

**BY ORDER OF THE COMMANDER
AIR FORCE INTELLIGENCE
SURVEILLANCE AND
RECONNAISSANCE AGENCY**



AFISRA INSTRUCTION 14-153 VOLUME 3

15 MARCH 2013

**480TH ISR WING
Supplement**

5 FEBRUARY 2014

Intelligence

**AIR FORCE DISTRIBUTED COMMON
GROUND SYSTEM (AF DCGS)
OPERATIONS PROCEDURES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-Publishing.af.mil for downloading or ordering.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: AFISRA/A3O

Certified by: AFISRA/A3
(Colonel Kevin B. Glenn)

Supersedes: AFISRAI 14-153 Volume 3,
10 August 2009; AFISRAI
14-153 Volume 3/
Addendum A, 23 July 2009

Pages: 59

(480ISRW)

OPR: 480 ISR WG/DOO

Certified by: 480 ISR WG/DO
(Lt Col Dennis H. Howell)

Pages:9

This publication implements Air Force Policy Directive (AFPD) 14-2, *Intelligence Rules and Procedures* and is consistent with Air Force Instruction (AFI) 14-202 Volume 3, *General Intelligence Rules*. This publication prescribes standard intelligence procedures to be used by all Air Force Intelligence, Surveillance, and Reconnaissance Agency (AFISRA) intelligence personnel performing mission crew duties at an Air Force (AF) DCGS. This publication applies to all AFISRA intelligence units and personnel supporting AF DCGS operations. This publication also applies to AFISRA-gained Air National Guard (ANG) and Air Force Reserve Command (AFRC) intelligence units and personnel supporting AF DCGS operations.

Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. This

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(480ISRW) Air Force ISR Agency Instruction 14-153 Volume 3, *Air Force Distributed Common Ground System (AF DCGS) Operations Procedures*, is supplemented as follows. This supplement applies to all 480 ISR WG staff offices and 480 ISR Wing-subordinate units and personnel performing mission crew duties in support of AF DCGS mission. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendations for Change of Publication*; route AF FM 847s through the appropriate chain of command. This supplement may be supplemented at any level but must be routed through the higher headquarters functional OPR for review and coordination before publishing.) Unless otherwise specified in this instruction, 480 ISR WG/CC is the waiver authority for this instruction. Request waivers through the appropriate chain of command to 480 ISR WG/CC. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rim.s.cfm>. Contact supporting records managers as required.

SUMMARY OF CHANGES

This publication has been completely revised and must be reviewed in its entirety. Major modifications to the AF DCGS operations processes are outlined through-out. AFISRA Form 176 and 177 are no longer prescribed.

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Chapter 1

GENERAL INFORMATION

1.1. General. This Instruction outlines a method of planning, providing and employing AF DCGS forces to Combatant Commanders (COCOM) and the national intelligence community. It directs actions, assigns responsibilities and prescribes procedures for generating and employing AF DCGS mission crews. This Instruction contains detailed procedures and criteria for planning AF DCGS mission operations, provides a means to record policy and guidance and explains documents used.

1.2. AF DCGS Mission Statement. AF DCGS, or GSQ-272 SENTINEL, weapon system is the Air Force's primary ISR, Processing, Exploitation and Dissemination (PED) system. AF DCGS provides actionable, multi-discipline intelligence derived from multiple ISR platforms to COCOMs, Component Numbered Air Forces (C-NAF) and national command authorities across the globe, 24 hours per day, 7 days per week through distributed (reachback and deployed) and collaborative operations. Active duty (AD), ANG, AFRC, joint and coalition units and personnel work as an integrated combat capability, enabling the Air Force to engage in multiple, simultaneous military operations across the globe.

1.3. Objectives. Specific AF DCGS program objectives are to:

- 1.3.1. Establish AF DCGS mission crews.
- 1.3.2. Ensure effective and efficient employment of AF DCGS mission crews.
- 1.3.3. Establish AF DCGS mission planning activities.
- 1.3.4. Ensure compliance with appropriate AF DCGS operational and administrative directives.
- 1.3.5. Evaluate and revise AF DCGS operational directives, procedures, and techniques as required.
- 1.3.6. Recognize trends and recommend/initiate changes to AF DCGS operational programs and directives.
- 1.3.7. Enhance AF DCGS mission effectiveness.

1.4. Applicability. AFISRA is designated as the lead operating command for AF DCGS. This publication is applicable to all units and/or personnel assigned to, or gained by AFISRA during AF DCGS contingency, crisis or peacetime activities and applies to commanders, operations supervisors, mission crews, and support personnel assigned, or attached, to an AF DCGS core, federated or distributed mission site.

1.4.1. Key Words Explained.

- 1.4.1.1. "Will," "shall," and "must" indicate a mandatory requirement.
- 1.4.1.2. "Should" indicates a preferred, but not mandatory, method of accomplishment.
- 1.4.1.3. "May" indicates an acceptable or suggested means of accomplishment.

1.4.1.4. "NOTE" indicates operating procedures or techniques considered essential to emphasize.

1.4.1.5. Higher Headquarters ("HHQ") indicates AFISRA.

1.4.1.6. (Added-480ISRW) Lead Wing indicates 480 ISR WG.

1.5. Program Structure.

1.5.1. The AF DCGS Operations program works in conjunction with AFISRAI 14-153 Volume 1, *AF DCGS Intelligence Training*, AFISRAI 14-153 Volume 2, *AF DCGS Standardization and Evaluation Program*, and with the Air Force On-the-Job Training (OJT) program.

1.5.2. This instruction establishes command structures, roles and responsibilities, intelligence operational requirements, and intelligence operating procedures. It ensures a standardized approach to AF DCGS mission operations and outlines seamless support to COCOMs and/or other end users.

1.6. Management of Intelligence Personnel. The most critical resource available to a unit is its skilled personnel. Members who fail to attain or maintain directed levels of proficiency will be re-evaluated IAW AFI 14-202 Volume 2, and as supplemented or suspended from operational duty IAW AFMAN 36-2108, *Airman Classification* and AFI 36-2605, *Air Force Military Personnel Testing System*, as appropriate.

1.6.1. All personnel in the rank of Colonel or below and all civilians assigned to an AF DCGS weapon system billet and fulfilling intelligence functions at a AF DCGS unit will attain and maintain Basic Mission Capable (BMC) status in one or more mission positions unless designated in writing by the Wing/Center CCs as not requiring the maintenance of BMC status. Unit Commanders may employ DAF civilians and contractor personnel in appropriate AF DCGS mission crew positions. All AF DCGS personnel must be qualified as Combat Mission Ready (CMR) to operate an AF DCGS mission crew position executing a tasked mission. All AF DCGS crewmembers who directly participate in hostilities must be uniformed members on active duty status.

1.6.1.1. (Added-480ISRW) Waiver requests for personnel not maintaining BMC status will be forwarded to 480 ISR WG/DOV with justification.

1.6.1.2. (Added-480ISRW) Individuals sitting MOC, GMS, IMS, SCR, EMS, CMS, CAN, and S&W must be a uniformed member on Title 10 status.

1.6.1.3. (Added-480ISRW) All other crew positions that are part of the Wing-mandated minimum crew (Critical Positions) for a given mission must be manned by a uniformed member or DAF civilian on Title 10 status.

1.6.1.4. (Added-480ISRW) Additive positions above Wing Critical Position criteria on unit CML, based on GP/CC direction, may be on Title 32 status if the primary purpose is training.

1.7. Sister Service/Coalition Intelligence Personnel. Joint and coalition service members may perform AF DCGS crew duties when serving in an AF DCGS unit as long as they meet the standards as outlined in each AFISRAI 14-153-series volume.

1.8. Waiver Authorities.

1.8.1. Publication waivers: Unless otherwise specified in this instruction, the AFISRA/CC is the waiver authority for this instruction. Waiver requests to the basic guidance in this Instruction will be routed through applicable command channels to AFISRA.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Introduction. Commanders will ensure all unit procedures comply with and implement AFI 14-202 Volume 3, *General Intelligence Rules*, and this instruction.

2.2. AFISRA. As the Lead Command for AF DCGS, AFISRA exercises responsibility for AF DCGS weapon system policy and programs for AF DCGS support required at the operational level to meet theater commander's and/or national objectives. AFISRA is responsible for managing resources and ensuring training and personnel are available to subordinate AF DCGS organizations.

2.2.1. AFISRA will:

2.2.1.1. Provide overarching guidance and oversight as the AF DCGS executive agent to include responsibility and authority for oversight and management, including organizing, training and equipping, the AF DCGS weapon system.

2.2.1.1.1. Review and approve processes, policies and procedures that cross multiple Wings within the DCGS enterprise. AFISRA will establish specific criteria/minimum elements for operational materials (e.g. checklists and forms). 480 ISRW will develop such materials.

2.2.1.2. Exercise lead command responsibilities for the AF DCGS weapon system, IAW AFD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems* and AFD 14-2, *Intelligence Rules and Procedures*.

2.2.1.3. Convene and chair applicable AF DCGS working groups, delegating working group responsibilities to a lower echelon as required/practical.

2.2.1.4. Establish compliance/inspection criteria providing guidance on AF DCGS programs and their expected results.

2.2.1.5. Analyze, advocate and staff subordinate AF DCGS units' manpower issues and coordinate command intelligence assignments.

2.2.1.6. Develop and maintain AF DCGS weapons system guidance documents and serve as lead agent for the content of AF DCGS tactics documents including, but not limited to, Air Force Tactics, Techniques and Procedures (AFTTP) 3-1DCGS, *Tactical Employment, Distributed Common Ground System*. AFISRA may delegate responsibilities to wings/centers as required.

2.2.1.7. Coordinate AF DCGS exercise activity and participation requirements.

2.2.1.7.1. Provide assistance to subordinate AF DCGS units in addressing exercise-related training, manpower, equipment, communication requirements and facilities support.

2.2.1.7.2. Serve as the focal point for AF DCGS participation in C-NAF and Joint Chiefs of Staff (JCS) sponsored joint and combined exercises.

2.2.1.8. Advocate fielding of automated AF DCGS intelligence systems and related training, connectivity and maintenance. Establish and coordinate system requirements with, and among, subordinate and gained organizations.

2.2.1.9. In conjunction with AF/A2 and AF DCGS Program Management Office (WR-ALC/GRC) ensure training and technical support is developed and maintained for every fielded AF DCGS system.

2.2.1.10. Develop formal feedback, upgrade, acquisition and product improvement processes for AF DCGS systems.

2.2.1.11. Assist subordinate AF DCGS units with system security accreditation and serve as the approval authority for fielded AF DCGS systems.

2.2.1.12. Serve, in concert with AF/A2C, AFRC/A2 and NGB/A2, as Major Command (MAJCOM) functional manager for all AF DCGS personnel assigned to the command, including any assigned or attached ANG and AFRC personnel and other responsibilities as stated in AFI 36-2201, *Air Force Training Program* and AFI 90-1001, *Responsibilities for Total Force Integration*.

2.2.1.13. Coordinate the development and validation of AF DCGS unit type codes (UTC) and designated operational capability statements for all MAJCOMs, Direct Reporting Units (DRU) and Field Operating Agency (FOA).

2.2.1.14. Provide an AF DCGS focal point for deliberate planning and the review and evaluation of the Intelligence annexes within JCS and HHQ wartime Operational Plans (OPLAN), policy and guidance IAW AFI 14-202 Volume 3.

2.2.1.15. Manage/control the planning, programming, distributing and execution of AF DCGS resources.

2.2.1.16. Provide AF DCGS intelligence support to force protection IAW AFI 14-119, *Intelligence Support to Force Protection*.

2.2.1.17. Provide AF DCGS intelligence support to Air Force research, development, test, sustainment and planning activities IAW AFI 14-111, *Intelligence in Force Modernization*.

2.2.1.18. Convene and chair an enterprise-wide Weapons and Tactics (W&T) Conference and/or Tactics Review Board (TRB). Develop and publish a charter for the AF DCGS TRB.

2.2.1.19. Conduct staff assistance visits (SAV) for AFISRA AF DCGS direct reporting organizations. SAV to AFRC AF DCGS units will be coordinated with AFRC/A2.

2.2.1.20. Establish and maintain appropriate Memorandum of Agreements (MOAs) regarding command relationships.

2.3. Wing/Center. Wings/Centers will:

2.3.1. Provide overarching guidance and oversight for wing-level operations, and execution of AFISRA policy and doctrine for AF DCGS.

2.3.2. Posture and present AF DCGS Processing, Exploitation and Dissemination (PED) capacity to lead wing through appropriate channels for mission execution.

- 2.3.3. Make recommendations to AFISRA regarding the modernization, fielding, organizing, training and equipping of AF DCGS assets and capabilities.
- 2.3.4. Provide subject matter expert (SME) support to AF DCGS working groups when practical.
- 2.3.5. Analyze subordinate AF DCGS units' resource issues and report trends to AFISRA.
- 2.3.6. Develop/execute AF DCGS exercise programs/plans aimed at regular participation of subordinate AF DCGS units in periodic Air Force and Joint Force exercises in coordination with AFISRA.
- 2.3.7. Ensure execution of AFISRA formal feedback, upgrade, acquisition and product improvement processes for automated AF DCGS systems.
- 2.3.8. Provide SME support to AFISRA for the development and validation of AF DCGS UTCs and designated operational capability statements.
- 2.3.9. Develop, validate and submit requirements for AF DCGS personnel, systems, architectures, communications and funding resources that are needed to execute tasked missions. AF units will forward requirements to AFISRA through appropriate channels.
- 2.3.10. Plan and program for required AF DCGS resources for the Wing/Center and subordinate units. Manage, distribute and execute assigned resources.
- 2.3.11. Periodically review group and unit operational procedures and guidance used to execute the intent of this instruction and direct changes as necessary.
- 2.3.12. Provide periodic recommendations to AFISRA on the most effective assignment/use of IMAs, ANG personnel and/or ANG units.
- 2.3.13. If no wing/center exists, lower echelon units will perform duties as required.

2.4. 480th Intelligence, Surveillance and Reconnaissance Wing (ISRW). 480 ISRW will:

- 2.4.1. Interact with National Security Agency (NSA), Defense Intelligence Agency (DIA), National Geospatial-Intelligence Agency (NGA), Joint Forces Component Command-ISR (JFCC-ISR), Joint Forces Command (JFCOM), COCOMs, MAJCOMs, C-NAFs, 70 ISRW, National Air and Space Intelligence Center (NASIC), federated sites, deployed theater forces, coalition partners, and AF DCGS units in the execution of AF DCGS operations per the direction of AFISRA.
- 2.4.2. Exercise AF DCGS PED Command and Control (C2), including mission allocation, mission execution and target apportionment for all postured AF DCGS capacity and capabilities. AF DCGS PED C2 encompasses mission operations, network operations, maintenance operations and dissemination operations.
- 2.4.3. Provide day-to-day operational direction during AF DCGS weapon system mission execution.
 - 2.4.3.1. Develop, maintain and forward AF DCGS enterprise mission processes, procedures, checklists, product standards and mission training materials for review, validation, and dissemination by AFISRA.

2.4.3.2. Coordinate with appropriate cryptologic authority on mission processes, procedures, checklists and product standards related to cryptologic activities.

2.4.4. Convene working groups and conferences as needed to discuss/refine AF DCGS mission planning and execution processes, mission procedures, checklists, materials and product standards.

2.4.5. Define and establish minimum crew manning policy and guidance for AF DCGS mission execution IAW AFISRA Supplement and AFISRAI 14-227, *Crew Manning Letter (CML)* (when published).

2.4.6. Establish and maintain a Wing Operations Center (WOC) and long range planning cell to posture and present forces and execute C2 of all AF DCGS PED capacity and capabilities.

2.4.7. Convene and chair the AF DCGS Crew Station Users Group (CSUG). Develop and publish a charter for the AF DCGS CSUG.

2.4.8. Coordinate with NGB/A2 and AFRC/A2 to establish AF DCGS Air Reserve Component (ARC) requirements and provide guidance as requested on the use of assigned unit line numbers (ULN) in conjunction with military personnel appropriations (man-days) for ARC personnel and units. Forward requirements to AFISRA for validation.

2.4.9. Document Collection, Processing, Exploitation and Dissemination (CPED) agreements with ARC and federated partners in a MOA.

2.4.10. **(Added-480ISRW)** Publish WG Force Management Allocation Plan (WFMAP) on 480 ISR WG SIPR SharePoint or other designated location annually.

2.4.11. **(Added-480ISRW)** In order to comply with Lead Wing responsibilities for managing and executing missions IAW AFISRAI 14-153 Volume 3, 480 ISR WG/DOO will perform an operational guidance visit to all AF DCGS active duty and Air National Guard sites. 480 ISR WG/DOO will assist Group program managers and provide guidance for those programs listed in section.

2.4.11.1. **(Added-480ISRW)** The optimum time frame for conducting these visits is every 12 to 18 months.

2.4.11.2. **(Added-480ISRW)** At a minimum, programs which will be reviewed during the guidance visit are Analysis and Reporting, Airborne Synthetic Aperture Radar (SAR) Imagery Artifact Resolution, Mission Management, Image Quality, Threat Warning, CRITIC, and Geospatial Intelligence Exploitation and Dissemination Quality Control Program management.

2.5. Groups. Groups will:

2.5.1. Be responsible for the overall operational execution and management of subordinate AF Distributed Ground Station (DGS) and Distributed Mission Site (DMS) unit mission operations.

2.5.2. Posture and present AF DCGS PED capacity to the lead wing through appropriate channels for mission execution.

2.5.3. Provide overarching guidance and oversight for squadron-/detachment-level execution of AFISRA policy and doctrine for AF DCGS.

2.5.4. If no group exists, lower echelon units will perform duties as required.

2.5.5. **(Added-480ISRW)** Send all mission materials, checklists, TTPs, and best practices to 480 ISR WG/DOK. 480 ISR WG/DOK will review and forward all applicable items to AFISRA.

2.5.6. **(Added-480ISRW)** Coordinate operational training issues with 480 ISR WG/DOT IAW AFISRAI 14-153V1_480ISRWSUP.

2.6. Squadrons/Detachments. Squadrons/Detachments will:

2.6.1. Provide overarching guidance and oversight for squadron/detachment-level execution of AFISRA policy and doctrine for AF DCGS.

2.6.2. Posture and present AF DCGS PED capacity to the lead wing through appropriate channels for mission execution.

2.6.3. Coordinate AF DCGS requirements and issues through the parent group when applicable.

2.7. AF DCGS Crewmembers. Crewmembers will:

2.7.1. Perform required pre-mission, mission execution and post-mission assessment activities IAW with this Instruction and MAJCOM, Wing/Center, Group and squadron supplemental instructions.

2.7.2. Use official mission crew checklists to accomplish required activities.

2.7.3. **(Added-480ISRW)** Review Special Instructions (SPINS) and Reconnaissance, Surveillance, and Target and Acquisition (RSTA), as applicable, prior to mission.

Chapter 3

COMMAND AND CONTROL

3.1. Commander Authority. Commanders will exercise leadership of, and command authority over, assigned AF DCGS assets to execute tasked ISR missions and effectively lead their organizations, taking into account state and federal chains of command and the principles found in AFI 51-604, *Appointment to and Assumption of Command*.

3.2. AF DCGS Command and Control.

3.2.1. AF DCGS forces are under the Operational Control (OPCON) of the supported COCOM during mission execution. Upon completion of mission execution or reallocation, OPCON of the AF DCGS element transfers back to the original command.

3.2.2. Each DGS provides PED in support of C-NAF missions. Supported COCOMs delegate OPCON of attached AF DCGS forces to their respective AF component commanders who exercise control through their subordinate commanders and Air and Space Operations Centers (AOC). The 480 ISRW directs PED to support C-NAF requirements.

3.2.3. Presentation of Forces. The AF DCGS element, designated by the COCOM, exercises OPCON/Tactical Control (TACON) of the AF DCGS assets assigned to it and has a direct support relationship with C-NAFs during mission execution. The 480 ISRW will allocate missions and apportion target exploitation IAW Joint Staff and GFMAP tasking and direction across the AF DCGS enterprise to include AD and ARC assets and will provide direction to AF DCGS elements on mission execution.

3.3. Total Force Integration. All Total Force Integration (TFI) will be IAW U.S. Code Title 5, 10 and 32 as well as AFI 90-1001, *Responsibilities for Total Force Integration*.

3.4. AF DCGS PED C2 Wing Operations Center (WOC).

3.4.1. The 480 ISRW is responsible for operating the WOC for the AF DCGS enterprise. AF DCGS WOC Intelligence Personnel must be certified to execute the duties of at least one 480 ISRW PED C2 crew position.

3.4.2. 480 ISRW PED C2 Crew Positions:

3.4.2.1. WOC Crew Commander. The WOC Crew Commander manages all WOC operations and advises the WOC chief on the status of daily operations.

3.4.2.2. Senior PED Controller. The Senior PED Controller leads AF DCGS PED C2 team in directing AF DCGS PED operations by performing AF DCGS enterprise C2 and PED mission management.

3.4.2.3. PED Controllers. The PED Controllers perform weapon system C2 and PED management within a 72 hour mission cycle.

Chapter 4

AF DCGS CREW POSITIONS

4.1. Introduction. This chapter describes the various AF DCGS crew positions as applicable to normal mission unit operations for the respective crew positions and associated duties. It also outlines the processes for generating and scheduling mission crews for mission employment.

4.1.1. Mission Operations Commander – MOC. The MOC is the tactical and command authority responsible for PED of timely, actionable, and fused multi-source intelligence for the apportioned mission. The MOC will:

4.1.1.1. Coordinate with AOCs, other AF DGS sites, collection platforms, platform liaison officers (LNO), end users, and other exploitation partners for successful mission execution.

4.1.1.2. Coordinate site maintenance activity that directly impacts the mission such as logistics, communications, computer support, and contractor support.

4.1.1.3. Generate and submit the post mission summary (PMS) report for each mission, when applicable.

4.1.1.4. Utilize various sources to maintain situational awareness and maximize ad hoc and cross-cue collection opportunities.

4.1.1.5. Manage assigned crew personnel to ensure Crew Manning Letter (CML) requirement is met for mission Go/No-Go criteria.

4.1.2. Correlation Analyst – CAN. The CAN correlates multi-source data in support of mission operations. The CAN will:

4.1.2.1. Perform communication between the AF DCGS and supported units using voice, chats and data methods.

4.1.2.2. Liaison with supporting DCGS Analysis Reporting Team (DART)s and other analysis centers to provide multi-intelligence analysis to mission partners.

4.1.2.3. Provide real-time multi-intelligence analysis and reporting to supported units and mission partners.

4.1.2.4. Correlate AF DCGS organic information from multiple intelligence disciplines during mission operations.

4.1.3. Imagery Mission Supervisor – IMS. The IMS supervises the geospatial intelligence (GEOINT) PED mission and reports directly to the MOC. The IMS will:

4.1.3.1. Review the target deck, exploitation task apportionment, GEOINT sensor collection and re-tasking, external user contact information, product review and dissemination, as applicable, throughout the mission.

4.1.3.2. For IMINT only missions, assume the duties of the MOC for the mission crew if the MOC becomes incapacitated or ill during mission execution and direct actions as necessary until a qualified replacement MOC arrives or the mission is reallocated to another AF DCGS crew/site.

4.1.3.3. Review GEOINT products and reports for reporting accuracy and contextual correctness before release.

4.1.3.3.1. **(Added-480ISRW)** When assigned lead for a mission and federated partner does not have a qualified IMS (e.g. ISE), review GEOINT products and reports from federated partner prior to dissemination.

4.1.3.4. Direct GEOINT support for threat warning and Personnel Recovery activity.

4.1.3.5. Distribute and track images for product creation, exploitation, and coordination during mission planning and execution. Maintain a log of products and targets.

4.1.3.5.1. **(Added-480ISRW)** These tasks may be delegated to the GRE or SCR or a High Altitude Workflow Coordinator (HAWC) certified crewmember as applicable.

4.1.3.6. Communicate with subordinate units and mission partners via voice and data communications to facilitate successful PED.

4.1.3.7. Communicate with pilot/sensor operator and supported units to provide products and ensure essential elements of information (EEI) satisfaction.

4.1.3.7.1. **(Added-480ISRW)** These tasks may be delegated to SCR as applicable.

4.1.4. Sensor Planner – SP. The SP coordinates the navigation routes and collection plan for sensors and controls applicable sensors. The SP will:

4.1.4.1. Coordinate with the MOC, IMS, GMS, COMINT Mission Supervisor (CMS) and flying unit when generating the navigation and collection plan routes for mission aircraft based on tasked collection and safety of flight requirements.

4.1.4.2. Track the progress of sensor collection during mission execution.

4.1.4.3. Provide collection status to the MOC and IMS via text chat or Crew Comm.

4.1.4.4. Dynamically re-task the sensor during mission execution to satisfy standing and ad hoc collection requirements as required.

4.1.4.5. **(Added-480ISRW)** Re-task the collection plan with coordination from the MOC, IMS, CMS, GMS, and CAN.

4.1.4.6. **(Added-480ISRW)** Maintain a separate mission log for each individual mission in addition to the required standard crew changeover log. This may be accomplished via any format utilized by unit, to include UNICORN as long as required information is present. These logs will track scheduled mission ID, date, sensor, callsign, take-off time, on-station time, off-station time, land time, and mission planner name(s).

4.1.4.6.1. **(Added-480ISRW)** A narrative format will be utilized to track changes or updates to any of the items in this mission log. A narrative will also be used for any changes to navigation track, direct steers, re-flown Destination Points (DP), equipment issues/status, interactions with LNOs or external players, and mission highlights and/or lessons learned.

4.1.4.6.2. **(Added-480ISRW)** Sensor Planner mission logs will be maintained locally for a minimum of 180 days.

4.1.5. Geospatial Reports Editor – GRE. The GRE quality controls, disseminates, and tracks written reports and annotated GEOINT products. The GRE will:

- 4.1.5.1. Perform quality checks of GEOINT products and reports for textual correctness.
- 4.1.5.2. Disseminate products and reports as required.
- 4.1.5.3. Track and provide mission collection statistics to the SP, IMS, and MOC.

4.1.6. Geospatial Analyst – GA. The GA exploits one or more Full Spectrum GEOINT (FSG) sub-disciplines, as required. The GA will:

- 4.1.6.1. Create imagery products and reports to fulfill collection requirements.
- 4.1.6.2. Perform area of responsibility (AOR), target research and order-of-battle (OB) analysis/identification.
- 4.1.6.3. Exploit electro-optical (EO), infrared (IR), synthetic aperture radar (SAR), full motion video (FMV), for analysis and EEI identification.
 - 4.1.6.3.1. (**Added-480ISRW**) Exploit Advanced Geospatial Intelligence (AGI), Multispectral Imagery (MSI), and Hyperspectral Imagery (HSI) for analysis and Essential Elements of Information (EEI) identification.
- 4.1.6.4. Create GEOINT text reports, chat and voice reports.
- 4.1.6.5. Perform advanced GEOINT analysis, as required.

4.1.7. Screener (SCR). The SCR liaises and/or establishes a habitual relationship with supported units. The SCR will:

- 4.1.7.1. Perform dynamic communication between the AF DCGS and supported units using voice and data methods.
- 4.1.7.2. Liaise with supporting DART to provide multi-intelligence analysis to mission partners.
- 4.1.7.3. Provide real-time multi-intelligence analysis to supported units and mission partners.
- 4.1.7.4. Provide input to the IMS (or designated segment lead) for mission summary activities with regard to numbers of images collected, targets exploited, and products produced.
- 4.1.7.5. Coordinate GEOINT sensor collection and re-tasking during mission execution as required.
- 4.1.7.6. Perform communication of callouts between the AF DCGS and supported units using voice, chats and data methods.

4.1.8. Ground Mission Supervisor – GMS. The GMS is the senior cryptologic authority and designated Signals Intelligence (SIGINT) collection management authority (CMA) for AF DCGS SIGINT missions. The GMS will:

- 4.1.8.1. Manage all local, distributed and organic SIGINT mission crew activities to include: aircrew/aircraft safety, maintenance, crew coordination, tasking, collection,

processing, exploitation, satisfaction of SIGINT collection objectives and dissemination of SIGINT information.

4.1.8.2. Direct all Threat Warning(TW) support to all operations and relay NICKELBACK internal advisories directly to the pilot. Relay TW data to the S&W Supervisor.

4.1.8.3. Act as a back-up crewmember for radio transmission of TW calls to supported friendly air, ground and naval tactical units.

4.1.8.4. Inform the MOC on events that may require diverting/rerouting the mission aircraft.

4.1.8.5. Assume the duties of the MOC for the mission crew if the MOC becomes incapacitated or ill during mission execution and direct actions as necessary until a qualified replacement MOC arrives or the mission is reallocated to another AF DCGS crew/site.

4.1.8.6. Assign portions of the preliminary mission summary (PREMS) to TR for completion. Consolidate, perform quality control and submit a PREMS to TR for dissemination IAW NSA guidance.

4.1.8.7. Upon initiation of Critical Information (CRITIC) activities, assume control of mission crew communications, enact communication and data dissemination restrictions and initiate GMS CRITIC checklist.

4.1.8.8. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.8.9. **(Added-480ISRW)** Complete and maintain Intelligence Oversight Officer (IOO) and Auditor training.

4.1.8.9.1. **(Added-480ISRW)** Training courses OVSC1000, OVSC 1100, OVSC2201, and OVSC 3101 can be found on Vuport on NSANet. Course OVSC1800 can be found on e-Campus on NSANet. For any additional questions, contact 480 ISR WG Cryptologic Intelligence Oversight Program Manager.

4.1.9. Surveillance and Warning Supervisor – S&W. The S&W manages SIGINT reporting analysis and dissemination activities. The S&W acts as the final authority for determining if events meet CRITIC reporting criteria and NICKELBACK criteria. S&W will cross-cue SIGINT reporting activities with segment leads. The S&W will:

4.1.9.1. Direct and manage all SIGINT, CRITIC, and NICKELBACK reporting and dissemination activities.

4.1.9.2. Determine if CRITIC criteria has been met and direct CRITIC issuance and initiation of station CRITIC checklist. Review and disseminate CRITIC reports.

4.1.9.3. Perform quality control checks on all SIGINT products and reports.

4.1.9.4. Verify NICKELBACK code groups and direct and verify issuance of advisories.

4.1.9.5. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.9.6. **(Added-480ISRW)** Complete and maintain IOO and Auditor training.

4.1.9.6.1. **(Added-480ISRW)** Training courses OVSC1000, OVSC 1100, OVSC2201, and OVSC 3101 can be found on Vuport on NSANet. Course OVSC1800 can be found on e-Campus on NSANet. For any additional questions, contact 480 ISR WG Cryptologic Intelligence Oversight Program Manager.

4.1.9.7. **(Added-480ISRW)** Perform post quality control checks on Kleiglits. Perform pre and post quality control on all other SIGINT products and reports.

4.1.10. Data-Link Operator – DLO. The DLO provides voice tactical reports (TACREP), situational updates and intelligence summaries to supported air, ground, and naval tactical units via line-of-sight (LOS) and satellite communications (SATCOM) radio nets. The DLO will:

4.1.10.1. Monitor and provide updates and amplification data via Integrated Broadcast Service Interactive (IBS-I) and tactical data links.

4.1.10.2. Be responsible for TW calls to supported friendly air, ground and naval tactical units.

4.1.10.3. Verify NICKELBACK code groups and issue NICKELBACK external advisories when directed by the S&W Supervisor. Act as Back-up crewmember for the transmission of NICKELBACK internal advisories to the pilot.

4.1.10.4. Assist the GMS with the coordination efforts with external agencies via tactical radios and chat.

4.1.10.5. Operate personnel recovery equipment and communicate with downed/lost personnel and ensure geo-location data is obtained and disseminated.

4.1.10.6. Provide significant activities updates to crew throughout course of mission.

4.1.10.7. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.11. Product Reporter – PR. The PR generates serialized, free-text, narrative SIGINT product reports IAW national directives. The PR will:

4.1.11.1. Draft all CRITIC and CRITIC follow-up reports.

4.1.11.2. Draft and disseminate serialized product reports.

4.1.11.3. Assist the S&W with report quality control checks for each mission when applicable.

4.1.11.4. Verify NICKELBACK code groups review and release Advisory Tip-Offs (ATO).

- 4.1.11.5. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.
- 4.1.11.6. **(Added-480ISRW)** Coordinate with applicable intelligence agencies/reporting authorities.
- 4.1.11.7. **(Added-480ISRW)** Coordinate with CMS to receive detailed transcription files.
- 4.1.12. Technical Reporter – TR. The TR generates and disseminates SIGINT technical/tactical reports and technical summaries based on collection data. The TR will:
 - 4.1.12.1. Compile and disseminate tactical and technical reports IAW local and national reporting directives and maintain reporting statistics.
 - 4.1.12.2. Draft assigned portions of PREMS and upon GMS approval, release the PREMS IAW NSA directives. Compile and release the TECHSUM.
 - 4.1.12.3. Extract and post NICKELBACK code groups, draft and forward ATOs to PR for review and release.
 - 4.1.12.4. Issue all flight following reporting of ISR platforms, when applicable.
 - 4.1.12.5. Draft all CRITIC technical data reports.
 - 4.1.12.6. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.
- 4.1.13. ELINT Mission Supervisor – EMS. The EMS directs Electronic Intelligence (ELINT) collection. In addition to the duties listed below the EMS may perform the duties of the Threat Analyst and Signals Analyst. The EMS will:
 - 4.1.13.1. Ensure accuracy and timeliness of all ELINT reporting.
 - 4.1.13.2. Directly control ELINT sensor collection, reporting, and direction finding processes IAW tasking requirements and/or GMS' direction. Relay threat emitter data to GMS to amplify or assist with TW.
 - 4.1.13.3. Coordinate with SSO on dual signal targets to ensure PERFORMA collection of Integrated Air Defense System (IADS) entities.
 - 4.1.13.4. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.
- 4.1.14. Threat Analyst – TA. The TA will:
 - 4.1.14.1. Monitor electronic emissions, evaluate and report threats detected.
 - 4.1.14.2. Produce and disseminate Tactical Electronic Intelligence (TACELINT) reports.
 - 4.1.14.3. Forward ELINT data to TR for issuance of ELINT-based TACREPs.

4.1.14.4. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.15. Signals Analyst - SA. The SA will:

4.1.15.1. Analyze and resolve unknown and ambiguous electronic signals and emissions.

4.1.15.2. Produce and disseminate (TACELINT) reports and produce and amplify tracks on Integrated Broadcast Service-Simplex (IBS-S).

4.1.15.3. Forward ELINT data to TR for issuance of ELINT-based TACREPs.

4.1.15.4. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.16. COMINT Mission Supervisor – CMS. The CMS is responsible for directing communications intelligence (COMINT) site collection activities. The CMS will:

4.1.16.1. Direct COMINT collection IAW GMS direction and mission tasking. Direct and manage cryptologic operator (CO) and special signals operations (SSO) activities.

4.1.16.2. Conduct quality control on collected activities provided by the COs and SSOs to the SIGINT reporters.

4.1.16.3. Coordinate with the GMS to ensure proper collection asset management.

4.1.16.4. Advise the GMS on SIGINT collection considerations.

4.1.16.5. Serve as the focal point for collaboration with other SIGINT collection, transcription, analysis and reporting teams when required to assist the mission. Collaboration may be internal or external.

4.1.16.6. Assist the MOC and GMS with communication and coordination to pilot through secure voice net if lead site loses communication.

4.1.16.7. Coordinate with GMS and CAN with geo-location and direction finding for TW considerations. Provide EEI's to CAN ensuring the safety of the supported unit.

4.1.16.8. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.16.9. **(Added-480ISRW)** Complete and maintain Intelligence Oversight Officer (IOO) and Auditor training.

4.1.16.9.1. **(Added-480ISRW)** Training courses OVSC1000, OVSC 1100, OVSC2201, and OVSC 3101 can be found on Vuport on NSANet. Course OVSC1800 can be found on e-Campus on NSANet. For any additional questions, contact 480 ISR WG Cryptologic Intelligence Oversight Program Manager.

4.1.17. Cryptologic Operator – CO. The CO collects, geo-locates and direction finds, processes, exploits, and reports on target communications IAW mission tasking and/or GMS and CMS direction.

4.1.17.1. Perform NICKLEBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.18. Special Signals Operator – SSO. The SSO detects, collects, geo-locates and direction finds, processes and exploits PROFORMA, special signals and encrypted communications.

4.1.18.1. If not conducted by the DLO, units may assign the SSO to operate personnel recovery equipment and ensure geo-location data is obtained and disseminated.

4.1.18.2. Perform NICKELBACK actions as outlined in appropriate United States Signals Intelligence Directive (USSID), Combined SIGINT Operation Regulations (CSOR) and local procedures in conjunction with other applicable crew members.

4.1.19. Multi-Source Mission Supervisor– MMS. The MMS leads DART pre and post mission support activities and fused tactical analysis efforts. The MMS will:

4.1.19.1. Direct, manage, and quality control all DART activities to include Requests for Information (RFI), all DART products and reports, target research, and provide operations focus to mission crewmembers.

4.1.19.2. Coordinate ad hoc requests with crewmembers, theater operations, and supported units.

4.1.19.3. Be the final release authority for all DART products.

4.1.20. Multi-Source Analyst – MSA. The MSA conducts intelligence research in support of AF DCGS crew and operational missions. The MSA will:

4.1.20.1. Perform research on current operational objectives.

4.1.20.2. Collaborate with segment leads to maximize sensor focus and refine sensor collection.

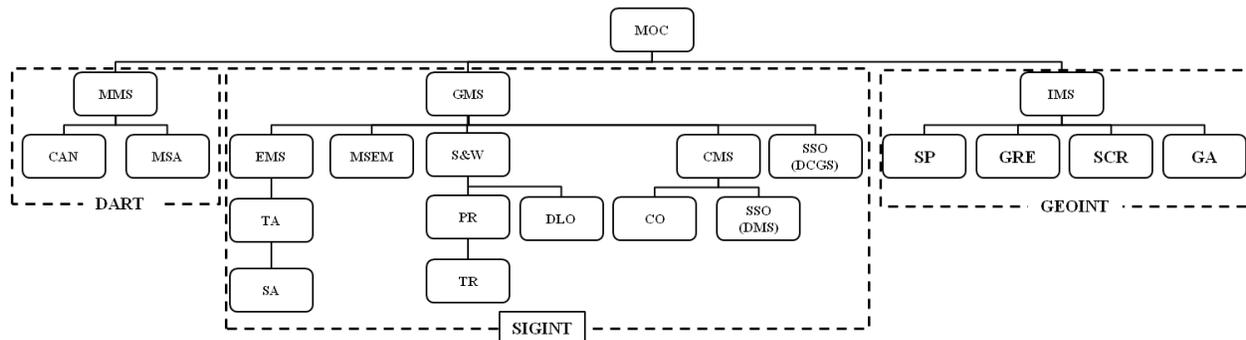
4.1.20.3. Draft multi-intelligence reports.

4.1.20.4. Develop and present current intelligence and mission briefings.

4.1.20.5. Conduct trend analysis on researched data for future mission execution.

4.1.20.6. Support crewmembers as required with research and analysis.

4.2. Mission Crew Responsibility. The MOC is the AF DCGS leader during mission execution and exercises oversight of assigned AF DCGS PED elements. **Figure 4.1** depicts the mission crew chain of responsibility during mission execution. **Note:** Actual crew positions may vary based on assigned mission set, but chain of responsibility remains the same.

Figure 4.1. Generic Mission Crew Chain of Responsibility.

4.3. Crew Position Prerequisites. Details on crew position prerequisites and waiver process is outlined in AFISRAI 14-153 Volume 1.

4.4. Crew Manning Letter (CML). AF Form 4413, *Crew Manning Letter* (when published), outlines the type and minimum number of personnel required to support intelligence operations for a given mission. The lead wing for operations execution will ensure crew duty positions to be manned are identified for each tasked mission and are in a CML.

4.4.1. Go/No-Go Criteria. The 480 ISRW will publish and maintain a list of mandated AF DCGS Go/No-Go positions. Approval authority for AF DCGS Go/No-Go crew position manning waivers is the 480 ISRW Commander. Forward copies of all approved waivers through applicable command channels to AFISRA/A3. Waiver requests must include the following:

- 4.4.1.1. Go/No-Go crew position.
- 4.4.1.2. Justification for waiver.
- 4.4.1.3. Unit plan of action to remedy the situation.

4.4.2. Go/No-Go positions. Go/No-Go positions must be manned prior to launch of aircraft or mission start (for 24 hour mission operations) and must be manned throughout the mission.

4.4.2.1. (Added-480ISRW) Should an emergency situation occur and a unit is unable to meet Critical Position requirements prior to mission launch/start or the Critical Position threshold is reached during a mission and a waiver does not exist on file, the WOC Crew Commander must be notified immediately. The WOC Crew Commander will re-allocate the mission to another site if possible. If the WOC Commander determines redirecting the mission to another site is not feasible, he or she will contact the 480 ISR WG/CC to obtain a waiver. If the 480 ISR WG/CC verbally approves the Critical Position Waiver, the WOC Crew Commander will inform 480 ISR WG/DOO during the next duty day. 480 ISR WG/DOO will generate a waiver for 480 ISR WG/CC signature to be provided back to the unit. Groups will develop internal procedures for informing their leadership of emergency waivers required for compliance with 480 ISR WG CML Critical Position requirements.

4.4.3. (Added-480ISRW) The 480 ISR WG will develop and publish standard CMLs to be used throughout AF DCGS. Units conducting AF DCGS operations will comply with crew manning requirements IAW 480 ISR WG-developed CMLs.

4.4.3.1. **(Added-480ISRW)** When signed by the 480 ISR WG/CC, CMLs will be sent to every unit and available from 480 ISR WG/DOO upon request by AF DCGS units.

4.4.3.2. **(Added-480ISRW)** CML waiver procedures:

4.4.3.2.1. **(Added-480ISRW)** Group Commanders may, at their discretion, waive CML requirements, allowing units to sit a mission crew below CML standards, but still maintaining Critical Position requirements. Units will document local procedures for requesting/obtaining Group Commander waivers. Groups will provide copies of waivers to 480 ISR WG/DOO. Group Commanders can delegate this waiver authority no lower than their Sq DO.

4.4.3.2.2. **(Added-480ISRW)** Groups will provide a monthly summation of Gp/CC-approved waivers in a memorandum formatted as directed by the monthly task levied by 480 ISR WG/DOO. The summation will be broken out by crew position and number of times waived per month. This memorandum will be sent to 480 ISR WG/DOO.

4.5. Mission Duty Limitations, Crew Rest, and Fatigue Management. This section prescribes mandatory crew rest and maximum Mission Duty Periods (MDP) for all personnel who operate AF DCGS mission positions. Basic guidance for fatigue management strategies and waiver authority procedures are also addressed.

4.5.1. Waiver Authority. Procedures in this section may be waived by:

4.5.1.1. AFISRA/A3 when an Operations Risk Management (ORM) assessment determines that mission requirements justify the increased risk. At AFISRA/A3 discretion waiver authority for crew rest and MDP may be further delegated to no lower than the Group Commander (or equivalent). Waivers to crew rest and mission duty limitations may be published in AFISRA guidance or on a case by case basis.

4.5.1.2. Maximum Mission Hours. Commanders and unit scheduling personnel will ensure crewmembers do not exceed a monthly mission hour limit.

4.5.1.2.1. Units will establish a program to track mission hours for each assigned or attached crewmember to ensure that maximum monthly mission hours are not exceeded. Maximum steady state monthly mission hour limits are 149.6 hours per 30 consecutive days.

4.5.1.2.2. Mission Hours. Mission Hours are calculated as those hours within the MDP when a current and qualified crewmember is performing mission in an AF DCGS crew position and actively performing the duty associated with their crew specialty including pre- or post- mission duties, transcription time and off-line mission operations in support of time sensitive reporting. This time does not include meals, physical training and administrative duties.

4.5.1.2.3. Monthly Mission Hour Waiver Requests. Unit Commanders will submit monthly hour waiver request either before mission hours are exceeded or as a matter of notification through command channels to the parent Wing Commander for review and approval. AFISRA-gained units without a parent Wing/Group will route waiver requests through appropriate channels for approval (e.g., NGB/A2, AFRC/A2, etc.). Forward a copy of all approved waivers through applicable command channels to

AFISRA/A3 and the 480 ISRW/DOO. Waiver requests must include the following as applicable:

4.5.1.2.3.1. Name, rank, and crew position(s).

4.5.1.2.3.2. Justification for waiver.

4.5.1.2.3.3. Unit plan of action to remedy the situation.

4.5.1.2.3.4. **(Added-480ISRW)** Units with service members exceeding the monthly mission hour limit for their current operational state will include a justification for exceeding this total and the unit's plan to prevent reoccurrence.

4.5.1.2.3.5. **(Added-480ISRW)** Contractors exceeding 149.6 hours due to contractual obligations will not be required to be included on PERSTEMPO report individually, provided they do not exceed 184 hours in a month. Contractor hours will still count towards GP's requirement to maintain maximum hours under 33%. The Monthly PERSTEMPO report will contain a line stating, "XX Contractor personnel exceeded 149.6 hours this month, but were below 184 hours."

4.5.2. Operational States. There are four mission operating states in the AF DCGS weapon system: Steady State, Extended Operations, Surge, and Wartime Surge. The decision authority for placing the AF DCGS weapon system, as an enterprise or a particular unit, into an "Extended" operations state is the 480 ISRW/CC. The decision authority for placing the AF DCGS weapons system into a "Surge" operations state is AFISRA/A3. Finally, the decision authority for placing the AF DCGS weapons system into "Wartime" operations state is the AFISRA/CC. **Table 4.1** outlines the weapon system operational states:

Table 4.1. Operational States Capacity.

Operational State	Decision Authority	Maximum Monthly Mission Hours	Limits	Reconstitution
Steady State	N/A	149.6	None	None
Extended Ops	480 ISRW	182.3	None	None
Surge	AFISRA/A3	246.0	120 days	60 days @ 80% capacity
Wartime	AFISRA/CC	308.0	90 days	120 days @ 60% capacity
Note: Units will not exceed max monthly mission hours for 33% or more of assigned crewmembers.				

4.5.2.1. **(Added-480ISRW)** Groups will notify 480 ISR WG/DO when 20 percent of personnel have exceeded maximum mission hours during single calendar month. In addition, Groups will provide 480 ISR WG/DO with a plan to limit mission hours for the remainder of calendar month or a recommendation to put the Group into a higher operational state.

4.5.3. Maximum Mission Duty Period (MDP). Maximum MDP is 12 hours for mission crewmembers. If official post-mission duties are anticipated to exceed 2 hours, commanders should consider reducing the MDP to ensure the safe completion of those duties.

4.5.3.1. Crew Rest. Mission crew require at least 12 continuous hours of restful activities (including an opportunity for at least 8 hours of uninterrupted rest) during the 12 hours immediately prior to the MDP. To ensure individual accountability and mission reliability, crewmembers should be officially notified prior to entering a crew rest period. A crew rest period cannot begin until after the completion of official duties. Exceptions to the 12-Hour Minimum Crew Rest Period for continuous operations when basic mission crews MDPs are greater than 12 but less than 14 hours, subsequent crew rest may be reduced proportionally to a minimum of 10 hours in order to maintain a 24-hour work/rest schedule, allowing opportunity for a minimum of eight (8) hours uninterrupted rest.

4.5.3.2. Each mission crewmember is individually responsible to ensure that he or she obtains sufficient rest during crew rest periods. AF DCGS crewmembers will not consume alcohol at least 12 hours prior to mission start. Personnel shall not perform as a crewmember while under the influence of any over-the-counter or prescription medication that affects the crewmember's ability to safely perform assigned duties. Member is to consult with Primary Care Manager (PCM) if medical conditions preclude him/her from safely performing assigned duties.

4.5.3.3. MOC will determine if crew rest requirements were met IAW this publication and determine effects to mission execution.

4.5.3.4. Crew Rest Interruptions. Any official business or duty that requires the active participation of a crew member interrupts the crew rest period. This includes official business conducted on the telephone or other electronic means. If crew rest is interrupted so that the individual cannot get the opportunity for 8 hours of rest, the individual must be afforded the opportunity to meet minimum crew rest hours plus reasonable time to dress, eat, travel, etc. Intentional crew rest interruption shall only be made under the most exceptional circumstances. The individual must consider unofficial interruptions so that the intent of this paragraph is met. If crew rest is interrupted, individuals will inform their supervisory chain. If necessary they can be removed from the mission schedule.

4.5.4. Fatigue Management. AFISRA will emphasize alertness management programs or procedures to minimize the risks associated with mission crew fatigue and shift work disorder.

4.5.4.1. Assessments should include the fatiguing effects of weather, extremes of temperature, poor sleeping conditions (due to both location and time of day), and mission delays.

4.5.4.2. Commanders, mission planners, and MOCs must continually execute operational risk management (ORM) assessments and implement alertness management strategies such as: extending crew rest periods, pre-planned crew splits, bright light or physical activity breaks, and fatigue management education and training.

4.6. Currency. The Ready Intelligence Program (RIP) is designed for operators to remain mission proficient through accomplishment of designated mission tasks at specified intervals.

AF DCGS crew members who fail to complete RIP tasks IAW AFISRAI 14-153 Volume 1 revert to N-BMC/N-CMR. The process to regain BMC/CMR is outlined in AFI 14-202 Volume 1 and AFISRAI 14-153 Volume 1, Chapter 5.

4.7. Crew Scheduling.

4.7.1. Squadron Director of Operations (DO) will:

4.7.1.1. Establish, in writing, pre-mission reporting timelines for all assigned or attached AF DCGS mission crews.

4.7.1.2. Sign completed AFISRA Form 178, *Mission Planning Sheets (MPS)* or AFISRA approved form at least 24 hours prior to mission execution and after review and concurrence by Current Operations, Operations Training and Stan/Eval. Return signed MPSs to Operations Scheduling for publication.

4.7.1.2.1. **(Added-480ISRW)** All applicable fields on AFISRA Form 178 or 480 ISR WG approved form will be filled in prior to mission execution.

4.7.1.2.2. **(Added-480ISRW)** Requests to use a form other than AFISRA Form 178 or 480 ISR WG approved form will be routed through 480 ISR WG/DO for concurrence prior to being sent to AFISRA for approval.

4.7.1.2.3. **(Added-480ISRW)** The MPS will identify mission crews assigned to specific mission numbers with the exception of High Alt GEOINT Exploitation, NET Operations, and DART. These three mission activities will be listed on the MPS under their CML name.

4.7.1.2.4. **(Added-480ISRW)** MPSs will be verified by Operations Training and Stan/Eval functions (to verify AOR certification, RIP/CT currency, valid qualification, SPINS and other testing requirements, certifications, etc) prior to being signed by the DO.

4.7.1.2.5. **(Added-480ISRW)** MPS will clearly identify specific Instructor to trainee appointments for each mission.

4.7.1.2.6. **(Added-480ISRW)** MPS will clearly identify specific Evaluator to crew member appointments for each mission.

4.7.1.2.7. **(Added-480ISRW)** Units will develop a procedure to identify how changes are made to the MPS and validated after it has been signed by the DO. These procedures will track who made the change and when the change was made. Groups will also track the total number of changes per month by position. The changes per month by position data will be reported to the 480 ISR WG/DOO on a monthly basis

4.7.1.3. **(Added-480ISRW)** Units will develop local procedures in which DO/ADO or higher within their group will sign the MPS.

4.7.2. **(Added-480ISRW)** Operations Scheduling will:

4.7.2.1. **(Added-480ISRW)** Maintain a primary and alternate scheduling POC.

4.8. Operations Tempo (OPSTEMPO) and Personnel Tempo (PERSTEMPO) Reports. The OPSTEMPO and PERSTEMPO will be accomplished by all units and reported through applicable chain of command IAW AFISRA/A3 guidance.

4.8.1. **(Added-480ISRW)** 480 ISR WG Groups will:

4.8.1.1. **(Added-480ISRW)** Consolidate OPSTEMPO/PERSTEMPO metrics from subordinate squadrons into a single report and provide the report to 480 ISR WG/DOO no later than the 5th duty day of the month following the period covered in the report. This responsibility may be delegated to an Operations Support Squadron, as applicable.

4.8.1.2. **(Added-480ISRW)** Consolidate mission hour waiver requests from subordinate units into a single request for the Group and submit the request to 480 ISR WG/DOO for coordination and approval no later than the 5th duty day of the month following the month for which the waivers are being requested. This responsibility may be delegated to an Operations Support Squadron, as applicable.

4.8.1.3. **(Added-480ISRW)** Ensure requests for personnel support (i.e. exercise/testing support) that originate outside the Wing are only fielded when received from the 480 ISR WG/DOO.

4.8.2. **(Added-480ISRW)** Develop procedures to track mission hours for all operations personnel. No later than the 25th of each month, provide 480 ISR WG/DOO the number of operators projected to exceed the monthly mission hour limit for the current operations state. No later than the 5th duty day of the month, units will submit a mission hour waiver request for all operators that exceeded the monthly mission hour limit for the current operations state during the previous month through command channels to the 480 ISR WG/DOO for approval by the 480 ISR WG/CC, or designated representative.

4.8.2.1. **(Added-480ISRW)** Submit OPSTEMPO/PERSTEMPO metrics to their parent Group in sufficient time to allow the group to consolidate all inputs and provide a consolidated report to 480 ISR WG/DOO by the 5th duty day of the month following the period covered in the report.

Chapter 5

MISSION MATERIALS

5.1. Mission Materials. All materials used in the execution of AF DCGS operational missions must be current and available to crews before each mission. This includes data processing materials (databases, help files, data masks, etc.), operator aids (checklists, charts, forms, position working aids, etc.), and visual aids (graphs, maps, etc.).

5.2. General.

5.2.1. Enterprise Materials: Wings will develop and submit standardized AF DCGS mission materials for each applicable crew position to AFISRA for enterprise review and distribution. Units will maintain current copies of enterprise materials.

5.2.2. Local Materials: Units will maintain local mission materials and will ensure sufficient, up-to-date materials are developed and readily available to mission crewmembers.

5.2.3. Logs: At a minimum, the following crew positions will maintain mission logs: MOC, GMS, IMS, EMS, S&W, CMS, WOC Crew Commander and MMS. The 480 ISRW will specify minimum content for mission logs.

5.2.3.1. **(Added-480ISRW)** Units will maintain mission logs locally for a minimum of 180 days. At a minimum, logs must have mission number, date, significant activity, all chat logs, and positional pass down information. For units running 24/7 operations, logs will be organized by crew mission shift.

5.3. Crew Checklists/Aids.

5.3.1. All mission crew positions will have applicable hardcopy/softcopy checklists for mission start-up, recovery and complex, critical, or time-sensitive tasks to be performed by the mission crewmember. All checklists for each crew mission position will be consolidated and centrally stored and maintained. Mission crewmembers will use all required checklists for their assigned position.

5.3.2. Any operator can provide mission material updates and/or inputs to Operations Mission Management. For local materials, Operations Mission Management will review and forward these inputs to the appropriate SME for review and possible incorporation into mission materials. For enterprise-level materials, recommended changes will be submitted by Operations Mission Management to 480 ISRW Current Operations on AF Form 847 IAW AFI 14-202 Volume 2, *Intelligence, Standardization/Evaluation Program*.

5.4. Notices to Airmen (NOTAM). Both the 480 ISRW and the 70 ISRW can issue NOTAMs to their units, but the lead wing for operations execution, will manage the overall AF DCGS NOTAM program. The 480 ISRW WOC will disseminate NOTAMs to AF DCGS units. The WOC will generate and maintain NOTAMs to alert AF DCGS mission crews of important time-sensitive safety, security related hazards or architecture outages. NOTAMs will be issued for a number of reasons and will be formatted IAW 480 ISRW guidelines.

5.4.1. IAW AFI 11-208 (IP), *Department of Defense Notice to Airmen (NOTAM) System*, NOTAMs are valid for 90 days or when replaced or cancelled.

5.4.2. The 480 ISRW WOC will establish procedures for generating and authenticating AF DCGS NOTAMs.

5.4.3. All mission crews will review all current NOTAMs prior to mission execution.

5.5. Tactics After Action Report (TAAR). The TAAR supports the AF DCGS enterprise and units by providing timely, tactically-relevant information. AF DCGS TAARs are used to share significant tactics lessons learned and innovations outside the normal annual Tactics Improvement Proposal (TIP) process.

5.5.1. The unit weapons and tactics office will generate and maintain AF DCGS TAARs to report information from exercises, contingency operations, tactics conferences, testing, and other events. All TAARs will be forwarded to the 480 ISRW weapons and tactics office for consideration/dissemination.

5.6. Crew Information Files (CIF)/Mission Control Notes (MCN). CIFs are used to inform mission crewmembers on items of interest pertaining to the system and/or personnel (e.g., changes in operating procedures, deployment procedures, software changes, etc.) Tasking information will not be included in the CIF program. MCNs contain mission tasking information and instructions for implementing United States Signals Intelligence Directives (USSIDs), Combined SIGINT Operating Regulations (CSORs), SIGINT Control Messages (CONMSG), Intercept Tasking Database (ITDB) instructions, theater/AOR directed tasking (e.g., Reconnaissance, Surveillance, Targeting and Acquisition (RSTA) Annex), special emphasis tasking, Special Instructions (SPINS), temporary collection adjustments, and/or locally generated tasking guidance. MCNs are used by AF DCGS mission crews to direct and execute mission tasking. Guidance on procedures and preparation of CIFs and MCNs will be spelled out in Wing and subordinate unit supplements. The 480 ISRW will develop, publish and maintain enterprise-level CIFs and MCNs. CIFs/MCNs expire after 90 days.

5.6.1. **(Added-480ISRW)** 480 ISR WG/DOV will maintain responsibility for the Wing CIF/MCN program. Proposed Wing-level CIFs/MCNs will be created on the appropriate form and forwarded to 480 ISR WG/DOV for coordination and routing. Once the CIF/MCN has been approved and signed, 480 ISR WG/DOV will coordinate with 480 ISR WG/WOC for dissemination and publication. 480 ISR WG/DOV will maintain written local procedures to ensure this process is accomplished.

5.6.2. **(Added-480ISRW)** Units should review CIF/MCN distribution POCs quarterly for accuracy and to ensure timely receipt of Wing IRF messages, NOTAMS, and TAARs. POCs should be updated as needed. The 480 ISR WG/WOC is the POC for updates to the Wing CIF/MCN distribution list.

5.6.3. **(Added-480ISRW)** 480 ISR WG-subordinate units will publish all Wing-issued CIFs and MCNs unless directed otherwise by 480 ISR WG/DO. Units will publish a local CIF or MCN within three calendar days of issuance. Units will only issue CIFs/MCNs if the "applies to" line is applicable to the unit. When directed, units will ensure expired CIFs or MCNs have been incorporated into local guidance.

5.6.4. **(Added-480ISRW)** Mission Critical CIFs and MCNs will be documented with a check mark or X in the Critical Position box. This box is used to indicate CIFs and MCNs that are critical to mission execution and must be read prior to mission start. These CIFs and MCNs are placed in part B of the IRF.

5.6.5. **(Added-480ISRW)** CIFs and MCNs that do not contain a check mark or X in the Critical Position box are placed in part C of the IRF. These CIFs and MCNs will be read during the course of the mission.

5.7. Mission Databases. Unit Operations Mission Management is responsible for maintaining access to mission databases such as OB, Signals of Interest (SOI), Digital Terrain Elevation Data (DTED), Imagery Product Library (IPL), Unified Collection Operation Reporting Network (UNICORN), Imagery Exploitation Support System (IESS), etc., IAW local procedures.

5.7.1. **(Added-480ISRW)** Units will document local procedures and processes for maintaining access to mission databases.

5.7.1.1. **(Added-480ISRW)** Changes and updates will be documented in MFR format and maintained for a minimum of 365 days.

5.7.2. **(Added-480ISRW)** Operations Mission Management and/or Weapons and Tactics Officer will review the Airspace Control Order and coordinate with Expeditionary Reconnaissance Squadron (ERS) units quarterly on threat rings and Restricted Operating Zones.

5.7.3. **(Added-480ISRW)** Operations Mission Management and/or Weapons and Tactics Officer will review Sensor Planner checklists and working aids quarterly and document review and updates in MFR format.

5.7.3.1. **(Added-480ISRW)** MFRs will be maintained a minimum of 365 days.

5.8. Mission Briefings/Debriefings. The unit's mission briefing program is the responsibility of operations mission management. Units will establish local procedures for preparing and conducting mission briefings ensuring provided checklists are incorporated.

5.9. Accounting for Mission Materials. Unit Operations Mission Management will maintain a tracking system for mission materials. Unit Operations Mission Management will perform an inventory of all mission materials each quarter by classification and storage location.

5.10. Recording Mission Data.

5.10.1. Units will maintain mission communications data for 60 days. This can be a combination of on-line and off-line storage media.

5.10.2. Recording Voice Communications. The GMS is responsible for ensuring all secure datalink and secure/clear Very High Frequency (VHF)/Ultra High Frequency (UHF) voice transmissions to the mission or supported aircraft during mission operations are recorded and archived. When capable, communications between the MOC, GMS, IMS, TR, S&W, EMS, CMS and DLO must be recorded. During atypical events, voice recordings will be forwarded to Unit Operations Mission Management for use in developing chronological and/or procedural accounts of high-interest events such as CRITIC, NICKELBACK events, aircraft mishaps, personnel recovery, etc. Unit Operations Mission Management may destroy/erase all recordings, no longer required, after 60 days. Retain recordings involved in incident reports, part of investigation, or legal action until legal action is settled. Forward significant or high interest recordings to unit training and DCGS Formal Training Unit (FTU) for incorporation into future training.

5.10.3. Recording U-2 Navigational Data. The Modularized Interoperable Surface Terminal (MIST) and Maintenance System Evaluation Model (M/SEM) Technicians are responsible for ensuring all U-2 navigational data is recorded and archived. During atypical events, U-2 navigational data will be forwarded electronically and/or hard copy to applicable organizations.

Chapter 6

MISSION PREPARATION

6.1. Mission Planning. This includes the processes from initial ISR and PED allocation at the Joint level to planning processes at the force provider and sensor planning.

6.1.1. Mission Planning Cycle. The mission planning cycle starts with a request for forces (RFF) from the COCOM or a theater OPLAN or Planning Order (PLANORD). During the GFMAP process, the SECDEF allocates ISR resources to the various COCOMs and through the appropriate channels tasks AFISRA and 480 ISRW with the execution of AF DCGS PED of theater-allocated ISR assets. Tasking includes platforms and sensors supported and allocation of weight of effort for COCOM target exploitation. Upon receipt of tasking, AFISRA delegates the 480 ISRW long range operations planners to coordinate with theater AOCs and LNOs to determine projected ISR flight schedules and generate a long-range schedule, initially allocating missions across the AF DCGS enterprise.

6.2. Global Force Management Allocation Plan (GFMAP). Under SECDEF direction, the Joint Staff tasks AF DCGS direct support to the COCOMs and allocates AF DCGS weight of effort through the GFMAP (GFM of PED Resource Allocation CONOP, dated 7 Feb 12). AFISRA will posture, report and present AF DCGS enterprise capabilities and capacity to the Joint Staff for tasking. In the absence of specific direction and guidance in the Global Military Force Policy (GMFP), AF DCGS ISR posture is based on **Table 6.1**.

6.3. AF DCGS Long-Range Scheduling. 480 ISRW planners will develop long-range plans (greater than 72 hours) to allocate AF DCGS postured capacity IAW Joint Staff tasked mission sets. Planners will allocate missions to AF DCGS units and publish and maintain a long-range schedule on a daily basis for the AF DCGS enterprise. The schedule will account for, and deconflict, projected GFMAP tasking, unit postured capacity, system installations, site/system outages, maintenance downtime needs and unit reconstitution periods, as well as other operational factors.

6.4. Tasking and Collection Authorities. Tasking varies for AF DCGS units depending on the unit, supported theater and sensor needs. SIGINT and/or GEOINT tasking may come directly from COCOMs, C-NAFs, theater warfighters, and/or national authorities.

6.5. AF DCGS Distributed Mission Planning and the PED Tasking Order (PTO). The 480 ISRW WOC will generate and maintain an AF DCGS enterprise PTO for all AF DCGS elements presenting PED capacity. Following theater air tasking order (ATO) cycles, 480 ISRW PED Controllers extract specific ISR mission times and allocate AF DCGS PED (based on capacity/capability) through publication of a PTO. The PTO will project tasked ISR missions and assign AF DCGS elements to support those assets. Additionally, the WOC apportions tasked targets to the AF DCGS enterprise and federated mission partners for exploitation.

6.5.1. (~~Added-480ISRW~~) AF DCGS Missions which will be tasked via the PTO include (but are not limited to) U-2, RQ-4, MQ-1/9, NET Operations and MC-12W.

6.6. Collection Routes and Sensor Collection Plans. Unit SPs will develop routes IAW [paragraph 4.1.4](#) prior to mission execution, and sensor plans prior to sensor collection, when

applicable. The planners will take into account flying unit requirements, sensor collection parameters and optimal collection criteria.

Chapter 7

MISSION EXECUTION

7.1. General Guidelines. The guidelines in this chapter contain the minimum requirements for mission execution. The lead wing for operational execution will develop baseline enterprise standards for mission execution products and forward to AFISRA for review and distribution.

7.1.1. All missions phases and functions will be conducted IAW applicable USSIDs, Combined SIGINT Operating Regulations (CSOR), AOR tasking and rules of engagement (ROE), USAF and HQ AFISRA Instructions, AFTTP 3-1 DCGS and locally-developed checklists and guidelines. Deviations from the listed guidance need to be addressed with applicable OPRs.

7.1.2. Mission crew procedure waiver requests for AF DCGS will be submitted to the parent Wing Commander for review and approval when deviations from typical mission processes occur. Forward copies of all approved waivers through applicable command channels to AFISRA/A3. Waiver requests must include the following:

7.1.2.1. Mission crew procedure to be waived and applicable reference.

7.1.2.2. Justification for waiver.

7.1.2.3. Include the unit plan of action to remedy the situation if available.

7.2. Crew Pre-Mission Preparations. Mission crews will perform, at a minimum, the following tasks prior to mission start:

7.2.1. Arrival and check-in. Each mission crewmember will report for mission crew duty at the unit appointed time, ensuring they have sufficient crew rest. Each crewmember will notify his/her mission reporting chain of their arrival.

7.2.1.1. **(Added-480ISRW)** Assigned crewmembers will sign MPS prior to mission execution.

7.2.2. Theater Intelligence Data Review. The MOC or DART should brief all available current theater intelligence data to provide the entire mission crew an understanding of ongoing theater activities and operations.

7.2.3. NOTAM/CIF/MCN Review. Crewmembers will review Volume I Part B, Current Read File of the Intelligence Read File (IRF) library which will include HHQ IRFs, CIFs, and MCNs and any pertinent mission materials prior to the pre-mission briefing (PMB). Crew members will use AFISRA Form 109 or AFISRA approved crew data management tool to annotate compliance with NOTAMs, IRFs, CIFs and MCNs.

7.2.4. Mission Crew Materials Verification. Each crewmember will perform an inventory of all position mission materials, and notify mission reporting chain if issues need to be addressed.

7.2.5. Pre-Mission Briefing. The MOC, GMS, CMS, IMS and MSA (as applicable) will conduct a PMB for the mission crew prior to mission operations start. All mission crewmembers are required to participate in the PMB while attendance of other personnel (i.e., contractors, logistics support, etc.) is based upon need-to-know.

7.2.5.1. Lead site must provide all mandated PMB items and ensure distributed mission sites and crews participate in the PMB. Only items pertinent to the planned mission must be covered, and items listed may be briefed in any sequence. Those items published in AFIs, AFTTPs or applicable guidance and understood by all participants may be briefed as “standard”. The MOC is responsible for ensuring all mandated PMB items are covered.

7.2.5.1.1. (**Added-480ISRW**) Mandatory PMB items can be found in 480 ISR Wing Instruction 14-101 DCGS Analysis and Reporting Team.

7.2.5.1.2. (**Added-480ISRW**) Additional PMB items can be found in AFTTP 3-1 DCGS, Table 3.9.

7.2.5.2. Units may designate specific crewmembers and/or DART personnel to brief specific portions of the PMB, when applicable.

7.2.6. System Status Verification. Prior to mission launch/start, the applicable mission crewmembers will verify the operational status of mission equipment (e.g., Deployable Ground Intercept Facility (DGIF), Ground Control Processor (GCP), Common Imagery Exploitation System (CIES), and applicable distributed operations positions).

7.2.6.1. To facilitate determining operational status of mission equipment, the unit will develop a listing of equipment outages that constitute non-mission capable (NMC), partially mission capable (PMC) and fully-mission capable (FMC) equipment by system and by segment.

7.2.6.2. If any required systems are NMC or PMC or are projected to be inoperable, the MOC, IMS or GMS will declare the appropriate segment NMC or PMC as appropriate. If a mission critical segment or system is declared NMC, follow the procedures to recommend launch/mission delay in **paragraph 7.2.8**. Crews will use their best judgment in determining mission impact caused by PMC systems and will make a determination as to whether they should delay launch/mission start.

7.2.7. Personnel Status Verification. Prior to mission launch/start, the MOC, GMS, IMS and/or CMS will verify that the mission crew is on-station and prepared to execute missions and that qualified operators are assigned to each required position and that Go/No-Go criteria has been determined and communicated as required. If minimum crew manning position listed in the CML cannot be manned for any reason, follow the procedures for launch/mission delay in **paragraph 7.2.8**.

7.2.8. Launch/Mission/Abort Delay. Prior to mission start, recommend delay aircraft launch or mission start if the primary sensor or primary mission equipment are, or are projected to be, NMC or a minimum crew manning position(s) cannot be manned at aircraft launch or mission start time. The MOC will contact the WOC and the theater Senior Intelligence Duty Officer (SIDO) to inform them of the No-Go situation. Theater commands will specify procedures for redesignation of assets or exceptions to this policy. If the theater does not designate the primary sensor and intends on launching the ISR asset in No-Go status, the WOC may direct the non-support of the ISR asset or reallocate the mission to another AF DCGS mission crew or location if available.

7.3. Mission Operations.

7.3.1. Use of Crew Materials. All mission crewmembers will utilize established mission materials for their respective crew position (see [paragraph 5.3](#)).

7.3.2. Crew Communications. When capable, all crewmembers assigned to a mission will use crew communication equipment and ensure situational awareness/coordination between mission segments IAW local procedures.

7.3.3. Mission Start-up. Mission crewmembers will complete all start-up procedures/checklists.

7.3.4. Mission Handoffs. During continuous operations, mission crews need to ensure effective transfer of missions between crews. On-duty crewmembers will fully brief relieving crewmembers of ongoing and upcoming theater operations, mission situations, collection and reporting status, crew position problems, and subordinate crewmember status. Oncoming mission crews must obtain an understanding of ongoing mission operations prior to assuming control of the crew position.

7.3.5. On-Watch. The GMS will declare On-Watch upon first instance of SIGINT collection or upon mission platform on-station whichever occurs first. The GMS will provide this information to the supported platform and appropriate agencies IAW theater/local guidance.

7.3.6. On-Station. The AOC ATO specifies the scheduled on-station time for the platform and the pilot in command of the supported ISR platform declares the platform "on-station" IAW with COCOM directives. Mission supervisors will ensure that all mission crewmembers are in-place, mission equipment is properly functioning and all start-up checklists are complete prior to the scheduled mission on-station time.

7.3.7. AF DCGS mission crews will maintain situational awareness of mission events in order to take advantage of potential adhoc, cross-cues and other actions that allow mission crews to best execute the ISR mission.

7.3.8. Mission crews will execute specified duties for the mission position they are manning IAW weapons system standards, procedures and directives. Mission crews will demonstrate professional discipline at all times and use sound judgment in making timely and logical decisions regarding mission execution.

7.3.9. Mission crews will utilize appropriate workstation programs and software to accomplish mission.

7.3.9.1. Mission crews will collect and process mission data derived from the supported ISR platform(s) IAW established procedures and instructions.

7.3.9.2. Mission crews will analyze collected/processed data derived from the supported platform(s) IAW established procedures and instructions.

7.3.9.3. Mission crews will report, and take appropriate actions on analyzed data.

7.3.9.4. Mission crews will disseminate intelligence data meeting tasked national and theater reporting requirements and timelines. All disseminated products will comply with established weapon system product standards. Mission crews will perform quality control checks of all mission products prior to dissemination.

7.3.9.5. **(Added-480ISRW)** Units rolling GEOINT targets past a 24 hour period must notify 480 ISR WG/WOC and provide an explanation. The WOC will provide this

information to 480 ISR WG/DOO for tracking, trends analysis, and providing a monthly summation briefing for the 480 ISR WG/CC. 480 ISR WG/DOO will work with sites to find out the reason site fell short of its daily exploitation capacity and ways to prevent re-occurrences. 480 ISR WG/DOO will also use the data for Trends and Analysis and to prepare monthly slides for Wing CC on exploitation issues.

7.3.10. NICKELBACK.. All AF DCGS units tasked with a SIGINT mission will exercise NICKELBACK procedures IAW national or theater guidance, weapon system and local procedures.

7.3.11. Threat Warning (TW). All AF DCGS units will exercise TW procedures IAW national or theater guidance, weapon system and local procedures.

7.3.12. Contingency Considerations.

7.3.12.1. Mission crewmembers will recognize, report and take appropriate action in response to unsafe mission operations or equipment problems.

7.3.12.2. Emergency Destruction. Mission crewmembers will implement emergency destruction of mission equipment and materials IAW local procedures, when applicable.

7.3.13. Off-Station. The AOC ATO will specify the scheduled off-station time for the platform, and the pilot in command of the supported ISR platform will declare the platform "off-station" IAW with COCOM directives.

7.3.14. Off-Watch. Off-Watch declaration is at the GMS discretion and will be based upon active collection levels and known or suspected threats to supported aircraft. The GMS will use his/her best judgment when assessing collection levels and threat criteria before terminating collection activities. Off-watch will not be declared prior to mission platform off-station.

7.3.14.1. SIGINT mission supervisors will ensure that all SIGINT mission crewmembers terminate mission operations and initiate end-of-mission and post-mission checklists and procedures.

7.3.15. Aborted/Relaunched/Restarted Missions. When a mission is aborted and is relaunched or restarted, units may use the same mission crew, provided MDP and monthly crew hour provisions are observed. Units will carefully consider the circumstances of the original abort, the mission to be accomplished, and the condition of the mission crew. If a backup crew is used instead, the original crew may perform other duties.

7.3.16. **(Added-480ISRW)** GEOINT Reporting. Write Initial Phase Imagery Reports (IPIR) for all basic encyclopedia (BE) number targets with the exception of Rapid World-Wide Area Collection (RWAC) Grid Tasking System and Directed Search Area (DSA) targets, which will be written if requested by the customer.

Chapter 8

POST MISSION

8.1. Mission Assessment. AF DCGS mission crewmembers will document mission highlights and deficiencies, keep mission statistics, record and archive essential mission data and assess mission performance. They will complete these actions as outlined by locally derived unit publications. Unit commanders will detail the procedures for mission crews to create, collect, compile and forward mission data necessary for the unit commander, DO, operations mission management, and operations weapons and tactics to assess mission effectiveness and report to other organizations.

8.2. Mission Statistics/Highlights/Deficiencies.

8.2.1. Operations mission management will:

8.2.1.1. Develop procedures to periodically review mission data reported to them by mission segment leaders.

8.2.1.2. Establish and maintain a mission statistics and trend analysis program.

8.2.1.2.1. When negative trends are noted, initiate actions to determine the root cause and assign an OPR to determine the best recommendations for corrective action.

8.2.1.2.2. Publish trends for feedback to unit intelligence personnel at least quarterly.

8.2.1.2.3. Provide quarterly trends to squadron commander for signature and forward trends to the parent Wing/Group and the 480 ISRW through the appropriate chain of command.

8.2.1.2.3.1. **(Added-480ISRW)** Provide quarterly trends to 480 ISR WG/DOO through the appropriate chain of command.

8.2.1.3. **(Added-480ISRW)** The following Operations Mission Management tasks can be delegated to shift leads or program managers, but Operations Mission Management is ultimately responsible for ensuring submission of Trends and Analysis Reports to Squadron Commander for review and then to 480 ISR WG/DOO through the appropriate chain of command.

8.2.1.3.1. **(Added-480ISRW)** A Collection Operations Quality Control (QC) will be performed on 100% of tasked missions. Review will consist of SP Mission Log, U-2 Debrief email, whether targets were properly weighted and planned by priority, and the general efficiency and effectiveness of collection plan (and navigation track, if applicable).

8.2.1.3.2. **(Added-480ISRW)** QC will be performed on 100% of mission materials. Review will consist of Classification of Pre/Post/Adhoc Trackers, Classification and format of mission related emails, and overall accuracy of materials and records.

8.2.1.3.3. **(Added-480ISRW)** QC will be performed on 50% of collected imagery per mission. Collected imagery will be QC'ed for effectiveness of range to target (C2'ed U-2s only), and ability of collected scene to satisfy EEI. Records will be maintained and locally stored for a minimum of 180 days.

8.2.1.3.4. (**Added-480ISRW**) Sections 8.2.1.3.2 – 8.2.1.3.4. covers IMINT Collections Operations QC. IMINT Production QC Requirements can be found AFISRAI14-121_480ISRWSUP. SIGINT QC Requirements can be found in 480ISRWI14-104.

8.2.1.4. (**Added-480ISRW**) Operations Mission Management will compile and submit to 480 ISR WG/DOO through the appropriate chain of command a quarterly Collection Operations Trend and Analysis Report.

8.2.1.4.1. (**Added-480ISRW**) Report will include number of missions (by sensor, COCOM and total), total targets tasked/planned/collected/adhoc, collection errors by category (SP error, Pilot error, Airborne skip, Scene Conflicts, Turn Conflicts, Degraded Obliquity, etc), sensor errors by category, positive and/or negative trends, lessons learned, and items addressed or that will be addressed in training.

8.2.1.4.2. (**Added-480ISRW**) See 480 ISR WG/DOO SIPR SharePoint for report template.

8.2.2. Operations Weapons and Tactics will develop procedures to periodically review mission data reported to them by mission segment leaders and supervisors to identify opportunities to formulate TIP, codify new or improved TTP and create specialized training scenarios.

8.3. Crew Debrief. The MOC will conduct a post-mission debrief (PMD) at the end of the mission or following crew shift change. Participants will include, at a minimum, the MOC, GMS, S&W, IMS, CMS, EMS and MMS when applicable. Attendance of specific crewmembers and other personnel (i.e., contractors, logistics support, etc.) should be based upon mission requirements and need-to-know. Segment leads will debrief their subordinate mission crewmembers prior to the debrief. Crewmembers will not depart the duty area until completion of a debrief with, and released by, the crew supervisor. The MOC is responsible for ensuring debriefs include both positive and negative aspects of mission execution and crew resource management.

8.4. Additional Post-Mission Actions.

8.4.1. Operations Mission Management will:

8.4.1.1. Review and update MCNs as applicable.

8.4.1.2. Review post-mission reports and update mission databases with any applicable OB, SOI, reference imagery, and other technical data generated by the mission crew.

8.4.1.3. Review PMD checklist for immediate reporting or exploitation actions required.

8.4.1.4. Forward technical data updates (e.g., OB changes or SOI changes) to applicable external agencies.

8.4.1.5. Review PMD checklist and update CIFs as applicable.

8.4.2. Operations scheduling will update crew hours databases and take appropriate rescheduling or crew waiver actions as needed.

8.4.3. Operations Training will update crew currency RIP tasks and review all training reports.

8.4.4. Operations Weapons and Tactics will review PMD checklist for lessons learned and changes to concept of operations (CONOPs), procedures, etc.

8.4.5. Logistics, maintenance, and communications personnel will review PMDs for system issues and take appropriate action to resolve system problems.

8.4.6. Mission crewmembers will:

8.4.6.1. Complete post-mission activities such as post-mission checklists and equipment shutdown procedures.

8.4.6.2. Compile and issue PMS, PREMS, Technical Summaries (TECHSUM), Mission Intercept Reporting, Electrical (MIRE), and any other post-mission reporting when tasked/applicable.

8.4.6.3. Forward technical data updates (e.g., OB changes or SOI changes) to Operations Mission management for action.

8.4.6.4. Complete training reports on mission crewmember trainees and forward to Operations Training in accordance with applicable guidance.

8.4.6.5. Complete evaluation forms reports on mission examinees and forward to Stan/Eval in accordance with applicable guidance.

8.4.6.6. Return mission materials after the mission to ensure accountability of all materials.

8.4.6.7. Distribute mission position logs to appropriate duty sections/personnel as required by local procedures.

Chapter 9

AF DCGS MISSION ENABLERS

9.1. AF DCGS employs and interacts with several critical mission enablers to effectively and efficiently execute mission operations. These enablers include core, distributed and federated sites.

9.2. Long Range Planning.

9.2.1. AFISRA will provide guidance regarding strategic goals, upcoming weapon system delivery timelines and priorities directed from AF/A2. They will also receive feedback on the long term posture of the weapon system from the long range planners and program accordingly for possible acquisition of materials, additional manning and training issues, as applicable.

9.2.2. 480 ISRW AF DCGS long range planners will allocate AF DCGS weapon system capabilities and PED duties for tasked platforms and sensors (e.g., U-2, RQ-4, MQ-1/9) across the globe IAW Joint Staff guidance and SECDEF's GFMAP priorities and COCOM requirements. See [paragraph 6.3](#) for further details. They will also produce and publish a long range schedule from outside the 72-hour window up to 90 days (when applicable) of projected AF DCGS PED mission and system outages for the enterprise.

9.3. 480 ISRW WOC. The 480 ISRW WOC will manage AF DCGS weapon system operations in support of COCOMs in coordination with 480 ISRW long range planners.

9.3.1. Following theater ATO cycles, WOC Controllers extract specific ISR mission times and allocate AF DCGS PED (based on capacity/capability) through publication of a PTO. Additionally, the WOC apportions tasked targets to AF DCGS elements and federated sites for exploitation. Upon receipt of mission tasking from the WOC, all AF DCGS units will generate crew and mission schedules to execute tasked missions.

9.3.2. 480 ISRW Network Intelligence Operations Cell (NIOC) Positions. These include the Network Manager, Network Monitor, Network Engineer and Network Security positions. They manage the AF DCGS Wide Area Network (WAN) systems, architecture, systems access and timely/effective delivery of raw data from ISR collection platforms to designated AF DCGS and federated sites. These crew positions are essential to AF DCGS operations but are not covered under the AFI 14-(Intelligence) series publications. Reference AFI 33-(Communication and Information) series publications for training and evaluation of these positions.

9.3.3. 480 ISRW Maintenance Cell (MXC) Position. The MXC controller is responsible for reporting, scheduling, coordinating, and tracking AF DCGS system maintenance actions. This crew position is essential to AF DCGS operations but is not covered under the AFI 14-(Intelligence) series publications. Reference AFI 33-(Communications and Information) series publications for training and evaluation of these positions.

9.3.4. 480 ISRW Imagery Dissemination Cell (IDC) Positions. The IDC technicians are responsible for ensuring AF DCGS imagery repositories and imagery disseminations systems deliver unexploited and exploited imagery to customers across the globe.

9.4. Communications and Maintenance Support Positions. These positions are essential to AF DCGS operations but are generally not covered under the AFI 14-(Intelligence) series. See the respective AFI 33-(Communications and Information) and AFI 21-(Maintenance) series regulations for training and evaluation of these positions.

9.4.1. Maintenance/System Evaluation Module (M/SEM) Technician. The M/SEM technician is responsible for pre-mission, mission and post mission operational check of AF DCGS systems. The M/SEM Technician reports directly to the GMS at a C2 lead site and to the CMS at a distributed location. The M/SEM will:

9.4.1.1. Maintain uplink and downlink network connectivity with airborne sensors, communications links, servers and workstations.

9.4.1.2. Perform pre-mission operational checks and system set-up. Conduct fault trend analysis and system repair during mission execution and report issues and corrective actions taken during post mission debrief.

9.4.2. Modular Interoperable Surface Terminal (MIST) Technician. The MIST is primary pipeline for all incoming aircraft data that is distributed to users on the operation floor. The MIST technician reports directly to the MOC and will:

9.4.2.1. Operate and maintain aircraft downlink station equipment IAW applicable technical orders.

9.5. DCGS Analysis Reporting Team (DART). The DART's mission is to provide enhanced analytical quality, responsiveness and relevance of AF DCGS derived data that is correlated and integrated w/ multi-source intelligence to enhance AF DCGS products and produce higher confidence intelligence reports. The DART's primary functions include: crew mission support (internal), distributed PED, theater focused analytical reporting and mission planning support. The DART will:

9.5.1. Review all received AF DCGS tasking requirements (EEIs, RSTA annex, SPINS, ATO etc.).

9.5.1.1. Compare most recently received information with current tasked mission objectives to ensure mission crew has current information to optimize sensor utilization across all AF DCGS support platforms.

9.5.2. Provide continuous, dedicated intelligence analysis, data correlation/fusion and dissemination capability which supports AF DCGS mission operations and support to mission crews during mission planning and execution.

9.5.2.1. Work short-term analysis, Phase 1 near-real time (NRT) dominant reporting.

9.5.2.2. Work with National level analytical centers that will focus on Phase 2-3 content dominant reporting.

9.5.3. Be responsible for the correlation of AF DCGS organically-derived information.

9.5.4. Tailor products and reports specifically to the requirements of AF DCGS crews.

9.5.5. Provide operationally focused PMBs to assist in further refining of collection objectives and requested EEI's.

9.5.6. Support AF DCGS mission planning and participate in post-mission activities.

9.5.7. When designated to act as lead for specific named operations, maintain situational awareness of the ongoing operations, work directly with supported theater units to ensure timely and effective AF DCGS intelligence support, and provide relevant mission materials to all AF DCGS elements tasked to support the operation.

9.5.8. Coordinate ad hoc collection requirements based on correlation of AF DCGS-derived intelligence fused with other intelligence sources.

9.6. Imagery Support Element (ISE).

9.6.1. Overview. The ISE provides reachback, in garrison and/or deployed GEOINT support to AOC planning and dynamic targeting activities; including strike planning, time sensitive targeting, physical damage assessment, and battle damage assessment.

9.6.1.1. The ISE is manned by qualified AF DCGS crewmembers and executes AOC tasking assigned by the WOC.

9.6.1.2. ISE products may include basic overview, mid-view and close-ups of target areas, target overviews with Category I/II collateral damage concerns (e.g., hospitals, mosques, schools), grid references, landing zones, restricted fire graphics, and raid planning graphics.

9.6.1.3. The ISE can be dedicated to the AOC Senior Intelligence Duty Officer (SIDO) team to provide raw/unfinished intelligence exploitation and may be located in the Intelligence, Surveillance and Reconnaissance Cell (ISARC) if one is established.

9.6.1.4. The focus of the ISE element in the Combat Operations Division is to support current ATO execution.

9.7. Optical Bar Camera (OBC)/Deployable Shelterized System-Film (DSS-F). AF DCGS OBC PED is tasked directly by supported national, joint, or COCOM/C-NAF when assets are allocated. The 480 ISRW allocates OBC PED IAW SECDEF priorities and JFCC-ISR tasking. The OBC exploitation will be performed by certified AF DCGS crewmembers.

9.8. Distributed Mission Site-National Air and Space Intelligence Center (DMS-NASIC).

9.8.1. DMS-NASIC provides reach-back, in garrison and/or deployed battlespace characterization, forensic analysis, and content dominant intelligence from space, airborne, shipborne and ground acquired GEOINT and Measurement and Signals Intelligence (MASINT) to the AF DCGS enterprise and supported units. DMS-NASIC is manned by qualified production analysts and in part by AF DCGS crewmembers executing tasking assigned by the WOC or DMS-NASIC requirements management. The focus is to produce timely, actionable and predictive intelligence for the joint warfighter, leveraging national and service ISR capabilities.

9.8.1.1. DMS-NASIC is a federated partner within the AF DCGS Enterprise providing in-depth analysis and reporting for the AF DCGS. The 480 ISRW/WOC will allocate PED and apportion targets to AF DCGS personnel at DMS-NASIC. DMS-NASIC provides:

9.8.1.1.1. Advanced spectral analysis (i.e., Hyper-Spectral Intelligence (HSI) and Multi-Spectral (MSI) reports) to support AF DCGS mission planning requirements and disseminate to customers.

9.8.1.1.2. Multi-intelligence forensic reporting for extensive Intelligence Preparation of the Operational Environment (IPOE) and pattern-of-life analysis which shapes named operations and has direct impact on focusing airborne collection.

9.8.1.2. DMS-NASIC Tasking. Requests for DMS-NASIC products can be submitted to the DMS-NASIC Requirements Manager via multiple tasking channels. The Requirements Manager will coordinate with the requesting AF DCGS element or supported unit to refine the requirement and will work directly with AF DCGS and theater collection managers to ensure collection planning is being accomplished to satisfy RFI-driven PED requirements. Prioritization will be based on COCOM and theater priority intelligence requirements (PIRs), Last Time Intelligence of Value (LTIOV), and the opportunity to satisfy requirements based on all available collection.

9.8.1.3. DMS-NASIC PED Tool Support. DMS-NASIC will provide its own internal PED tool support for current and future AF DCGS capabilities.

9.9. 70 ISRW.

9.9.1. The 70 ISRW is the AF's cryptologic wing and provides cryptologic expertise to the AF DCGS enterprise. As a mission enabler, the 70 ISRW provides unique capabilities in the form of SIGINT Quick Reaction Capability (QRC), Global Linguist capability, and Signals Development & Analysis Cell (SDAC).

9.9.1.1. SIGINT QRC Cell develops, fields, standardizes and integrates capabilities within ISR PED and AF DCGS. Due to its access and testing proximity within NSA, Distributed Mission Site-Maryland (DMS-MD) may leverage national QRCs, field and integrate new exploitation techniques within the AF DCGS architecture. The ability to incorporate QRCs into AF DCGS ensures access to timely and current SIGINT capability.

9.9.1.2. Global Linguist Capability. The 70 ISRW is home to the Air Force Less Commonly Taught Languages Center of Excellence. The 70 ISRW maintains global linguist capacity to respond to contingencies, crisis and varying mission requirements at a moment's notice. The 70 ISRW provides target focused collection operators needed to satisfy mission requirements.

9.9.1.3. Signals Development & Analysis Cell (SDAC). When tasked, the Consolidated Remote Operations Facility Airborne (CROFA) provides advanced PROFORMA and Special Signals post mission analysis and reporting for the AF DCGS enterprise. This cell leverages the signals analysis expertise organic to the 70 ISRW along with NSA derived resources and technology to analyze and exploit challenging signals during and post mission execution. The SDAC also ensures updated target knowledge, regarding PROFORMA and Special Signals, are incorporated back into the enterprise for target development and threat warning.

9.10. Expeditionary PED Cell . When directed by HHQ, the 480 ISRW will establish and man a forward deployable PED node to support expeditionary operations. The Expeditionary PED Cell will be supported primarily with personnel and resources from the DCGS enterprise and will act as an extension of the DCGS enterprise where applicable. Governances and standards are applicable to this cell even while under the direction of theater combatant commanders.

9.11. AF National Tactical Integration Program. The AF NTI program integrates United States SIGINT System (USSS) resources with theater air and space components to ensure seamless support to the DCGS weapon system. The AF NTI team shifts the focus of national SIGINT performance from discovering and reporting data to collaboratively generating actionable intelligence for the JFACC. The AF NTI team capitalizes on data acquisition capabilities, existing databases and datalinks of multiple national SIGINT sources and access to AF analysts in the AOC, National Cryptologic Centers (NCC) (e.g., NSA/CSS Texas) and AFISRA intelligence production organizations (e.g., NASIC). AF NTI also supports the targeting cycle by contributing tailored intelligence to assist in both kinetic and non-kinetic target development and pre- and post strike assessment. While the program remains predominately SIGINT focused, the AF NTI enterprise also has the ability to leverage all AFISRA capabilities to include, but not limited to, AF tactical ISR assets such as the DCGS community within the 480th ISR Wing and AF intelligence production centers like NASIC. The organizational structure of the AFISRA and the AF NTI enterprise lends itself to multi-discipline ISR operations.

Chapter 10

INFORMATION COLLECTION AND RECORDS

10.1. Information Collections. There are no information collections reports created by this publication.

10.2. Records. Maintain all records created as a result of processes prescribed in this publication in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

ROBERT P. OTTO, Major General, USAF
Commander

(480ISRW)

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Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

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Prescribed Forms

AFISRA Form 175, *Crew Manning Letter*

AFISRA Form 178, *Mission Planning Sheet*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AD—Active Duty

AF—Air Force

AF DCGS—Air Force Distributed Common Ground System

AFI—Air Force Instruction

AFISRA—Air Force Intelligence, Surveillance and Reconnaissance Agency

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

AFSOC—Air Force Special Operations Command

AFSOI—Air Force Special Operations Command Instruction
AFTTP—Air Force Tactics, Techniques and Procedures
(Added-480ISRW) AGI—Advanced Geospatial Intelligence
ANG—Air National Guard
AOC—Air and Space Operations Center
AOR—Area of Responsibility
ARC—Air Reserve Component
ATO—Air Tasking Order
ATO—Advisory Tip-Off
BMC—Basic Mission Capable
C2—Command and Control
CAN—Correlation Analyst
CIES—Common Imagery Exploitation System
CIF—Crew Information File
CML—Crew Manning Letter
CMR—Combat Mission Ready
C-NAF—Component Numbered Air Forces
CO—Cryptologic Operator
COCOM—Combatant Command
CMA—Collection Management Authority
COMINT—Communications Intelligence
CONMSG—Control Message
CONOP—Concept of Operations
CMS—COMINT Mission Supervisor
CRITIC—Critical Intelligence
CROFA—Cryptologic Remote Operations Facility Airborne
CSOR—Combined SIGINT Operating Regulations
CSUG—Crew Station User’s Group
DAF—Department of the Air Force
DART—DCGS Analysis Reporting Team
DCGS—Distributed Common Ground System
DGIF—Deployable Ground Intercept Facility

DGS—Distributed Ground Station

DIA—Defense Intelligence Agency

DLO—Data Link Operator

DMS—Distributed Mission Site

DMS—MD – Distributed Mission Site - Maryland

DMS—NASIC – Distributed Mission Site - National Air and Space Intelligence Center

DO—Director of Operations

DRU—Direct Reporting Unit

(Added-480ISRW) DSA—Designated Search Area

DSS—F – Deployable Shelterized Segment-Film

DTED—Digital Terrain Elevation Data

EI—Essential Elements of Information

ELINT—Electronic Intelligence

EMS—ELINT Mission Supervisor

EO—Electro-Optical

FMC—Fully Mission Capable

FMV—Full Motion Video

FOA—Field Operating Agency

FSG—Full Spectrum GEOINT

FTU—Formal Training Unit

GA—Geospatial Analyst

GCP—Ground Control Processor

GEOINT—Geospatial-Intelligence

GFMAP—Global Force Management Allocation Plan

GEOINT—Information Management System (GIMS)

GMFP—Global Military Force Policy

GMS—Ground Mission Supervisor

GRE—Geospatial Reports Editor

HAF—Headquarters Air Force

(Added-480ISRW) HAWC—High Altitude Workflow Coordinator

HHQ—Higher Headquarters

HQ—Headquarters

HSI—Hyper-Spectral Intelligence
IAW—In Accordance With
IBSI—Integrated Broadcast Service-Interactive
IBSS—Integrated Broadcast Service-Simplex
IDC—Imagery Dissemination Cell
IESS—Imagery Exploitation Support System
IMA—Individual Mobilization Augmentee
IMS—Imagery Mission Supervisor
(Added-480ISRW) IOO—Intelligence Oversight Officer
IPL—Imagery Product Library
IPOE—Intelligence Preparation of the Operational Environment
IR—Infrared
IRC—Internet Relay Chat
IRF—Intelligence Read File
ISARC—Intelligence, Surveillance and Reconnaissance Cell
ISE—Imagery Support Element
ISR—Intelligence, Surveillance and Reconnaissance
ISRW—Intelligence, Surveillance and Reconnaissance Wing
ITDB—Intercept Tasking Database
JCS—Joint Chiefs of Staff
JFCC—ISR – Joint Functional Component Command – ISR
JFCOM—Joint Forces Command
LNO—Liaison Officer
LOS—Line of Sight
LTIOV—Latest Time Information Of Value
MAJCOM—Major Command
MASINT—Measures and Signatures Intelligence
MCN—Mission Control Notes
MDP—Mission Duty Period
MiRC—Mission Internet Relay Chat
MIRE—Mission Intercept Report, ELINT
MIST—Modular Interoperable Surface Terminal

MMS—Multi-Source Mission Supervisor
MOA—Memorandum of Agreement
MOC—Mission Operations Commander
MPC—Mission Planning Cell
MPS—Mission Planning Sheet
MSA—Multi-Source Analyst
M/SEM—Maintenance/System Evaluation Module
MSI—Multi-Spectral Intelligence
MXC—Maintenance Cell
NASIC—National Air and Space Intelligence Center
(Added-480ISRW) NET—National Exploitation Team
NGA—National Geospatial Agency
NGB—National Guard Bureau
NMC—Non Mission Capable
NIOC—Network Intelligence Operations Cell
NOTAM—Notice to Airmen
NRT—Near-Real Time
NSA—National Security Agency
NTI—National Tactical Integration
OB—Order of Battle
OBC—Optical Bar Camera
OCONUS—Outside the Continental United States
OCR—Office of Coordinating Responsibility
OJT—On-the-Job Training
OPCON—Operational Control
OPLAN—Operational Plan
OPR—Office of Primary Responsibility
OPSTEMPO—Operations Tempo
ORM—Operations Risk Management
PED—Processing, Exploitation and Dissemination
PERSTEMPO—Personnel Tempo
PIR—Prioritized Intelligence Requirements

PLANORD—Planning Order
PMB—Pre-Mission Briefing
PMC—Partially Mission Capable
PMD—Post-Mission Debrief
PME—Primary Mission Equipment
PMS—Post Mission Summary
PR—Product Reporter
PREMS—Preliminary Mission Summary
PTO—PED Tasking Order
QRC—Quick Reaction Capability
RDS—Records Disposition Schedule
RFF—Request for Forces
RIP—Ready Intelligence Program
RFI—Request for Information
ROE—Rules of Engagement
RSTA—Reconnaissance, Surveillance, Targeting and Acquisition
(Added-480ISRW) RWAC—Rapid World-Wide Area Collection
SAR—Synthetic Aperture Radar
S&W—Surveillance and Warning
SA—Signals Analyst
SATCOM—Satellite Communication
SAV—Staff Assistance Visit
SCR—Screener
SDAC—Signals Development & Analysis Cell
SECDEF—Secretary of Defense
SIDO—Senior Intelligence Duty Officer
SIGINT—Signals Intelligence
SME—Subject Matter Expert
SOF—Special Operations Forces
SOI—Signals of Interest
SP—Sensor Planner
SPINS—Special Instructions

SSO—Special Signals Operator
Stan/Eval—Standardization/Evaluation
STW—SIGINT Threat Warning
S&W—Surveillance & Warning Supervisor
TA—Threat Analyst
TAAR—Tactics After-Actions Report
TACELINT—Tactical Electronic Intelligence
TACON—Tactical Control
TACREP—Tactical Report
TECHSUM—Technical Summary
TFI—Total Force Integration
TIP—Tactics Improvement Proposal
TR—Technical Reporter
TRB—Tactics Review Board
TTP—Tactics, Techniques and Procedures
TW—Threat Warning
UHF—Ultra-high Frequency
ULN—Unit Line Number
UNICORN—Unified Collection Operation Reporting Network
USAF—United States Air Force
USSID—United States Signals Intelligence Directive
USSOCOM—United States Special Operations Command
UTC—Unit Type Code
VHF—Very High Frequency
W&T—Weapons and Tactics
WAN—Wide Area Network
(Added-480ISRW) WFMAP—Wing Force Master Allocation Plan
WOC—Wing Operations Center

Terms

Air Force Distributed Common Ground System (AF DCGS)— A distributed, network-centric, global system designated as the AF AN/GSQ-272 SENTINEL intelligence, surveillance and reconnaissance (ISR) weapon system, AF DCGS consists of ground stations, mission sites, collaborative work centers and remote entities connected in a network-centric data and

information distributed system. AF DCGS takes advantage of AF, sister service, national and coalition sensors in the air, on land, in space, and at sea, spanning multi-INT disciplines. It provides tailored, correlated information to those who need it at all levels across the globe, in peace and in combat. It is scalable and comprised of fixed & deployable total force components capable of forward-based activities & robust, full-scale reachback operations. AF DCGS is a component of the larger DoD DCGS enterprise.

Assigned Crewmembers— Personnel assigned to an execution unit where such placement is relatively permanent.

Attached Crewmembers— Personnel assigned to an external organization such as a HHQ and are temporarily placed (aka: attached) in a specific execution unit for performance of crew duties.

Basic Mission Capable (BMC)— The status of AF DCGS mission crewmembers who have satisfactorily completed MQT, are qualified in the unit mission, but do not maintain CMR status.

Basic Mission Crew— Crew positions as defined in Chapter 4 of this instruction for the normal operation of the mission.

Certification— The status of a crewmember who has satisfactorily completed training prescribed to maintain the knowledge and skills necessary to supplement qualifications. Certifications are attained through methods other than evaluation and are verified by an instructor.

Combat Mission Ready (CMR)— The status of intelligence personnel who have satisfactorily completed MQT and maintain qualification and currency in the appropriate tasks and knowledge required by this document.

Continuous Operations— Three or more consecutive MDPs of at least 12 hours duration separated by minimum crew rest.

Crew— The total complement of crewmembers required to operate a mission system and to complete an assigned mission.

Crew Information File (CIF)— Files as part of the Current Read File (CRF) used to inform mission crewmembers on items of interest pertaining to the system and/or personnel. This includes items such as changes in operating procedures, safety warnings, deployment procedures, software changes, etc.

Crew Rest— Non-duty time, which includes time for meals, transportation, and rest. Rest is defined as a condition that allows an individual the opportunity to sleep.

Crew Rest Period— The period of time between the last official duty a crewmember performs and the start of the crewmember's next mission. The crew rest period is normally a minimum 12-hour non-duty period before the MDP begins. Its purpose is to ensure the crewmember is adequately rested before performing mission or mission related duties. Crew rest is free time, and includes time for meals, transportation, and rest. Rest is defined as a condition that allows an individual the opportunity to sleep.

Distributed Site— A distributed partner is a unit within the AF DCGS enterprise who is performing a portion of the AF DCGS PED mission in support of another AF DCGS unit.

Enterprise— All portions of AF DCGS encompassing core and distributed sites, crews, personnel, communications and mission systems.

Federated Site— A federated site is a unit external to the AF DCGS enterprise who is performing portions of the AF DCGS PED mission. AF DCGS qualifications/certifications are not required, but AF DCGS units must ensure product standards are met.

Global Forces Management Allocation Plan (GFMAP)— Chairman, Joint Chief of Staff document approved by the Secretary of Defense that authorizes force allocations and deployment of forces in support of combatant command rotational force requirements.

High Altitude— Refers to ISR mission flown at an altitude of fifty thousand feet or greater.

Initial Qualification Training (IQT)— Initial training necessary to qualify AF DCGS mission crews in a basic AF DCGS crew position without regard to a squadron's specific mission. IQT includes AF DCGS Formal Training Unit (FTU) in-residence courses as well as in-unit training using FTU materials, when waived.

Instructor— An experienced crewmember qualified to instruct others in operations, academics and positional duties. Instructors can certify training completion on appropriate mission documentation.

Intelligence Read File (IRF)— A collection of publications and material determined by the MAJCOM and squadron as necessary for day-to-day operations. Volume I of the IRF library contains the Current Read File which is used to inform mission crewmembers on items of interest pertaining to the system and/or personnel. This includes items such as changes in operating procedures, safety warnings, deployment procedures, software changes etc.

Medium Altitude— Refers to ISR missions typically flown from an altitude of eight thousand feet (unless otherwise stipulated by the Air Control Order) up to an altitude of fifty thousand feet.

Mission Crew— The full complement of military, civilian and contract personnel required to operate AF DCGS positions and to complete an assigned mission.

Mission Crew Procedures— Procedures that allow the mission to progress, but are not designated in prescribed mandatory checklists.

Mission Duty Period (MDP)— The period of time from when a crewmember arrives at the duty location until they depart the duty location. MDP begins when a crewmember reports for a mission, briefing, or other official duty and ends at the end of the mission, shift, or dismissal by the MOC, GMS, IMS S&W or CMS.

Mission Hours—Mission Hours are calculated as those hours within the MDP when a current and qualified crewmember is performing mission in an AF DCGS crew position and actively performing the duty associated with their crew specialty including pre- or post- mission duties, transcription time and off-line mission operations in support of time sensitive reporting. This time does not include meals, physical training and administrative duties.

Mission Qualification Training (MQT)— Training needed to qualify mission crewmembers to perform their specific squadron mission in an assigned position. This training is a prerequisite for CMR or BMC status.

Office of Collateral Responsibility (OCR)— Any headquarters, agency, or activity having coordinating functional interest in, and responsibility for, a specific action, project, plan, program or problem.

Office of Primary Responsibility (OPR)— Any headquarters, agency, or activity having the primary functional interest in, and responsibility for, a specific action, project, plan, program or problem.

Off-Station— Refers to the scheduled/actual time an aircraft departs the designated mission area.

Off-Watch— Refers to the termination of SIGINT collection operations.

On-Station— Refers to the scheduled or actual time an aircraft enters the designated mission area.

On-Watch— Refers to the initiation of SIGINT collection operations, or platform on-station, whichever occurs first.

OPSTEMPO— The rate at which units are employed. Determines a unit's ability to generate AF DCGS capacity and crews at any point in time. It considers the number of available crews and the number of equipment hours available for missions. This information will provide a metric for measuring the rate at which human and machine resources are being expended to meet current and projected mission needs. It's a tool for recording past crew expenditures and for predicting future mission capabilities.

PED TACON— Tactical Control of the PED portion of an ISR mission.

PERSTEMPO— The rate at which personnel are employed. Determines a unit's ability to generate AF DCGS capacity and crews at any point in time. It considers the number of hours per month expended per individual and the remaining number of hours per individual available for missions. This information will provide a metric for measuring the rate at which human resources are being expended to meet current and projected mission needs. It is a tool for recording past expenditures and for predicting future capabilities.

Planning Tool for Resource Integration, Synchronization and Management (PRISM)— Is a web based collection management tool used to plan and synchronize collection requirements to missions and assets. PRISM is the primary CMA tool used to task Airborne ISR imagery collections and exploitation to AF DCGS units.

PROFORMA— A machine generated form of communications used for military, civil, industrial, commercial and personal applications.

Ready Intelligence Program (RIP)— A component of CT which is designed to focus training on capabilities needed to accomplish a unit's core tasked missions. RIP events are specific to the AF DCGS weapon system. BMC and CMR intelligence personnel must complete appropriate RIP tasks identified in this document.

Requirements Management System (RMS)— Is CM tool used to plan and task collection against National Imagery Systems. Additionally, RMS is the tool used to provide direct ER tasking to specific Agencies, Unified Commands, and Joint Organizations.

Situational Awareness— A crewmember’s continuous perception of self and mission in relation to the dynamic environment of flight, collection, and theater operations, and the ability to forecast and then execute tasks based on that perception.

Trend Program— Analysis designed to identify areas requiring attention, monitoring or correction.

Unit— A level of organization under HHQs.