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***AFSOF UNIT INTELLIGENCE
PROCEDURES***

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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 establishes standard intelligence procedures for personnel performing intelligence duties in Air Force Special Operations Forces (AFSOF) units. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by the Privacy Act of 1974 Privacy Act System of Records Notice F011 AF AFMC B, Patriot Excaliber, 5 U.S.C. 552a(b) of the Privacy Act of 1974, as amended, these records contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The DoD Blanket Routine Uses set forth at the beginning of the Air Force's compilation of systems of records notices also apply to this system. Ensure that 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 the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. This publication may be supplemented, but all supplements are to be coordinated through the Office of Primary Responsibility (OPR) prior to certification and approval. Refer recommended to the OPR using AF Form 847, *Recommendation for Change of Publication*. Route AF Forms 847 through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a tier ("T-0, T-1, T-2, T-3") number 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.

SUMMARY OF CHANGES

This instruction has been completely reviewed, updated, and includes items from the Air Force Special Operations Command (AFSOC) supplement to AFI 14-2AFSOFV3.

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Chapter 1

INTRODUCTION

1.1. General. This volume outlines the procedures applicable to AFSOF intelligence operations. With the complementary references cited, this volume prescribes standard operational procedures to be used by all AFSOF intelligence personnel. These operational procedures are the minimum requirements and may be supplemented by additional unit-level written guidance. Unit-level written guidance may expand these basic procedures, but in no case will they be less restrictive.

1.2. Waivers. MAJCOM/A2s will courtesy-copy AFSOC/A2 regarding all waiver requests and responses. AFSOC/A2 will notify AF/A2DF of significant trends in waiver correspondence if such correspondence indicates the need to readdress existing policy and guidance.

Chapter 2

INTELLIGENCE OPERATIONS

2.1. Introduction. The Senior Intelligence Officer (SIO) ensure commanders, their staffs and unit operators are provided the best available intelligence information and materials to enhance readiness, facilitate planning and execute assigned missions. The SIO ensures all procedures are in accordance with this volume.

2.2. Senior Intelligence Officer (SIO) Responsibilities. The SIO is responsible for the planning and execution of intelligence functions. The SIO will:

2.2.1. Lead, organize, train, and equip intelligence personnel to support the unit mission. (T-3)

2.2.2. When applicable, submit manpower status reports IAW AFI 14-202, Volume 3. SIOs are accountable for all information contained in their report. Air Force Reserve Command (AFRC) units send reports to their AFRC Numbered Air Force (NAF) for consolidation and forwarding to AFRC/A2. ANG units send a copy of their readiness reports to NGB/A2. (T-3)

2.2.3. Actively solicit feedback from wing/group and subordinate commanders to improve intelligence support processes. (T-3)

2.2.4. Establish a visitation program to squadron intelligence work centers and solicit feedback from squadron intelligence and operations, where applicable. (T-3)

2.2.5. Monitor peacetime unit intelligence personnel schedules to ensure required intelligence support is available. (T-3)

2.2.6. Ensure annual intelligence financial plans (FINPLANS) include all Individual Mobilization Augmentee (IMA) requirements (excluding annual tour days). (T-3)

2.3. Written Guidance. The SIO maintains written guidance in order to standardize performance and provide continuity on peacetime and contingency operations, procedures, and responsibilities. Coordinate procedures with other base-level agencies as appropriate and have them approved at the wing/group level when necessary. Review all written guidance annually and update when procedures change. Ensure all personnel are trained on and/or are familiar with procedures and guidance. Provide written guidance for the following as it applies to unit mission: (T-3)

2.3.1. General organization and responsibilities of the intelligence organization.

2.3.2. Intelligence personnel training program.

2.3.3. External intelligence training (EIT).

2.3.4. Unit intelligence standardization/evaluation program.

2.3.5. Intelligence Flying Program.

2.3.6. Self-assessment procedures.

2.3.7. Exercise development and conduct.

- 2.3.8. Emergency protection and destruction of classified.
- 2.3.9. Intelligence integration in force protection.
- 2.3.10. Intelligence Oversight Program.
- 2.3.11. Situation map displays.
- 2.3.12. Mobility preparation/procedures.
- 2.3.13. Mission planning procedures.
- 2.3.14. Briefing, debriefing and reporting.
- 2.3.15. Intelligence systems.
- 2.3.16. Intelligence support to foreign disclosure program, as required.
- 2.3.17. Ordering and maintaining geospatial information and services (GI&S) products.
- 2.3.18. Target material development and maintenance, as required.
- 2.3.19. Emergency action procedures.

2.4. Automated Intelligence Systems (AIS). Intelligence personnel must be trained and proficient on all available automated intelligence systems necessary to accomplish mission tasking. The SIO will: (T-3)

- 2.4.1. Appoint in writing a primary and alternate intelligence point of contact with base communications and the MAJCOM intelligence systems program staff to ensure the daily management and maintenance of assigned intelligence automated systems is accomplished. Forward a copy of the appointment letter to HQ AFSOC/A2X. Reserve units will courtesy copy AFRC/A2X.
- 2.4.2. Ensure the unit is prepared to deploy with all applicable automated intelligence systems and required communications security (COMSEC), copies of accreditation letters and copies of software required to rebuild the system.
- 2.4.3. Maintain AIS continuity book that contains the following: appointment letter, inventories, accreditation letters and license information. Also, inventory will include where the system came from (ie, MAJCOM, base, theater, or unit procured), program type and information on whom to call if system needs maintenance.

2.5. Intelligence Flying Program. The SIO shall develop an intelligence flying program IAW governing MAJCOM directives. The flying program will be designed to provide intelligence personnel training on all phases of mission planning and the AFSOF weapons system's capabilities and limitations. Flying incentive pay is NOT authorized. (T-3)

- 2.5.1. Consult AFI 11-401, *Aviation Management*, and MAJCOM supplements for a complete description and explanation of orientation and familiarization flights.
- 2.5.2. The Intelligence flying program is a training program, not an orientation or incentive program, for intelligence personnel. Participants should complete specific desired learning objectives (DLOs) during each flight.

2.5.3. The SIO shall develop intelligence flying program written guidance outlining procedures to manage the program as well as DLOs to be achieved during Intelligence Flying Program flights.

2.6. Unit Intelligence Personnel Responsibilities. Unit intelligence personnel shall:

2.6.1. Provide intelligence to the unit during all phases of operations. This includes, but is not limited to, current intelligence, threat briefings, mission planning, pre-mission briefings, debriefings and reports. (T-2)

2.6.2. Submit inputs for inclusion in the wing/group Prioritized Intelligence Requirements (PIR). (T-3)

2.6.3. Ensure continuity books, checklists or other programs are developed and maintained for key functions. (T-3)

2.6.4. Manage intelligence documents, reference materials and intelligence reading library in the operational unit. (T-3)

2.6.5. Attend and participate in internal intelligence training sessions. (T-2)

2.6.6. Conduct briefings/training as assigned by the internal intelligence training program manager. (T-2)

2.6.7. Disseminate intelligence reporting products (e.g., mission report (MISREP)) as appropriate. (T-2)

2.7. Unit Self-Assessment Program. The SIO shall develop and implement an intelligence unit self-assessment program. The program shall be documented and tracked using Management Internal Control Toolset (MICT). (T-2)

2.7.1. Headquarters Air Force (HAF) and MAJCOM checklists will be used in MICT to conduct self-assessments.

2.7.2. Ensure the self-assessment program closely examines intelligence operations within all intelligence work areas.

2.7.3. Self-assessments will be conducted on a semi-annual basis. (For AFRC units conduct self-inspections at least annually.) Assessments will detail deficiencies and recommend corrective actions. The SIO will track corrective actions through resolution.

Chapter 3

EXTERNAL INTELLIGENCE TRAINING

3.1. Introduction. Qualified external intelligence trainers (EITs) should conduct external intelligence training. This training includes, threat knowledge, visual recognition (VR), collection and reporting (C&R), personnel recovery (PR), and intelligence integration in force protection (FP). External training will be coordinated with the wing or group Weapons and Tactics Flight or Officer and security forces, as appropriate. The SIO may determine if other unit personnel require external training and will modify training requirements as appropriate.

3.2. External Intelligence Training. The SIO will:

3.2.1. Establish an external intelligence training program tailored to the unit's mission, weapons system(s), projected wartime tasking and expected base/deployment location(s). (T-2)

3.2.2. Appoint in writing an external intelligence training program manager to oversee program execution. The EIT program manager may be the same person as the intelligence personnel training program manager (see AFI 14-2AFSOFV1). (T-3)

3.2.3. Ensure only qualified external intelligence trainers (EITs) conduct unsupervised external intelligence training events. (T-2)

3.2.4. Ensure development of written guidance that identifies procedures for conducting, documenting, testing, evaluating, monitoring and reporting EIT. Coordinate EIT written guidance with all applicable commanders, detailing how the external intelligence training program will be conducted. (T-2)

3.2.5. Ensure EIT guidance and scheduling is coordinated with any agency (e.g. Weapons and Tactics, Survival, Evasion, Resistance and Escape (SERE), Aircrew Flight Equipment (AFE)) that assists intelligence personnel in providing training. This guidance will also be coordinated with any agency for which intelligence training is provided on a regularly scheduled basis (e.g. Security Forces, Civil Engineers, etc.). (T-3)

3.2.6. Review training objectives for currency prior to the beginning of the training cycle. (T-3)

3.2.7. Actively solicit feedback to ensure training objectives are meeting training requirements. (T-3)

3.2.8. Ensure trend analysis is conducted following each training cycle and lessons learned are applied during subsequent cycles, as applicable. (T-3)

3.3. External Intelligence Training Program Manager Responsibilities. The external intelligence training program manager will:

3.3.1. Develop and implement an EIT program that will include, but not be limited to: Threat Knowledge, Collection and Reporting (C&R). Visual Recognition (VR) Personnel Recovery (PR), and Intelligence Integration in Force Protection (FP). (T-3)

3.3.2. Tailor the EIT program specifically to meet mission requirements. (T-3)

3.3.3. Cover each training item at least annually. (T-3)

3.3.4. Include input from operational units, tactics representative, aircrew flight equipment (AFE) personnel, security forces (SF) personnel, Air Force Office of Special Investigations (AFOSI), and Survival, Evasion, Resistance and Escape (SERE) specialists, as appropriate. (T-3)

3.3.5. List specific training objectives for each major area of intelligence training and the training method and resources used to satisfy the objective. Training methods may include, but are not limited to: briefings, demonstration-performance, formal and informal lectures. Training resources may include, but are not limited to: threat-of-the day briefings, current intelligence briefings, academic training sessions, theater orientation briefings and weapons system videos. (T-3)

3.3.6. Evaluate objectives for each EIT category with a test. All personnel covered by the EIT plan will be assessed annually. (T-3)

3.3.7. Provide a written evaluation report of the wing/group EIT program to the appropriate wing/group commander at the end of each training cycle. The report will include as a minimum: the percent or number of personnel trained; trend analysis (high miss questions, weak areas, etc.); and corrective actions taken. Reference Attachment 5, *External Intelligence Training Report*, as an example. Incorporate feedback as applicable. (T-3)

3.3.8. Ensure all squadron assigned intelligence personnel have completed EIT training and maintain currency. Ensure only qualified EIT instructors conduct unsupervised external intelligence training. (T-2)

3.4. External Intelligence Trainer Responsibilities. Unit external intelligence trainers will :

3.4.1. Provide input to and execute the wing/group external intelligence training program for assigned and attached operators. (T-3)

3.4.2. Provide to the external intelligence training program manager questions and answers specific to the squadron's mission for the master question file. (T-3)

3.4.3. Administer external intelligence training tests to all personnel covered by the EIT plan as required. (T-2)

3.4.4. Document all external intelligence training provided. At a minimum, include: (T-2)

3.4.4.1. Names of personnel receiving training.

3.4.4.2. Date the training was accomplished.

3.4.4.3. Training topic.

3.4.4.4. Name of the external intelligence trainer conducting the training event.

3.4.5. Provide written evaluation of the squadron's EIT event to the Squadron/Operations Group (OG) Commanders and the External Intelligence Training Program Manager (see Attachment 5). (T-3)

3.5. External Intelligence Training Categories. The EIT program will include the following categories:

3.5.1. Threat Knowledge.

3.5.1.1. Develop threat knowledge training objectives tailored to AFSOF unit mission, local area, expected Area of Responsibility (AOR) deployment base(s) forward operating locations, and vulnerability assessments. (T-2)

3.5.1.2. Threat training briefings will be conducted IAW Attachment 3, *Threat Training Standards*. (T-2)

3.5.1.3. Air Force Tactics Techniques and Procedures (AFTTP) 3-1.2, *Threat Reference Guide and Countertactics*, is the primary reference for threat knowledge training. Ensure training is current with the latest edition. AFTTP 3-1.2 or any other applicable volume can be supplemented with other classified and unclassified publications such as Tactics Bulletins, Tactics Analysis Reports, Country Studies, etc. (T-2)

3.5.2. Collection and Reporting (C&R).

3.5.2.1. Training should focus on items necessary to enable AFSOF operators to initiate reports (In-Flight Report (INFLTREP), etc.), execute debriefing responsibilities and collect required information to complete the intelligence-generated mission report (MISREP) and intelligence report (INTREP). (T-2)

3.5.2.2. Ensure training identifies and describes both theater-specific reporting requirements and time lines; include peacetime MAJCOM reporting requirements and theater and higher headquarters (HHQ) essential elements of information (EEI) for MISREPs. (T-2)

3.5.3. Visual Recognition (VR).

3.5.3.1. Develop specific VR training objectives tailored to the unit's mission, base and forward operating locations. Training should focus on recognizing friendly and enemy ground forces and equipment likely to be encountered in the unit-tasked AOR, including non-traditional threats/asymmetric threats (IED, Human Domain, etc), rotary- and fixed-wing airframes as applicable, ground equipment and naval vessels as applicable. (T-2)

3.5.3.2. Training should incorporate all camouflage, concealment and deception (CC&D) tactics and various threat system configurations used in the AOR. Identify key differences between friendly weapon systems and threat weapon system look-alikes. Include examples of weapons employment training to illustrate to aircrew how threats might appear when employed. (T-2)

3.5.3.3. Training should teach operators how to describe threats they encounter to assist intelligence personnel in positive identification. (T-2)

3.5.3.4. When available, use HHQ developed VR training programs, weapon system video (WSV), CDs and web-based training materials. (T-2)

3.5.4. Personnel Recovery (PR).

3.5.4.1. IAW AFI 16-1301, *Survival, Evasion, Resistance, And Escape (SERE) Program*, SERE specialists will coordinate PR operational support responsibilities with intelligence and document responsibilities in a Memorandum of Agreement (MOA).

3.5.4.2. Provide academic instruction on personnel recovery IAW AFI 16-130 and supporting documents.

Chapter 4

PLANS, MOBILITY AND DEPLOYMENT

4.1. Plans. The SIO shall ensure intelligence support to the AFSOF planning process IAW AFI14-202, Volume 3. (T-2)

4.2. Exercise Planning. The SIO shall ensure intelligence support to AFSOF exercise planning process IAW AFI 14-202, Volume 3. (T-2)

4.3. Mobility and Reception. The SIO will:

4.3.1. Act as the wing focal point for all intelligence Air Force Specialty Code (AFSC) requirements tasked by unit type code (UTC) or deployment orders. (T-2)

4.3.2. Ensure standardized mobility checklists meet the criteria in the wing mobility plan. Ensure current written checklists or procedures are available to support the mobility, reception, and bed down of intelligence systems, communications architecture, and temporary secure working area (TSWA) and intelligence tasking(s). Ensure personnel are trained in and knowledgeable of checklist instructions. (T-3)

4.3.3. Ensure maintenance of mobility equipment and documents along with 30 days of expendable supplies. Maintain intelligence reference materials as required. Identify and mark electronic media and documents to facilitate rapid retrieval. (T-3)

4.3.4. Ensure mobility procedures satisfy time lines for packing and marshaling documents, materials and equipment. (T-3)

4.3.5. Coordinate to de-conflict intelligence deployment priorities, optimize personnel and equipment mix, and identify the planned intelligence structure and functions. (T-2)

4.3.6. Ensure intelligence personnel provide briefing support IAW user MAJCOM directives. Briefings must incorporate the latest intelligence information tailored to the audience including appropriate force protection information. See Attachment 2 of this instruction for minimum briefing requirements checklists. (T-1)

4.3.7. Ensure intelligence personnel are provided a changeover briefing at shift changeover. (T-2)

4.3.8. Ensure intelligence personnel provide a situation briefing to commanders and staff as required. (T-3)

4.3.9. Provide applicable intelligence portions of theater indoctrination briefing. (T-3)

4.3.10. Coordinate with deployed communications personnel to establish intelligence communications infrastructure; where applicable. (T-2)

4.4. Intelligence Personnel Responsibilities.

4.4.1. Monitor unit tasking for exercises, contingency plans and operations. Advise the SIO of significant changes to unit tasking for exercises, contingency plans and operations. (T-2)

4.4.2. Coordinate intelligence personnel, resources and equipment support for tasked UTCs. (T-2)

- 4.4.3. Identify unfilled requirements and notify staff. (T-1)
- 4.4.4. Provide intelligence IAW MAJCOM directives. (T-3)

Chapter 5

EMPLOYMENT AND SUSTAINMENT AFSOF UNITS

5.1. Intelligence Operations during Employment and Sustainment. The intelligence functions in this chapter are applicable to AFSOF units with the exception of special tactics (ST). ST squadron intelligence procedures will be addressed in Chapter 6 of this volume. The OSS/OSF SIO is responsible for intelligence functions during the employment and sustainment phases of operations.

5.2. Order of Battle Displays. The SIO will develop quality control procedures to ensure standardization and accuracy of situation/order of battle (OB) displays. Units will use MIL STD 2525C, *Common Warfighting Symbolology*, computer system and/or symbolology for developing OB displays to the unit mission. When no standard symbol exists for a unit, activity or installation, one should be created and its meaning defined in the legend. (T-2)

5.2.1. Unit OB displays shall be standardized as applied to mission requirements: (T-2)

5.2.1.1. Major elements of friendly forces.

5.2.1.1.1. Fire support coordination measures such as troops in contact (TIC), forward edge of the battle area (FEBA), forward lines of own troops (FLOT), fire support coordination line (FSCL), restricted operating zones (ROZ), combat air patrols (CAPs), landing zones/drop zones (LD/DZ), killboxes, etc.

5.2.1.1.2. Location of friendly airfields.

5.2.1.1.3. PR information as applicable.

5.2.1.1.4. SOF locations, if known.

5.2.1.1.5. Location of close air support (CAS).

5.2.1.1.6. Current day's objectives.

5.2.1.1.7. Downed aircrew locations.

5.2.1.2. Major elements of enemy forces.

5.2.1.2.1. Air order of battle (AOB).

5.2.1.2.2. Integrated Air Defense System (IADS) elements.

5.2.1.2.2.1. Defensive missile order of battle (DMOB) including threat rings for static (non-mobile) surface-to-air missiles (SAMs).

5.2.1.2.2.2. Electronic order of battle (EOB) including early warning (EW) and ground control intercept (GCI) sites and visual observer locations.

5.2.1.2.3. Surface to air firings (SAFIRE) and source(s) when known.

5.2.1.2.4. Ground order of battle (GOB) and associated Anti-Aircraft Artillery (AAA).

5.2.1.2.5. Location of enemy AAA not associated with a ground unit.

5.2.1.2.6. Asymmetric events (e.g. laser incidents, improvised explosive devices (IED), minefields) and any significant activity.

5.2.1.2.7. Naval order of battle (NOB), as applicable.

5.2.1.3. Chemical, biological, radiological, nuclear, and high-yield explosives (CBRNE) contaminated areas.

5.2.1.4. Legend depicting all symbols and associated captions.

5.2.1.5. Classification and downgrading data.

5.2.1.6. Current as of date-time-group (DTG).

5.2.1.7. Current local conditions as applicable (force protection condition (FPCON), mission- oriented protective posture (MOPP) level, etc.).

5.2.2. Maintaining Order of Battle. Supplement and update the situation map and the order of battle as intelligence becomes available. Develop and implement procedures for purging outdated data. (T-2)

5.3. Mission Planning.

5.3.1. Participate in mission planning. Integrate with Weapons and Tactics to fulfill necessary intelligence requirements. Intelligence personnel will participate IAW HHQ and local directives in developing mission profiles, supplying material and information to execute missions and satisfying tasking orders. (T-2)

5.3.2. Extract and apply data from the appropriate tasking document (e.g. air tasking order (ATO), airspace coordination order (ACO), special instructions (SPINS) or other tasking that initiates the mission process. (T-2)

5.3.3. Support to mission planning shall include the following, as appropriate: (T-2)

5.3.3.1. Determine whether adaptive planning shall be conducted and use applicable directives for execution.

5.3.3.2. Develop target/objective area descriptions and significance.

5.3.3.3. Conduct intelligence preparation of the operational environment (IPOE), considering mission, enemy, terrain, troops, and time available (METT-T) and observation and fields of fire, concealment and cover, obstacles, key terrain, avenues of approach (OCOKA).

5.3.3.3.1. Analyze geography, weather, and threats for target/objective area.

5.3.3.3.2. Analyze demographics and cultural features (e.g. area population characteristics, social conditions, religious factors, etc.).

5.3.3.3.3. Determine enemy detection and response times as applicable to the mission.

5.3.3.3.4. Predict enemy courses of action.

5.3.3.4. Obtain target/objective area materials necessary to support weapons employment.

5.3.3.4.1. Retrieve imagery using best available source; identify target/objective.

- 5.3.3.4.2. Identify target joint desired point of impact (JDPI) and acquire mensurated coordinates, if needed.
- 5.3.3.4.3. Convert coordinates and change datums as required.
- 5.3.3.5. Use automated systems to analyze threats and friendly forces along ingress route to objective area, in/around objective area, and egress route. Consider defensive systems and counter-tactic considerations of tasked mission design series (MDS).
- 5.3.3.6. Recommend best ingress and egress routes.
- 5.3.3.7. Construct en-route and target/objective area charts as applicable.
- 5.3.3.8. Assist with weaponeering solutions, as appropriate.
- 5.3.3.9. Build mission folders using automated intelligence systems (mission planning software).
- 5.3.3.10. Provide available visual recognition materials as applicable to the specific mission.
- 5.3.3.11. Consider Law of armed conflict (LOAC) and the rules of engagement (ROE) applicable to the mission.
- 5.3.3.12. Provide PR procedures and information.
- 5.3.3.13. Assist in developing procedures to re-plan missions based on new threats, ATO changes and/or diverted missions.

5.4. Information Flow. Each work center should:

- 5.4.1. Access and use collaboration tools (e.g. chat) to support/monitor mission planning and execution..
- 5.4.2. Rapidly disseminate significant and critical intelligence IAW local guidance.
- 5.4.3. Track incoming and outgoing information and reports.
- 5.4.4. Ensure changeover briefings are conducted IAW guidelines in Attachment 2.
- 5.4.5. Submit requests for information (RFIs) IAW MAJCOM/theater procedures.
- 5.4.6. Submit intelligence summaries and reports IAW MAJCOM/theater reporting directives and local procedures.

5.5. Briefing Support. Intelligence personnel will: (T-2)

- 5.5.1. Ensure briefings support mission objectives, incorporate up-to-date intelligence and force protection information tailored to the audience and be IAW MAJCOM/theater directives.
- 5.5.2. Provide commanders, staff and operators situation briefings as required.
- 5.5.3. Comply with the minimum requirements listed in Attachment 2 of this instruction.

5.6. Debriefing. Intelligence personnel will: (T-2)

- 5.6.1. Debrief all participants in each mission IAW MAJCOM/theater directives and local procedures.

5.6.2. Track missions to ensure all operators are debriefed according to local procedures and associated reports are recorded.

5.6.3. Debriefers will be prepared to conduct debriefings:

5.6.3.1. Prepare appropriate sections of debrief form/checklist (mission number, call sign, time over target (TOT), etc.) prior to return to base (RTB). Reference debriefing checklist in Attachment 2 of this instruction, as applicable.

5.6.3.2. Have appropriate hard copy or digital charts and imagery on hand.

5.6.3.3. Know the mission tasking and ask amplifying questions relevant to the mission.

5.6.4. Incorporate EEIs during debriefing. (T-2)

5.6.5. Reference Attachment 4, *Laser Incident Reporting Checklist*, if applicable.

5.6.6. Identify time-sensitive information of intelligence value and disseminate appropriately and expeditiously.

5.6.7. Ensure operators are debriefed on perishable, critical information of intelligence value prior to all other debriefings.

5.6.8. Ensure critical debrief information is disseminated rapidly.

5.7. Reporting. Intelligence personnel will: (T-2)

5.7.1. Follow MAJCOM/theater/unit procedures for intelligence report composition, quality control and dissemination.

5.7.2. Submit mission reports (MISREP) for all tasked missions IAW OPLAN and/or MAJCOM/theater intelligence reporting directives.

5.7.3. Submit intelligence reports (INTREPs) IAW MAJCOM/theater directives.

5.7.4. Complete all required fields and fully explain significant events in the amplification sections.

5.7.5. In the event there is no OPLAN/theater guidance, standard US Message Text Format (USMTF) will be used for all reports.

5.7.6. Ensure operators report perishable, critical information of intelligence value via inflight report (INFLTREP). All voice reports will be followed up with a written report and forwarded IAW MAJCOM/theater directives and local procedures.

5.8. Personnel Recovery (PR). IAW AFI 16-1301, *Survival, Evasion, Resistance, And Escape (SERE) Program*, SERE specialists will coordinate PR operational support responsibilities with intelligence personnel and document responsibilities in a Memorandum of Agreement (MOA).

5.8.1. Evasion Plan of Action (EPA). Provide threat analysis to assist aircrew in preparing an EPA for their individual mission. Reference Joint Pub 3-50, *Personnel Recovery*, for specific guidance for preparing EPAs. (T-2)

5.8.2. PR Operational Support. Coordinate with SERE and life support personnel to ensure intelligence PR kit materials are available. Track accountable PR materials (e.g., blood chits) IAW PR operational support MOA. Provide simulated PR kit materials as required. (T-1)

5.8.3. DD Form 1833, *Isolated Personnel Report (ISOPREP)*, program will be managed by SERE specialists IAW 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program* unless otherwise designated in the local PR operational support MOA. (T-2)

5.8.4. Intelligence personnel will understand evasion, resistance and recovery considerations for unit operations, to include the following: (T-2)

- 5.8.4.1. Pre-mission sanitization procedures.
- 5.8.4.2. Bailout and evasion procedures.
- 5.8.4.3. Code of Conduct.
- 5.8.4.4. POW rules of engagement.
- 5.8.4.5. Personnel recovery procedures.

Chapter 6

EMPLOYMENT AND SUSTAINMENT SPECIAL TACTICS

6.1. General. This chapter outlines intelligence procedures applicable to Special Tactic units. The Special Tactics Squadron (STS) SIO is responsible for intelligence functions in the employment and sustainment phase of operations.

6.2. Order of Battle (OB) Displays. The SIO should develop quality control procedures to ensure standardization and accuracy of situation and order of battle (OB) displays. The primary display will be softcopy; units will use hardcopy displays as required. Units will use MIL STD 2525C, *Common Warfighting Symbolology*, computer system and/or applicable symbolology for developing OB symbolology. When no standard symbol exists for a unit, activity or installation, one should be created and its meaning defined in the legend. (T-2)

6.2.1. Unit OB displays will be standardized and include, as applicable to mission requirements: (T-2)

6.2.1.1. Major elements of friendly forces.

6.2.1.1.1. Battlespace coordination measures such as troops in contact (TIC), forward edge of the battle area (FEBA), forward lines of own troops (FLOT), fire support coordination line (FSCL), restricted operating zones (ROZ), combat air patrols (CAP), landing zones/drop zones (LZ/DZ), killboxes, etc.

6.2.1.1.2. Location of friendly airfields.

6.2.1.1.3. Isolated personnel and PR information, as applicable.

6.2.1.1.4. Other SOF team locations, if known.

6.2.1.1.5. Location of close air support (CAS).

6.2.1.1.6. Current day's target(s)/objective(s).

6.2.1.1.7. Downed aircrew locations, as applicable.

6.2.1.2. Major elements of enemy forces.

6.2.1.2.1. Asymmetric events (e.g. laser incidents, improvised explosive devices (IED), minefields) and any significant activity.

6.2.1.2.2. Integrated Air Defense System (IADS) elements.

6.2.1.2.2.1. Defensive missile order of battle (DMOB) including threat rings for static surface-to-air missiles (SAMs).

6.2.1.2.2.2. Electronic order of battle (EOB) including early warning (EW) and ground control intercept (GCI) sites and visual observer locations.

6.2.1.2.3. Surface to air firings (SAFIRE) and source(s) when known.

6.2.1.2.4. Ground order of battle (GOB) and associated AAA.

6.2.1.2.5. Location of enemy AAA if not associated with a ground unit.

6.2.1.2.6. Air order of battle (AOB).

- 6.2.1.2.7. Naval order of battle (NOB), as applicable.
- 6.2.1.2.8. Chemical, biological, radiological, nuclear, and high-yield explosives (CBRNE) contaminated areas.
- 6.2.1.3. Legend depicting all symbols and associated captions.
- 6.2.1.4. Classification and downgrading data.
- 6.2.1.5. Current as of date-time-group (DTG).
- 6.2.1.6. Current local conditions as applicable (force protection condition (FPCON), mission- oriented protective posture (MOPP) level, etc.).
- 6.2.2. Maintaining Order of Battle. Supplement and update the situation map and the order of battle as intelligence becomes available. Develop and implement procedures for purging outdated data. (T-2)

6.3. Mission Planning.

- 6.3.1. Intelligence personnel will participate IAW HHQ and local directives in developing mission profiles and supplying material and information to execute missions and satisfy tasking orders. (T-2)
- 6.3.2. Extract and apply data from the appropriate tasking document (e.g. special tactics support request (STSR), airspace coordination order (ATO), airspace control order (ACO), special instructions (SPINS)) or other tasking that initiates the mission process. (T-2)
- 6.3.3. Support to mission planning shall include the following, as appropriate:
 - 6.3.3.1. Determine whether adaptive planning will be conducted and use applicable directives for execution. (T-2)
 - 6.3.3.2. Review/analyze the tactical problem for the mission. (T-2)
 - 6.3.3.3. Conduct intelligence preparation of the operational environment (IPOE) from a ground operator's perspective, focusing on mission, enemy, terrain, troops, and time available (METT-T) and observation and fields of fire, concealment and cover, obstacles, key terrain, and avenues of approach (OCOKA). (T-2)
 - 6.3.3.3.1. Analyze geography, weather, and threats for target/objective area.
 - 6.3.3.3.2. Analyze demographics and cultural features (e.g. area population characteristics, social conditions, religious factors, etc.).
 - 6.3.3.3.3. Determine enemy threat detection and response times as applicable to the mission.
 - 6.3.3.3.4. Predict enemy courses of action.
 - 6.3.3.4. Apply geospatial information and service (GI&S) products to support the mission. (T-2)
 - 6.3.3.4.1. Retrieve imagery using best available source; identify target/objective.
 - 6.3.3.4.2. Submit requests for GI&S materials as needed for mission planning, situational awareness, point mensuration, etc.

- 6.3.3.4.3. Obtain required imagery and materials (e.g. visual recognition materials for enemy threats, terrain overview, close-up of critical element, mensurated coordinates of critical elements, weaponeering solutions as applicable) for target/objective.
- 6.3.3.4.4. Plot objective area, threats, etc. on all mission planning materials (maps/charts, imagery, etc.). Convert coordinates and change datums as required.
- 6.3.3.5. Use automated systems to analyze threats and friendly forces along ingress route to objective area, in/around objective area, and egress route. (T-2)
- 6.3.3.6. Recommend mission route based on threat, terrain and target/objective analysis. (T-2)
- 6.3.3.7. Build mission folders. (T-2)
- 6.3.3.8. Construct en-route and target/objective area charts as applicable. (T-2)
- 6.3.3.9. Assist with weaponeering solutions, as appropriate. (T-2)
- 6.3.3.10. Provide the initial special tactics team inbrief, using checklist in Attachment 2. (T-2)
- 6.3.3.11. Provide/brief threat analysis during rehearsal of concept (ROC) drills for unilateral ST missions. (T-2)
- 6.3.3.12. Use automated systems to pass geospatial products to teams as required. (T-2)
- 6.3.3.13. Assess force protection considerations. (T-2)
- 6.3.3.14. Provide responsibilities concerning laws of armed conflict (LOAC) and Rules of Engagement (ROE). (T-2)
- 6.3.3.15. Provide PR procedures and information. (T-2)
- 6.3.3.16. Assist in developing procedures to re-plan missions based on new threats, ATO changes, mission changes and/or diverts. (T-2)
- 6.3.3.17. Ensure preplanned missions are updated to reflect the latest available intelligence information affecting the mission. (T-2)

6.4. Information Flow. Each work center should:

- 6.4.1. Facilitate communication among all personnel by documenting events, questions, issues, briefing times, systems status, etc, IAW unit procedures.
- 6.4.2. Access and use collaboration tools (e.g. chat) to support/monitor mission planning and execution.
- 6.4.3. Rapidly disseminate significant and critical intelligence IAW local guidance.
- 6.4.4. Track incoming and outgoing information and reports.
- 6.4.5. Ensure changeover briefings are conducted IAW guidelines in Attachment 2.
- 6.4.6. Re-emphasize EEIs for teams to report on during their mission.
- 6.4.7. Submit requests for information (RFIs) IAW MAJCOM/theater RFI procedures.

6.4.8. Submit intelligence summaries and reports IAW MAJCOM/theater reporting directives and local procedures.

6.5. Briefing Support. Intelligence personnel will: (T-2)

6.5.1. Ensure briefings support mission objectives and timelines, and will incorporate up-to-date intelligence and force protection information tailored to the audience and be IAW MAJCOM/theater directives.

6.5.2. Provide commanders and staff situation/current intelligence briefings/ST Commanders Backbrief as required.

6.5.3. Provide intelligence personnel and augmentees a situation briefing/update at shift changeover.

6.5.4. Provide operators a special tactics team inbrief (mission briefing).

6.5.5. Comply with MAJCOM/theater directives, local procedures and the minimum requirements as listed in Attachment 2 of this instruction.

6.6. Debriefing. Intelligence personnel will: (T-2)

6.6.1. Debrief participants in each mission IAW MAJCOM/theater directives and local procedures.

6.6.2. Track missions to ensure all operators are debriefed according to local procedures and associated reports are recorded.

6.6.3. Debriefers will be prepared to conduct debriefings.

6.6.3.1. Prepare appropriate sections of debrief form/checklist (mission number, call sign, TOT, etc.) prior to return to base (RTB). Reference debriefing checklists in Attachment 2 of this instruction, as applicable.

6.6.3.2. Have appropriate charts and imagery.

6.6.3.3. Know the mission tasking and ask amplifying questions relevant to the mission.

6.6.3.4. Incorporate EEIs during debriefing.

6.6.3.5. Reference Attachment 4, *Laser Incident Reporting Checklist*, as applicable.

6.6.3.6. Identify time-sensitive information of intelligence value and disseminate appropriately and expeditiously.

6.6.3.7. Ensure operators are debriefed on perishable, critical information of intelligence value prior to all other debriefings.

6.6.3.8. Ensure critical debrief information is disseminated rapidly.

6.7. Reporting. Intelligence personnel will: (T-1)

6.7.1. Follow MAJCOM/theater/unit procedures for intelligence report content, quality control and dissemination.

6.7.2. Complete all required sections and fully explain significant events in the amplification sections.

6.7.3. Ensure ST teams, during mission execution, report perishable, critical information of intelligence value with an inflight report (INFLTREP). All voice reports will be followed up with a written report and forwarded IAW MAJCOM/theater directives and local procedures.

6.7.4. In the event there is no OPLAN/theater guidance, standard US Message Text Format (USMTF) will be used for all reports.

Chapter 7

EMPLOYMENT AND SUSTAINMENT REMOTELY PILOTED AIRCRAFT (RPA) OPERATIONS

7.1. General. This chapter outlines intelligence procedures applicable to RPA units. The Squadron Commander is responsible for intelligence functions in the employment and sustainment phase of operations.

7.2. Pre-Mission Responsibilities. Each intelligence mission crew member will:

7.2.1. Perform duties as an integral part of the MQ-1/9 mission crew.

7.2.2. Maintain currencies and other intelligence training requirements in accordance with AFI 14-2AFSOF Volume 1 and other applicable regulations.

7.2.3. Conduct Intelligence Preparation of the Operational Environment (IPOE) processes for every mission to reduce uncertainties concerning the enemy, environment and terrain for all types of MQ-1/9 missions. Obtain target materials (e.g. imagery, charts, geospatial reference graphics, situation map overlays) necessary to provide situational awareness to pilots and SOs during the mission.

7.2.4. . Extract data from the appropriate tasking document (e.g., Air Tasking Order/Airspace Control Order/Special Instructions (ATO/ACO/SPINS) theater ISR tasking document) that initiate the mission planning or preparation process. Ensure the use of manual and automated techniques and tools are used IAW prescribed local timelines and format requirements.

7.2.5. Use automated intelligence systems in the execution of each MQ-1/9 mission.

7.3. Mission Responsibilities.

7.3.1. Follow unit procedures for time-sensitive reporting.

7.3.2. Find/Fix/Finish/Engage/Assess (F3EA). Execute processes with regard to threats or taskings and adapt to changing environment.

7.3.2.1. Employ “target talk-on” techniques in order to aid pilot, sensor operator, mission partners or supported while executing mission to use a common set of references or points of interest.

7.3.2.2. Conduct Intelligence Preparation of the Operational Environment (IPOE).

7.3.2.3. Describe the surrounding target area such as terrain masking and other activity which identifies the target to pilots and SOs. Provide target area descriptions (e.g. Terrain Masking, Optimal Look Angles)

7.3.2.4. Support *ad hoc* and emerging tasking as required.

7.3.2.5. Follow unit procedures for weapons employment.

7.3.2.6. Provide critical information of intelligence value prior to all weapons employment.

7.3.2.7. Ensure communication lines are operational with appropriate agencies for all aspects of mission execution.

7.3.2.8. Communicate weapon launches and whether weapon achieved desired effect to appropriate agencies via the intelligence reporting process.

7.3.2.9. Maintain situational awareness in order to recommend changes to the flight path and/or sensor redirection as needed due to changing enemy/operational environment for optimal full motion video capture.

7.3.2.10. Conduct all other mission related tasks and requirements in accordance with established theater and local procedures and checklists.

7.4. Post-Mission Responsibilities.

7.4.1. Debriefing. Intelligence personnel will debrief all missions IAW MAJCOM and theater directives. Debriefers will be prepared to:

7.4.1.1. Use the Debriefing Checklist.

7.4.1.2. Track missions to ensure all mission crew members are debriefed IAW local procedures and that associated reports are recorded.

7.4.1.3. Extract and prepare relevant mission intelligence from all mission crew members.

7.4.1.4. Know the mission tasking and ask amplifying questions relevant to the mission.

7.4.1.5. Incorporate essential elements of information (EEI) during debriefing and identify time-sensitive information and disseminate appropriately and expeditiously.

7.4.2. Intelligence Reports. Follow unit procedures for intelligence reports and other messages as required by local directives.

7.4.2.1. Ensure composition, quality control and dissemination procedures are followed in accordance with MAJCOM/theater/local directives.

7.4.2.2. Submit mission reports (MISREPs) for tasked missions as required.

7.4.2.3. Submit intelligence reports (INTREPs) as required.

7.4.3. Imagery Products. Units will follow MAJCOM/theater-developed weapons system video (WSV) processes and procedures for transmitting video segments.

ROBERT P. OTTO, Lieutenant General, USAF
Deputy Chief of Staff, Intelligence,
Surveillance and Reconnaissance

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

AFPD 14-2, *Intelligence Rules and Procedures*, 29 November 2007

AFI 11-401, *Aviation Management*, 10 December 2010

AFI 14-119, *Intelligence Support to Force Protection*, 4 May 2012

AFI 14-202, Volume 1, *Intelligence Training*, 10 March 2008

AFI 14-202, Volume 2, *Intelligence Standardization/Evaluation Program*, 10 March 2008

AFI 14-202, Volume 3, *General Intelligence Rules*, 10 March 2008

AFI 16-1301, *Survival, Evasion, Resistance, And Escape (SERE) Program*, 6 September 2006

AFI 33-360, *Publications and Forms Management*, 25 September 2013

AFMAN 33-363, *Management of Records*, 1 March 2008

AFTTP 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*, 16 August 2011 (S)

AFTTP 3-1 Volumes 8, 24, 31-34, pertaining to each AFSOC MDS (Special Tactics, HH-60G, AC-130H/U, EC-130E, MC-130P, MC-130E, HC-130P, MH-53J/M)

JP 3-50, *Personnel Recovery*, 5 January 2007MIL STD 2525C, *Common Warfighting Symbology*, 17 November 2008

Prescribed Forms

No forms are prescribed in this publication.

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

DD Form 1833, *Isolated Personnel Report (ISOPREP)*

Abbreviations and Acronyms

AAA—Anti-aircraft Artillery

ACO—Aerospace Coordination Order

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFOSI—Air Force Office of Special Investigation

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFSC—Air Force Specialty Code

AFSOF—Air Force Special Operations Forces
AFSOC—Air Force Special Operations Command
AFTTP—Air Force Tactics Techniques and Procedures
ALS—Aircrew Life Support
ANG—Air National Guard
AOB—Air Order Of Battle
AOR—Area of Responsibility
ATO—Air Tasking Order
BDA—Battle Damage Assessment
C&R—Collection and Reporting
CAP—Combat Air Patrol
CAS—Close Air Support
CC&D—Camouflage, Concealment and Deception
CMR—Combat Mission Ready
COMSEC—Communications Security
DAR—Designated Area For Recovery
DLO—Desired Learning Objectives
DMOB—Defensive Missile Order Of Battle
DTG—Date/Time Group
EI—Essential Elements Of Information
EIT—External Intelligence Training(er)
EOB—Electronic Order of Battle
EPA—Evasion Plan of Action
EW—Early Warning
FEBA—Forward Edge of the Battle Area
FINPLAN—Financial Plan
FLOT—Forward Line of Own Troops
FPCON—Force Protection Condition
FP—Force Protection
FSCL—Fire Support Coordination Line
GALE—Generic Area Limitation Environment
GCI—Ground Control Intercept

GI&S—Geospatial Information and Services
GOB—Ground Order Of Battle
HTS—High-speed Anti-radiation Missile Targeting System
HQ—Headquarters
HHQ—Higher Headquarters
IADS—Integrated Air Defense System
IAW—In Accordance With
IED—Improvised Explosive Devices
IMA—Individual Mobilization Augmentee
IMOM—Improved Many-on-Many
INFLTREP—In-Flight Report
INTREP—Intelligence Report
INTSUM—Intelligence Summary
IP—Isolated Personnel
IPOE—Intelligence Preparation of the Operational Environment
IQT—Initial Qualification Training
IRF—Intelligence Read File
ISOPREP—Isolated Personnel Report
JDPI—Joint Desired Point of Impact
JPRA—Joint Personnel Recovery Agency
JPRC—Joint Personnel Recovery Center
LOAC—Law of Armed Conflict
LZ/DZ—Landing Zone / Drop Zone
MAJCOM—Major Command
MDS—Mission Design Series
METT—T—Mission, Enemy, Terrain, Troops and Time Available
MFR—Memorandum For Record
MICT—Management Information Control Toolset
MISREP—Mission Report
MOA—Memorandum Of Agreement
MOPP—Mission-Oriented Protective Posture
MPA—Military Personnel Appropriation

MQF—Master Question File

NAF—Numbered Air Force

NBC—Nuclear, Biological and Chemical

NGB—National Guard Bureau

NLT—Not Later Than

NOB—Naval Order of Battle

NVG—Night Vision Goggles

OB—Order of Battle

OCOKA—Observation and Fields of Fire, Concealment and Cover, Obstacles, Key Terrain, Avenues of Approach

OG—Operations Group

OPLAN—Operations Plan

OPORD—Operations Order

OPR—Office of Primary Responsibility

OPSEC—Operations Security

PAFE—Preferred Area for Evasion

PIR—Prioritized Intelligence Requirements

POW—Prisoner of War

PR—Personnel Recovery

PUC—Pilot Update Code

RFI—Request for Information

ROC—Rehearsal of Concept

ROE—Rules of Engagement

ROZ—Restricted Operating Zone

RTB—Return to Base

RWR—Radar Warning Receiver

SAFIRE—Surface to Air Fire

SAM—Surface-to-Air Missile

SAR—Search and Rescue

SCI—Sensitive Compartmented Information

SERE—Survival, Evasion, Resistance and Escape

SF—Security Forces

SIO—Senior Intelligence Officer

SPINS—Special Instructions
SQ/CC—Squadron Commander
ST—Special Tactics
STS—Special Tactics Squadron
STSR—Special Tactics Support Request
T-2—Tier 2
T-3—Tier 3
TIC—Troops in Contact
TDY—Temporary Duty
TOT—Time Over Target
TSWA—Temporary Secure Working Area
TTP—Tactics, Techniques and Procedures
USAF—United States Air Force
USMTF—US Message Text Format
UTC—Unit Type Code
VR—Visual Recognition
WSV—Weapons System Video

Terms

Tier 1 (T—1)— Non-compliance puts Airmen, commanders, or the USAF strongly at risk of mission or program failure, death, injury, legal jeopardy or unacceptable fraud, waste or abuse. Waivers may be granted at the MAJCOM/CC level, but may not be delegated lower than MAJCOM Director.

Tier 2 (T—2)—Non-compliance has the potential to create moderate risk of mission or program degradation or failure, injury, legal jeopardy or unacceptable fraud, waste or abuse. Waivers may be granted at the MAJCOM/CC level, but may not be delegated lower than MAJCOM Director.

Tier 3 (T—3)—Non-compliance has a relatively remote potential to create risk of mission or program degradation or failure, injury, legal jeopardy or unacceptable fraud, waste or abuse. Waivers may be granted at the Wing/DRU/FOA CC levels.

Attachment 2

BRIEFING REQUIREMENTS

A2.1. Units may tailor checklists to meet mission requirements as long as the following minimum standards are met.

Table A2.1. Initial Situation Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGE		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Number	Item	Yes	No	N/A
	<p>The purpose of an initial situation briefing is to provide the commander and key staff with intelligence pertaining to the current crisis, and the events that have led to it. The briefing will usually be presented following recall or alert notification.</p> <ol style="list-style-type: none"> 1. Security classification and current as of time 2. Major events leading to the crisis 3. Any national-level decisions 4. Enemy force dispositions (air, air defense, naval, ground, etc.), as applicable 5. Possible enemy courses of action 6. Security classification reminder 			

Table A2.2. Situation Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGE		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Number	Item	Yes	No	N/A
	<p>Situation Briefing</p>			

<p>The purpose of a situation briefing is to provide the commander, key staff and aircrew with the latest intelligence to assist in decision-making.</p> <ol style="list-style-type: none"> 1. Security classification and current as of time 2. Significant political developments 3. Significant military developments 4. Current friendly force disposition (air, air defense, ground, naval, etc), as applicable 5. Current enemy force disposition (air, air defense, ground, etc), as applicable 6. Observed enemy tactics or employment strategies <ol style="list-style-type: none"> 6.1. Terrorist activity and/or subversion threats 7. Indications of impending enemy attack 8. Potential enemy courses of action 9. Results of aircrew debriefings, if appropriate 10. Local area situation (terrorism, sabotage, subversion threats, etc), in the absence of AFOSI and Security Forces representatives 11. Security classification reminder 			
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Table A2.3. Deployment Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGE		
TITLE/SUBJECT/ACTIVITY Deployment Briefing		OPR	Date	
Number	Item	Yes	No	N/A

<p>The purpose of the deployment briefing is to provide intelligence information to aircrew, key staff, and deploying personnel prior to deployment. Tailor intelligence information to the audience, unit's specific mission, roles and combat profiles in accordance with the unit OPLAN/OPORD tasking.</p> <ol style="list-style-type: none"> 1. Security classification and current as of time 2. Provide theater overview for AOR <ol style="list-style-type: none"> 2.1. Include current order of battle 2.2. Summary of political situation 2.4. Emphasis any significant regional issues which can affect deploying personnel 3. Overview of enemy force disposition and activity, as applicable 4. Anticipated enemy reaction to deployment <ol style="list-style-type: none"> 4.1. Tactics/employment strategies 5. Potential en-route threats (enemy, third-party nation) 6. Threat situation at deployed location, in the absence of OSI or Security Forces representatives <ol style="list-style-type: none"> 6.1. Force Protection Condition (FPCON) 6.2. Potential reactions to deployment (enemy, local populace, terrorist, third party, etc) 7. Personnel Recovery considerations <ol style="list-style-type: none"> 7.1. EPA 7.2. Theater Recovery 7.3. Sanitization Reminder 7.4. ISOPREP Review 8. Reporting instructions and essential elements of information (EEIs) 9. Security classification reminder 			
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Table A2.4. Changeover Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGE		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Changeover Briefing				
Number	Item	Yes	No	N/A

<p>The purpose of a changeover briefing is to provide incoming personnel a synopsis of events and issues to prepare them for their shift. Include issues needing immediate attention, pending tasks, personnel and equipment problems, work center status and briefing times.</p> <ol style="list-style-type: none"> 1. Most current situation briefing 2. Review immediate tasks <ol style="list-style-type: none"> 2.1. Briefings 2.2. Debriefings 2.3. Reports 2.4. Plotting 2.5. Pending tasks/questions 2.6. Personnel/equipment problems 3. Personnel status/schedules 4. Work center status (Battle Staff, WOC, MPC, Squadrons, etc) 5. Equipment and network status (SIPRNET, STU-III, WSV, PCI3, etc) 6. Review significant events/threat advisory log 7. Review incoming/outgoing message traffic 8. Review upcoming schedules as appropriate <ol style="list-style-type: none"> 8.1. Battle Staff 8.2. Operations/Flying 8.3. MPC 8.4. WOC/Squadron Briefings 9. Review RFI status 10. Review changes to BSD, SPINS, WATCHCON, DEFCON, FPCON, etc 11. Address procedural changes 12. Status and location of vehicles and keys 13. Review current chem codes and duress words 14. Review emergency procedures <ol style="list-style-type: none"> 14.1. Location of items for evacuation 14.2. Location of alternates 15. Combination/cipher changes 			
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Table A2.5. Mission Briefing / ST Team Inbrief / Alert Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 2 PAGES		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Mission Briefing / ST Team Inbrief / Alert Briefing				
Number	Item	Yes	No	N/A

<p>The purpose of a mission briefing or alert briefing is to provide the aircrew and special tactics personnel with the latest intelligence affecting the mission. Accurate and timely intelligence should be provided on targets, mission areas, en-route threats, evasion and recovery, and any other factors essential to mission success.</p> <ol style="list-style-type: none"> 1. Security classification and current as of time 2. General battle situation; significant engagement and developments since last brief <ol style="list-style-type: none"> 2.1. Significant geo-political development with impact on operations 2.2. Updates in enemy force disposition/OB 2.3. Asymmetric events (IEDs, minefields, laser incidents etc) 2.4. Ongoing PR activity, if applicable 2.5. Daily ISR/Blue Forces Support, as applicable 2.6. Daily MAAP slide, as applicable 3. New weapons or observed tactics 4. Mission objective(s) 5. Current Pilot update code (PUC) 6. Target/objective(s) information <ol style="list-style-type: none"> 6.1. Name and location 6.2. Description 6.3. Significance 6.4. Critical element data (ID, function, structural analysis, CC&D measures, element recuperation time) if applicable 6.5. Joint desired point(s) of impact (JDPI(s)), if applicable 6.6. Best available imagery <ol style="list-style-type: none"> 6.6.1. Terrain overview 6.6.2. Target/objective overview and close-up 6.6.3. Appropriate views of ingress/infiltration and egress/exfiltration points 6.7. General situation in the target/objective area <ol style="list-style-type: none"> 6.7.1. Collateral damage considerations (tier one/two/three) if applicable 7. Current and 12 hour projection of battlespace control measures (TIC, ROZ, FSCL) 8. En-route threats (air & air defense, electronic, ground, naval, SOF, TIC, etc.) to include detection, tracking and engagement envelopes <ol style="list-style-type: none"> 8.1 Infiltration/Exfiltration considerations as applicable 8.2. Visual recognition products as appropriate 			
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Table A2.6. Mission Briefing / ST Team Inbrief / Alert Briefing, Continued.

INTELLIGENCE CHECKLIST		PAGE 2 OF 2 PAGES		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Mission Briefing / ST Team Inbrief / Alert Briefing				
Number	Item	Yes	No	N/A

9. Local area situation 9.1. Potential terrorist threats (snipers, mortars, MANPADS, etc.) 10. Personnel recovery issues 10.1. SAFE, PAFE, and DAR information (ATO/SPINS if available) 10.2. Theater recovery and authentication procedures 10.2.1. SAR word, letter, and number 10.2.2. SARNEG 10.2.3. Duress word 10.2.4. Provide ISOPREP and EPA for review. 10.2.5. Provide a PR kit with a Blood Chit, evasion chart, and pointy-talkie as a minimum. Other items as required by theater directives. 10.3. Remind operator to sanitize uniform 10.4. Emergency destruction of classified 10.5. Geneva Conventions Card and status 11. Essential Elements of Information (EEIs) 12. Inflight reporting requirements 13. Debriefing requirements and location 14. Security classification reminder			
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Table A2.7. Step Briefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGE		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Step Briefing				
Number	Item	Yes	No	N/A
	The purpose of a step briefing is to provide aircrew/special tactics team with last minute intelligence affecting their mission and any changes since their last brief.			
	1. Security classification and current as of time			
	2. Survivor/isolated personnel information, as applicable			
	2.1 Marking (strobe, IR, etc.)			
	3. Blue force considerations (MEZ, ROZ, etc.)			
	4. Location changes and/or additions			
	5. Target/objective area changes			
	5.1 Security (hot, cold, unknown)			
	6. New or relocated threats (air, air defense, electronic, ground, naval, SOF, etc.)			
	7. New tactics			
	8. Personnel recovery issues			
	9. Latest Pilot update code (PUC)			
	10. Any other issues impacting mission effectiveness			
	11. Security classification reminder			

Table A2.8. Mission Debriefing.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGES		
TITLE/SUBJECT/ACTIVITY		OPR	Date	

Mission Debriefing				
Number	Item	Yes	No	N/A
	The purpose of a mission debriefing is to convert mission information into intelligence for dissemination to affected parties. Extract relevant mission intelligence from aircrew/special tactics team. Ask amplifying questions relevant to the mission. Identify time-sensitive information and disseminate appropriately and expediently.			
	1. Debrief Preparation			
	1.1. Maps			
	1.2. Target/objective area imagery			
	1.3. Local debrief worksheet/checklist, if applicable			
	2. Time critical intelligence			
	3. Air to air engagements			
	3.1. Initial picture			
	3.2. Tactics			
	3.3. Weapons employment/results			
	4. Surface to Air Engagements			
	4.1. Indications			
	4.2. Tactics			
	4.3. Countertactics/results			
	5. Targets			
	5.1. Time over target (TOT)			
	5.2. Weapons Employment			
	5.3. Initial BDA, when applicable			
	6. RWR/HTS Indications/Interference			
	6.1. Sightings			
	6.2. Spectral Interference			
	6.3. Laser incidents			
	6.3.1. For potential laser incidents use the checklist in Attachment 4.			
	7. Convert debriefing to MISREP			
	7.1. Ensure comprehensive content			
	7.2. Ensure readability			
	8. Verify correct security classification			
	9. Disseminate within time requirements			

Table A2.9. Phase I Reintegration Debriefing Preparation/Considerations.

INTELLIGENCE CHECKLIST		PAGE 1 OF 1 PAGES		
TITLE/SUBJECT/ACTIVITY		OPR	Date	
Phase I Reintegration Debriefing				
Number	Item	Yes	No	N/A

<p>The purpose of the Phase 1 Reintegration debriefing is to gather intelligence from recovered isolated personnel (IP) to prevent combat loss, facilitate hostage return, and mitigate/identify threats to coalition forces. Physical health and medical care have priority over intelligence exploitation. Ask amplifying questions relevant to the IP. Phase I intel debriefers will be identified in advance to the theater JPRC – debriefs will occur immediately upon return to friendly control at locations identified by the JPRC and IAW theater standards.</p> <ol style="list-style-type: none"> 1. Obtain theater reintegration overview brief and debriefing guide from JPRC CRO/SERE or JPRA rep 2. Recovery area chart/imagery 3. Forms accomplished and disseminated <ol style="list-style-type: none"> 3.1. DD Form 2810 (<i>Promise of Confidentiality</i>) 3.2. Security Nondisclosure Agreement 3.3. Debriefing Statement 4. Initial Recovery Report (IRR) prepared, forwarded to JPRC and JPRA IAW Theater Regulations/Guidelines 5. LOAC violations reported to JAG 6. Proper safeguarding/dissemination of data and equipment obtained during debrief <ol style="list-style-type: none"> 6.1. Debrief team members counseled on unauthorized disclosure of classified/sensitive materials 6.2. Signals Equipment (cell phones, computers, pagers, radios, etc) evacuated through SIGINT channels 6.3. Documents (maps, manual , lists, letters, plans, etc) evacuated through document exploitation (DOCEX) channels 6.4. Personal effects (currency, valuables) returned to repatriated individual, or receipted and evacuated through appropriate intelligence or security channels 6.5. Materiel (weapons, vehicles, equipment, tools, etc.) evacuated through intelligence foreign materiel exploitation channels 7. INTREP/reports written, disseminated IAW guidance <ol style="list-style-type: none"> 7.1. Include JPRA as recipient for inclusion in Phase II and III debriefings as appropriate 			
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Attachment 3

THREAT TRAINING STANDARDS

A3.1. External Intelligence Training Briefing. Briefings will be tailored as applicable to unit's MDS, mission specific requirements, and AFI 11-2 series instructions. The SIO will ensure external intelligence training threat briefings include but are not limited to the following: (T-2)

Table A3.1. Aircraft (fixed wing and helicopter).

1.	Visual recognition (from the applicable perspective)
2.	Countries of employment
3.	Role and Mission
4.	Variants
5.	Avionics
	- Air Intercept Radar
	- Fire Control System(s)
	- Radar Warning Receiver
	- Electronic Attack/Electronic Protection Features
	- Chaff/Flares
6.	Armament
7.	Maneuverability
8.	Primary threat country
	- Location
	- Training
	- Tactics
	- Modifications
9.	Threat warning indications and audio
10.	Countertactics/counterprocedures
	- Jamming program, technique, effectiveness
	- Chaff/flares
	- Maneuvers

Table A3.2. Air-to-Air Missiles.

1.	Cueing system(s)
2.	Guidance
3.	Off-Boresight capability
4.	Electronic protection features or IR counter-counter measures (IRCCM)
5.	Employment ranges
6.	Maneuverability
7.	Fusing
8.	Lethal radius
9.	Primary threat country
	- Training
	- Tactics

	- Modifications
10.	Threat Warning Indications
11.	Countertactics/counterprocedures
	- Jamming program, technique, effectiveness
	- Chaff/flares
	- Maneuvers

Table A3.3. Surface-to-Air Missiles.

1.	Countries of employment
2.	Role and mission
3.	C2 components
	- Associated radars
	- Fire control system(s)
	- Electronic protection features
4.	Employment ranges/altitudes
5.	Missile capabilities
6.	Guidance and profile
7.	Visual cues
8.	Primary threat country
	- Location
	- Training
	- Tactics
9.	Modifications
10.	Threat warning indications and audio
12.	Countertactics/counterprocedures
	- Jamming program, technique, effectiveness
	- Chaff/flares
	- Maneuvers

Table A3.4. Anti-aircraft Artillery.

1.	Countries of employment
2.	Role and mission
3.	Associated systems
	- Fire control radar(s)
	- optics, weather/night capability
4.	Munitions
	- AAA caliber type
	- Maximum and tactical (effective) ranges/altitudes
	- Tracer color
5.	Visual cues
6.	Primary threat country
	- Location
	- Training
	- Tactics

	- Modifications
7.	Threat warning indications and audio
8.	Countertactics/counterprocedures
	- Jamming program, technique, effectiveness.
	- Chaff/flares
	- Maneuvers

Table A3.5. Electronic Warfare.

1.	Jammers
	- Identify the types of jammers
	- Jammer employment
	- Expected location(s) (ground- and airborne-based)
	- Jamming technique(s)
	- Jamming effectiveness
	- Indications of jamming
	- Countermeasures to minimize effects
2.	Passive detection
	- Location
	- Employment
	- Identify which system the detectors track
	- Countermeasures to minimize detection

Table A3.6. Ground Threat.

1.	System overview
	- Role and mission
	- Combat radius
	- Maximum speed
	- Trafficability
	- Types of communications (eg, HF, VHF, UHF)
	- Crew make up and size
	- Identify visually (eg, IR, daytime, NVG)
2.	Deployment
	- Countries of employment
	- Tactics
	- System modifications
3.	Armament
	- Typical loadout and maximum loadout
	- Mounted armament location
	- Employment range
	- Guidance
	- Fusing
	- Lethal radius
	- Strengths and weaknesses
4.	Combined weapon system capabilities

	- State detection capability
	- Electronic attack measures used effectively vs ground personnel
	- Strengths and weaknesses
	- Recommended countertactics, takedown points and recommended munitions

Table A3.7. Landmines.

1.	System overview
	- Tactics, techniques, and procedures
	- Identification of minefield markings
	- Visual identification of mines
	- Identify detonation frequency range
	- Detection capabilities
2.	Deployment
	- Countries/terrorists of employment
	- Tactics and system modifications
3.	Explosives
	- Type and amount
	- Fusing and casing
	- Lethal radius and blast pattern
4.	Combined weapon system capabilities
	- Pattern or random
	- Countertactics

Table A3.8. IEDs, VBIEDs, and RCIEDs.

1.	System overview
	- Tactics, techniques and procedures
	- Visual identification of various IEDs
	- Identify detonation frequency range
	- Detection capabilities
2.	Explosives
	- Type and amount
	- Fusing and casing
	- Lethal radius and blast pattern
	- Potential timing devices and reliability

Attachment 4

LASER INCIDENT REPORTING CHECKLIST

A4.1. Use the following checklist to report laser incidents. (T-2)

Table A4.1. Laser Incidents Reporting Checklist.

LASER INCIDENTS REPORTING PROCEDURES	
LASER INCIDENT CLASSIFIED/WHEN FILLED IN (SECRET/NOFORN)	ACTIONS OR REMARKS
1. List your data.	
a. Date and time (local and ZULU) of incident. (Example: 20021130/2020L;20021201/0220Z).	
b. Type of aircraft flown. (Provide Mission Design Series Designator and Type; e.g., F-16CJ, F-15E, etc.). Include all aircraft in mission group. What were the orientations of other aircraft flying with yours at the time of the incident?	
c. Geographic location of incident (country, region, GEOCOORDS, give best known latitude and longitude of incident in degrees and minutes to within 2 decimal places (DD.MM.mm)). Describe location/terrain. (Example: rural, mountainous, city, etc.)	
d. Describe your task in aircraft (pilot, load master, etc.) and what you were doing at the time of the event. .	
e. Altitude/speed/heading of aircraft	
f. Aircraft tail number and serial number. Also, provide for the other aircraft flying the same mission.	
g. Organization to which aircraft are assigned (MAJCOM, NAF, Wing, Squadron, Base)	
h. What laser/electro-optical equipment was used during the mission? (Example, Air Commander's Pointer (ACP), Laser Rangefinders, Night Vision Goggles (NVGs), TV Sensors, FLIRs, LANTIRN Laser Designator, LITENING Laser Designator, etc.)	
i. Was any equipment jammed/damaged during the mission? Describe in detail (amount of FOV obscured, duration, permanent damage, current health of sensor after mission, etc.) for any impact involving use of LANTIRN, LIGHTENING, missiles etc.; include information on that equipment. Specify accountable MAJCOM/wing/squadron for the equipment.	
2. Event Scenario	

LASER INCIDENTS REPORTING PROCEDURES	
LASER INCIDENT CLASSIFIED/WHEN FILLED IN (SECRET/NOFORN)	ACTIONS OR REMARKS
a. Atmospheric conditions (clear/cloudy, weather, etc.); include time of day, level of moonlight.	
b. Description of Event	
1. Location of laser and description of laser platform (tripod, truck-mounted, aircraft-mounted, handheld, etc.) include GEOCOORDs and physical description of area.	
2. Describe all other activity (ground or air-based) that was on-going during the event (US, allies, foreign, enemy).	
3. Duration of event.	
4. Color of laser light.	
5. Range between laser source and aircraft.	
6. Laser pulsed or continuous? If pulsed, what was the pulse rate?	
7. Was laser source stationary during the entire event?	
8. Was laser directed onto the aircraft? Did it appear to track the aircraft? Did you maneuver? Was the beam able to continue tracking through the maneuvers?	
9. How large was the laser spot on the aircraft (dime, quarter, etc.)?	
10. What action did you take in response to laser?	
11. Did the laser impact your ability to complete your mission?	
12. Did any other instruments indicate that a laser event had occurred?	
3. Vision Impairment (Have each aircrew member answer the following.)	
a. Was vision affected by laser? (Dazzle, afterimages, blackspots, blurring, etc.)	
b. How long did this problem last?	
c. How much of your field of view was affected?	
d. Were both eyes affected in the same way? To the same extent?	
e. Was laser sufficiently bright to cause you to look away? Squint? Was the light painful to look at? Did the pain persist after the event? Did you notice any reddening or burns on your skin?	
f. Was your vision affected?	
1). How much of your field of view was affected?	

LASER INCIDENTS REPORTING PROCEDURES	
LASER INCIDENT CLASSIFIED/WHEN FILLED IN (SECRET/NOFORN)	ACTIONS OR REMARKS
2). Did the color of targets or instruments change?	
3). Did your vision continue to be affected when the laser was turned off? Describe in detail.	
g. Did you seek out medical attention following the incident? Which unit or organization? What was the diagnosis?	
h. If you have had the AMSLER Grid Test, describe in detail any changes you are the doctor noted.	
i. Were you using night vision goggles, binoculars, laser protection, etc.? Describe in detail what was between you and your canopy/windscreen.	
j. Describe your visual ability before the event (corrective lens, medication, etc.)	
4. Provide classifying authority and downgrading information.	

Attachment 5

SAMPLE EXTERNAL INTELLIGENCE TRAINING REPORT

MEMORANDUM FOR XX SQ/CC, XXOSS/IN

FROM: XX SQ/IN

SUBJECT: Summary of AFSOF External Intelligence Training, 30 May 2014

1. The xx Squadron has 25 assigned CMR operators. Seventy-eight percent of operators received 100 percent of their required intelligence training topics for this training cycle. The status of intelligence training is listed below:

XX Squadron Training Summary	
Total operators:	25
Avg.complete:	78%
Most common topics not completed:	SA-2 MiG-25

2. IAW the Intelligence Training Program, each operator is required to be trained on each training item at least once each training cycle. At the completion of the annual training cycle, the following operators have not completed the annotated training items:

Operators	Intelligence Training Item
John A. Doe	SA-2, MiG-25,Su-27
Susan L. Smith	MiG-25
Zane G.Thomas	SA-213/8, MiG-25
Ed.D.Tvler	PR, ISOPREP

3. The annual intelligence MQF test was administered on 15 Jan 07. All CMR operators have taken the 100 question test (50 questions and 50 visual recognition slides). While not all operators obtained the minimum passing score of 85 percent the first time around, all tests have been corrected to 100 percent. A total of 25 operators took the test. The initial average test score for the squadron was 95 percent.

XX FS Intelligence Test Results	
Total # operators to take test	25
# of questions	100
Knowledge questions	50
Knowledge questions---vis recce	92%
Knowledge questions-most commonly missed	5 (SA-2) 8 (SA-6) 13 (MiG-29) 14 (Collection) 21 (Reporting)
Visual Recognition Slides	50

Visual Recognition-vis recce	98%
Visual Recognition-most commonly missed	MiG-21

4. All most commonly missed questions were #5, 8,13,14 and 21. After further review of questions 14 and 21, it is likely these questions were missed because they were poorly worded and difficult to understand. Questions 5,8, and 13 focused on the SA-2,SA-6, and MiG-29 respectively. The squadron intelligence section will increase emphasis on these threat systems during the next training cycle. Attached is a breakout of the test questions and how many times each question was missed.

JANE E.DOE, Capt, USAF
Chief, Intelligence Operations and Training

Attachment
Test Question Breakout