



DEPARTMENT OF THE AIR FORCE  
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MEMORANDUM FOR DISTRIBUTION C  
MAJCOMs/FOAs/DRUs

FROM: AF/A2  
1700 Air Force Pentagon  
Washington, DC 20330-1700

SUBJECT: Air Force Guidance Memorandum (AFGM) on *Intelligence, Surveillance, and Reconnaissance (ISR) Analysis Production*

Releasability: There are no releasability restrictions on this publication.

1. By Order of the Secretary of the Air Force, this guidance memorandum immediately implements AFD 14-1, *Intelligence, Surveillance, and Reconnaissance Planning, Resources and Operations* and is consistent with guidance within Department of Defense Directive 5105.21, *Defense Intelligence Agency*, and the Defense Intelligence Analysis Program (DIAP) *Management Guidance*, Intelligence Community Directive (ICD) 203, *Analytic Standards*, ICD 206, *Sourcing Requirements for Disseminated Analytic Products*, ICD 208, *Write for Maximum Utility*, ICD 501, *Discovery and Dissemination or Retrieval of Information within the Intelligence Community*, Department of Defense Instruction 5000.02, *Operation of the Defense Acquisition System*, Chairman Joint Chief of Staff Instruction 3170.01, *Joint Capabilities Integration and Development System (JCIDs)*, Air Force Instruction (AFI) 63-101, *Integrated Life Cycle Management*, AFI 10-601, *Operational Capability Requirements Development* and AFI 14-111, *Intelligence Support to the Acquisition Life-Cycle*. Compliance with this memorandum is mandatory. The purpose of this publication is to establish interim guidance for the conduct of AF ISR analysis and production (A&P) in support of the DIAP and the annual AF ISR Program of Analysis (POA). It applies to Regular Component, Air Force Reserve (AFR), Air National Guard (ANG), and Department of the Air Force (AF) Civilians. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS). 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 chain of command. This publication may not be supplemented. IAW Air Force Instruction (AFI) 33-360, *Publication and Forms Management*, the authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") numbers following the compliance statement. Submit requests for waivers through the chain of

command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. To the extent its directions are inconsistent with other Air Force publications, the information herein prevails IAW AFI 33-360, Publications and Forms Management.

## **2. Roles and Responsibilities:**

### **2.1. Director of Intelligence Surveillance, and Reconnaissance Strategy, Plans, Policy, and Force Development (AF/A2D) will:**

2.1.1. Formulate and maintain guidance for Air Force (AF) ISR analysis, to include an AF ISR POA to satisfy Director of National Intelligence and DIAP production requirements. The AF ISR POA will support prioritization of AF intelligence production on an annual basis.

2.1.2. Oversee AF ISR analysis enterprise implementation of standards described in ICDs 203, 206, 208, and 501.

2.1.3. Adjudicate A&P disputes and represent the AF in national forums, as required, with regard to disputes between customers and AF intelligence producers.

2.1.4. Advocate and address enterprise A&P resource constraints through the AF, intelligence community (IC), and DoD planning processes, and make A&P recommendations to support AF planning.

### **2.2. Analytic Center Commanders/Directors and Designated DIAP Production Elements will:**

2.2.1. Produce intelligence and analytic products, applications, and services in response to, or based on, validated requirements, or as new intelligence findings within assigned DIAP responsibilities warrant. **(T-2)**

2.2.2. Make available intelligence products and/or services for review or retrieval by the DoD and the IC through the Library of National Intelligence. **(T-3)**

2.2.3. Meet DIAP production requirements as prioritized by the National Intelligence Program (NIP), National Intelligence Priorities Framework, the DIAP, the AF ISR POA, multi-program prioritized production requirements, and internal production element resourcing guidelines. **(T-2)**

2.2.4. Comply with programming guidance and customer-driven needs to meet A&P requirements. **(T-3)**

2.2.5. Identify funding gaps, as required, for meeting customer intelligence A&P requirements in accordance with (IAW) CJCSI 3170, DIA's *DIAP Management Guidance*, AFI 63-101, AFI 10-601, AFI 10-703, *Electronic Warfare Integrated Reprogramming*, AFI 14-111, and AFI 14-108, *Management of GDIP Resources*. **(T-2)**

2.2.6. Solicit feedback from customers on intelligence production and ensure subordinate units accomplish timely customer satisfaction assessments by using COLISEUM, to the extent possible. **(T-3)**

2.2.7. Oversee intelligence analysis activities and missions of subordinate elements and implementation of ICD 203, 206, 208, and 501 standards. **(T-2)**

2.2.8. Validate intelligence production requirements within three working days after receipt. **(T-3)**

2.2.9. Provide an initial response (IR) within five days after receipt of a validated requirement. **(T-3)**

2.2.10. Develop a proposed product response (PPR) that includes proposed production schedules within 45 days after receipt of the IR. The PPR should include estimated production costs, in the event additional funding is required, and contain sufficient detail to permit customer acceptance, rejection, or modification. **(T-3)**

2.2.11. Use COLISEUM to manage intelligence requirements and production, and submit/track collection needs for requirements that cannot be satisfied due to intelligence shortfalls. **(T-2)**

2.2.12. Ensure A&P is provided according to DoD, DIA, and AF policy, guidance, and timelines to support Intelligence Mission Data (IMD)-dependent programs. **(T-2)**

### **2.3. MAJCOM A2s and ISR Wing Commanders will:**

2.3.1. Produce intelligence and analytic products, applications, and services in response to validated mission requirements that translate mission needs into actionable requests for intelligence IAW DoD, DIA, and AF policy, guidance, and timelines, or as directed in the AF POA. **(T-2)**

2.3.2. Oversee intelligence analysis activities and missions of subordinate elements, and the implementation of ICDs 203, 206, 208, and 501 standards. **(T-2)**

2.3.3. Make available intelligence products and/or services for review or retrieval by the DoD and the IC through the Library of National Intelligence, where applicable. **(T-3)**

2.3.4. Comply with programming guidance and end-user-driven needs to meet A&P requirements. **(T-2)**

2.3.5. Use COLISEUM for intelligence requirements/production management and submit/track collection needs for requirements that cannot be satisfied due to intelligence shortfalls, where applicable. **(T-3)**

2.3.6. Identify funding gaps, as required, for meeting end-user intelligence A&P requirements or as identified in the AF POA. **(T-2)**

2.3.7. Solicit feedback from end-users on intelligence production and ensure subordinate units accomplish timely end-user satisfaction assessments by using COLISEUM, to the extent possible. **(T-3)**

2.3.8. Clarify RFI and production requests with end-users to ensure economy of effort in meeting end-user intelligence requirements. **(T-3)**

**2.4. Customers of AF ISR Analysis will:**

2.4.1. Translate mission needs into actionable requests for intelligence IAW DoD, DIA, and AF policy, guidance, and timelines. **(T-2)**

2.4.2. Clarify RFI and production requests with respective production elements. **(T-2)**

2.4.3. Provide feedback to producer PPR and final products to ensure mission requirements are satisfied. **(T-2)**

3. This memorandum becomes void after one-year has elapsed from the date of this memorandum, or upon publication of an interim change or rewrite of the affected publication, whichever is earlier.

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