 1.6.2. (Added))	E-Copy	
13.	- Gatekeeper POC list	E-Copy	
B.	Plans		
1.	- Full Spectrum Threat Response OPlan 10-2	E-Copy	
2.	- Base Civil Engineer Contingency Response Plan 10-211	E-Copy	
3.	- NFPA 1500 Compliance Sheets	E-Copy	
4.	- Base Support Plan, Part I & II	E-Copy	
5.	- Installation Deployment Plan	E-Copy	
6.	- UTC Tasking Summary	E-Copy	
7.	- Installation Security Plan	E-Copy	
8.	- Installation AT Plan, to include FPCON measures	E-Copy	
9.	- Security Forces Control Center Quick Reaction Checklists	E-Copy	
10.	- One copy of all Security Forces Training, Exercise and Evaluation Outlines and AF Form 689, Task Performance Checklist.	E-Copy	

	REQUIREMENT	FORMAT	
11.	- Security Forces Flight Duty Schedules	E-Copy	
12.	- Wing OPLANs	E-Copy	
13.	- Condor Crest Exercise reports	E-Copy	
14.	- Medical Contingency Response Plan (MCRP)	E Copy	
15.	- DCG major accident response checklists	E Copy	
C.	Trusted Agent Information (see para A11.1.5. (Added))		
	Wing Staff TAs		
1.	1 - Wing Exercise Evaluation Team Chief or deputy (non-ICBM units)		
2.	1 - 1C371, Command Post Specialist		
	Medical TAs		
3.	1 - 4NXXX, SSgt or higher with moulage experience.		
	Security Forces TAs (see para A11.1.5.1.1. (Added) & A11.1.5.1.3. (Added))		
4.	8 - Security forces specialists, MEEDs equipped with 4 vehicles with missile field radios to provide authentication and participate in LF/MAF exercises. (90 & 341 SW only)		
5.	6 - Security forces specialists, MEEDs equipped with 3 vehicles with missile field radios to provide authentication and participate in LF/MAF exercises. (91 SW only)		
6.	3 - Security forces specialists with base side law enforcement/security/air base defense experience with WSA access		
	Civil Engineer TAs		
7.	1 - Field Deployment Manager SNCO (not 3E9X1)		
8.	1 - 7 level non UTC or civilian equivalent Readiness		
9.	1 - 7 level 3E0X1 Operations SNCO		
10.	1 - 7 level Fire Protection SNCO or civilian equivalent		
11.	1 - 7 level Explosive Ordnance Disposal NCO		
12.	1 - QAE experienced in Ops Facility (Bldg 400) contract and utility systems (50 SW only)		
13.	2 - TAs to issue, transport, handle, and expend munitions. (For ERI ATSO)		
	Communications TAs (see para A11.1.5.2. (Added))		
14.	1 - 2E071 or civilian equivalent, Ground Radar Systems		
15.	1 - 2E171 or civilian equivalent, Wideband Satellite and Telemetry Systems (1 per satellite system)		
16.	1 - 2E172 or civilian equivalent, Meteorological and Navigation Systems		

	REQUIREMENT	FORMAT	
17.	1 - 2E173 or civilian equivalent, Ground Radio Communications (Air Traffic Control Base Radio)		
18.	1 - 2E173 or civilian equivalent, Ground Radio Communications (Personal Wireless Communications System)		
19.	1 - 2E173 or civilian equivalent, Ground Radio Communications (Missile Communications)		
20.	1 - 2E1X4 or civilian equivalent, (visual Information and Intrusion Detection Systems)		
21.	1 - 2E271 or civilian equivalent (Computer, Network, Switching and Cryptographic Systems)		
22.	1 - 2E672 or civilian equivalent (Communications Cable and Antenna Systems)		
23.	1 - 2E6X3 or civilian equivalent (Telephone Systems)		
24.	1 - 3A0X1 (5 or 7 lvl) or civilian equivalent (Information Management)		
25.	1 - 3C071 or civilian equivalent (Communication-Computer Systems Operations) (1 per Mission System)		
26.	1 - 3C071 or civilian equivalent (Communications-Computer Systems Operations) (Base)		
27.	1 - 3C271 or civilian equivalent (Communications-Computer Systems Control)		
28.	1 - 3VXXX (5 or 7 lvl) or civilian equivalent (Combat Camera)		
	Operations TAs		
29.	1 - OGV Minuteman Evaluator (90 SW, 91 SW, 341 SW)		
30.	1 - OGV Peacekeeper Evaluator (90 SW)		
31.	1 - ATLAS AFLC evaluator (30 SW)		
32.	1 - TITAN AFLC evaluator (30 SW)		
33.	1 - ROC/RCO evaluator (30 SW)		
34.	1 - MFCO evaluator (30 SW)		
35.	1 - ACO evaluator (30 SW)		
36.	1 - ATLAS AFLC evaluator (45 SW)		
37.	1 - TITAN AFLC evaluator (45 SW)		
38.	1 - DELTA AFLC evaluator (45 SW)		
39.	1 - ROC/RCO evaluator (45 SW)		
40.	1 - MFCO evaluator (45 SW)		
41.	1 - ACO evaluator (45 SW)		
42.	1 - CMDR/DSP from OGV (1 SOPS)		

	REQUIREMENT	FORMAT	
43.	1 - CMDR/GPS from OGV (1 SOPS)		
44.	1 - CMDR from OGV (2 SOPS)		
45.	1 - CMDR from OGV (3 SOPS)		
46.	1 - CMDR from OGV (4 SOPS)		
47.	1 - NCMDR (22 SOPS)		
48.	1 - CMDR from DOV (2 SWS)		
49.	1 - SCCH from DOV (2 SWS)		
50.	1 - CMDR or CCH from DOV (137 SWS)		
51.	1 - CMDR or CCH from DOV (6 SWS)		
52.	1 - CMDR or CCH from DOV (7 SWS)		
53.	1 - CMDR or CCH from DOV (10 SWS)		
54.	1 - CMDR or CCH from DOV (12 SWS)		
55.	1 - CMDR or CCH from DOV (13 SWS)		
56.	1 - FCMDR from DOV (1 SPCS)		
57.	1 - CMDR from DOV (21 WOC)		
58.	1 - CMDR from DOV (4 SPCS)		
59.	1 - CMDR from DOV (76 SPCS)		
60.	1 - 21 OGV representative		
	Logistics TAs		
61.	1 - Contracting Individual		
62.	1 - Fuels Specialist		
63.	1 - Supply Specialist		
64.	1 - Transportation Specialist		
65.	1 - Logistics Plans Specialist (ICBM units only)		
66.	1 - Contracting office or specialist involved in O&M service contracts (50 SW only)		
	Maintenance TAs		
67.	1 - 2M0X2 Maintenance technician with payload transporter experience (ICBM units only)		
68.	1 - Nuclear Weapons Specialist (QA) (90 & 341 SWs only)		
69.	1 - Conventional munitions Specialist (N/A for 91 SW)		
70.	1 - Maintenance representative from 1, 3 & 5 SLS (QAE preferred) (45 SW only)		

	REQUIREMENT	FORMAT	
71.	1 - Maintenance representative from 2 & 4 SLS (QAE preferred (30 SW only)		
	Personnel TA		
72.	1 – 3S0X1, SSgt or higher with PERSCO/readiness experience		
	D. Safety Special Support Requirement		
1.	- Schedule of training classes for nuclear surety, missile safety, and explosive safety for operations, security forces, etc.	E- Copy	
2.	- Management guides, OIs, Spot logs, inspection records and applicable supplements	E- Copy	
3.	- Explosive site plans/waivers/deviations/licenses	E- Copy	
4.	- Safety review documentation of nuclear surety OPLAN/Programs Plan	E- Copy	
5.	- List of Personnel Nuclear surety Training dates and copy pf weapons safety and Nuclear Surety tests	E- Copy	
	E. Transportation Special Support Requirements		
1.	- Vehicle Authorization List	E-Copy	
2.	- Vehicle Recall Plan	E-Copy	
3.	- Vehicle Minimum Essential List (MEL)	E-Copy	
	F. Logistics Readiness Squadron requirements		
1.	- Weapons, Ammo, and Bag report (current & previous year)	E- Copy	
2.	- CA/CRL (R-14) for weapons accounts of each unit having weapons	E- Copy	
	G. Communication Special Support Requirements		
1.	- NIPRNET LAN & WAN	E-Copy	
2.	- Internal Information Systems Security (ISS) scan	E- Copy	
3.	- System & Circuit Priority Restoral List	E-Copy	
4.	- UMPR	E-Copy	
5.	- Listing of key personnel and functions w/phone/bldg/room #	E-Copy	
6.	- Listing of work centers w/phone/bldg/room #	E-Copy	
7.	- Base listing of 3A0X1 personnel (from FAM)	E-Copy	
8.	- BITC plan on suspicious packages	E-Copy	

	REQUIREMENT	FORMAT	
H.	Contracted Services Support Requirements		
1.	- Mission essential service contract and MEO Status (Table A11.6. (Added).)	E-Copy	
2.	- Current Statement of Work/Performance Work Statement for contracts identified in Table A11.16	E-Copy	
3.	- Current Quality Assurance Surveillance Plans for each contract identified Table A11.16	E-Copy	
I.	ERI ATSO Support Requirements		
1.	Provide the IG ATSO planner a copy of the unit Base X plan. See Attachment 15 (Added) for Base X plan format and details.	E-Copy	
2.	Two 1:400 scale and four reduced (prefer 1: 600) copies of the base grid map with the following areas annotated	E-Copy	
a.	Exercise area	E-Copy	
b.	Aircraft parking area (by squadron)	E-Copy	
c.	Entry Control Point (ECP)	E-Copy	
d.	Primary and alternate (Wing Operation Center (WOC)/Survival Recovery Center (SRC)	E-Copy	
e.	Casualty collection point (CCPs)	E-Copy	
f.	Medical facilities (base clinic and tent city/medical treatment area)	E-Copy	
g.	Patient contamination control facilities	E-Copy	
h.	Chemical sectors	E-Copy	
i.	Control Tower	E-Copy	
j.	Fire Station	E-Copy	
k.	Primary and alternate fire department control center	E-Copy	
l.	CE cantonment site	E-Copy	
m.	Primary and alternate SF control centers	E-Copy	
n.	Proposed Air Base Defense Area (if applicable)	E-Copy	
o.	All base damage assessment routes	E-Copy	
p.	Fire Training Area	E-Copy	
q.	Unit Control Centers	E-Copy	
r.	Location of a 50' x 1,000' area (hard surface preferred) to simulate a 150' x 10,000' deployed runway for airfield DAT operations. This surface area will be considered an inspection area, but should not interfere with sortie generation	E-Copy	

Table A11.2. (Added) 15 Day Support Requirements.

	The following requirements will be submitted 15 days prior to the start of the inspection and e-mailed (if electronic copy) to mailto:afspc.igix@peterson.af.mil or mailed to HQ AFSPC/IGIX, 125 East Ent Ave, Peterson AFB, CO 80914-1281.		C O M P
	REQUIREMENT	FORMAT	
A.	General Support Requirements		
1.	- Support Information Requirements (IAW Table A11.7. (Added))	E-Copy	
2.	- Updated LIMFACs (IAW Table A11.1. (Added))	E-Copy	
B.	Operations Special Support Requirement		
1.	- Battle Staff unclassified checklists	E-Copy	
C.	Personnel Special Support Requirements		
1.	- Discoverer (AFPC CONTROLLED) MAP PRODUCTS	E-Copy	
2.	- PC-III Products (UIF, WMP, Duty Status, and CEMR ROSTERS)	E-Copy	
3.	- Personnel Reliability Program Alpha Roster	E-Copy	
D.	Maintenance Special Support Requirements		
1.	- Current MMT and PKMT (90 SW only) composition rosters	E-Copy	
2.	- Copy of Current TCTO/MCL and the time status for all LFs	E-Copy	
3.	- RS Movement Plan	E-Copy	
E.	Contracting Special Support Requirements		
1.	- Specific contracts will be identified upon inspection notification. The following will be submitted for selected contracts:		
2.	-- Contract cover page, Section B, Schedule of Supplies or Services and Prices, and Section H, Special Contract Provisions.	E-Copy	
3.	-- SOW, Government Furnished Property (GFP) and Contract Data Requirements List (CDRL) requirements to include all modifications.	E-Copy	
4.	-- Quality Assurance Surveillance Plans.	E-Copy	
5.	-- Contractor quality control plan.	E-Copy	
6.	-- A list of the names and telephone numbers of all QA personnel, contracting officers, and local company POCs.	E-Copy	

	REQUIREMENT	FORMAT	
7.	-- Identification as to type of contract. If contract is award fee, provide award fee plan, and copies of award fee determinations from previous 2 years.	E-Copy	
8.	-- If award fee determination is based on inputs from multiple sites, also provide award fee inputs from the last 2 years from sites to be inspected.	E-Copy	
9.	-- Location of contractor performance to include identification on a map.	E-Copy	
10.	-- Copy of all Staff Assistance Visit reports, Defense Contracting Management Agency and Defense Contract Audit Agency reports, internal reports, Government Accounting Office and Air Force Audit Agency reports, latest AFMETCAL report and any other information dealing with any contract management issues as applicable.	E-Copy	
11.	-- Copy of all contractor and government generated performance deficiency reports covering the last year.	E-Copy	
12.	-- For MEO organizations, only include the above information that is applicable. As a minimum, include SOW, metrics, location of performance, and any audit reports.	E-Copy	
13.	-- Any local quality assurance procedures.	E-Copy	
F.	ERI ATSO Support Requirements		
1.	A comprehensive list of all CE vehicles, equipment, and materiel to be convoyed. Also, provide drawing showing proposed convoy routes, both primary and alternate.	E-Copy	
2.	Requests for host nation personnel. Requests must include rank, name, AFSC, and duties to be performed during the inspection.	E-Copy	
3.	A list of host nation (non-deployed) CE vehicles, equipment, and supplies available.	E-Copy	

Table A11.3. (Added) Upon Arrival Support Requirements.

	The following requirements will be available in the location indicated in the format required on the first day of the inspection.			C O M P
	REQUIREMENT	FORMAT	Location	
A.	General Support			
1.	- Lodging (see para A11.2.1. (Added))			
2.	- Specialty Equipment-survival/cold weather gear			
3.	- Transportation (see para A11.2.2. (Added))			
4.	- Reserved Parking – provide sufficient reserved parking slots for IG leadership (IG, IGI, ID) at key mission facilities, ie, wing HQ, work center, etc			
5.	- IM Support (see para A11.2.3. (Added))			
6.	- IG Work center (see para A11.2.4. (Added))			
7.	- Mission/Safety Brief (see para A11.2.8. (Added))			
8.	- Alpha roster of Military Personnel with UIF and WMP (hard-copy and electronic copy) information	E-copy	IG Work center	
9.	- Alpha roster of Civilian Personnel in the grade of GS-9, WS-13, WL-14, WG-15 and below, and non-appropriated fund employees of equivalent grade (hard-copy and electronic copy)	E-copy	IG Work center	
10.	- Out brief Trusted Agent Information (see para A11.1.5. (Added))	E-copy	IG Work center	
11.	- Sim Switch Trusted Agent Information (see para A11.1.5. (Added))	E-copy	IG Work center	
	Special Support Requirements			
B.	Personnel/Medical PRP Requirements:		PRP Work Area	
1.	- Two copies of the base PRP roster produced on the day of AFSPC IG Team arrival.	Hard copy	PRP Work Area	
2.	- Record reviews will include personnel, medical, dental, life skills, (active/inactive) family advocacy.	Hard copy	PRP Work Area	
3.	- Unit suspension logs closing on the day of arrival of inspection team.	Hard copy	PRP Work Area	

	REQUIREMENT	FORMAT	Location	
4.	- Current permanent and temporary decertification case files. Unavailability of records (i.e. PCS, Sep) must be substantiated.	Hard copy	PRP Work Area	
5.	- Most recent wing and units' SAV reports and any PRP related meeting minutes.	Hard copy	PRP Work Area	
6.	- All Unfavorable Information Files (UIF) for PRP personnel and Unit Personnel Records Group (UPRG).	Hard copy	PRP Work Area	
C.	Operations Special Support Requirements			
1.	- Lesson Plans		OPS Work Area	
2.	- Weapon System T.O. and Ops OI		OPS Work Area	
3.	- Squadron relocation to back-up facility checklists and OIs		OPS Work Area	
4.	- Current Operations Crew Schedule		OPS Work Area	
5.	- Roster of all CMR personnel including identification of all evaluators and instructors		OPS Work Area	
6.	- All IQFs		OPS Work Area	
D.	Maintenance Special Support Requirements			
1.	- Training		IG Work Center	
2.	-- Copy of TMA for MXS and LSS		IG Work Center	
3.	-- On-base MM and PK training LFs		IG Work Center	
	- Munitions			
4.	-- AF Form 623, Individual Training Record , AF Form 2435, Load Training and Certification Document , AF Form 514, Weapons Custody Transfer Document (Reentry Vehicle/Reentry System) , and AF Form 1764, Major Assembly/Component Status Change Report		Munitions Office	
5.	-- List of appointed certifying officials		Munitions Office	

	REQUIREMENT	FORMAT	Location	
6.	-- TMA for munitions		Munitions Office	
7.	-- Task listing with names of team members		Munitions Office	
8.	-- Copy of letter designating key and lock custodian		Munitions Office	
9.	-- Master ID listing for assigned munitions equipment		Munitions Office	
10.	-- MMOC checklist for PSRE emergency response		Munitions control Office	
11.	-- Copy of current weekly and monthly maintenance plans, and detailed		Munitions control Office	
12.	-- Discrepancy File/listing		Munitions control Office	
13.	-- Current Test TMDE computer product		Munitions control Office	
14.	-- Listing of all nuclear certified vehicle used in WSA		Munitions control Office	
15.	-- LIL and all Record Jackets		Munitions control Office	
16.	-- Yearly Maintenance schedule		Munitions control Office	
17.	-- Emergency action checklists/written procedures		Munitions control Office	
18.	-- AFTO Forms 244, Industrial/Support Equipment Record		Munitions control Office	
19.	-- Copy of unclassified local guidance affecting nuclear surety		Munitions control Office	
20.	-- Provide assembled training RS on maintenance stand for EOD Operations		Munitions control Office	
E.	Security Forces Special Support Requirements			
1.	- One copy of all AF Forms 116, Request for Deviation From Security Criteria.	Hard copy	IG Work Center	
2.	- One copy of all AF Forms 797, Job Qualification Standard Continuation/ Command JQS (for all positions); and AF Forms 689, Task Performance Checklist (for all positions).	Hard copy	IG Work Center	

	REQUIREMENT	FORMAT	Location	
3.	- Last 12 months of Force-on-Force Training Reports.	Hard copy	IG Work Center	
4.	- Ten percent of all squadron enlisted On-the-Job Training (OJT) Records or 10 OJT records whichever is greater. All assigned Army Augmentee training records, Augmentee training records and Convoy Commander training records.	Hard copy	IG Work Center	
5.	- All installation Operations Plans (OPLAN), Installation Security Plans (ISP), Installation Security Instructions and Antiterrorism/Force Protection (AT/FP) Plans which task security forces.	Hard copy	IG Work Center	
6.	- Last 3 months of Missile Security Control (MSC), Law Enforcement and Central Security Control blotters (last 30 days Hard copy and previous 2 months by electronic computer disk).	Hard copy	IG Work Center	
7.	- Last 3 months of AF Forms 340, Sensor Alarm Data , and last 6 months of AFTO Forms 781A, Maintenance Discrepancy and Work Document . Make adversarial testing reports for WSA sensors available upon request.	Hard copy	IG Work Center	
8.	- One copy of Convoy briefing. Must be controlled as Unclassified Controlled Nuclear Information.	Hard copy	IG Work Center	
9.	- All control centers' Quick Reaction Checklists and all post/patrols' Special Security Instructions.	Hard copy	IG Work Center	
10.	- Security Forces unit organization structure, flight duty schedule, and list of guard mount times by squadron.	Hard copy	IG Work Center	
11.	- Installation Security Council minutes, Force Protection Executive council minutes and Force Protection Working Group minutes covering the last two years.	Hard copy	IG Work Center	
F.	Communications Special Support Requirements			
1.	- All 3A0X1 training records at the IG work center	Hard copy	IG Work Center	
2.	- ADPE Listing (By Organization)	Hard copy	IG Work Center	
G.	Civil Engineer Special Support Requirements			
1.	- Nuclear certified hoist training, inspection, and load-test records	E-Copy	IG Work Center	
2.	- WSA lightning protection system maintenance and inspection plans, records, system sketches, and maintenance personnel qualifications	E-Copy	IG Work Center	

	REQUIREMENT	FORMAT	Location	
3.	- WSA backup generator user and operator training records	E-Copy	IG Work Center	
4.	- WSA pre-incident plans, emergency entry procedures, and fire drill documentation	E-Copy	IG Work Center	
5.	- WSA fire suppression and detection system inspection and maintenance records	E-Copy	IG Work Center	
6.	- EOD nuclear training and certification records	E-Copy	IG Work Center	
H.	Contracting Special Support Requirements			
1.	- Unit Contracting Officers will provide Phase 2 QA training, if necessary, to IG team members prior to inspection. The IG will schedule Phase 2 QA training with the applicable Contracting Officers for the contracts being inspected.			
2.	- During the inspection, QA personnel and the Contracting Officers are encouraged to accompany inspectors.			
3.	- Provide pertinent Federal Acquisition Regulations (FAR) and related supplemental operating procedures.	E-copy	IG Workcenter	

Table A11.4. (Added) ERI ATSO Upon Arrival Support Requirements.

	REQUIREMENT The following requirements will be available at the exercise deployed location.	QTY	U/I	PURPOSE
1.	Tents with appropriate power and heating	4	EA	NBC, SABC, Weapons, IG
2.	Chairs (per tent)	12	EA	NBC, SABC, Weapons, IG
3.	Tables, Folding (per tent)	4	EA	NBC, SABC, Weapons, IG
4.	Trash can with liners (per tent)	1	EA	NBC, SABC, Weapons, IG
5.	1:50000 and the 1:250000 scale maps used for NBC plotting and reporting. Maps will be duplicates (include all markings and predetermined grid coordinates) of the NBC Cell maps.	1	EA	NBC
6.	Unit's wartime survival guide/pamphlet (if developed).	2	EA	NBC
7.	Three hand-held radios for CE net used during the inspection, include a charger and extra battery for each radio. Also, two hand-held radios for fire department, EOD, and Readiness Flight nets if CE net is unable to access those nets.	3	EA	NBC
8.	Chemical Agent Detector Paper, M8 (Simulated OK)	4	BK	NBC
9.	Chemical Agent Detector Tape, M9 (Simulated OK)	4	ROL L	NBC
10.	Chemical Decon Kit, M291	2	KIT	NBC
11.	Chemical Decon Kit, M295	2	KIT	NBC
12.	Chemical Detection Kit, M256A1	2	KIT	NBC
13.	Shuffleboxes - 1 per tent	4	EA	NBC
14.	Simulators, Unexploded Ordnance	4	EA	NBC
15.	Computer Speakers	1	PR	NBC
16.	Gator/Mule vehicle	1	EA	NBC
17.	AFH 32-4014, <i>USAF ATSO Guide</i>	12	EA	NBC
18.	AFMAN 10-100, <i>Airman's Manual</i>	12	EA	NBC
19.	Bag, A3 (or equivalent)	2	EA	NBC
20.	Easels, Whiteboard	1	EA	NBC

	REQUIREMENT The following requirements will be available at the exercise deployed location.	QTY	U/I	PURPOSE
21.	Flashlights w/batteries	2	EA	NBC
22.	Light Sticks, Chemical Luminescent	1	BX	NBC
23.	Markers, Whiteboard	1	SET S	NBC
24.	Sheeting, Plastic 10'x100'	1	ROL L	NBC
25.	UXO/Damage Marking Supplies	2	KIT	NBC
26.	Duct Tape	2	ROL L	NBC
27.	Condemned but usable coveralls, flight suits and BDUs. If serviceable clothing is used, it will be unserviceable upon completion of the inspection.	12	EA	SABC
28.	Litter, Patient Transportation	2	EA	SABC
29.	Cots	2	EA	SABC
30.	Self-Aid Buddy Care Training Bag	2	EA	SABC
31.	Simulators, Nerve Agent Autoinjectors	7	SET S	SABC
32.	Clearing Barrel	1	EA	WEAPONS
33.	Safety goggles	2	PR	WEAPONS
34.	Pistol, 9mm Semi auto M9	1	EA	WEAPONS
35.	Rifle, 5.56mm Automatic M16A2	2	EA	WEAPONS
36.	Exercise munitions IAW AFCAT 21-209, Ground Munitions.			As Required
37.	Craters (See para A11.2.9. (Added))			
38.	Airfield damage marking equipment (spray chalk (2), traffic cones (6), surveyor's wheel (1))		EA	As Required
39.	NOTE: 1. This is the minimum list per AFSPC base to evaluate the ATSO ERI major graded area. Requirements may exceed those listed above for a field exercise. Additional equipment requirements for a field exercise will be identified in the unit's Base X plan.			

Table A11.5. (Added) Work Center Requirements

A.	Primary IG Work Center	Amount Required	
		NSI/ORI	GSU
1.	Work Center – Provide an IG work center configured to provide a main work area large enough to accommodate meetings for the entire team. The work center should be able to accommodate classified discussions at the SECRET level. Include work areas and a area to conduct meetings	1	1
2.	Private collocated offices for IG leadership (IG/IGI)	2	N/A
3.	Work Center keys	4	2
4.	Telephone with on/off/DSN dialing capability books	6	2
5.	Local/base phone book	6	2
6.	Telephone jacks for laptop connection	6	2
7.	Computers. Provide at least Pentium 1.2 MHz with CD-ROM drive, Windows / 2000®, Microsoft Office Professional®, IMT Viewer, Form Flow, anti-virus software, and surge suppressers. All computers must be connected to a printer and must be connected to the NIPRNET.	12	1
8.	Provide network account/login procedures for computers and organization mail box for IG (e.g., afspc.ig@base.af.mil)	1	N/A
9.	Shared Network Drive. Provide networked shared drive for all work center computers. Provide at least 500MB storage space with IG access only.	1	N/A
10.	Color Laser printer with supply of toner cartridges	1	N/A
11.	Duplex Laser printers Network (minimum speed 15 ppm) w/supply of paper	3	1
12.	Stand-alone duplex laser printer (minimum speed 35 ppm) w/printer cable and print driver software	2	1
13.	Fax machine	1	1*
14.	Copy machine (w/paper; duplex and sort capability)	1	1*
15.	Shredding machine (w/maintenance materials)	1	1*
16.	Electric power strip for laptops	10	2
17.	Dry erase board (with markers and erasers)	1	1
18.	Waste baskets (w/extra bags)	7	1
19.	Message Board	1	1
20.	Coffee pot (NSI/ORI - 30 cup/@GSU - 10 cup)	1	1
21.	Refrigerator, at least 8 cubic feet capacity	1	1*
22.	GSA approved 2-drawer safe (with combination and instructions)	1	1**

A.	Primary IG Work Center	Amount Required	
		NSI/ORI	GSU
23.	Cell phones	7	1
24.	Bond paper (box, copier and printer uses)	3	1
25.	Diskettes (box of 10, 3-1/2 inch; high density, double density)	10	1
26.	Blue pocket folders (box of 10)	3	1
27.	Steno pads	10	5
28.	Post It note pads (various sizes)	10	3
29.	In/Out boxes	10	2
30.	Paper cutter	1	1*
31.	2-hole punch	3	1
32.	3-hole punch	3	1
33.	Staplers	10	2
34.	Heavy duty stapler (w/staples)	2	1
35.	Staple remover	6	1
36.	Scissors	3	1
37.	Pencils (#2, box)	3	1
38.	Pencil sharpener (electric, if possible)	2	1
39.	Pens (black, fine-tip, box)	3	1
40.	Highlighters (yellow, box)	2	1
41.	Markers (black, wide tip, box)	1	1
42.	Nylon reinforced tape (roll)	1	1
43.	Scotch Tape with dispensers	6	2
44.	Duct Tape (roll)	1	N/A
45.	Paper clips (box)	6	1
46.	Bull/alligator clips (each size, box)	2	1
47.	Map tacks (box)	1	N/A
48.	Kimwipes (box)	2	1
49.	3 ring binders (1-in)	10	
50.	Microwave	1	
51.	Dictionary	1	1
52.	Thesaurus	1	1
53.	Wall map of base (w/bldg #s.) to be posted at the work center	1	1
54.	Listing of all local off-limits establishments	1	1
B.	PRP work area (NSI only)		

A.	Primary IG Work Center	Amount Required	
		NSI/ORI	GSU
1.	Work area located in the Medical Facility large enough to accommodate 6 people to review PRP records.	1	N/A
2.	Base phone	1	N/A
C. OPS work area			
1.	Work area to accommodate 6 people to review OPS records located near Operations area.	1	N/A
2.	Base phone	1	N/A
3.	Copier	1*	N/A
D. SIM Switch area			
1.	Provide, in the IG work center, a private work area for use as the Simulation Switch Center.	1	N/A
2.	Work desk	1	N/A
3.	Chairs	3	N/A
4.	Telephones with separate lines/numbers with automatic transfer capability (1 phone will be a secure telephone)	3	N/A
5.	Computer (same capabilities as listed above)	1	N/A
6.	Stand alone laser printer	1	N/A
7.	Capability to mount one VHF antenna (supplied by IG), communications/CE support to mount antenna	1	N/A
8.	Sim Switch support trusted agents – personnel used for assistance during the operation. Personnel will be expected to work shift and should plan on being used during entire inspection period	3	
E. Out Brief (see para A11.2.5. (Added)) Additional requirements:			
1.	Podiums with reading lights and microphones	2	N/A
2.	Hand-held microphone	1	N/A
3.	Audio systems support to amplify podium microphones	1	N/A
4.	8 foot long folding tables	2	N/A
5.	Folding chairs	5	N/A
6.	Reserved seating for IG personnel	15	N/A
7.	Reserved parking spots for IG leadership	5	N/A
8.	Communications support trusted agent personnel	1	N/A
9.	Visual Information support trusted agent personnel	1	N/A

Table A11.7. (Added) Support Information Requirements.

AREA	NAME (POC)	BLDG/RM #	PHONE #s
Command Post	N/A		
Battle Staff	N/A		
MMOC (20AF bases only)	N/A		
Base Lodging			
Transportation Support (24 hr)			
Security Force Desk	N/A		
IG Work Center	N/A		
Sim Switch	N/A		
IG Work Center FAX	N/A		
IG Work Center STU III	N/A		
Operations Work Center	N/A		
PRP Work Center (NSI Only)	N/A		
Work Center Communications (Computer/Telephone) Support			
Location of Mission, Safety, and Local Threat Briefing (To accommodate 60+ Inspectors)			
Location of IG Inbrief (10 IG Members plus wing Senior Leadership)			
Vehicle Refueling Procedures (GOV/Rentals)			
Medical/Dental Sick Call Procedures			
Shipping Address and POC (Inspection Equipment)			
7 Cell Phone Numbers			
Work Center Phone Instructions (On/Off Base/DSN, Call Transfer, Call Forwarding, Call Pick Up)			
Average Weather and Temperature for Month of Inspection			
Off Base Travel Requirements (Dispatching procedures, survival gear, etc)			
Provide work center layout with phone numbers			
Wing and Group Mission statements			

Attachment 12 (Added)

AFSPC INSPECTION GROUND RULES

A12.1. (Added) General. Direct questions concerning these ground rules or AFI 90-201 to the HQ AGSPC/IG. Respond to all IG inputs as if they were real-world except as noted by these ground rules. These ground rules apply to task evaluations, RIs and NSIs.

A12.1.1. (Added) During exercise scenarios, on-scene inspectors wear IG badges and/or vests to assist unit members in identifying inspectors. IG badges do not replace restricted area badges.

A12.1.2. (Added) Inspectors with a USAF Restricted Area Badge, AF Entry Control Card, or DD Form 2 (ACT), Armed Forces of the United States – Geneva Convention Identification Card (Active), or Geneva Conventions Identification Card and whose name appears on the EAL, are authorized unescorted and unrestricted access into restricted areas authorized for that individual as indicated by EAL access codes. IG inspectors WILL NOT intentionally use invalid/inaccurate badges or EAL data to attempt entry to restricted areas. Unit personnel will not delay or hinder inspector access to authorized areas.

A12.1.3. (Added) HQ AFSPC/IG inspection team members cannot fulfill two-person concept requirements as defined in AFI 91-101, *Air Force Nuclear Weapons Surety Program*. An authorized two-person team must escort inspectors when entering an exclusion area.

A12.1.4. (Added) Inspected unit personnel shall not contact any HHQ or off-base agencies for clarification, guidance or resolution of an inspection issue without direct IG inspector participation during the contact. Any HHQ clarification of policy must be in writing and coordinated with all applicable agencies.

A12.1.5. (Added) The inspected unit commander will determine the requirement for civilian personnel overtime. The IG inspector will not require or expect any deviations from union/contract requirements.

A12.1.6. (Added) Inspected unit members will not photocopy input cards. All input cards will be read and returned to the inspectors.

A12.2. Mission (Added):

A12.2.1. (Added) Do not allow exercise activities to interfere with mission accomplishment. Contact the on-scene inspector immediately with any questions concerning exercise termination. If an inspector is not present, contact the SIM SWITCH (ORI/ERI only) for guidance.

A12.2.2. (Added) IG personnel observe and evaluate activities on a non-interference basis. The inspected unit must make reasonable arrangements to provide IG team members access to all unit activities.

A12.2.3. (Added) IG inspectors will not operate, modify or configure operational equipment to support scenario activities.

A12.2.4. (Added) Units will respond to inspection events even when an IG inspector is not present.

A12.3. Safety (Added):

A12.3.1. (Added) Safety takes precedence over all inspection activities; do not jeopardize safety or violate safety practices. All personnel shall stop actions, which may jeopardize personal safety or damage equipment.

A12.3.2. (Added) Traffic control sentries and unit personnel who participate in IG scenarios will wear reflective vests/gear during hours of darkness or limited visibility.

- A12.3.3. (Added) Observe posted speed limits or unit-directed speed limits for all scenario responses.
- A12.3.4. (Added) Do not use sirens on emergency vehicles when responding to an exercise scenario.
- A12.3.5. (Added) Wear appropriate individual protective equipment including masks, unless the equipment creates an unsafe condition.
- A12.3.6. (Added) Do not wear protective footwear covers while driving any vehicle outside the IG-designated area. Limit vehicular traffic within the designated exercise area.
- A12.3.7. (Added) Taking photos or video of exercise mishaps/event will be at unit discretion.

A12.4. Communications, Reports, and Logs (Added):

A12.4.1. (Added) Prepare and send all required reports (electronic, voice and hard copy) to applicable inspection participants (as directed by inspectors). Do not transmit messages to, or place scenario telephone calls to any non-participants. Call IG SIM SWITCH (RI only) for all non-unit agencies not identified by the IG as participants.

A12.4.2. (Added) Voice Communications. Use the phrase **“EXERCISE, EXERCISE, EXERCISE, THIS IS AN AFSPC IG INPUT, EXERCISE, EXERCISE, EXERCISE.”** at the beginning and end of all verbal SCENARIO communications.

A12.4.2.1. (Added) The SIM SWITCH (RI only) is designed to simulate agencies that are not participating in the inspection, but have a role in a particular input. The SIM SWITCH responds for all non-participants (HHQ, National Agencies, and local units, etc.). Unit members should call the SIM SWITCH to communicate with outside non-participating agencies. SIM SWITCH will be manned continuously from STARTEX until termination of the scenario. Units should disseminate SIM SWITCH procedures and telephone numbers to all work and control centers.

A12.4.2.2. SIM SWITCH (RI only) Procedures (Added):

A12.4.2.2.1. (Added) When contacting SIM SWITCH, state **“EXERCISE, EXERCISE, EXERCISE, this is name, rank, agency.”** Give the simulated agency, telephone number called, and specific individual/agency you are calling if the event warrants it, e.g., "I'm calling the (simulated agency at simulated phone number)."

A12.4.2.2.2. (Added) Your message should give actions to be taken or information to be relayed, for example, **“EXERCISE, EXERCISE, EXERCISE. This is SSgt Jones, 50th Security Forces Squadron; there has been an automobile accident with injuries at the intersection of Enoch Road and Hwy 94! EXERCISE, EXERCISE, EXERCISE.”**

A12.4.2.2.3. (Added) The SIM SWITCH will only provide required responses. Individuals with queries for the SIM SWITCH must leave their name, rank and phone number. This permits SIM SWITCH personnel, or inspectors for their functional area, to return calls.

A12.4.3. (Added) Message Traffic. Provide to the IG inspector (unless otherwise directed) all messages, schedules, and other paperwork normally associated with an event. All appropriately cleared IG personnel identified on the EAL are authorized to pick up scenario messages. An authorization letter will be provided to the Base Communications Center (BCC) identifying any additional administrative personnel authorized to pick up scenario messages.

A12.4.3.1. (Added) In the Special Instructions block of messages, enter **“AFSPC/IG EXERCISE MESSAGE TRAFFIC.”**

A12.4.3.2. (Added) Number OPREP-3 reports IAW AFMAN 10-206, Operational Reporting and AFSPCI 10-202, Operational Reporting.

A12.4.3.3. (Added) Include all required addressees on scenario messages. Identify non-participating addressee's external to the participating units as "ZEN" addressees.

A12.4.3.4. (Added) Place the phrase "**EXERCISE, EXERCISE, EXERCISE. THIS IS AN AFSPC IG EXERCISE MESSAGE INPUT. EXERCISE, EXERCISE, EXERCISE**" on the first and last line of all written communications.

A12.4.3.5. (Added) Clearly mark all Defense Messaging System (DMS) releasing documents and accompanying disks "**AFSPC SCENARIO MESSAGES.**"

A12.4.3.6. (Added) Communications centers (or units which operate their own Message Distribution Terminal and DMS) provide the following information during and at the conclusion of the scenario: Outgoing messages (maintain copies of all scenario message releasing documents annotated with BCC date/time of receipt from message originator); incoming messages (maintain a separate log for all immediate and higher messages to record addressee notification date/time/person notified).

A12.4.4. (Added) Event Logs. Maintain all normally accomplished unit event logs (command post, control centers, etc.).

A12.4.5. (Added) Communications/Computer Systems. Do not disrupt Defense Information Systems Agency (DISA) controlled systems without prior approval and prior user release. Internal communications services for the inspected unit(s) may be disrupted, as long as the disruption does not impact real world safety, security, or jeopardize actual mission requirements.

A12.4.5.1. (Added) Communications/computer systems, circuits, and equipment removed from service due to SCENARIO input remains out of service until repaired or restored by unit personnel and validated by an IG team member or the inspection event is concluded by an IG team member.

A12.4.5.2. (Added) IG personnel possessing current Cryptographic Access Certificates (AFCOMSEC Form 9, **Cryptographic Access Certificate**) are allowed access to areas containing COMSEC operations and materials. The AFCOMSEC Form 9 is available through the inspection support manager. Inspectors having Cryptographic Access Certificates on file will also be identified on the EAL.

A12.4.5.2.1. (Added) These inspectors may handle, inspect, or view COMSEC material, related files, or records. Additionally, inspectors will not have unrestricted access to classified material.

A12.4.5.2.2. (Added) These inspectors may access the following items on an individual basis: individual training records if there is an indication that individual(s) cannot perform COMSEC duties, Operational Instructions (OIs) to determine if current and properly coordinated access lists and appointment letters, Emergency Action Procedures (EAP) task cards/checklists, MAJCOM assessment and semi-annual reports that do not identify specific COMSEC material. This limited access will be granted only during an IG inspection.

A12.4.5.2.3. (Added) The COMSEC manager reviews reports prior to releasing outside COMSEC channels. Each item must be requested and cleared for release through the COMSEC manager and/or COMSEC Responsible Officer (CRO).

A12.5. (Added) Security Forces:

A12.5.1. (Added) The IG may use perpetrators, but they will not confront on-duty security forces with deceptions which could be interpreted as hostile, jeopardize the security of protection level resources, or may provoke the use of deadly force.

A12.5.2. (Added) Perpetrators may have various types of concealed weapons (props) to evaluate security forces search techniques. Exercise scenarios using weapon "props" will be strictly controlled by SF inspectors. An IG inspector or a TA must be physically present at the site of any exercise scenario requiring SF response.

A12.5.3. (Added) Security forces responding to exercise events may respond, when warranted, with their firearms ready IAW AFI 31-207, *Arming and Use of Force by Air Force Personnel*.

A12.5.3.1. (Added) Personnel armed with the M-9 pistol will have their firearm in their holster at "ready pistol," flap open, shooting hand on the pistol grip, hammer NOT cocked, and finger NOT in the trigger guard. Security forces will NOT draw pistols from the holster during exercise events.

A12.5.3.2. (Added) Personnel armed with the M-16/GAU rifle will have their firearm at "port arms," safety selector on SAFE, and finger NOT in the trigger guard. Personnel will not chamber a round during HQ AFSPC IG exercises.

A12.5.3.3. (Added) Under no circumstances will responding security forces or perpetrators point a weapon at anyone.

A12.5.3.4. (Added) If Tactical Response Force (TRF) responds, do not issue any ammunition. The armorer and TRF leader will check all TRF personnel and weapons to insure no live ammunition is present.

A12.5.4. (Added) During field deployments, units are responsible for providing real-world security for firearms movements to and from the deployed site. Members carrying live ammunition will wear a reflective vest and **WILL NOT** participate in exercise activities. Additionally, if weapons are drawn to support ATSO station evaluations, the base must provide one individual to receipt for the weapons and provide real-world security as needed.

A12.5.4.1. (Added) Unit TAs initiate all IG scenarios in the missile field and will remain on-scene with IG inspectors until responding SF members take security of the site(s). This includes attempting to penetrate restricted or controlled areas and penetrating unmanned launch facilities for the purpose of generating outer and inner zone alarms.

A12.5.4.2. (Added) Once responding security forces initiate proper challenging procedures and achieve positive control of perpetrators, they will obey all security forces commands and instructions. At no time will perpetrators use force to attempt escape.

A12.5.5. (Added) After demonstrating capability to IG inspectors, Security Forces Operations may request procedures to accommodate mission requirements by requesting relief from closing gates, conducting searches of vehicles entering the installation, 100 percent ID checks and inspecting hand-carried items. Simulate closing highways adjacent to the installation or LFs/MAFs for exercise events (IG evaluates procedures, plans and mutual aid agreements). Security controllers/desk sergeants will complete all necessary actions, but will not notify off-base agencies or request their assistance. Security forces **WILL NOT** actually block off-base highways for exercise events.

A12.5.6. (Added) Exercise Duress Word. Base exercise duress word will be used during any exercise duress situation. For more information on the use of duress words, contact your unit security manager.

A12.5.7. (Added) IG inspectors may use unit exercise scenarios for evaluation purposes with unit Stan Eval personnel conducting the exercise. TAs (Stan Eval personnel) will have Training Exercise Evaluation Outlines (TEEOs) and Exercise Evaluation Outlines (EEOs) readily available for this purpose.

A12.6. (Added) Fire Protection:

A12.6.1. (Added) Aircraft extraction events must be realistic. Use safe egress systems IAW AFI 21-112, *Aircrew Egress Systems Maintenance*. Aircraft engines must not be operating. Aircrew members fill aircrew positions. Movement of crewmembers during extraction is limited to moving them to the exit point (doors, hatches) of medium and large frame aircraft or to the canopy rail of small frame aircraft. For helicopters, completely remove aircrew members/passengers from the aircraft.

A12.6.2. (Added) Do not engage the fire pump and discharge water on an aircraft or mission facility. Do not take charged handlines inside aircraft or facilities. Do not discharge firefighting foam (AFFF) or chemicals on/or inside facilities and aircraft. Use for live fire only.

A12.6.3. (Added) Simulate discharging a firefighting agent from the T-handle by touching throttles and buttons for shutdown or by simulating pulling the handles.

A12.6.4. (Added) Live Fire Scenarios. Use firefighter pre-briefings to review the exercise event and safety requirements. Use post-drill critiques to improve future performance and firefighter safety.

A12.6.5. (Added) Firefighters will be required to use the Joint Firefighter Integrated Response Ensemble (J-FIRE) during mobility task evaluations or deployment exercises. Crew leaders should plan appropriate work/rest cycles based on weather conditions.

A12.6.6. (Added) Simulate forcible entry into vehicles or facilities unless otherwise notified by IG personnel.

A12.6.7. (Added) Personnel may remove encapsulated suits after demonstrating the capability for 20 minutes or as required by wet bulb temperature and conditions. Wear only training suits for inspection events.

A12.6.8. (Added) Personnel are not required to wear protective equipment (bunker clothing/turnouts) when temperatures exceed 85 degrees Fahrenheit or black bulb temperature limitations.

A12.6.9. (Added) No more than two personnel are required to don specialized protective clothing for hazardous materials.

A12.6.10. (Added) Do not use ground ladders when winds exceed 20 knots.

A12.6.11. (Added) The Fire Chief or senior fire official on duty must receive at least a 30-minute prior notification when exercises involve fire fighting vehicles, equipment, or personnel IAW AFI 32-2001, *The Fire Protection Operations and Fire Prevention Program*.

A12.7. (Added) Medical.

A12.7.1. (Added) The supporting Medical Treatment Facility (MTF) should use available resources except those involved in real-world emergencies.

A12.7.2. (Added) Carry out exercise patient treatment to its full extent, with the exception of invasive procedures or administration of medication, until notified by the IG inspector.

A12.7.3. (Added) Responding medical personnel will use appropriate medical supplies and equipment to demonstrate patient care capability with the following exemptions:

A12.7.3.1. (Added) Medical personnel will not uncap needles to start IVs or draw blood and will not administer medications. See **para A12.9.3. (Added)** for exception.

A12.7.3.2. (Added) Medical personnel will not open or damage expendable (items over \$100) medical supplies. This does not apply to non-expendable/damaged or outdated supplies (i.e. bandages, splints). Units may choose to use expended/damaged or outdated supplies for inspection events. These supplies, if used, must be consistent with unit medical practices.

A12.7.3.3. (Added) The supporting MTF will simulate actual aeromedical evacuation by fixed-wing aircraft and may simulate rotary-wing evacuation and civilian transfers of patients (dependent upon availability of resources and local agreements with civilian health-care facilities). All procedures up to the actual evacuation will be demonstrated.

A12.8. (Added) Contracting and MEO:

A12.8.1. (Added) Civilian contractor and MEO personnel are expected to participate in inspection activities to the extent required by the SOW, PWS or contract.

A12.8.2. (Added) Contractor and MEO personnel shall respond to all evacuation events. Personnel whose evacuation would result in mission impact or a government-caused delay of contractor performance, shall be identified as "non-players."

A12.8.3. (Added) The IG coordinates any additional contractor efforts beyond the currently specified work levels with the contracting officer in advance of the inspection.

A12.8.4. (Added) Avoid contract-related delays that may incur cost to the government.

A12.8.5. (Added) Contracting personnel must take all appropriate contracting actions in response to inspection events short of expenditure of funds. Call the SIM SWITCH to simulate calls to contractors.

A12.8.6. (Added) Units preparing purchase requests based on exercise inputs shall not call actual contractors for sourcing information. They will instead call the SIM SWITCH for information.

A12.9. (Added) Deployment:

A12.9.1. (Added) For deployment simulations refer to **para A12.11. (Added)**.

A12.9.2. (Added) For simulated aircraft movement of personnel and material, the unit may use surface transportation.

A12.9.3. (Added) During deployment processing, the immunization station will administer immunizations as required to personnel identified to deploy and assigned to a UTC position.

A12.9.4. (Added) Simulate authentication of special orders. Minimum distribution will be provided to the appropriate workstations, included in personnel accountability kits, and additional copies required by any local policy.

A12.9.5. (Added) Simulate issuing new identification cards to meet requirements for deployment exercises. Issue identification cards if card is due to expire within 30 days.

A12.9.6. (Added) Simulate update of personnel data system to project TDY data (flow mini records). Save information to disc and make available to inspectors.

A12.9.6.1. (Added) Clearly identify simulated deployed personnel with badges indicating their status as deployed.

A12.9.7. (Added) Simulate preparing and distributing meals for simulated deployments. Do not procure meals for members who do not actually deploy. All other aspects such as taking orders must be demonstrated. This does not preclude units from using personal deployment function to support feeding at field exercise if so desired.

A12.9.8. (Added) Simulate movement of Meals Ready to Eat (MRE). Units will perform all procedures using empty boxes or similar containers. Number of empty boxes or containers will correspond to equivalent MRE load.

A12.9.9. (Added) Simulate processing military working dogs in crates for shipment.

A12.10. (Added) Evacuations:

A12.10.1. (Added) All personnel, (**contractor and MEO personnel refer to para A12.8.2. (Added)**) except mission-essential performing real-world operations, shall participate in all evacuations. Maintain minimum personnel required for security in evacuated facilities.

A12.10.2. (Added) Do not totally evacuate the following facilities or operations without prior IG coordination: Command posts, operations and control centers, launch control centers, space launch complexes, base operations dispatch desks, air traffic control facilities, telephone switchboards, communications centers, security forces control centers, entry control points and posts; fire/weather stations, alert aircraft, alert facilities, liquid oxygen and nitrogen plants, POL hydrant facilities, power plants, computer rooms, navigational aid and waste disposal facilities. Non-mission essential personnel should evacuate from these facilities.

A12.10.2.1. (Added) Munitions maintenance and storage facilities. Hazardous materials storage areas.

A12.10.2.2. (Added) Promotion, PME and academic testing facilities when testing is in progress. Source Selection Evaluation Board Rooms when Source Selection Evaluation activities are in progress.

A12.10.2.3. (Added) AETC classrooms, schools (including off-duty education courses), base exchange facilities, commissaries, credit unions, banks, post offices, and dining facilities (including clubs). Religious services, Child Development Centers, and Youth Centers. Hospitals, dental, and clinic facilities, and base housing areas. Evacuation of these facilities will be by exception.

A12.10.2.4. (Added) Military court facilities.

A12.10.2.5. (Added) Restrict entry into facilities exempted from total evacuation to essential personnel. Personnel who are conducting business when the evacuation was directed may continue their business but must remain in the facility until the evacuation portion is over.

A12.11. (Added) Simulations. Simulations will be minimized and reserved for those actions, which are too costly (resource expenditure, potential risk, etc.) or impractical to perform in an exercise situation. HQ AFSPC/IG will approve simulations only to level necessary to save resources or to enhance safety. Simulation requests should be submitted IAW **Attachment 14 (Added)**. Short notice simulations (after IG team arrives) will be provided to the IG as soon as possible. The IG may direct units to demonstrate simulated items/procedures to the extent necessary to display capability.

A12.11.1. (Added) Simulation Requests. The wing commander or equivalent approves simulation requests. HQ AFSPC/IG Team Chief will consider unit inputs and coordinate inspection impact as required.

A12.11.2. (Added) Standing Simulations:

A12.11.2.1. (Added) Do not recall personnel from leave or temporary duty; however, complete required recall actions and provide documentation to the IG.

A12.11.2.2. (Added) Do not remove underclothing during personnel decontamination operations.

A12.11.2.3. (Added) Manpower and materials consumed in response to a scenario event remain unavailable for inspection purposes for the duration of that inspection.

A12.11.2.4. (Added) Simulate moving dumpsters. Consult an IG inspector before initiating any activity that may incur additional costs to the government.

A12.11.2.5. (Added) Personnel use training chemical gear during the inspection, but must be able to show all required real-world equipment.

A12.11.2.6. (Added) IG personnel will NOT load, initiate, or two-person verify simulation media (ground burst simulators, smoke grenades etc.). Simulation media are exclusively controlled and initiated by unit trusted agent personnel.

A12.11.2.7. (Added) Do not wear training Chemical Biological Warfare Defense Ensemble (CBWDE) during response to actual in-flight emergencies or flightline mishaps.

A12.11.2.8. (Added) Use masking tape or OD Green duct tape to simulate M8 and M9 paper. Mark tape as "M8 PAPER" or "M9 PAPER" with date and time.

A12.11.2.9. (Added) Simulate possession of 100 percent serviceable training CBWDE.

A12.11.2.10. (Added) Simulate use of M291 skin and M295 equipment decontamination kits and M256A1 chemical agent detector kits.

A12.11.2.11. (Added) Real world C-bags will be issued, inspected and returned to storage. Training Ground Crew Ensemble (GCE), mask, hood, and filters will be used.

A12.11.2.12. (Added) Contamination control teams will use water to simulate 5% bleach solution decontaminating agent.

A12.11.2.13. (Added) Simulate closing windows in occupied vehicles without air conditioning during Alarm Black/Mission Oriented Protective Posture (MOPP) 4 when the outside air temperature exceeds 75 degrees F.

A12.11.2.14. (Added) Simulate closing flaps on tents without air conditioning during Alarm Black/MOPP 4 when outside temperature exceeds 75 degrees F.

A12.11.2.15. (Added) Remove CBWDE and field gear. Simulate removing battle dress uniforms, underwear, and boots at the CCA.

A12.11.2.16. (Added) Use training canister/filter for CBWDE protective mask.

A12.11.2.17. (Added) Dispersed vehicles, equipment, and personnel protective bunkers will be shown using rows of sandbags stacked one high and one wide.

A12.11.2.18. (Added) Facilities and tents will be considered as splinter-protected to a height of four feet and do not require sandbagging.

A12.11.2.19. (Added) Reflective surface covering will consist of a strip of masking tape affixed to all participating vehicle windshields. Each will be marked with the following text, "REFLECTIVE SURFACES, SIMULATED COVERED OR TONED DOWN."

A12.11.2.20. (Added) Simulate digging defensive fighting positions when prohibited by environmental constraints.

A12.11.2.21. (Added) Live ammunition shall only be used for real-world security. Once mobility munitions have been marshaled and inspected by IG personnel, they may be returned to the munitions storage area for proper storage.

A12.11.2.22. (Added) Simulate turning off Environmental Control Units (ECUs) following chemical attacks.

A12.11.2.23. (Added) Simulate covering vehicles for contamination avoidance purposes. Vehicles will have their windshield completely covered with opaque plastic. Each team will completely cover one piece of equipment (vehicle, generator, AGE) to demonstrate capability. Other equipment will be covered with a sheet of opaque plastic no less than three by four feet.

A12.11.2.24. (Added) Simulate removal of reflective tape on deployed equipment.

A12.12. (Added) Handicapped Parking. Authorized individuals can use identified handicapped parking spaces throughout the inspection. These vehicles will not be moved for exercise FPCON requirements. However, units must marshal and dispatch the necessary resources to simulate movement.

A12.13. (Added) Tenant Organizations. Tenant-owned facilities are exempt from direct participation in local security/FPCON inputs. Tenant organizations and contract employees located in facilities with unit personnel are required to participate in security/FPCON inputs and building evacuations. Following building evacuations tenant organizations should contact an IG member to request entry to the facility. Unit TAs monitor IG inputs for impact on tenant organizations, contract employees, and county service agencies.

A12.14. (Added) Cordons. Cordons will not be terminated without on-scene IG SF representative approval.

A12.15. (Added) Mission Area Specific. Network Operations Scheduling . 22 SOPS Network Scheduling will be responsible for exercise AFSCN scheduling and maintain an exercise database. Exercise outages will not be entered into the DVTM, CC/S, or ESD. All exercise inputs/questions for Network Scheduling will be handled by the 22 SOPS. Any reports to or from RTSs that are generated due to the scenario will be forwarded to the 22 SOPS CRE or Network Crew Commander (NCMDR).

A12.16. (Added) ICBM:

A12.16.1. (Added) Weapon System Tests. The IG will notify the wing of weapon system tests and targeting checks required to support inspection requirements.

A12.16.2. (Added) ICBM Sortie Generation.

A12.16.2.1. (Added) If required, the unit will generate all off-alert sorties and the off-base training LF. Perform all required actions to build the trainer to an EWO configuration. Units must plan and simulate generating exempted sorties.

A12.16.2.2. (Added) When performing maintenance actions, treat training facilities, equipment, weapons and components as operational and/or WR. All security, maintenance, and safety directives that apply to WR assets apply to training weapons or weapon system simulators.

A12.16.2.3. (Added) Team training maintenance RS must be positioned in the WSA structure prior to the start of the RI.

A12.16.2.4. (Added) When generating the off-base training LF, use the team training maintenance Reentry System (RS) and appropriate code materials specified in Strategic Command Directive 501-12, ***Control of ICBM Code Components***. For the purpose of inspection, treat all test code materials and components as operational. Also, install new test Permutation Plug (P-Plug) in the guidance system of the training LF.

A12.16.2.5. (Added) Inputs Requiring Dispatch. Personnel dispatching to the field upon receipt of a scenario input must proceed to the IG on-base staging area fully prepared for dispatch. Individuals will proceed as directed by IG inspectors.

A12.17. (Added) ICBM Assessment Exceptions:

A12.17.1. (Added) The IG will not inspect missiles or associated support equipment, real property installed equipment, and communications systems under major modifications, Engineering Change Proposals, Time Compliance Technical Order changes, Programmed Depot Maintenance (PDM) and missiles off alert due to HHQ direction. Units must provide the IG with a complete listing of these systems and equipment as part of LIMFAC or Inspection Consideration reports and briefings. Any of these systems or associated equipment that is recalled by unit personnel or employed operationally is subject to evaluation.

A12.17.2. (Added) scheduled missile recycles in support of PDM, OT&E, etc., which are not scheduled to return to strategic alert prior to the start of weapon system tests will not be inspected.

Attachment 13 (Added)**AFSPC SELF INSPECTION PROGRAM****A13.1. (Added) Wings/Base:**

A13.1.1. (Added) Shall develop and implement a Self Inspection Program (SIP) to include all wing/base echelons.

A13.1.1.1. (Added) Appoint in writing a wing/base SIP monitor. Submit appointment letter to HQ AFSPC/IGIX. Update letter as required.

A13.1.1.2. (Added) Conduct and document self-inspection every 6 months. Use HQ AFSPC functional checklists located in the AFSPC publications web page. Recommend other than the process owner conduct self-inspection annually.

A13.1.2. (Added) Shall use the AFSPC Findings Automated Tracking System (FATS) to document, track and close all self-identified findings. The FATS will also be used to document, track and close all HQ AFSPC/IG inspection deficiencies. Units may also use FATS to document, track and close any other deficiencies found during exercises, staff assistance visits, etc.

A13.1.3. (Added) Shall appoint a base FATS POC to provide and manage the wing/base organizations user accounts. FATS POC is the single point of contact to HQ AFSPC/IG for all FATS related issues. Notify HQ AFSPC/IG NLT 72 hours after appointing a new FATS POC.

A13.1.3.1. (Added) Shall appropriately safeguard contract-sensitive information.

A13.1.4. (Added) As needed units will document deficiencies identified during self inspections, exercises and other non-HQ AFSPC/IG inspections on the AFSPC Form 101, **Discrepancy Report**, and transfer data within three workdays to the online web-based AFSPC SIP database located at <https://halfway.peterson.af.mil/afspcig/sip/>

A13.1.5. (Added) May use available FATS-generated reports to manage SIP.

A13.1.6. (Added) Provide HQ AFSPC/IG recommended database changes to include but not limited to data fields and reports.

A13.2. (Added) HQ AFSPC/IG will:

A13.2.1. (Added) Provide and manage the wing/base FATS POC accounts and FATS database changes.

A13.2.2. (Added) Provide and manage the wing/base FATS POC accounts and DTS database changes.

A13.3. (Added) HQ AFSPC, Numbered Air Force (NAF) and Centers:

A13.3.1. (Added) May inspect the unit's SIP.

A13.3.2. (Added) May use FATS-generated reports to determine trends and courses of action to mitigate identified problems.

Attachment 14 (Added)**AFSPC INSPECTION FINDINGS AUTOMATED TRACKING SYSTEM (FATS)****A14.1. (Added) HQ AFSPC/IG.**

A14.1.1. (Added) Input findings (critical, major and minor deficiencies).

A14.1.2. (Added) Review HQ functional manager closure assessment to ensure proposed corrective actions adequately address the finding.

A14.1.3. (Added) Provide and manage the HQ, NAFs, centers and wing/base FATS POC accounts and FATS database changes.

A14.2. (Added) HQ AFSPC Directorates, NAFs and Centers. Shall appoint a FATS POC to provide and manage the user accounts.

A14.3. (Added) HQ AFSPC Functional Managers:

A14.3.1. (Added) Assist, organize, train and equip units to develop corrective actions.

A14.3.2. (Added) Monitor, manage and track findings to closure, ensuring accurate and aggressive unit corrective actions and closure.

A14.3.3. (Added) Request a login and password from HQ Directorate FATS POC.

A14.3.4. (Added) Input and update the HQ functional POC and phone number for all open findings.

A14.3.5. (Added) Coordinate wing corrective action for closure of each finding.

A14.3.6. (Added) Coordinate with the wing/base and NAF/Center POCs on open findings.

A14.3.7. (Added) Coordinate closure assessment with HQ AFSPC/IG to ensure proposed corrective actions adequately address the finding.

A14.3.8. (Added) Use FATS-generated reports to determine trends and possible root causes and work with the wing/base and NAF/Center to determine courses of action to mitigate future problems.

A14.3.9. (Added) Provide HQ AFSPC/IG suggested changes to the database.

A14.4. (Added) NAFs and Centers:

A14.4.1. (Added) Assist wing/base and HQ functionals with corrective actions.

A14.4.2. (Added) Coordinate wing/base corrective action/closure request for HQ functional review.

A14.4.3. (Added) Use FATS-generated reports to determine trends and possible root causes and work with the wing/base and HQ to determine courses of action to mitigate future problems.

A14.4.4. (Added) Provide HQ AFSPC/IG suggested changes to the database.

A14.5. (Added) Wing/Base:

A14.5.1. (Added) Appoint a base FATS POC to provide and manage the wing/base units user accounts. Provide HQ AFSPC/IG suggested changes to the database.

A14.5.2. (Added) Establish a suspense date and ensure findings are aggressively worked and closed within the suspense date.

A14.5.3. (Added) Coordinate corrective actions/closure request through the NAF/Center to HQ functional.

A14.6. (Added) Unit:

A14.6.1. (Added) Obtain a login and password from wing/base FATS POC.

A14.6.2. (Added) Ensure complete and correct information for the unit POC is indicated for each finding attributed to their unit.

A14.6.3. (Added) Commander will aggressively work and close findings within the suspense date determined by the HQ functional.

A14.6.4. (Added) Coordinate corrective actions/closure request through the wing.

Attachment 15 (Added)**AFSPC BASE X PLAN FORMAT**

A15.1. (Added) Base X Plan. The Base X plan is designed to ensure units are prepared to respond to worldwide taskings by conducting ERIs. It allows the unit to use its installation as a deployed location by integrating OPLAN data into practice during local ERIs and it allows the IG a document for planning the ATSO phase of ERIs. It should be signed by the CV, directed by the wing plans office and developed by all units on the installation. Since ATSO primarily affects “deployed” personnel during an ERI, units should use the Base X plan to formulate play areas having as little effect as possible on the non-player units and dependents. It should be developed along the lines of a normal war plan, contingency plan or base support plan. This plan is not all-inclusive nor designed to be the one plan. Each unit must add or subtract to fit it's own situation and resources.

NOTE: The information below is for reference only. Use standard USAF OPlan annex designations and data as applicable. Units may arrange data and annexes as necessary.

A15.2. (Added) Plan Summary:

A15.2.1. (Added) Purpose.

A15.2.2. (Added) Condition For Execution.

A15.2.3. (Added) Operations to be Conducted: ORE, ERI.

A15.2.4. (Added) Forces Assigned.

A15.2.5. (Added) Key Assumptions.

A15.3. (Added) Basic Plan:

A15.3.1. (Added) References.

A15.3.1.1. (Added) Security Plan.

A15.3.1.2. (Added) OPLAN 10-2.

A15.3.1.3. (Added) CE Contingency Response Plan.

A15.3.1.4. (Added) Deployment Plan.

A15.3.2. (Added) **Situation.**

A15.3.2.1. (Added) Initial Response.

A15.3.2.2. (Added) Employment.

A15.3.2.3. (Added) ATSO.

A15.3.2.4. (Added) Mission Support.

A15.3.3. (Added) **Execution.**

A15.3.3.1. (Added) Concept of Operations.

A15.3.3.2. (Added) Taskings by Group.

A15.3.3.3. (Added) Command and Control.

A15.3.3.4. (Added) Communications.

A15.4. (Added) Annex A – Tasked Organizations:**A15.5. (Added) Annex B – Intelligence.****A15.6. (Added) Annex C – Operations.****A15.7. (Added) Annex D – Logistics.**

A15.7.1. (Added) Supply.

A15.7.2. (Added) Transportation.

A15.7.2.1. (Added) Bus Routes.

A15.7.3. (Added) Contracting.

A15.7.4. (Added) Fuels.

A15.8. (Added) Annex E – Personnel.**A15.9. (Added) Annex F – Services.**

A15.9.1. (Added) Subsistence.

A15.9.2. (Added) Food Services.

A15.9.3. (Added) Lodging/Laundry.

A15.9.4. (Added) Mortuary.

A15.9.5. (Added) Recreation Support.

A15.10. (Added) Annex G – Security.

A15.10.1. (Added) Deployment Procedures.

A15.10.2. (Added) Base Defense Operations.

A15.10.3. (Added) Opposition Forces.

A15.10.4. (Added) Real World Security Events.

A15.11. (Added) Annex H – Weather Operations.**A15.12. (Added) Annex J – Command Relationships.**

A15.12.1. (Added) Survival Recovery Staff.

A15.12.2. (Added) Facility.

A15.12.3. (Added) (Added) Equipment Support.

A15.13. (Added) Annex K --Communication and Information Support.

A15.13.1. (Added) Assumptions.

A15.13.2. (Added) Concept of Operations.

A15.13.3. (Added) IG Support.

A15.13.4. (Added) Exercise Support.

A15.13.5. (Added) COMSEC.

A15.14. (Added) Annex L – Environmental Considerations**A15.15. (Added) Annex M – Exercise Maps****A15.16. (Added) Annex N****A15.17. (Added) Annex P – Host Nation Support****A15.18. (Added) Annex Q – Medical Services**

A15.18.1. (Added) 2E Facility.

A15.18.2. (Added) SRC Representation.

A15.18.3. (Added) Deployed Medical Facility.

A15.18.4. (Added) Real World Medical Emergencies

A15.19. (Added) Annex S – ATSO.

A15.19.1. (Added) Hardening Procedures.

A15.19.2. (Added) CCD Procedures:

A15.19.2.1. (Added) Netting.

A15.19.2.2. (Added) Blackout.

A15.19.3. (Added) Damage Assessment and Reporting Procedures (Base Populace).

A15.19.4. (Added) UXO Marking and Reporting Procedures (Base Populace).

A15.19.5. (Added) Fire Reporting (Real World and Exercise).

A15.19.6. (Added) Facility Monitors:

A15.19.6.1. (Added) Post Attack Sweeps.

A15.19.6.2. (Added) SRC Communications.

A15.19.7. (Added) Alarm Signals (Must be appropriate for tasked deployed location).

A15.20. (Added) Annex V – Safety.

A15.20.1. (Added) CBWDE Wear Awareness.

A15.20.1.1. (Added) Visibility.

A15.20.1.2. (Added) Hydration.

A15.20.1.3. (Added) Work-Rest Cycles.

A15.20.1.4. (Added) Vehicle Operations.

A15.20.2. (Added) Real World Events.

A15.20.2.1. (Added) Person Down.

A15.20.2.2. (Added) Fires.

A15.20.2.3. (Added) Accidents.

A15.21. (Added) Annex W – Civil Engineer.

A15.21.1. (Added) RRR Craters and Airfield DAT area preparation.

A15.21.2. (Added) MAAS Operations.

A15.21.3. (Added) EALS Operations.

A15.21.4. (Added) RRR Operations.

A15.21.5. (Added) Cantonment Area Preparation.

A15.21.6. (Added) Airfield Damage Assessment.

A15.21.7. (Added) Base Damage Assessment and Repair.

A15.21.8. (Added) Fire Protection.

A15.21.9. (Added) EOD.

A15.21.10. (Added) Readiness.

A15.21.11. (Added) Weapons Procedures.

A15.21.12. (Added) Critical Facilities Listing.

A15.21.13. (Added) Generator Priority Listing.

A15.22. (Added) Annex X – EET or IG Procedures.

A15.22.1. (Added) Exercise Munitions.

A15.22.2. (Added) Casualties.

A15.22.3. (Added) EAL Procedures.

A15.22.4. (Added) Simulations.

A15.22.5. (Added) Duty Hours/Locations.

A15.22.6. (Added) Entry and Exit Procedures.

A15.22.7. (Added) CBWD Play.

A15.22.8. (Added) Specific Exercise Requirements:

A15.22.9. (Added) EET, and IG identification.

A15.22.10. (Added) Observers.

A15.23. (Added) Annex Z--Distribution.

Attachment 16 (Added)

AFSPC SIMULATION REQUEST FORMAT

1. Request From: (Note: Include Request POC's Rank/Name/Ofc Sym/Phone #)

2. Short Title Of Simulation And Unit Determined Tracking #:

3. Event/Item To Be Simulated:

4. Justification For Simulation Request:

5. Impact If Simulation Is Not Approved:

COORDINATION:

1st Ind, Submitter's Squadron Commander or Equivalent

MEMORANDUM FOR: Wing Commander or Designated Representative

Insert Signature Block

2nd Ind, Wing Commander or Designated Representative

MEMORANDUM FOR: HQ AFSPC/IGI

Recommend Approval

Insert Signature Block

3rd Ind, HQ AFSPC/IGI

Approved/Disapproved

Attachment 17 (Added)**AFSPC FULL SPRECTRUM THREAT RESPONSE (FSTR) EXERCISE REQUIREMENTS****XX SPACE WING OPERATIONAL READINESS INSPECTION (ORI)**

1. As part of your ORI, your unit is required to plan, execute, critique and report the results of a FSTR Exercise to be conducted between XX - XX Date. We will provide your wing exercise evaluation team chief the exact time and date immediately following our initial in-brief. This FSTR exercise must not be identical to one performed by the XX SW in the past 12 months and will be kept close-hold within EET channels.

2. The FSTR exercise shall incorporate a challenging scenario that will not exceed 5 hours. Request you conduct a Weapons of Mass Destruction (WMD) scenario consisting of a Major Accident Response. The following inspection criterion needs to be incorporated into the overall exercise scenario.

a. Command and Control (DRF/CP/BS/CE/Units)

- (1.) On-Scene Commander
- (2.) Disaster Control Group
- (3.) Battle Staff/Disaster Response Force
- (4.) Unit control centers

b. Fire Emergency Services/Rescue (CE)

- (1.) Notification/Dispatch
- (2.) Communications
- (3.) Incident command and control
- (4.) On-Scene command and control
- (5.) Risk Assessment
- (6.) Firefighter safety and health/2in-2out requirements
- (7.) Firefighting techniques and rescue procedures
- (8.) Protection of the public (protective measures)

c. Security Forces (SF)

- (1.) Neutralize the situation (as applicable)

- (2.) Containment of incident area
- (3.) Assist notification and evacuation of the area
- (4.) Communication
- (5.) Cordon sentry duties
- (6.) Crime Scene Procedures (as applicable)

d. Explosive Ordnance Disposal Support (CE) (as applicable)

- (1.) Recall
- (2.) Situational assessment
- (3.) Operations
- (4.) Response/Operational equipment

e. Services Support (SV)

- (1.) Mortuary procedures
- (2.) Higher headquarters reporting
- (3.) Food Service Support

f. Logistics Support (LG): Incident support equipment and supplies

g. Engineer Support (CE)

- identification
- (1.) Required Nuclear, Biological and Chemical reconnaissance, sampling, monitoring and identification
 - (2.) Damage assessment
 - (3.) Infrastructure and equipment support

h. Medical Response (SG)

- (1.) Provide medical response and action IAW MCRP
- (2.) Receiving, triage, medical care and patient tracking actions for casualties
- (3.) Emergency decontamination and transport coordination
- (4.) Assist with required Nuclear, Biological and Chemical reconnaissance, sampling, monitoring and identification
- (5.) Provide medical intelligence and epidemiological information

- i. Airfield Management/Operation (DO) (where applicable)
 - (1.) Airfield operations and response measures
 - (2.) Applicable sample transport preparation requirements

 - j. Assist with CISM techniques and procedures (HC); Critical Incident Stress Management (CISM) techniques and procedures (SG)

 - k. Casualty Notification (DP/HC/SG)
 - (1.) Higher Headquarters procedures
 - (2.) Administrative procedures
 - (3.) Notification(s) program/procedures
 - (4.) Following established guidelines

 - l. Media Support (PA)
 - (1.) Coordinate information between the On-Scene Commander and the media
 - (2.) Receive and respond to news media queries
 - (3.) Notify Higher Headquarters of the incident and provide required news releases

 - m. Communications Support
 - (1.) OSC land line support
 - (2.) Communication restoral priority
 - (3.) DCG and responders communications support
 - (4.) Alternate communications support

 - n. Specialized Teams: (SAR, RST, DART, etc.)

 - o. Family Assistance Center (DP)

 - p. Recall of required supporting departments/agencies and implementation of required support agreements/memorandums of understanding (Note: Exercise message/requests proceed no further than the Exercise Evaluation Team, but are reported to HQ AFSPC/IG).
3. After the scenario is developed, send a copy of the 30 SW Exercise Evaluation Team meeting schedule, objectives and Master Scenario of Events Listing to

HQ AFSPC/IGIX NLT XX XXX XX. In addition, email digital photos, which clearly delineate the proposed exercise site(s) and highlight any site constraints.

4. If you have any questions or need additional information, please contact HQ AFSPC/IGISE at DSN 834-7520.

BRADFORD E. WARD, Col, USAF
Inspector General