

**BY ORDER OF THE COMMANDER
22ND AIR FORCE**

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Operations

**22ND AIR FORCE COMBAT PLANNING
COUNCIL**

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This instruction implements Air Force Reserve Command (AFRC) Mission Directive 1118, *Headquarters Fourth, Tenth, and Twenty-Second Air Forces*, Air Force Reserve Command Instruction (AFRCI) 10-601, *Mission Needs and Operational Requirements*, and Air Force Instruction (AFI) 11-202V1, *Aircrew Training*. It establishes the 22 AF Combat Planning Council (CPC) membership, working groups, meeting dates, procedures, duties and responsibilities. The CPC advises the 22 AF/CC on training and equipment issues. The CPC will be a tool for the commander to ensure command assigned AFRC units are trained and equipped to maintain operational readiness according to the applicable gaining command standards, as directed by the above mission directive. This instruction applies to all unit equipped and associate 22 AF units.

SUMMARY OF CHANGES

This publication supersedes 22AFI10-101, 28 March 2007.

1. Organization/Tasks. The CPC will be organized to address Mobility Air Forces (MAF) training and equipment requirement issues across all weapons systems/missions and by individual mission area. The permanent working groups listed below are the minimum specified. The 22 AF/A3A5 may establish temporary working groups to address specific issues.

1.1. Broad Area Working Groups. To address issues across all weapons systems/missions, the CPC will have three standing Broad Area Working Groups:

1.1.1. Training Working Group. This working group will be composed of operations officers and training officers (or their equivalent) from all units with training responsibilities and members of the 22 AF Operations Training staff. Members of the AFRC Operations Training staff will be invited as advisers. The Training Working Group Chairman will be a designated unit-level member. The working group will consider the following:

1.1.1.1. Unit issues, open tasks from previous CPCs;

1.1.1.2. Issues generated by the AMC Realistic Training Review Board (RTRB).

1.1.1.3. After Action Reviews from current contingency or Air Expeditionary Force (AEF) operations. **NOTE:** The working group is not limited to these issues and may also consider issues affecting all units, training inputs to the Status of Resources and Training System (SORTS) and use of the Aviation Resource Management System (ARMS). The output of the working group will be to share common problems and solutions across all mission areas. When solutions cannot be found, the working group will generate tasks for the mission area working groups or the 22 AF Operations Training staff.

1.1.2. Weapons and Tactics Working Group. This working group will be composed of weapons and tactics officers (or their equivalent) from all units, intelligence officers/NCOs from units with a weapons and tactics function and members of the 22 AF Operations staff. Members of the AFRC Operations Training staff with weapons and tactics responsibilities and AFRC representatives from the Air Force Reserve/Air National Guard Test Center (AATC) and the Advanced Airlift Tactics and Training Center (AATTC) will be invited as advisers. The Weapons and Tactics Working Group Chairman will be a member of a designated unit-level member. The working group will consider the following unit issues:

1.1.2.1. Open tasks from previous CPCs;

1.1.2.2. Issues generated by the ANG/AFRC Weapons and Tactics Conference;

1.1.2.3. After Action Reviews from current contingency AEF operations, munitions forecasting/ expenditure and airspace/ranges. **NOTE:** The working group is not limited to these issues and may also consider Tactics Improvement Proposals (TIP). The output of the working group will be to share common problems and solutions across all mission areas. When solutions cannot be found, the working group will generate tasks for the mission area working groups or the 22 AF Operations staff.

1.1.3. Requirements Consolidation Working Group. This working group will be composed of operations group commanders or their designated representatives. The 22 AF/A3A5 is the chairman. Members of the 22 AF/A3A5, HQ AFRC/A3T, USAF/REXP, AFRC/A5R, AATC, and AATTC staffs will be invited as briefers and advisers. The output of this working group is:

1.1.3.1. A consolidated, prioritized list of the top equipment requirements from the mission area working group lists. **NOTE:** The working group will consider the previous year's CPC Top Requirements List and the status of current AFRC requirement projects. At a minimum, the group will consider the top five items from

each mission area list, but is not limited to the top five items. The group will give priority to items appropriate for funding with 0350 or National Guard/Reserve Equipment Account (NGREA) funding but may place other items on the list to emphasize their relative merit to senior AFRC leadership. The group may use the current AFRC Reserve Requirements Oversight Council (RROC) ranking spreadsheet from the mission area groups as a tool, but the final list should be a subjective ranking based on combat capability.

1.2. Mission Area Working Group. To address specific mission area issues, the CPC will have a standing mission area working group:

1.2.1. C-130 Working Group. This working group will be composed of representatives from all 22 AF C-130 units and members of the 22 AF Operations staff. Members of the AFRC/A3T, AFRC/A5R, USAF/REXP, AATC, and AATTC staffs with C-130 responsibilities will be invited as advisers. The C-130 working group will be chaired by a Operations Group Commander, Deputy Operations Group Commander or other unit leadership selected by the 22 AF/A3A5. The working group will have requirements and training subcommittees chaired by unit-level members as required. The working group will have two outputs: a training issues list and a prioritized equipment requirement list. **NOTE:** The working group is not limited to these issues and may be assigned other tasks by the 22 AF/A3A5. When solutions to training or equipment issues cannot be found, the working group will generate tasks for the 22 AF Operations Training staff.

1.2.1.1. C-130 Training Subcommittee. The training subcommittee will consider the following: unit issues; open tasks from previous CPCs, issues generated by the AMC RTRB concerns, issues forwarded by the CPC broad area working groups; and changes to AFI 11-2C-130 Volume 1, C-130 Aircrew Training and Volume 3, C-130 Operations Procedures.

1.2.1.2. C-130 Requirements Subcommittee. The requirements subcommittee will consider the following: the most recent C-130 CPC equipment ranking list; the most recent ANG/ AFRC Weapons and Tactics Conference C-130 requirements ranking; the most recent C-130 lead command aircraft requirements conference ranking; the status of current AFRC projects and new items suggested by unit members. The requirements subcommittee will consider all requirements without regard as to funding source or potential cost. The final consolidated list will be a subjective ranking based on the proposed requirement's impact on combat capability.

2. Membership. The CPC has permanent members from within 22 AF. These members are key to the effectiveness of the CPC. Members who are unable to attend should ensure a knowledgeable person, empowered to act on their behalf, represents them. The CPC also relies on the expertise of invitees from outside 22 AF as advisers.

2.1. The permanent members of the CPC are:

2.1.1. 22 AF/A3A5

2.1.2. 22 AF/A3 staff

2.1.3. Unit Operations Group Commanders and Deputies.

2.1.4. Unit Squadron Commanders and Directors of Operations.

- 2.1.5. Unit Training Officers.
- 2.1.6. Unit Weapons/Tactics Officers.
- 2.1.7. AATTC and AATC representatives.

2.2. The CPC solicits the expertise of AFRC members from outside 22 AF (including those on extended active duty on other MAJCOM and USAF staffs). Regular invitees are:

- 2.2.1. HQ USAF/REXP and staff.
- 2.2.2. HQ AFRC/ADO and Director of Operations Training staff.
- 2.2.3. HQ AFRC/A5R and staff.
- 2.2.4. HQ AMC Reserve advisers to the CC and operations and requirements divisions.
- 2.2.5. AATTC and AATC representatives.
- 2.2.6. AFRC representatives to AMC.

2.3. Attendance by other unit members and Reserve advisers is encouraged. The CPC project officer will ensure wide dissemination of meeting announcements by e-mail and message to permanent members, regular invitees and others.

3. Responsibilities. The 22 AF/A3A5 is the overall chairman of the CPC. The 22 AF/Operations staff and the CPC project officer are the OPRs for CPC meeting planning and conduct and the CPC master tasking list. The responsibility for a successful CPC is at every level. Individual responsibilities are:

- 3.1. Unit Commanders.
 - 3.1.1. Send the required attendees to council meetings and empower them to speak for the unit.
 - 3.1.2. Allow council member time and TDY funds to accomplish assigned tasks.
 - 3.1.3. Provide feedback to 22 AF/CC/A3A5 on CPC effectiveness.
- 3.2. 22 AF/A3A5 Director of Operations.
 - 3.2.1. Provide overall CPC planning direction to the 22 AF Operations staff and the CPC Project Officer. Provide extra manpower as required.
 - 3.2.2. Set CPC meeting dates in relation to the ANG/AFRC Weapons and Tactics Conference and the AFRC RROC.
 - 3.2.3. Select CPC working group chairman and confirm subcommittee chairmen.
 - 3.2.4. Select a CPC project officer from the 22 AF Operations staff or unit-level member.
 - 3.2.5. Serve as the focal point for CPC issues requiring input to the AFRC senior leadership. Provide the 22 AF/CC an executive outbrief of CPC issues within 30 days of the CPC.
 - 3.2.6. Coordinate RTRB issue resolution with AFRC and AMC.

- 3.2.7. Ensure the CPC Top Requirements list and other requirements issues are provided to the Reserve requirement process through the 22 AF RROC representative.
- 3.2.8. Establish a permanent archive of the CPC minutes and master tasking list.
- 3.2.9. Provide 22 AF operations manpower as required to accomplish the tasks on the CPC master task list.
- 3.2.10. Ensure all meeting planning and schedule timeline actions are accomplished IAW this instruction.
- 3.2.11. Provide day-to-day supervision to ensure items on the CPC task list are followed to conclusion and documented.

3.3. CPC Project Officer.

- 3.3.1. Execute the CPC planning and scheduling tasks IAW this document.
- 3.3.2. Coordinate CPC meeting dates with the 22 AF/A3A5 and A3 Operations staff and prepare a meeting announcement NLT 60 days prior that requests input for agenda items.
- 3.3.3. Coordinate with host base for meeting facilities, billeting, audio-visual equipment, etc., NLT 60 days prior to CPC.
- 3.3.4. Confirm CPC working group chairman NLT 30 days prior to CPC and subcommittee chairmen NLT 15 days prior to CPC.
- 3.3.5. Coordinate and publish draft agenda in concert with 22 AF/A3 Ops staff and working group chairmen NLT 15 days prior to CPC.
- 3.3.6. Provide information on agenda, driving information, billeting and meeting room location to attendees NLT 15 days prior to CPC by e-mail, message or Internet.
- 3.3.7. Collect attendee information prior to and during the CPC to create an attendance list for use in the minutes.
- 3.3.8. Provide slide format to all chairmen for working group outbrief reports.
- 3.3.9. Collect reports from each working group chairman for inclusion in the overall CPC minutes.
- 3.3.10. Within 30 days of the conclusion of the CPC prepare minutes of the CPC for the 22 AF/A3A5 to include all assigned tasks and an executive summary.
- 3.3.11. Distribute the CPC minutes (when approved by the 22 AF/A3A5) to all attendees, guests and 22 AF wing commanders by e-mail and Internet.
- 3.3.12. Within 30 days of the conclusion of the CPC prepare for the 22 AF/A3A5 a master CPC tasking list extracted from the CPC minutes that includes any open tasks from previous CPCs.
- 3.3.13. Within 30 days of the conclusion of the CPC prepare for the 22 AF/A3A5 an executive outbrief from the CPC minutes to be presented to the 22 AF/CC.
- 3.3.14. Prepare and collect critique forms from CPC attendees and consolidate suggested changes for the next CPC.

3.4. Broad Area Working Group Chairman.

- 3.4.1. Coordinate meeting agenda with CPC project officer NLT 15 days prior to CPC.
- 3.4.2. Confirm meeting room and equipment requirements with CPC project officer NLT 15 days prior to CPC.
- 3.4.3. Provide CPC project officer with outbrief slides and assigned tasks IAW required format prior to Mission Area Working Group meetings.
- 3.4.4. Provide the CPC project officer with working group minutes NLT 15 days after the CPC.
- 3.5. Training and Mission Area Working Group Chairmen.
 - 3.5.1. Coordinate meeting agenda with CPC project officer NLT 15 days prior to CPC.
 - 3.5.2. Confirm meeting room and equipment requirements with CPC project officer NLT 15 days prior to CPC.
 - 3.5.3. Coordinate subcommittee chairmen assignments with 22 AF/A3A5 and CPC project officer NLT 15 days prior to CPC.
 - 3.5.4. Provide CPC project officer with outbrief slides and assigned tasks IAW required format prior to the CPC general session out-briefing.
 - 3.5.5. Provide the CPC project officer with working group minutes NLT 15 days after the CPC.

4. Meeting Schedule. CPC meetings will be held annually, normally in May. The 22 AF/A3A5 will set the meeting date. Factors to be considered will be the date of the ANG/AFRC Weapons and Tactics Conference, MAJCOM TRBs and the AFRC requirements planning timeline in AFRCI 10-601. Normally, the CPC will be scheduled after the Weapons and Tactics Conference to allow information from that conference to be used at the CPC. The CPC should be scheduled early enough in the year to allow for requirement information to be input into the AFRC process prior to the first of the year. This timing may force an earlier TIP/TRB process. To facilitate travel, the CPC should be scheduled for a Tuesday through Thursday with the following breakdown:

- 4.1. The CPC should begin on Tuesday morning with opening remarks from the 22AF/A3A5. The morning session should consist of informational and administrative briefings to include: meeting agenda, unit capabilities, Rules of Engagement (ROE), local area security/safety, COMSEC/OPSEC, and any other briefings or issues determined by the 22AF/A3A5 staff to be beneficial to the attendees.
- 4.2. Training and Weapons and Tactics personnel will meet on Tuesday afternoon in preparation for the following days' breakout meetings. The training and weapons groups should hold separate meetings during the same time frame for half of the day.
- 4.3. A CPC general session will be held Wednesday morning prior to the start of the Mission Area Working Groups. Members of the USAF/REXP, AFRC/A5R, AATC, and AATTC staffs will be invited as briefers and advisers. They will brief the members of all working groups on the status of all studies and analysis, engineering, and acquisition programs by mission area. The members will be briefed on the most current three-year's Reserve Acquisition Priority List (RAPL). The briefings should be scheduled prior to breaking up for the individual working groups. The members will take this information to their respective

working groups so they may make informed project validation and priority decisions. The agenda will protect a minimum of a four-hour block for the working groups.

4.4. Thursday will be dedicated to finishing working group agendas and a formal outbrief by each working group chairman. The outbrief will be scheduled as a general session and may be attended by the 22 AF/CC. This session should be scheduled to end by noon to facilitate travel for unit members. The CPC Broad Area Working Group Chairman will then orchestrate the OG Rack and Stack meeting in preparation for presentation to NAF and AFRC General Officers.

5. Planning Cycle. The planning cycle is intended to be a general checklist for CPC execution and is not all-inclusive. The planning cycle for each new CPC begins at the end of the previous with a review of critiques. That means the CPC and this instruction will evolve and change.

5.1. Last Day of CPC: Collect critique forms and compile suggestions for changes.

5.2. Within 30 days: Prepare and distribute minutes, tasking list, and executive outbrief.

5.3. Quarterly: Review CPC Tasking List for progress and update deadlines.

5.4. 15 Nov (six months prior): Select CPC project officer and begin date selection process.

5.5. 15 Mar (60 days prior): Set and announce CPC dates; begin coordination for facilities and billeting; begin draft agenda.

5.6. 15 Apr (30 days prior): Confirm working group chairmen; begin working group agendas.

5.7. 1 May (15 Days prior): Send out draft agenda; confirm meeting rooms, audio-visual equipment and billeting.

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