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Readiness

WING OPERATIONS CENTER (WOC)

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This instruction establishes policy, and procedures for Fairchild AFB Wing Operations Center (WOC) operation. This regulation applies to FAFB personnel deployed to a WOC at a forward operating location.

1. General: The WOC is the command center at the forward location. It consists of specialties to enable it to function along the lines of a Crisis Action Team at an Air Force base. It works in conjunction with the Survival Recovery Center (SRC) to ensure the defense of the deployed base and its personnel, and the ability to survive and complete its assigned tasks successfully. Our deployed operations centers normally consist of the WOC and SRC in one facility and the Squadron Operations Center (SOC) in a separate facility.

2. WOC Duties: Current 92 ARW WOC consists of parts of 9ADHH (7), 9ADFL (10), and PFMAF (3) UTCs and 7 additions (or pulled from other UTCs) for executive officer and 24-hour coverage. The WOC controls the execution of each sortie from engine start through landing, and, through the SRC, the condition of the base. The WOC also controls the dissemination of taskings to the deployed forces, and directs alarm and Mission-Oriented Protection Posture (MOPP) level changes at the FOB. It includes functional area representatives that primarily direct air operations. (25 UTC personnel does not include a night shift for the WOC/CC, OG/CC, LG/CC, or information management.)

3. Interface Between the WOC and the SRC: The WOC and SRC must maintain communication links at all times. Being collocated is the best situation for communications; however, sometimes dispersal of assets will be a higher priority. The WOC/CC and SRC/CC must have a primary and alternate hotline between them. The SRC is composed around the 9AAGS (4 personnel) and personnel pulled from other AFSCs at the FOL. It is responsible for multiple work centers that ensure the operability of the base during pre-attack preparation, trans-attack survival, post attack recovery operations, disasters, and major accidents. The SRC staff includes functional representatives that primarily conduct active and passive defense of the base, Base Recovery After Attack and other airbase operability issues. The SRC advises the

deployed force commander concerning airfield conditions and offers suggestions for MOPP levels, Force Protection Conditions (FPCON) and alarm conditions.

4. Interface Between the WOC and Squadron Operations Center (SOC): The SOC consists of parts of 9ADHH (5), 9ADFL (16), 3YCFL (17), 7FVLB (3), 7FVL9 (4), XWQA1 (2), XWQAH (2), XWQAB (1) and PFMAF (3) UTCs. Duties include receiving the Air Tasking Order from Headquarters, breaking out the unit's taskings, reviewing the Air Tasking Order (ATO) for accuracy/conflicts, reviewing Special Instructions (SPINS) and creating the unit flying schedule. The SOC directs all activities relating to aircrew management, mission development, incorporating threat assessment and tactical deception. The SOC consists of the following key elements: commander; operations officer (DO); mission planning cell (which consists of planners, schedulers, tacticians, tactical deception expert, weather, intel); crew communications; tower; base operations personnel; supervisor of flying (SOF); and staff boom operators. (The 53 total personnel do not include a night shift for the SOC/CC, SOC/DO, flight safety, ground safety, admin, or flight doc.) All crew mission preparation and briefing are done at the SOC. The WOC controls the execution of the sortie from engine start through landing. Communication between the WOC and the SOC about flying activities goes directly through the SOC/CC to the OG/CC (and from the MACC to the LG/CC). WOC and SOC Intel must maintain the ability to communicate instantly. They will have a hotline between the two locations.

5. WOC Offices And Functions:

5.1. Wing Operations Center Commander (9ADHH-1 and 1 add) - Deployed Forces Commander. Reports to the theater CINC, Joint Task Force Commander, DIRMOBFOR and/or other command elements. Responsible for liaison with the host nation through the State Department. Directs all deploying and deployed force activities to include deployment, sortie generation, employment, survivability and redeployment. SRC/CC, OG/CC, LG/CC, intelligence, command post controllers and WOC admin report directly to the WOC/CC. Other UTCs not specifically in the WOC that work directly for the WOC/CC are Legal, Public Affairs and the Chaplain.

5.2. Operations Group Commander (9ADHH-1 and 1 add) - Responsible for all air operations activities to include intelligence, tactics, tactical deception, mission development, weather, air traffic control, flight data management, base operations, aircrew management and scheduling. Accomplishes this through OMC controllers, intelligence and squadron operations assets. The Squadron Operations Center reports directly to the OG/CC.

5.3. Logistics Group Commander (9ADHH-1 and 1 add) - Focal point for all the units' logistical requirements and specifically for sortie generation to include all maintenance activities, transportation, supply, and fuels operations. Accomplishes this through maintenance work centers, MACC, fuels control center, transportation control center and supply. Responsible for redeployment actions through AMOG, TALCE, deployed transportation personnel and deployed XPL personnel. Traditionally, TALCE and AMOG personnel do not chop to lead unit. MACC personnel report directly to the LG/CC.

5.4. Executive Officer (1 add) - Works day shift only. Sets up daily situation briefs (Wing standup). Ensures SITREP inputs are accurate, on time and complete. Aids the deployed commander in the running of the forward operating location. Assists WOC administration when necessary.

5.5. First Sergeant (9ADHH-1) - Works day shift only. Not actually in the WOC, he has an office in the billeting area. Ensures the quality of life on and off duty for all assigned personnel.

5.6. Information Management (9ADHH-2 and 9ADFL-1 and 2 adds) - Responsible for all administrative issues of the WOC. Produces daily SITREPS and all messages to higher authority as directed by the WOC/CC. Chief of WOC Admin also acts as the facility manager. Members serve as administration runners, sweepers for UXOs and door guards when needed. They assist WOC/CC, OG/CC and LG/CC in tracking MOPP levels, alarm conditions, Force Protection Conditions, P-tab schedule and periodic communication checks. They are responsible for maintaining a daily events log. They monitor the location of all WOC personnel for accountability. (2 Information Management personnel per shift does not allow for sweep teams. Team members will have to come from other units in the building.)

5.7. Operations Management Center (Command Post) (9ACP4 and 9ACP5) – Three personnel per shift (one for reports). Reports directly to WOC/CC. Primarily responsible for air operations status and tracking. They are the link between the aircrews and the WOC. Responsibilities also include sending and receiving required messages. This function is the focal point of all communications to include dissemination of alarm conditions, MOPP levels and FPCONs. The alarm condition will NOT be changed by anyone other than the WOC/CC or the acting WOC/CC. They are also the link between the deployed site and the threat notification assessments over SATCOM or the STU III phone.

5.8. Maintenance Aircraft Coordination Center (MACC) (Command Post) (9ADFL-5 and 9ADHH-1) – Two personnel per shift. Consolidates all logistics activities by ensuring available resources are used in an efficient manner; responsible for tracking the readiness status of all aircraft; primary communication node for the logistics representative with flight line logistics activities. Reports directly to the DFC. They are the focal point for all Alarm conditions, MOPP levels and FPCON changes to the LG work centers.

5.9. Intelligence (PFMAF-3) – One person per 8 hour shift. Responsible to the WOC Commander for disseminating threat information such as missile launch, airfield air strike, locations of SAM sites, etc. Briefs WOC and SRC staff on current threat assessment and possible enemy courses of action. A member of the threat working group that advises the WOC and SRC commanders on possible friendly courses of action. Maintains constant contact with headquarters intelligence.

5.10. WOC manning:

9ADHH 7

9ADFL 10

PFMAF 3

Adds 7 Exec and 24-hour coverage (OG/CC, WOC/CC, LG/CC and IM (3))

Total 27

RANDAL D. FULLHART, Colonel, USAF
Commander

Attachment 1**1ST 24 HOURS****OPR**

- | | |
|---|---------------|
| <p>1. Contact host nation
Comply with customs
Get host nation telephone numbers
Final coordination: facilities, tent city, equip</p> | <p>WOC/CC</p> |
| <p>2. Address all security issues
Establish sign-countersign, daily numbers check
Ensure an EAL has been submitted by the WOC and the SRC
Define work centers that need ECPs
WOC/SRC ECP: SFS expert help develop ECP security plan
Disseminate anti-hijacking procedures
Address accountability issues
Ensure SFS know relocation routes to be taken
Dispersal plan, DFPs and the flightline areas
Hardened DFPs, safe prior to open door, EAL
Host nation interface</p> | <p>SFS</p> |
| <p>3. Establish and maintain information dissemination systems
Establish connectivity between work centers and higher headquarters
Prepare systems to receive ATO/mission tasking(s), threat warnings and other specific downward directed communications
Establish redundant communications between work centers and higher headquarters (if possible)
Ensure primary and alternate work center locations have connectivity (crew billets also)
Establish secure communications between headquarters elements (data, voice, STU III, STE, fax, SIPRNET)
Provide wireless communications devices and services as required (LMRs, pagers, cell phones, etc)
Provide ground radio communications as required (UHF, secure, Have Quick, ground-to-air, ground-to-ground, etc)
Proactively optimize communications capabilities and services
Install/test Giant Voice system where required
Publish deployed forces telephone directory</p> | <p>COMM</p> |
| <p>4. Maintain and disseminate current threats
Establish means to communicate MOPPs and threats (Giant voice, Lights, horns, radios, beepers, flags, etc)
Ensure redundant communications means are available to all key areas Giant voice, lights, horns, radios, beepers, flags, etc.</p> | <p>WOC/CC</p> |

Test MOPP/alarm change system: identify weaknesses and correct

5. Establish hardened pri/alt work centers ALL
 Execute pre-deployment plan for pri/alt work areas
 Identify comm requirements and alarm/MOPP conditions receipt
 Hardlines to key SRC agencies from WOC in case the SRC is destroyed
 Individual work centers harden their areas
 Marshal equipment to work areas -- protect as required
 Highlight missing items --coordinate to ship missing equipment on later chalks
 Determine workload by shifts
 Know who will replace you--keep them rested
 Designate shelter area for non-essential personnel
 Practice relocation exercise ASAP

PRI LOCATION / PHONE #

ALT LOCATION / PHONE #

WOC

SOC

SRC

6. Process and equip arriving personnel/cargo SRC
 Develop in-processing procedures
 Set up an in-processing area
 MRE, water, play area brief
 Verify inbound SOE from home station, update PERSCO
 Disseminate arrival times
 Obtain fax copy of finalized inbound chalks
 Brief pax:
 Billeting, messing, MOPP/threat changes
 ROE, LMRs, beepers, EALS, decon, CCPs
 Vehicle traffic, safety, accountability
7. Process and equip arriving personnel/cargo WOC/CC
 Pass critical info to aircraft: spot, FPCON, MOPP, etc.
 Brevity codes, missing equipment (send on later chalks)
 Buses to receive pax, aircrew
 Develop efficient use of MHE and transporters/BOS
 Distribute vehicles by predeployment plan
8. TALCE ops ADVON
 TALCE does not chop for strategic airlift (SAL) mission execution
 WOC directs alarm/MOPP/FPCON changes
 TALCE/CC directs airlift ops

WOC/CC determines when ops must stop
 SOC/CC clears TALCE to operate. TALCE/CC then determines when to start airlift ops
 TALCE/CC may terminate airlift ops prior to WOC direction if risk is above desired
 Real-time communication is important to determine ops
 TALCE rep in WOC - relays to TALCE on TALCE LMR
 Provide LMR, beeper, field phones, Giant Voice to TALCE
 Alternate WOC or SRC possible due to comm capability
 Alternate TALCE in WOC - a side office near WOC with comm access to WOC/CC

9. Establish NBC Control Center CEX

Write and implement passive defense plans in conjunction with CES

Implement NBC warning and reporting system
 Direct NBC reconnaissance teams
 Establish and monitor Contamination Control Areas (CCA)
 Direct Contamination Control Teams (CCT)

10. Develop efficient work shifts ALL

Adjust predeployment plan, if required

Flow inbound pax into shifts
 Complete tasks related to threat, ops and hardening
 Keep work shifts to 12 hours

11. Establish decon locations CEX

Ensure connectivity due to isolated locations
 Disseminate locations to all
 Weather advisories must be passed to CEX
 Determine distance LIMFACs/ROE for exercise
 Will CAPS/CCD sites be closer than specified?

12. Implement mission ops procedures OG

Establish crew alert sequence
 Avoid self-alert due to wx, combat ops
 Use 12-hour Bravo when the ATO is delayed
 Use a duty crew when possible: preflight, msn prep
 SOF duties--equate to ADO duties
 A vehicle with a UHF radio is critical
 Tactical deception procedures (silent warrior, arrival/dept, etc...)
 Brevity codes for aircrew action
 Clarify base ops, tower play during exercise

13. Maintenance LG

Aircraft parking, dispersal, taxi plan, vehicles

Mark aircraft parking spots and safe taxi routes
 Fax update to the WOC, if different from preplan
 Fax updates back home if able
 Regenerate ADVON aircraft

14. Transportation issues LRS
 Locate and assign vehicles
 Establish a vehicle dispatch
 Set up issue procedures for main body
 Interface with TALCE, assist arrival download
 Prepare to receive cargo and pax (MHE available)?
15. Establish Pre-attack OpsSRC
- Establish communications with close-in units such as Point Air Defense emplacements**
 Inform base populace of bunker or shelter locations
 If warning is received prior to attack (missile site being prepared for launch/incoming missiles/
 unidentified aircraft...etc) suggest the DFC send non-essential personnel to shelters.
16. Fire protection CE
 Host nation ROE, real-exercise play?-preplan?
17. Intel update and connectivity INTEL
 Threat working group recommendation
18. Contracting CONS
 Food, water, adapters, AIK, vehicles
19. Classified storage ALL
 Provide storage
 Emphasize security and proper handling procedures
20. Establish post-attack ops SRC
 Do not land/launch aircraft in Alarm Red
 Coordinate means to confirm attack ended
 Tower, flt MX, airborne aircraft
 Coordinate with SRC for immediate taxiway/runway info--damage/UXOs/MOS criteria
 Always perform runway/taxiway sweep before ops
 All facility sweeps must be automatic and expeditious with the results reported ASAP
21. Finalize ROE/LIMFACs/shortfalls WOC/CC
 Simulated black outs, plywood windows

22. Set up the daily "How goes it" meeting
Update home station

ADVON/CC

Attachment 2**POSSIBLE SCENARIOS AND ACTIONS**

1. Notification of a SCUD launch

What is the sector of destination?

Check with Intel

Check with tower

Check with NBC cell if the attack is not in your sector to determine if the base is in the downwind hazard zone

What is the time to impact?

MOPP 0 to 1 - 8 minutes

MOPP 1 to 4 - 4 minutes

MOPP 2 to 4 - 30 seconds (For planning, use 1-2 minutes. The 30 sec rule is not realistic)

Consult with SRC; do you have time to disperse equipment/planes?

Change to Alarm Red? Is CWDE required? Change to MOPP 4?

Does this have any impact on the flying schedule?

Hold aircraft launch or launch aircraft ASAP

Airborne aircraft divert?

2. Notification of a SCUD inbound to your area

Check with Intel

Check with tower

What is the time to impact?

MOPP 0 to 1 - 8 minutes

MOPP 1 to 4 - 4 minutes

MOPP 2 to 4 - 30 seconds (For planning, use 1-2 minutes. The 30 sec rule is not realistic)

Consult with SRC; Change to Alarm Red? Is CWDE required? Change to MOPP 4?

Does this have any impact on the flying schedule?

Hold aircraft launch or launch aircraft ASAP

Airborne aircraft divert?

Do you have time to disperse equipment/planes?

3. Notification of fast movers inbound to your station

Any aircraft observed by your personnel

Check with Intel

Check with tower

What is the time to arrival?

MOPP 0 to 1 - 8 minutes

MOPP 1 to 4 - 4 minutes

MOPP 2 to 4 - 30 seconds (For planning, use 1-2 minutes. The 30 sec rule is not realistic)

Consult with SRC; Change to Alarm Red? Is CWDE required? Change to MOPP 4?

Does this have any impact on the flying schedule?

Hold aircraft launch or launch aircraft ASAP
 Airborne aircraft divert?
 Do you have time to disperse equipment/planes?

4. SCUD impact not on your base

Check with NBC cell if the attack is not in your sector to determine if the base is in the downwind hazard zone
 Distance to your location
 Wind speed and direction
 Were chemicals involved
 Any friendly troops/people between you and the impact?
 Can you get information from them?
 Time before reaction is needed at your location
 MOPP 0 to 1 - 8 minutes
 MOPP 1 to 4 - 4 minutes
 MOPP 2 to 4 - 30 seconds (For planning, use 1-2 minutes. The 30 sec rule is not realistic)
 Consult with SRC; Change to your alarm/MOPP condition to Alarm Black/MOPP 4 if necessary before contamination reaches the base if in the predicted downwind hazard zone
 Does this have any impact on the flying schedule?
 Hold aircraft launch or launch aircraft ASAP
 Airborne aircraft divert?

5. Fast movers depart/After SCUD impact

Are any more inbound?
 Check with Intel
 Check with tower
 Consult with SRC; Change to Alarm Black. Is CWDE required? If so, change to/maintain MOPP 4
 Await results of chem tests - work with SRC
 SRC should get casualty/damage/UXO reports from unit control centers
 Are casualties being treated? Is a morgue needed?
 Is EOD removing/SAFEING UXOs?
 Check on MOS - any impact to flying missions
 Consult with SRC; Change to Alarm Yellow?
 Consult with SRC; Change to MOPP 2?

6. Mortar attack

Which sector of the base is under attack?
 Chemicals involved? (Not normally)
 Consult with SRC; Change to Alarm Red. Is CWDE required? Change to MOPP 4?
 Send out sweep/EOR teams
 Await results of chem tests - work with SRC

SRC should get casualty/damage/UXO reports from unit control centers
 Check on MOS (Most likely will not require a plot, but should be surveyed anyway)
 Does this have any impact on the flying schedule?
 Hold aircraft launch or launch aircraft ASAP
 Airborne aircraft divert?
 Ask host nation police to help secure the perimeter

7. Attack by ground troops (sniper, small arms)

Notify security forces
 Which sector of the base is under attack?
 Consult with SRC; Change your alarm condition to Alarm Red
 Change to MOPP 4 if chemicals might be involved
 Send out sweep/EOR teams
 Await results of chem tests - work with SRC
 Consult with SRC; Change FPCON
 Are Security Forces countering attack? This can be a decoy to divert Security Forces so clandestine activity can occur
 Increase vigilance throughout the base
 Do you need to arm some augmentees?
 Ask host nation police to help secure the perimeter
 SRC should get casualty/damage/UXO reports from the unit control centers
 Do you need augmentees for casualty collection?
 Check on MOS
 Does this have any impact on the flying schedule?
 Hold aircraft launch or launch aircraft ASAP
 Airborne aircraft divert?
 Notify the chaplain and mortuary affairs if needed

8. Peaceful demonstration at the front gate

Work with the Threat working group (TWG)
 Is a change in FPCONs necessary?
 Need a show of force from Security Forces?
 Augmentees needed?
 Fire fighters needed to hose down mob?
 Chemicals (pepper spray) needed to disperse mob?
 If gunfire erupts, SFS should aim for the leader of the mob
 Ask host nation police to help secure the perimeter
 Ensure this is not a decoy situation
 Ensure PA is notified

9. Overt observation of the base

Work with the Threat working group (TWG)

Is a change in FPCONs necessary?
Increase vigilance throughout the base
Ask host nation police to help secure the perimeter

10. Bomb threat/UXO found

Record any bomb threat message
Secure the area. Evacuate if necessary (chemical considerations)?
Dispatch safety and EOD to the site (DCG needed)?
If located in AGE equipment check all AGE
Likewise for motor pool and aircraft
Can large equipment be used to minimize damage?
Build a berm using a bulldozer
Create a barrier using a crane

11. Prisoner capture

Work with the Threat working group (TWG)
Get an interrogator from Security Forces. PERSCO may know someone with pertinent language skills to help the interrogator. Intel can only interrogate if no SFS are available.
Have Intel review any maps, documents, weapons, and ammo (even tattoos)
Perform a complete search to include an internal search (homing device, lethal substance)
Confine the prisoner away from your critical resources

12. Defector/aircraft

Notify Security Forces
Have MX park the aircraft in a controlled area away from your aircraft
Use an ambulance to transfer the pilot away from any critical resources
Perform a complete search of the defector to include an internal search (homing device, lethal substance)
Check the aircraft for booby traps
Work with the Threat working group (TWG)
Get an interrogator from Security Forces. PERSCO may know someone with pertinent language skills to help the interrogator. Intel can only interrogate if no SFS are available.
Notify HQ

13. Loss of friendly aircraft/shot down aircraft

Verify last known location or crash site
Notify LG for tail number verification
Notify the AOC
Notify Intel for ISOPREP card up-channel to JSRC
Have SOC Intel ensure search and rescue is activated (if needed)

- Have Command Post send OPREP and Loss Report (LOSREP)
- Run aircraft mishap checklist (applicable wartime parts) if aircraft is in friendly territory
- Notify Safety/Chaplain/Medical (CISM team)
- Collect info (if possible) for safety investigation

14. Overdue aircraft

- Verify last known location
- Notify LG for tail number verification
- Query the AOC for location
- Have SOC Intel query for location
- If confirm missing start Search and Rescue actions (SAR)

15. Hostage situation

Basic rules for hostage situations:

- Save lives
- Defuse the situation
- Make a quick arrest or eliminate the threat
- Verify the identity of person(s) involved
- Attempt to establish communications with the captor(s)
- Can you identify the location by background sounds?
- Your negotiator will come from the JA. The DFC should never communicate directly with the captor
- Negotiate for hostage release
- Flush captor with chemicals
- Lure captor into an advantage position - eliminate with sharpshooter
- Rush and overcome captor
- Do you need an on-scene-commander?
- Stall for time. Time is your friend
- Never readily agree to any ransom demands, even if the demand is readily available
- Move in if the safety of the hostage is threatened
- Notify the chaplain and mortuary affairs in case they are needed
- Do not press the captor(s) - especially if they appear unstable
- Be prepared to eliminate the threat no matter what it takes

16. WOC Evacuation

- Don't touch any strange objects
- If time is important, don't waste time searching for all of your stuff
- Get your classified and move to the alternate location
- Transportation should be notified to move personnel scenario permitting
- In a threat situation don't all move at once, and use security forces for an escort
- Try to stay covered or behind protection as long as possible
- Take care of casualties time permitting

Report the reason for your relocation to the SRC if not collocated
Report your new location to headquarters

17. Compromise of authenticators

Ground - use runners

Establish new codes

Aircraft - notify the aircrew to switch to alternate mean

Attachment 3**WOC SHIFT CHANGE CHECKLIST**

Get Base Status/Security Update (Check with SRC)

- FPCON/MOPP Level/Alarm Condition?

Debrief Off going Shift (Check OG/CC Log)

- Hot actions?
- Open Issues?
- Problems?

Current Situation Update (Check with Intelligence/OSI; Have SOC/CC attend)

- International Political Developments
- Military situation--ground/naval/air battle
- SOF Movements?
- Troop Movements?
- Naval Movements?
- Air Threats?
- Aircraft?
- Missiles? (Surface/Air and Surface/Surface)
- Warning Times?
- NBC Threat?
- Actions of Host Nation Population?

Operations Status (Check with CP/MACC; Have SOC/CC Attend)

- How many aircraft currently airborne?
- Next launches/returns and timing?
- Aircraft status/parking location?
- Fueled/Ready to turn?
- Spare aircraft--number/status/parking location?
- Any aircraft overdue?
- Latest reports from aircraft?
- Chattermarks/OPSEC/COMSEC procedures followed?

MOS Update (Check with CE/MOS Cell; Have SOC/CC attend)

- Runway available?
- Width available?
- Taxi routes?
- Hazards?

Weather Briefing (Get from SOC)

- Current?
- Next 24 hrs?

- Hazards to operations?
Mission Activity (Get briefing from SOC/CC)
- Current ATO taskings/changes?
- Next day's tasking/backup plans?
- Tactics/silent ops?
- Crew management:
 - Number on station/availability?
 - Crews getting adequate rest?
 - Notification process OK?
 - Crew travel being tracked?
- Life support
 - AERP/Decon capability still adequate?
 - Open air decon location?
- Exchange Equipment
- Duress Words?
- Number Challenge/Response Codes?
- Brick
- Pager
- Authentication Card