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SECRETARY OF THE AIR FORCE**

AIR FORCE INSTRUCTION 14-2CR

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Intelligence

**CONTINGENCY RESPONSE 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 1, *Intelligence Training*; AFI 14-202, Volume 2, *Intelligence Standardization/Evaluation Program*; and AFI 14-202, Volume 3, *General Intelligence Rules*. This publication prescribes standard intelligence procedures and establishes the minimum standards for training and qualifying all personnel performing intelligence duties in contingency response (CR) and Mobility Support Advisory Squadrons (MSAS). This publication applies to all Regular Air Force (RegAF), Air Force Reserve and Air National Guard (ANG) intelligence personnel supporting CR and MSAS operations. The National Guard Bureau (NGB) is considered a major command (MAJCOM) for the purposes of this instruction. This publication requires the collection and or maintenance of information protected by Title 5 United States Code (USC) Section 552a, The Privacy Act of 1974. The authorities to collect or maintain the records prescribed in the publication are 10 USC § 8013, Secretary of the Air Force; Executive Order 9397, Numbering System for Federal Accounts Relating to Individual Persons, as amended; and AFI 36-2608, Military Personnel Records System. The applicable SORN, F011 AF AFMC B, Patriot Excalibur (PEX) System Records, is available at: <http://dpcl.d.defense.gov/Privacy/SORNsIndex/tabid/5915/Category/11159/department-of-the-air-force.aspx>. 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 with the Office of Primary

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SUMMARY OF CHANGES

This is a new instruction that consolidates guidance and supersedes AFI 14-2CR, Volumes 1-3, and updates policies and procedures for intelligence support to CR operations. The Mobility Air Forces Intelligence Formal Training Unit attendance policy is clarified. MQT Knowledge tests are not mandatory during training but remain an evaluation requirement. The Advanced Air Mobility Intelligence Course is no longer an intelligence evaluator requisite, but units are still required to send some personnel to the course. Continuation Training requirements have expanded to clearly define CT and annual training topics.

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Chapter 1

OVERVIEW

1.1. General. This publication communicates the baseline requirements for supporting CR operations. These procedures can be supplemented by additional unit-level written guidance. Unit-level guidance cannot be less restrictive.

1.2. Documentation and Records.

1.2.1. Trainers and evaluators will document all qualification training and evaluations online using Patriot Excalibur (PEX) (T-1). Individuals will use PEX to document Ready Intel Program (RIP) tasks as part of continuation training (T-1).

1.2.2. Individuals and trainers will use PEX to document Air Force Specialty Skill Level upgrade training IAW the applicable Career Field Education and Training Plan (T-2).

1.2.3. Individuals and trainers will also use PEX to document ancillary training (T-2).

1.2.4. Electronic versions of applicable forms including AF Form 4381, *Intelligence Gradesheet*, AF Form 4350, *Certificate of Intelligence Qualification*, AF Form 4349, *Record of Intelligence Evaluation*, and AF Form 623, *Individual Training Record Folder*, AF Form 623A, *On-the-Job Training Record – Continuation Sheet*, are resident in PEX and approved for use in lieu of hardcopy forms.

1.2.5. Transfer qualification and training records electronically via PEX when making permanent change of station moves. Individuals should also hand-carry a hardcopy or electronic backup.

1.3. Air Reserve Component (ARC). Assigned reservists and guardsmen (individual mobilization augmentee [IMA], traditional reservist, drill status guardsmen, military technician [dual status], and active guard and reserve [AGR] personnel) will be trained and equipped to established command standards for their assigned positions (T-2).

1.4. Mobility Support Advisory Squadrons. In order for MSAS personnel to be authorized train, instruct, or advise partner nations in intelligence concepts, activities, operations, or systems, MSAS personnel must attain at least Basic Mission Capable (BMC) qualification on the subject being taught as well as maintaining qualification qualified as External Intelligence trainers (T-2). All applicable training, evaluation and currency requirements apply.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Air Mobility Command Director of Intelligence (AMC/A2). IAW AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*, AMC is lead command for mobility air forces and, as such, AMC/A2 is lead for mobility intelligence. AMC/A2 responsibilities are IAW lead command and lead command for training responsibilities as identified in AFI 14-202, Volumes 1-3.

2.2. MAJCOM Directors of Intelligence (A2). Responsibilities are IAW MAJCOM Directors of Intelligence responsibilities in AFI 14-202, Volumes 1-3.

2.2.1. Courtesy-copy AMC/A2 regarding all subordinate unit waiver requests and responses.

2.2.2. Report training shortfalls to AMC/A2 for lead command trend analysis and programmatic adjustment.

2.3. Chief of Wing Intelligence (CWI). The Chief of Wing Intelligence is considered the Senior Intelligence Officer (SIO). In addition to the SIO responsibilities in AFI 14-202 Volumes 1-3, the CWI will:

2.3.1. Maintain written guidance in order to standardize performance and provide continuity on all operations procedures (T-2). Documentation may be combined to minimize multiple operating instructions, memorandums, or checklists. Ensure review of all written guidance annually and update when procedures change. Written guidance will outline procedures and address applicability for the following: (T-2)

Table 2.1. Written Guidance Requirements.

1.	General organization and responsibilities of the intelligence section
2.	Intelligence personnel training program
3.	Unit Intelligence Standardization and Evaluation Program
4.	Exercise development and conduct
5.	Emergency protection and destruction of classified materials
6.	Intelligence Oversight Program
7.	External Intelligence Training (EIT) Program
8.	Intelligence support to Force Protection (FP)
9.	Situation map displays (digital and hard copy)
10.	Mobility preparation and procedures
11.	Intelligence Integration in mission planning
12.	Briefing, debriefing and reporting
13.	Intelligence Personnel Recovery (PR) Operational Support requirements
14.	Intelligence systems
15.	Ordering and maintaining geospatial information and services products
16.	Intelligence Familiarization Program
17.	Emergency Action Procedures

2.3.2. Establish a squadron visitation program to actively solicit feedback from commanders to improve intelligence support processes (T-2).

2.3.3. Develop and execute programs to ensure training objectives are met (T-2). If applicable, assist Contingency Response Support Squadron (CRSS), Mobility Support Advisory Squadron (MSAS) and subordinate intelligence sections in management of training programs, and ensure programs meet unit needs and provide necessary staff support.

2.3.4. Designate program managers for the following: Qualification Training Program, Standardization and Evaluation Program, and External Intelligence Training Program (T-2). Coordinate with unit commanders if requesting unit level personnel to fulfil wing-intelligence program manager positions (e.g., appointing an individual assigned to the MSAS to serve as the Intelligence Qualification Training Program Manager).

2.3.5. Designate at least one individual in the unit to attend Advanced Air Mobility Intelligence Course (AAMIC) (T-2). RegAF units will designate one individual a year to attend. ARC units will designate one individual at least every three years to attend AAMIC to build a solid foundation of mission planning capability and tactics integration. Graduates from weapons school or the Advanced Enlisted Mission planning course are not required to attend.

2.3.6. Identify and report to MAJCOM/A2 training shortfalls that have a major impact on training (T-2). Reference Attachment 2 for example training shortfall report.

2.3.7. Ensure the unit maintains all Unit Type Code (UTC)-required equipment (T-2). Be prepared to deploy systems during exercises and actual deployments (T-2). Develop an inventory to track systems while deployed.

2.3.8. Ensure support to MSAS and applicable CR support units (T-2). Intelligence personnel can be attached or assigned to the squadron.

2.3.9. When requested, provide input to AMC to standardize training materials (e.g., master question file (MQF), Weapons System Capabilities, Visual Recognition (VR), and Aircrew Intelligence Integration (AII)) (T-2).

2.4. Qualification Training Program Manager. In addition to responsibilities in AFI 14-202, Volume 1, the Program Manager will:

2.4.1. Coordinate with the CWI to establish tasks and training frequency of any items not otherwise delineated in this instruction (T-2).

2.4.2. Ensure training records are appropriately documented (T-1).

2.5. External Intelligence Training Program Manager. The program manager is responsible for developing, conducting and managing the unit's EIT program. The program manager will:

2.5.1. Coordinate with customers to determine training requirements (T-3).

2.5.2. Develop written guidance on procedures for conducting the program, to include: training, testing, documentation, reporting, and assessing (T-3).

2.5.3. Tailor EIT to the unit's mission, weapon systems, projected wartime/Air Expeditionary Force (AEF) tasking, deployment and forward operating locations by including input from operational squadrons, tactics representative, Survival, Evasion, Resistance and Escape (SERE) specialists, aircrew flight equipment (AFE) personnel, security forces (SF) personnel, Air Force Office of Special Investigations (AFOSI), as applicable (T-3).

2.6. Standardization/Evaluation (Stan/Eval) Program Manager. The program manager is responsible for execution of the standardization/evaluation program IAW AFI 14-202 and this publication. The program manager will coordinate with the CWI to establish evaluation criteria of any items not otherwise delineated in this instruction (T-2).

2.7. Intelligence Evaluator (IE). Intelligence Evaluators will conduct evaluations IAW AFI 14-202, Volume 2 using evaluation requirements and criteria in this instruction (T-1).

2.8. Intelligence Personnel. Intelligence personnel assigned to a CRSS, MSAS, or applicable CR support unit are responsible for maintaining qualification(s) and currency in assigned unit mission (T-2). Intelligence personnel will:

2.8.1. Provide intelligence to the unit during all phases of operations. This includes, but is not limited to, current intelligence, threat briefings, scenario inputs, mission planning, pre-mission briefings and post-mission debriefings (T-3).

2.8.2. Participate only in activities for which they are qualified and current, unless under the direct supervision of qualified and current personnel (T-2).

2.8.3. Coordinate intelligence requirements and issues through the CWI (T-3).

2.8.4. Ensure continuity books, checklists, etc. are maintained for key functions (T-3).

2.8.5. Provide input to and execute the Wing/Group/Squadron training and evaluation (T-2).

2.8.6. Attend and participate in unit intelligence continuation training sessions. Conduct briefings/training as assigned by the Intelligence Qualification Training Program Manager (T-2).

Chapter 3

INITIAL QUALIFICATION TRAINING

3.1. Initial Qualification Training (IQT) Formal Course. IQT consists of multiple courses including: the AMC Mobility Air Forces (MAF) Intelligence Formal Training Unit (IFTU), the AF Force Protection (FP) IFTU, Anti-Terrorism/Force Protection Level II (AT/L2) and Contingency Response Mission Orientation Course (CR-MOC). When possible, IFTU attendance should occur prior to reporting to the duty station or as soon as possible after arrival at the duty station. When a seat in IFTU is not readily available, the unit should begin MQT prior to IFTU attendance.

3.1.1. MAF IFTU [USAF Education and Training Course Announcements (ETCA) Course ID: AMC MAF IFTU]. In-residence attendance is mandatory for all intelligence personnel at their first mobility assignment. Personnel who have attended AMC MAF IFTU in a previous mobility assignment will repeat the IFTU if the break between mobility assignments is more than five years (T-1).

3.1.2. FP IFTU [ETCA Course ID: AF FP IFTU]. In-residence FP IFTU attendance is mandatory for all intelligence personnel at their first CR assignment. Personnel who have attended FP IFTU in a previous assignment will repeat FPIFTU if the break between CR assignments is more than four years. When possible, FP IFTU attendance should occur prior to reporting to the duty station or as soon as possible after arrival at the duty station. Individuals only need to attend the FP IFTU once during consecutive CR assignments.

3.1.3. AT/L2 [ETCA Course ID: ACC ATFPLV2]. Certification guidance is managed IAW AFI 10-245, *Antiterrorism (AT)*.

3.1.4. Prerequisites are noted in ETCA IAW the formal course syllabus.

3.2. IQT Timelines.

3.2.1. Personnel in full-time status (RegAF, ART, AGR, IMA on active orders) who attend IFTU after arriving at duty station must complete IFTU within 120 days. Personnel not on full-time status (traditional reservist/guardsman/IMA) have 180 days to complete IFTU. Units unable to meet this timeline require a waiver from AMC/A2.

3.2.2. Waiver. The waiver request includes the reason the CWI was not able to obtain a seat within the timeline, the actions taken to obtain the seat, and the individual's scheduled attendance date (see example in Attachment 3). AMC units will route waiver requests directly to AMC/A2 Force Management Division; non-AMC units will route waiver requests through their MAJCOM for endorsement before forwarding to AMC/A2 Force Management Division (T-2).

3.3. IFTU Course Development and Maintenance. The MAF IFTU develops and maintain its courseware and materials IAW the Instructional System Design (ISD) process. The formalized course content is published via the ISD Report which includes the course syllabus, course training standard and course resource estimate. This report is available for MAJCOM and unit review.

3.4. IQT Completion. Individuals are provided a completed AF Form 4350, upon IFTU graduation. CWIs will ensure documentation in the individual's qualification training record (T-2). Personnel are considered Basic Qualified (BQ) upon completion of all IQT course requisites.

Chapter 4

MISSION QUALIFICATION

4.1. Timeline. All MAF personnel will be Basic Mission Capable (BMC) or Combat Mission Ready (CMR) by the 180th day of assignment to their unit (T-2). If mission qualification exceeds 180 days, units will route the training shortfall report (see Attachment 3) through their MAJCOM channels to AMC/A2 (T-2).

4.2. MQT Program Structure. MQT applies specific unit and mission context to those skills/knowledge gained in IQT. Units may further tailor their programs for intelligence personnel with current qualifications, prior experience, currency, documented performance or formal training. SIOs may use applicable portions of MQT to create a re-qualification program for personnel who have regressed from CMR or BMC to specifically address deficiencies that caused regression.

4.2.1. Intelligence personnel must complete IQT before concluding MQT, but subject areas may be trained concurrently IAW AFI 14-202 when logical (T-2).

4.2.2. Personnel in MQT may participate in exercises and perform intelligence functions while supervised by a current and qualified individual.

4.2.3. Personnel may complete other local area orientation and training while completing MQT.

4.3. Knowledge and Task Training. Develop unit blocks of instruction from lead command-provided and/or unit-developed training materials to include unique local area procedures relevant to the tasks and areas pertinent to the mission. At a minimum, MQT programs will include: (T-2)

4.3.1. Knowledge MQT.

4.3.1.1. Threat Training. Event objective: Demonstrate comprehension of applicable threats to ground forces such as weapons systems, asymmetric threats, TTPs, and limitations and employment techniques. Specific tasks: Demonstrate detailed understanding of threats, specifically related to the CR's capabilities and limitations.

4.3.1.2. Visual Recognition (VR) Training. Event objective: Identify threats to ground personnel. This includes weapon systems categories such as, but not limited to: Small Arms (SMARMS), Heavy Machine Gun (HMG), Rocket Propelled Grenade (RPG), Improvised Explosive Device (IEDs), mortar/rocket systems, vehicle type, military rank insignia, and uniform/clothing type. Specific tasks: Demonstrate ability to visually identify threats to ground personnel.

4.3.1.3. Personnel Recovery (PR) Academics. Event objective: As required, demonstrate knowledge of theater specific techniques, academics, DD Form 1833, Isolated Personnel Report (ISOPREP) requirements, evasion plan of action (EPA) requirements, and extracting combat search and rescue (CSAR) information from the special instructions (SPINS). Understand the role intelligence personnel play in PR training which will prepare mission crews for the possibility of survival, evasion,

captivity, escape and recovery in hostile territory. Specific tasks: Demonstrate understanding of the role intelligence personnel play in PR Operational Support.

4.3.1.4. Intelligence Support to Ground Forces. Event objective: Demonstrate understanding of Army operations and Joint Force operations terms, concepts, missions and capabilities, and understand the CR's role in supporting ground forces. The trainee will also understand modified combined obstacle overlay terrain analysis and development of Named Areas of Interest (NAIs) and how to incorporate these into the integrated base defense plan. Specific tasks: Demonstrate detailed understanding of CR support to ground forces as it relates to the CR's capabilities and limitations.

4.3.1.5. Intelligence Preparation of the Battlespace (IPB). Event objective: Know IPB terms and concepts, understand the analytical methodology employed in IPB and understand how USAF Intelligence automated support applications are used to support the IPB processes. Specific tasks: Demonstrate understanding of IPB.

4.3.2. Task MQT.

4.3.2.1. Research, Analysis and Dissemination (RAD). Event objective: Be familiar with available resources for researching, analyzing and disseminating intelligence concerning major potential threat adversaries, to include military, political, geographic and asymmetric threats. Specific tasks: demonstrate proficiency in researching, analyzing and disseminating intelligence (including Human Intelligence collection) to CR personnel, commanders and local support agencies (US Embassy, Regional Security Officer, Force Protection Detachment) through reports and briefings. Analyze incoming intelligence information, identify significant events and develop briefings and/or read files to disseminate critical intelligence information.

Table 4.1. CR RAD Gradesheet Task Elements.

1. RESEARCH METHODS AND RESOURCES
A. DAILY INTELLIGENCE PRODUCTS
B. REFERENCE DOCUMENTS/INTERNET SOURCES
C. REQUESTS FOR INFORMATION
2. IDENTIFIED INFORMATION GAPS WITH MISSION IMPACT
3. LOCAL PROCEDURES
A. MESSAGE TRAFFIC LOG TRACKING
B. COORDINATION/DISSEMINATION
C. MANUAL PLOTTING
D. PLOTTING CRITERIA
4. ANALYSIS
A. IDENTIFIED SIGNIFICANT EVENTS
B. DISCRIMINATED IRRELEVANT INFORMATION
C. DREW CONCLUSIONS
D. PREDICTED POSSIBLE COURSES OF ACTION (COA)
5. DISSEMINATION: AUDIENCE AND METHODS
6. STANDARDS ADHERENCE
7. SITUATIONAL AWARENESS
8. TIMELINESS AND ACCURACY

4.3.2.2. Request for Information. Event Objective: Demonstrate proficiency in developing, tracking and transmitting accurate RFIs as required by MAJCOM and theater procedures. Specific Tasks: Generate, review, analyze, validate and transmit RFI. Ensure thorough and concise products meet requirements from MAJCOM and theater directives.

Table 4.2. CR Request for Information Gradesheet Task Elements.

1. GENERATED RFI WITH APPROPRIATE INFORMATION
2. REVIEWED THE INFORMATION FOR ACCURACY
3. ANALYZED DATA
4. VALIDATED DATA
5. TRANSMITTED INFORMATION IN A TIMELY MANNER

4.3.2.3. Manual Order of Battle (OB). Event objective: Demonstrate proficiency in constructing, posting, updating, purging and quality controlling order of battle displays without intelligence system support IAW unit established order of battle standards. Specific tasks: Research, analyze and plot order of battle using correct symbology (MIL STD 2525D, *Joint Warfighting Symbology*, and ADRP 1-02, *Terms and Military Symbols*), and extract military grid reference system (MGRS) and geographic coordinates (geocoords). Demonstrate understanding of order of battle production responsibilities for applicable Area of Responsibility (AOR).

Table 4.3. Manual OB Gradesheet Task Elements.

1. PLOTTING
A. GEOCOORDS
B. MGRS
C. PERFORM COORDINATE CONVERSION
D. DETAIL
E. APPROPRIATE SCALE
2. SYMBOLOGY
A. ANNOTATE OB AS APPROPRIATE
B. CREATE LEGEND
3. ORDER OF BATTLE ANALYSIS
A. PURGE CRITERIA
B. POSTING CRITERIA
4. COMPUTE DISTANCE, DIRECTION, AZIMUTH
5. DISPLAY MARKINGS
A. CURRENT AS OF TIME
B. CLASSIFICATION MARKINGS

4.3.2.4. Automated OB. Event objective: Demonstrate proficiency in utilizing intelligence support systems (e.g., Falconview, Four Dimensional Visualization Tools [4DV]) to download, construct, convert coordinates, post, update, purge and quality control automated order of battle displays. Specific tasks: Exploit intelligence software applications to post and maintain order of battle and convert MGRS and geocoords.

Table 4.4. CR Intelligence Automated OB Gradesheet Task Elements.

1. PLOTTING/DOWNLOADING OB
A. GEOCOORDS
B. MGRS
C. COORDINATE CONVERSION
2. SYMBOLOGY
A. ANNOTATE OB AS APPROPRIATE
B. CREATE LEGEND
3. ORDER OF BATTLE ANALYSIS
A. PURGE CRITERIA
B. POSTING CRITERIA
C. TERRAIN ANALYSIS
4. COMPUTE DISTANCE, DIRECTION, AZIMUTH
5. DISPLAY MARKINGS
A. CURRENT AS OF TIMES
B. CLASSIFICATION MARKINGS

4.3.2.5. Changeover Briefing. Event objective: Demonstrate proficiency in developing, coordinating and conducting a changeover briefing. Specific tasks: Organize, prioritize, and present key information at shift changeover. Provide incoming personnel with a summary of events to prepare them for their shift. Include issues needing immediate attention, pending tasks, personnel and equipment problems, work center status and briefing times. Deliver changeover briefing IAW local timelines, format and content requirements.

Table 4.5. CR Intelligence Changeover Briefing Gradesheet Task Elements.

1. BRIEFING PREPARATION
2. ADHERENCE TO UNIT PROCEDURES
3. ADDRESSED RELEVANT AREAS
A. ISSUES REQUIRING IMMEDIATE ATT'N
B. WORK CENTER STATUS
C. REVIEW PREVIOUS BRIEFING MATERIAL
D. REVIEW IN/OUTGOING MSGS
E. REVIEW SIGNIFICANT EVENTS LOG/PUC/TUC
F. RFI STATUS
G. REVIEW BSD/SPINS/THREAT LEVELS
H. SYSTEMS STATUS
I. PROCEDURAL CHANGES
J. ITEMS TO BE ACCOMPLISHED
(1) PLOTTING
(2) BRIEFINGS
(3) SF/OSI UPDATES
K. PERSONNEL STATUS/SCHEDULES
L. EQUIPMENT STATUS
M. MESSAGES DUE OUT

N. REVIEW EMERGENCY PROCEDURES
O. COMBINATION/CIPHER CHANGES
4. DELIVERY
5. SECURITY

4.3.2.6. Pre-deployment Briefing. Event objective: Demonstrate proficiency in developing, coordinating and conducting a pre-deployment briefing. Specific tasks: Demonstrate understanding of unit operations plan/operations order and/or air and space expeditionary force tasking by researching, analyzing and tailoring intelligence information to the unit's specific mission, roles and combat profiles. Include force protection considerations, synopsis of military and political situation generating the deployment, enemy activity and force disposition (air, ground, naval, asymmetric, as applicable) in the AOR and along deployment route, enemy and terrorist tactics and employment strategies, potential enemy reactions to the deployment, known threats (terrorist or regular military forces) in vicinity of bed-down location, reporting instructions and essential elements of information (EEI), and additional items as dictated by the local situation. Deliver pre-deployment briefing IAW prescribed local timelines, format, and content requirements.

Table 4.6. CR Intelligence Pre-Deployment Briefing Gradesheet Task Elements.

1. BRIEFING PREPARATION
A. RESEARCH
B. ANALYSIS
2. APPLICABILITY TO AUDIENCE
3. DELIVERY
4. GENERAL KNOWLEDGE
5. EFFECTIVE VISUAL AIDS
6. ADHERE TO UNIT STANDARDS
7. SECURITY
8. SUMMARY OF POLITICAL/MILITARY EVENTS
9. ENEMY ACTIVITY AND FORCE DISPOSITION
10. ENEMY TACTICS/EMPLOYMENT STRATEGY*
11. POTENTIAL/ANTICIPATED ENEMY REACTIONS
12. POSSIBLE ENROUTE HAZARDS*
13. PERSONNEL RECOVERY ISSUES*
A. EMERGENCY DESTRUCTION OF CLASSIFIED
B. THEATER PR
C. EPA
D. SANITIZATION REMINDER
E. ISOPREP REVIEW
14. KNOWN THREATS NEAR BED-DOWN LOC
15. REPORTING INSTRUCTIONS AND EEIS*
* <i>ITEMS REQUIRED FOR AIRCREW BRIEF</i>

4.3.2.7. Situation Briefing. Event objective: Demonstrate proficiency in developing, coordinating and conducting both an initial situation and situation briefing. Specific

tasks: Demonstrate proficiency in researching, analyzing and briefing the situation and providing the latest intelligence to assist the commanders, staff and mission crews in their decision-making. For the initial situation briefing, present major events leading to the crisis, any national decisions, enemy force disposition (ground, air and air defense, naval, asymmetric, as applicable), and possible enemy courses of action. For follow-on situation briefings, present the current situation, enemy force disposition, local area situation, anticipated enemy reactions, and additional items indicated by the local situation (terrorism, sabotage, asymmetric threats, etc.). Deliver situation briefings IAW prescribed local timelines, format, and content requirements.

Table 4.7. CR Intelligence Situation Briefing Gradesheet Task Elements.

1. BRIEFING PREPARATION
2. APPLICABILITY TO AUDIENCE
3. DELIVERY
4. GENERAL KNOWLEDGE
5. EFFECTIVE USE OF VISUAL AIDS
6. ADHERENCE TO UNIT STANDARDS
7. SECURITY
8. SIGNIFICANT POLITICAL/MILITARY DEVELOPMENTS
9. CURRENT ENEMY FORCE DISPOSITION
10. OBSERVED ENEMY TACTICS, EMPLOYMENT STRATEGIES
11. INDICATIONS OF IMPENDING ENEMY ATTACK
12. LOCAL AREA SITUATION
13. ADDITIONAL ITEMS AS NEEDED
14. ADHERENCE TO UNIT STANDARDS

4.3.2.8. Tasking Documentation. Event objective: Demonstrate proficiency in locating, identifying and breaking out the applicable elements of the Warning Order (WARNORD), Operations Order (OPORD), Execution Order (EXORD), Fragmentary Order (FRAGO), Air Tasking Order (ATO), and Global Decision Support System II (GDSS II). Specific tasks: Locate, identify and extract pertinent information (i.e., unit tasking and CSAR information) from tasking orders/messages and SPINS. Demonstrate breakout of tasking documents with both manual and automated (e.g., TaskView) techniques and tools IAW prescribed local timelines and format requirements.

Table 4.8. CR Tasking Documentation Gradesheet Task Elements.

1. ACCESSED CORRECT WARNORD/OPORD/EXORD/ FRAGO/ATO
2. EXTRACTED APPLICABLE MISSION INFORMATION
3. ID/EXTRACT APPLICABLE SPINS INFO
4. AUTOMATED TASKING (TASKVIEW)
5. ADHERENCE TO UNIT STANDARDS
6. FULL MISSION INFO FROM GDSSII
7. SECURITY

4.3.2.9. Threat Working Group (TWG). Event Objective: Demonstrate proficiency in extracting and analyzing intelligence on the mission area and formulating assessments.

Specific Tasks: Demonstrate understanding of changes to the threat picture and their impact on the mission (threat to base, terrorist actions, attacks on other bases in theater). Analyze current threat information and assess the threat to the base. Review intelligence responsibilities for TWG listed in AFI 10-245 and AFI 14-119. Accurately assess current force protection measures/base defense plan. Aid the TWG in development of unified recommendations and COAs.

Table 4.9. CR Threat Working Group Gradesheet Task Elements.

1. ORGANIZATION/PREPARATION
A. RESEARCH
B. ANALYSIS
3. ACCESSED CORRECT MISSION TASKING
4. ANALYZED CURRENT/NEW THREAT INFORMATION
5. CORRELATED CHANGES TO THREAT TO IMPACT ON MISSION
6. REVIEWED FORCE PROTECTION MEASURES/BASE DEFENSE PLAN
7. ID'S GAPS IN INTELLIGENCE
8. SUBMITTED RFIS AS NEEDED
9. DEVELOPED TWG RECOMMENDATION/COA
10. GENERAL KNOWLEDGE
11. ADHERENCE TO UNIT STANDARDS
12. GENERAL KNOWLEDGE
13. SECURITY

4.3.2.10. Airfield Assessment Integration. Event objective: Demonstrate proficiency in performing airfield analysis and developing intelligence products to support an airfield assessment. Specific tasks: Research and analyze intelligence information pertaining to airfields of interest. Demonstrate proficiency in supporting an airfield assessment that includes (when applicable) the latest imagery, force protection and security considerations (e.g., Unified Facilities Criteria (UFC) 4-10-01 and UFC 4-10-02 for standoff distances). Demonstrate proficiency in developing Force Protection/Security EEIs to facilitate collection of information by first-in contingency forces. Demonstrate proficiency integrating newly collected intelligence into the IPB cycle and updating existing assessments accordingly. If time / mission permits conduct a Risk Assessment process to include portions of Threat Assessment and Vulnerability Assessment; Criticality Assessment; Criticality, Accessibility, Recuperability, Vulnerability, Effect and Recognizability (CARVER); and Mission, Symbolism, History, Accessibility, Recognizability, Population and Proximity (MSHARPP). Complete airfield assessments IAW prescribed local timelines, format and content requirements.

Table 4.10. CR Airfield Assessment Integration Gradesheet Task Elements.

1. ORGANIZATION/PREPARATION
A. RESEARCH
B. ANALYSIS
2. REQUIRED INFORMATION
A. ANALYZED CURRENT/NEW THREAT INFORMATION

B. IMAGERY
C. ASSESSED FORCE PROTECTION MEASURES/AIRFIELD SECURITY
D. IDENTIFIED GAPS IN INTELLIGENCE
E. CONDUCTED RISK ASSESSMENT AS APPLICABLE
3. SUBMITTED RFIS AS NEEDED
4. ADHERENCE TO UNIT STANDARDS
5. SECURITY
6. ORGANIZATION
7. DOCUMENTATION
8. SECURITY

4.3.2.11. Aircrew Pre-mission Briefing. Event objective: Demonstrate proficiency in developing, coordinating and conducting a pre-mission briefing. Specific tasks: Demonstrate proficiency in researching, analyzing and providing mission crews and USAF Security Forces Ravens, when applicable, a pre-mission briefing which includes the general situation since the last briefing; operating area information; general situation in the operating area, airfield, enroute, operating area threats, (SAM, ADA, air, ground, naval, asymmetric, laser and spectrum interference threats, etc.), Demonstrate proficiency in using 4D models and overlays using visualization and analysis tools to enhance mission portrayal. Deliver pre-mission briefing IAW prescribed local timelines, format and content requirements.

Table 4.11. CR Intelligence Aircrew Pre-Mission Briefing Gradesheet Task Elements.

1. BRIEFING PREPARATION
A. RESEARCH
B. ANALYSIS
C. 4D MODEL/OVERLAYS
2. DELIVERY
3. APPROPRIATE LEVEL OF DETAIL
4. EFFECTIVE USE OF VISUAL AIDS
5. GENERAL KNOWLEDGE
6. COVERED APPLICABLE AREAS
A. SECURITY CONSIDERATIONS
B. GENERAL BATTLE SITUATION
C. ENEMY FORCE LOCATIONS
D. ENROUTE THREATS
(1) INGRESS
(2) REFUELING TRACK
(3) EGRESS
(4) RON LOCATION(S)
E. LOCAL AREA SITUATION
F. PR DATA
(1) PREDETERMINED RECOVERY AREAS
(2) RECOVERY & AUTHENTICATION
(3) SANITIZATION REMINDER

(4) BLOOD CHIT, OTHER INTELLIGENCE EQUIPMENT
(5) EPA DEVELOPMENT AND REVIEW
(6) ISOPREP REVIEW
G. EEIS
H. INFLIGHT REPORTING REQ'TS
I. DEBRIEF LOCATION
J. PILOT/THREAT UPDATE CODE
7. SECURITY
8. ADHERENCE TO UNIT STANDARDS

4.3.2.12. Ground Pre-mission/Movement Briefing. Event Objective: The trainee will demonstrate proficiency in researching and analyzing intelligence relevant to the briefing. Provide ground crews a briefing which includes the general situation since the last briefing. This briefing should include route recon, route analysis, threats, threat mitigation, route history, indications and warnings, debriefing and other factors essential to mission success. Demonstrate proficiency in using 4D models and overlays using visualization and analysis tools to enhance mission portrayal. Deliver briefing IAW prescribed local timelines, format and content requirements.

Table 4.12. CR Ground Intelligence Pre-Mission/Movement Briefing Gradesheet Task Elements.

1. BRIEFING PREPARATION
A. RESEARCH
B. ANALYSIS
C. 4D MODEL/OVERLAYS
2. DELIVERY
3. APPROPRIATE LEVEL OF DETAIL
4. EFFECTIVE USE OF VISUAL AIDS
5. GENERAL KNOWLEDGE
6. COVERED APPLICABLE AREAS
A. SECURITY CONSIDERATIONS
B. GENERAL BATTLE SITUATION
C. ENEMY FORCE LOCATIONS
D. ENROUTE THREATS
(1) ROUTE RECON
(2) ROUTE ANALYSIS
(3) THREATS
(4) THREAT MITIGATION
(5) THREAT/ATTACK HISTORY
(5) AIRFIELD
(6) TTP
(7) BLIND SPOTS
(8) PHASE LINES
(9) ACTIONS ON THE OBJECTIVE
(10) ACTIONS ON CONTACT

(11) COUNTERMEASURES
E. LOCAL AREA SITUATION
F. PR DATA
(1) PREDETERMINED RECOVERY AREAS
(2) RECOVERY & AUTHENTICATION
(3) SANITIZATION REMINDER
(4) BLOOD CHIT, OTHER INTELLIGENCE EQUIPMENT
(5) ISOPREP REVIEW
H. EEIS
I. REPORTING REQUIREMENTS
J. DEBRIEF LOCATION
K. THREAT UPDATE CODE
7. SECURITY
8. ADHERENCE TO UNIT STANDARDS

4.3.2.13. Communications Equipment Familiarization. Event objective: Demonstrate proficiency in CR communication hardware and software (e.g., GRRIP, Secure Voice Comm, IRIDIUM phone) identification, setup operation, and breakdown. Specific tasks (secure data and voice): Correctly identify communications equipment specific to CR operations. Demonstrate proficiency in communications equipment setup. Demonstrate proficiency in properly using the equipment. Demonstrate proficiency in reach-back, utilizing hardware and software. Demonstrate proficiency in properly breaking down equipment. Complete tasks IAW prescribed local procedure and timeline requirements. CR Communication Equipment Familiarization (Secure Data and Voice).

Table 4.13. CR Communication Equipment Familiarization (Secure Data and Voice).

1. EQUIPMENT IDENTIFICATION
2. EQUIPMENT SET UP
3. EQUIPMENT/SOFTWARE OPERATION
4. EQUIPMENT BREAKDOWN
5. GENERAL KNOWLEDGE OF EQUIPMENT SOFTWARE
A. TROUBLESHOOTING
B. REACHBACK SUPPORT
6. COVERED APPLICABLE AREA
7. ADHERENCE TO UNIT STANDARDS
8. SECURITY

4.3.2.14. Aircrew Debriefing. Event objective: Demonstrate proficiency in planning, coordinating and conducting a debriefing. Specific tasks: Extract relevant mission intelligence from personnel. Ask amplifying questions relevant to the mission. Identify time-sensitive information and disseminate appropriately and expeditiously.

Table 4.14. CR Intelligence Aircrew Debriefing Gradesheet Task Elements.

1. DEBRIEFING PREPARATION
A. DEBRIEF WORKSHEET PREPARED
B. VIS AIDS (MAPS, IMAGERY, ETC.)

2. TIME CRITICAL INTELLIGENCE
A. SIGNS OF DOWNED A/C
B. NEW ADVERSARY TTPs
3. ADHERENCE TO UNIT STANDARDS
4. THREATS ENCOUNTERED
A. AIR-TO-AIR
B. SURFACE-TO-AIR
C. LASING/SPOTLIGHT
D. SPECTRUM INTERFERENCE
E. SIGHTINGS
5. THREAT INFORMATION
A. TYPE, NUMBER, IDENTIFYING MARKINGS
B. LOCATION, HEADING, ALTITUDE, SPEED
C. HOW ACQUIRED, WHEN
D. GUN/MISSILE FIRINGS, DETAILS
E. ENEMY TACTICS
F. EVASIVE MANEUVERS/COUNTER-MEASURES AND EFFECTIVENESS
G. BATTLE DAMAGE OR LOSS
H. EFFECT ON MISSION
6. EEIS ASSIGNED AND RESPONSE
7. FOLLOW-UP QUESTIONS
8. DEBRIEF CONTROL
9. TIME MANAGEMENT
10. SECURITY

4.3.2.15. Ground Movement Debriefing. Event objective: Demonstrate proficiency in planning, coordinating and conducting a ground movement debriefing. Specific tasks: Extract relevant mission intelligence from personnel. Ask amplifying questions relevant to the mission. Identify time-sensitive information and disseminate appropriately and expeditiously.

Table 4.15. CR Intelligence Ground Movement Debriefing Gradesheet Task Elements.

1. DEBRIEFING PREPARATION
A. DEBRIEFING MATERIALS PREPARED (E.G., WORKSHEET)
B. VISUAL AIDS PREPARED (E.G., MAPS, IMAGERY)
2. TIME CRITICAL INTELLIGENCE
3. RECORD ALL ACTIVITIES/ATTACKS/EVENTS/SIGHTINGS, USING SIZE, ACTIVITY, LOCATION, UNIT, TIME, EQUIPMENT (SALUTE) PROCEDURES
A. SIZE
B. ACTIVITY
C. LOCATION
D. UNIT
E. TIME
F. EQUIPMENT
4. FOLLOW-UP QUESTIONS

5. EEIS ASSIGNED AND RESPONSES
6. FOLLOW-UP ACTIVITIES
A. RECORD/REPORT
B. CHANGES TO BASE MAP
C. UPDATE EVENTS LOG
D. DISSEMINATE/ELEVATE ASAP
7. DEBRIEF CONTROL
8. TIME MANAGEMENT
9. SECURITY

4.3.2.16. Intelligence Reports. Event objective: Demonstrate proficiency in developing and transmitting mission reports and other applicable intelligence reports. Specific tasks: Generate, review, analyze, validate and transmit hard and soft copy intelligence reports. Ensure thorough and concise products meet requirements from the theater intelligence reporting directive. In the event there is not a theater reporting directive or combatant command reporting directive, use approved MAJCOM Intelligence Reporting Directive.

Table 4.16. CR Intelligence Reports Gradesheet Task Elements.

1. REPORT PREPARATION
A. RESEARCH
B. ANALYSIS
2. REPORT FORMAT
3. CORRECT CLASSIFICATION MARKINGS
4. CONTENT
A. SIGNIFICANT EVENTS/DATA REPORTED
B. APPROPRIATE FOR AUDIENCE
C. LOGICAL FLOW
D. READABILITY
E. CORRECT SPELLING/GRAMMAR
5. ADHERENCE TO AOR STANDARDS
6. RELEASE PROCEDURES
A. QUALITY CONTROL CHECK
B. MET PRESCRIBED DEADLINES
7. TIME MANAGEMENT

4.4. Evaluation. In order to maintain qualification, initial and periodic mission evaluations will be conducted by qualified and current IEs IAW AFI 14-202, Volume 2 (T-1).

4.4.1. Requirements. IEs will include the items listed in Table 4.12, *CRictectMission Qualification Training and Evaluation Requirements*, in the conduct of initial and subsequent mission evaluations (MSN) (T-2).

4.4.2. Research, analysis and dissemination (RAD) and intelligence preparation of the battlespace involves knowledge intelligence personnel should be applying throughout all areas of the performance task evaluations and is evaluated as subsets of each applicable performance task using the RAD gradesheet.

Table 4.17. CR Mission Qualification Evaluation Requirements.

AREA TITLE	INIT MSN	MSN
Knowledge Evaluation (MQF Test)		
RFI	X	X
Manual OB	X	X
Automated OB	X	X
Changeover Briefing	X	X
Pre-deployment Briefing	X	X
Situation Briefing	X	X
Tasking Documentation	X	X
TWG	X	X
Airfield Assessment Integration	X	X
Aircrew Pre-mission Briefing	X	
Ground Pre-mission/Movement Briefing	X	X
Communication Equipment Familiarization	X	X
Aircrew Debriefing	X	
Ground Movement Debriefing	X	X
Intelligence Reports	X	X

4.4.3. Evaluation Criteria. The following evaluation criteria (Table 4.13.) apply to mission qualification knowledge and task evaluations. IEs will use all sections for criteria applicable to the events performed on the evaluation (T-2). Security, including Operations Security (OPSEC), is to be considered in all evaluations.

Table 4.18. CR Mission Qualification Evaluation Criteria.

GRADING CRITERIA	
<i>Q: Qualified. Performance is correct. Quickly recognizes and corrects errors.</i>	
<i>Q-: Qualified with discrepancies. Performance is safe, but indicates limited proficiency. Makes errors of omission.</i>	
<i>U: Unqualified. Performance is unsafe or indicates lack of knowledge or ability.</i>	
KNOWLEDGE EVALUATION	
Q	Correctly answered at least 85% of questions in a test based on MQF.
U	Failed to answer at least 85% of the questions correctly.
VISUAL RECOGNITION	
Q	Correctly identified 85% of all items in visual recognition test.
U	Failed to identify correctly at least 85% of all items in visual recognition test.
RFI	
Q	Clearly written with target audience in mind. Summarized all pertinent information available with minimal to no extraneous info. Properly formatted. Met reporting timelines. Produced RFI IAW checklists, MAJCOM and/or theater directives. Identified significant events. Correct classification and security markings on all products.
Q-	Slow to development but still produced quality RFI. Minor problems with clarity, organization or formatting, but pertinent information was included.
U	Did not complete report within reasonable time period resulting in loss of perishable

	information required for planning. Failed to use checklist. Incomplete or inaccurate RFI. Writing skills complicated meaning of information or omitted critical information. Incorrect dissemination (e.g., not sent to the correct users through appropriate channels). Incorrect classification.
MANUAL OB	
Q	Without the use of automated intelligence support systems and IAW MIL STD 2525D and ADRP 1-02, <i>Terms and Military Symbols</i> , accurately plotted all threats/items within .5 nm of center point of coordinates on a Tactical Pilotage Chart (TPC) (or larger scale chart), consistently used correct OB symbology, identified inconsistencies or errors in OB. Plotted to appropriate level of detail with respect to unit requirements. Accurately maintained OB to unit specifications, including classification and currency. Correct classification and security markings on all products.
Q-	Plotted 95% of the order of battle within 0.5 nm of center point of coordinates on a TPC (or larger scale chart), the remaining 5% within 1 nm on a TPC (or larger scale chart). Minor inconsistencies in symbology, corrected with little prompting.
U	Errors would have significantly impacted mission success. Unable to identify errors or inconsistencies in OB. Unable to complete tasks without significant supervision or intervention. Incorrect classification.
AUTOMATED OB	
Q	Demonstrated proficiency in using applicable intelligence support systems to maintain orders of battle, including current as of times and classification. Able to input OB manually with zero typographical errors. Successfully downloaded, printed, exported and displayed data. Able to manipulate data, display appropriate threat rings and perform terrain masking analysis. Correctly converted geocoords and MGRSs. Able to utilize applicable tools to aid in mission planning. Correct classification and security markings on all products.
Q-	Required some assistance, but no impact on mission success.
U	Required significant assistance. Lacked proficiency in operating intelligence support systems to the detriment of mission success. Incorrect classification.
CHANGEOVER BRIEFING	
Q	Well planned, appropriate checklist usage, addressed relevant areas. Demonstrated clear understanding of significant events or shortfalls to pass on to next shift. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities and limitations of unit assets when conducting analysis. Quickly identified significant information and rapidly disseminated to appropriate audience. Correctly annotated event log, identified significant events and issued threat update codes. Correct classification and security markings.
Q-	Omitted no more than one key area/issue at changeover, was able to recover with prompting or minimal assistance. Errors due to extenuating circumstances (e.g., relocation, attacks, etc.) vs. poor planning.
U	Failed to use checklist. Poor planning or preparation and/or inadequate checklist usage. Deficiencies not due to extenuating circumstances. Inability to recover even with minor prompting. Omissions would have affected next shift. Missed significant information or failed to disseminate information to proper audience. Poor understanding of capabilities or limitations of unit assets or impact information may

	have on the mission. Fabricated information. Incorrect classification.
PRE-DEPLOYMENT BRIEFING	
Q	Professionally delivered, well organized, clear. Effective use of checklist or local procedures. Tailored, relevant content appropriate for audience. Easily understood by audience. Effective use of visual aids. Classification appropriate for audience. Hit key points including synopsis of military and political situation generating the deployment, and enemy activity and force disposition in AOR and along deployment route. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities and limitations of unit assets when conducting analysis. Fielded questions correctly. Correct classification/security markings.
Q-	Minor omissions, recovered when prompted, no significant impact on mission. Needs improvement in organization or delivery.
U	Failed to use checklist. Poorly organized, not tailored. Confusing. Omitted key areas. Significant lack of analytical ability. Unable to conduct basic research. Missed significant information or failed to disseminate information. Poor understanding of capabilities or limitations of unit assets. Fabricated information. Incorrect classification.
SITUATION BRIEFING	
Q	Briefing effectively organized and professionally presented in a logical sequence. Appropriate level of detail, covered all applicable items, well-tailored analysis relevant to audience. Effective use of visual aids. Concise yet thorough delivery. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities and limitations of unit assets when conducting analysis. Quickly identified significant information and rapidly disseminated to appropriate audience. Included predictive analysis (unit impact and/or enemy COA). Fielded questions correctly. Correct classification and security markings on all products.
Q-	Minor omissions, recovered when prompted, no significant impact on mission. Needs improvement in organization or delivery. Limited predictive analysis presented (unit impact and/or enemy COA). Briefing hard to follow, redundant.
U	Failed to use checklist. Content not tailored. Confusing. Omitted key areas. Significant lack of analytical ability. Unable to conduct basic research. Missed significant information or failed to disseminate information to proper audience. Poor understanding of capabilities or limitations of unit assets or impact information may have. Failed to include predictive analysis (unit impact and/or enemy COA). Negative impact on the mission. Fabricated information. Incorrect classification.
TASKING DOCUMENTATION	
Q	Demonstrated ability to locate and access correct WARNORD/OPORD/EXORD/FRAGO/ATO and any changes. Correctly extracted mission tasking and other information relevant to unit or tasking. Correct classification and security markings on all products.

Q-	Some errors or delays in extracting information that did not jeopardize or impact Intelligence integration in mission planning timeline. Accomplished tasks but needed minimal assistance.
U	Errors, omissions or delays in extracting information that could have impacted mission planning. Unable to accomplish tasks without significant intervention. Incorrect classification.
THREAT WORKING GROUP	
Q	Demonstrated ability to access correct tasked mission. Demonstrated proficiency in analyzing current/new threat information affecting tasked area of operations. Demonstrated understanding of changes to threat picture and its impact on the mission. Accurately assessed if current FP measures/base defense plan mitigate threat effectively. Aided in development of unified TWG recommendations and COAs. Used correct classification and security markings on all products produced.
Q-	Some errors or delays in extracting and analyzing information that did not jeopardize or impact the overall unified recommendations to the TWG. Accomplished tasks but needed minimal assistance.
U	Errors, omissions or delays in extracting and analyzing information that could have impacted recommendations of the TWG. Unable to accomplish tasks without significant intervention. Unable to articulate intelligence analysis to TWG members; negative impact to unified recommendations and COAs. Incorrect classification.
AIRFIELD ASSESSMENT INTEGRATION	
Q	Demonstrated ability to research and accurately analyze intelligence information pertaining to airfields of interest. Developed terrain analysis and overlaid threat COA to develop Named Areas of Interests (NAI). Developed a collection plan for NAI. Collection plan is in line with pre-existing EEIs and PIRs. New EEIs were created as necessary. Determined weakest points of defense and recommended where and how the adversary will attack. Gave overall risk assessment of 'Go' for CR main body to arrive, or mitigation steps required for identified vulnerabilities. Correct classification and security markings on all products.
Q-	Some errors or delays in research and analysis that did not jeopardize or impact overall airfield assessment. Minor delays in developing assessment that did not impact overall mission. Accomplished tasks but needed minimal assistance.
U	Errors, omissions or delays in research and analysis that could have impacted the mission. Significant lack of analytical ability. Unable to conduct basic research. Poor understanding of intelligence preparation of the operational environment concepts. Unable to develop airfield assessment without significant intervention. Incorrect classification.
AIRCREW PRE-MISSION BRIEFING	
Q	Briefing effectively organized and professionally presented in a logical sequence. Effective use of visual aids. Concise yet thorough. Appropriate level of detail, covered all applicable items IAW checklists: airfield, takeoff, enroute, mission area and appropriate PR considerations. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities and limitations of unit assets when

	<p>conducting analysis. Demonstrated ability to manipulate 4D models and overlays using visualization and analysis tools and programs IAW current guidance. Demonstrated ability to build 3D models of various products (e.g., mission route, threat locations, airfield structures at deployment or enemy airbase locations, structures or terrain in LZ/DZ, mission routes, detection/engagement rings). Integrate with 3D visualization and time-stamped (4th dimension) threat data to support force protection when appropriate. Correct classification and security markings on all products. Fielded questions correctly.</p>
Q-	<p>Presentation somewhat lacking in quality but all required areas were covered. Minor omissions, recovered when prompted, no significant impact on mission. Needs improvement in organization or delivery. Briefing hard to follow, somewhat redundant. Provided extraneous information. Needed some assistance with 4D utilization but did not impact mission.</p>
U	<p>Failed to use checklist. Did not brief all threats directly impacting the mission. Very confusing or redundant. Major gaps in information, unable to recover with prompting. Significant lack of analytical ability. Unable to conduct basic research. Fabricated information. Lacked competence in manipulation of information using 4D analysis tools and programs, required detailed assistance or products incorrectly formulated. Demonstrated lack of understanding of the CR mission capabilities. Incorrect classification.</p>
GROUND PRE-MISSION/MOVEMENT BRIEFING	
Q	<p>Briefing effectively organized and professionally presented in a logical sequence. Effective use of visual aids. Concise yet thorough. Appropriate level of detail, covered all applicable items IAW checklists: airfield, PR considerations, convoy route, threat/attack history, tactics, techniques, procedures, blind spots, phase lines, actions on the objective, actions on contact, countermeasures. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities/limitations of unit assets when conducting analysis. Demonstrated ability to create and manipulate 4DV models and overlays using visualization and analysis tools and programs IAW current guidance. Demonstrated ability to build 3D models of varying products (e.g., mission route, threat locations, airfield structures at deployment or enemy airbase locations, structures or terrain in LZ/DZ, mission routes, detection/engagement rings). Integrate with 4DV threat data to support FP as appropriate. Correct classification and security markings on all products. Fielded questions correctly.</p>
Q-	<p>Presentation somewhat lacking in quality but all required areas were covered. Minor omissions, recovered when prompted, no significant impact on mission. Needs improvement in organization or delivery. Briefing hard to follow, somewhat redundant. Provided extraneous information.</p>
U	<p>Failed to use checklist. Did not brief all threats directly impacting the mission. Confusing or redundant. Major gaps in information, unable to recover with prompting. Significant lack of analytical ability. Unable to conduct basic research. Fabricated information. Demonstrated lack of understanding of the CR mission capabilities. Incorrect classification.</p>

COMMUNICATION EQUIPMENT FAMILIARIZATION	
Q	Thoroughly familiar with CR communication hardware and software (e.g., GRRIP, Secure Voice Comm, IRIDIUM phone). Independently able to identify, setup, operate, and breakdown communication equipment.
Q-	With some assistance was able to identify, setup, operate, and breakdown communication equipment. Minor mistakes with procedures, recovered when prompted, no significant impact on mission.
U	Failed to identify, setup, operate and breakdown communication equipment.
AIRCREW DEBRIEFING	
Q	Thoroughly prepared and was able to extract pertinent mission results in timely manner. Quickly identified perishable information. Controlled the debriefing, asked amplifying questions and recognized irrelevant information. Collected all significant intelligence with sufficient detail to accomplish reporting requirements IAW checklists and theater directives. Identified significant events. Correct classification and security markings on all products.
Q-	Somewhat redundant in questions or failed to ask some amplifying questions that would have enhanced detail of information gathered.
U	Failed to use appropriate checklist. Not prepared. Disjointed flow. Failed to identify perishable information. Failed to complete a debrief. Not enough detail to accomplish reporting requirements. Incorrect classification.
GROUND MOVEMENT DEBRIEFING	
Q	Thoroughly prepared and was able to extract pertinent mission results in timely manner. Quickly identified perishable information. Controlled the debriefing, asked amplifying questions and recognized irrelevant information. Collected all significant intelligence with sufficient detail to accomplish reporting requirements IAW checklists and theater directives. Successfully collected information to satisfy SALUTE report. Identified significant events. Correct classification and security markings on all products.
Q-	Somewhat redundant in questions or failed to ask some amplifying questions that would have enhanced detail of information gathered.
U	Failed to use appropriate checklist. Not prepared. Disjointed flow. Failed to identify perishable information. Failed to complete a debrief. Not enough detail to accomplish reporting requirements. Incorrect classification.
INTELLIGENCE REPORTS	
Q	Clearly written with target audience in mind. Summarized all pertinent information available with minimal to no extraneous info. Properly formatted. Met reporting timelines. Produced report IAW checklists and theater directives. Identified significant events. Correct classification and security markings.
Q-	Missed timeline but still delivered quality intelligence report. Delay due to extenuating circumstances. Minor problems with clarity, organization or formatting, but pertinent information was included.
U	Did not complete report within prescribed timelines. Failed to use checklist. Incomplete or inaccurate report. Writing skills complicated meaning of information or omitted critical information. Incorrect dissemination (i.e., not sent to the correct users through appropriate channels). Incorrect classification.

4.5. Currency. Personnel must complete appropriate RIP tasks to remain current (T-2). Individuals are responsible for documenting RIP task completion. The task requirements listed in Table 4.14 establish the minimum frequency requirements for CMR and BMC personnel.

Table 4.19. CR Ready Intelligence Program Currency Requirements.

SUBJECT	FREQUENCY TO MAINTAIN	
	CMR Status	BMC Status
RFI	Semi-annually	Annually
Manual OB	Semi-annually	Annually
Automated OB	Semi-annually	Annually
Changeover Briefing	Semi-annually	Annually
Pre-deployment Briefing	Semi-annually	Annually
Situation Briefing	Semi-annually	Annually
Tasking Documentation	Annually	Annually
Threat Working Group	Semi-annually	Annually
Airfield Assessment Integration	Semi-annually	Annually
Aircrew Pre-mission Briefing	Annually	Annually
Ground Pre-mission/Movement	Semi-annually	Annually
Communication Equipment Familiarization	Quarterly	Annually
Aircrew Debriefing	Annually	Annually
Ground Movement Debriefing	Semi-Annually	Annually
Intelligence Reports	Semi-Annually	Annually
<i>Note: For the purposes of this instruction quarterly is defined as once every 3 months, semi-annually is defined as once every 6 months and annually is defined as once every 12 months</i>		

Chapter 5

SPECIALIZED QUALIFICATIONS

5.1. Specialized Qualification. Personnel attain specialized qualification upon completion of Specialized Training (ST), a successful [Specialized Qualification] Evaluation, and CWI endorsement. Specialized Qualification is maintained with accomplishment of continuation training and periodic evaluations, as required. The following specialized qualifications apply.

5.2. Intelligence Evaluator. IEs will be trained, evaluated and maintain currency IAW AFI 14-202, Volumes 1 and 2 (T-1).

5.3. External Intelligence Trainer. EIT trainers will be trained, evaluated and maintain currency IAW AFI 14-202 Volumes 1 and 2 (T-1). All personnel conducting EIT will maintain EIT Trainer qualification (T-2). Personnel assigned to MSAS units will maintain EIT Trainer qualification (T-2).

5.3.1. EIT Training Profiles. In addition to the EIT 1 "Concepts and Methods" training profile outlined in AFI 14-202, Volume 1, EIT Trainers will also complete the applicable combination of unit-developed profiles as listed below (T-2). Units may add considerations/techniques for specialized training to applicable areas.

5.3.1.1. EIT 2 – Threat Training. Event objectives: Demonstrate knowledge of threats and proficiency in establishing threat training requirements (to include formats and minimum standards) as cited in this instruction. Demonstrate the ability to deliver a threat training instruction session. Specific tasks: Introduce types of briefings and academic scenarios typical of threat training to include threat and hotspot briefings. Prepare and deliver a threat training instruction session.

5.3.1.2. EIT 3 – Collection and Reporting. Event objectives: Demonstrate proficiency in establishing collection and reporting training requirements (to include formats and minimum standards) as cited in this instruction and developing and presenting a collection and reporting briefing. Specific tasks: Introduce instruction techniques for collection and reporting requirements to enable CR personnel to initiate reports and familiarize the trainee with the information requirements of the intelligence-generated Mission Report (MISREP) and Intelligence Report (INTREP) and other reports as required locally. Develop and present a collection and reporting briefing. Briefing requirements include crew originated reports (e.g., SALUTE), intelligence-generated reports (e.g., INTREP), and EEIs, etc.

5.3.1.3. EIT 4 – Visual Recognition . Event objectives: Demonstrate proficiency in visually recognizing adversary/friendly/neutral equipment. Demonstrate proficiency in establishing VR training requirements (to include formats and minimum standards) as cited in this instruction, and developing and presenting a VR training session. Specific tasks: Introduce instruction techniques for VR of adversary/friendly/neutral weapons systems. Develop and present a VR training session for CR personnel. Training requirements should include adversary/friendly/neutral small arms (SMARMS), heavy machine guns (HMGs), rocket propelled grenades (RPGs), improved explosive devices

(IEDs), mortar/rocket systems, vehicle type, military rank insignia, and uniform/clothing type.

5.3.1.4. EIT 5 – PR Training. Event objectives: Demonstrate proficiency in developing instructional material in coordination with tactics and SERE personnel and providing academic instruction on PR processes. Specific tasks: Introduce instruction techniques for PR. Coordinate with appropriate personnel to develop and present a PR training briefing. Successfully complete a closed book test from MQF (PR specific, 85 percent minimum to pass). For units with an assigned SERE specialist this block may be omitted if intelligence personnel do not provide any PR related training.

Table 5.1. CR Intelligence External Intelligence Trainer Gradesheet Task Elements.

1. PREPARATION
2. DECISION MAKING
3. OBJECTIVES
4. COMMUNICATION SKILLS
5. KNOWLEDGE

5.3.2. EIT Evaluations. In addition to the EIT evaluation guidance in AFI 14-202, Volume 2, the following grading guidance applies:

5.3.2.1. An EIT receiving a grade of "U" or "with additional training" during a mission evaluation in any MSN grading area will not perform EIT duties until additional training is complete and the individual is evaluated (T-2).

5.3.2.2. An EIT receiving an area grade of "U" or "with additional training" in any EIT grading area will result in an overall Q-3 for the EIT evaluation (T-2).

5.3.2.3. Specialized Qualification Grading Criteria. In addition to the EIT and IE grading criteria in AFI14-202, Volume 2, the following grading criteria applies to EIT knowledge evaluation and visual recognition.

Table 5.2. External Intelligence Trainer Specialized Training Grading Criteria.

EIT KNOWLEDGE EVALUATIONS	
Q	Correctly answered at least 85% of questions in a test based on MQF.
U	Failed to answer at least 85% of the questions correctly.
VISUAL RECOGNITION	
Q	Correctly identified 85% of all items in visual recognition test.
U	Failed to identify correctly at least 85% of all items in visual recognition test.

5.3.3. EIT Currency. Table 5.3, Specialized Qualification Event Training and Currencies, defines currency requirements for intelligence personnel required to maintain EIT status (T-2).

Table 5.3. Specialized Qualification Event Training and Currencies.

Event	Specialized Training	Currency Requirement (RIP)	Periodic Evaluation Requirement
Threat Trainer	Complete EIT 1 and	Semi-annual;	One periodic

	EIT 2	Instruct one threat training event per 6-month period	evaluation every 24-month period
C&R Trainer	Complete EIT 1 and EIT 3	Annual; Instruct one C&R training event per 12-month period	One periodic evaluation every 24-month period
VR Trainer	Complete EIT 1 and EIT 4	Semi-annual; Instruct one VR training event per 6-month period.	One periodic evaluation every 24-month period
PR Trainer	Complete EIT 1 and EIT 5	Annual; Instruct one PR training event per 12-month period	One periodic evaluation every 24-month period
Intelligence Evaluator	Complete IE 1	Annual; Conduct one evaluation per 12-month period	One periodic evaluation every 24-month period

Chapter 6

CONTINUATION TRAINING

6.1. Continuation Training. The Intelligence Qualification Training Program Manager is responsible for developing a training plan that includes knowledge and skill training to maintain proficiency. Coupled with this training plan is the Ready Intelligence Program focusing on perishable skills. This internal training program ensures continuous development of all assigned personnel. At a minimum, the internal training program will consist of both AMC-directed and CR mission-related lessons covering the areas in Table 6.1 (T-2).

Table 6.1. C-5/C-17 Internal Training Lesson Topics.

1.	KEY REFERENCE MATERIALS to include Air Force Tactics, Techniques and Procedures (AFTTP) -- 3-1.Threat Guide, <i>Threat Reference Guide</i> -- 3-1.CR, <i>Tactical Employment CR</i> -- 3-3.CR, <i>CR Combat Fundamentals</i>
2.	BASIC RADAR AND IR FUNDAMENTALS
3.	CR OPERATIONS to include structure, missions, capabilities and limitations
4.	MAF MDS ACADEMICS
5.	THREAT KNOWLEDGE to include applicable threats to ground forces such as: weapons systems, asymmetric threats, TTPs, and limitations and employment techniques with respect to CR operations
6.	BLUE/FRIENDLY FIGHTER EMPLOYMENT to include offensive counter air, defensive counter air, and suppression of enemy air defense
7.	VISUAL RECOGNITION to include identification features of weapon systems categories such as, but not limited to SMARMS, HMGs, RPGs, IEDs, mortar/rocket systems, vehicle type, military rank insignia, and uniform/clothing type
8.	INTELLIGENCE SYSTEMS to include OB maintenance, mission planning, 4DV tools, imagery retrieval, and reporting software applications
9.	ORDER OF BATTLE to include manual plotting, automated OB update procedures, unit checklists/standards for OB maintenance
10.	BRIEFING to include preparing and conducting current intelligence, pre- deployment, situation and pre-mission briefings
11.	MISSION PLANNING to include WARNORD/OPORD/EXORD/FRAGO location and breakout, mission planning software applications and route, airfield and operational area analysis for mission planning
12.	DEBRIEFING

	to include theater specific requirements, techniques and applicable follow on questions
13.	REPORTING to include theater intelligence reporting directives, software applications and transmitting
14.	PERSONNEL RECOVERY to include, when applicable, theater specific techniques, academics, and ISOPREP requirements
15.	GEOSPATIAL INFORMATION AND SERVICES to include determining product requirements (quantity, chart type, appropriate scale), acquisition, receipt, storage and maintenance.
16.	FORCE PROTECTION to include intelligence force protection resources, Terrorist Threat Levels, unit force protection considerations and base security posture/TWG
17.	AIR MOBILITY DIVISION (AMD) INTELLIGENCE OPERATIONS to include roles and responsibilities, Air and Space Operations Center (AOC) and AMD doctrinal organization, analytic requirements and tactical integration, relationship to USTRANSCOM and Air Mobility Command threat working group oversight

6.2. Ready Intelligence Program. In order to maximize training opportunities and minimize artificiality, RIP tasks should be conducted in conjunction with day-to-day training missions (e.g., validation exercises, local live fly exercises, base exercises etc.) as much as possible. RIP tasks are addressed under qualification currency.

Chapter 7

STANDARDIZATION/EVALUATION PROGRAM

7.1. Evaluation Procedures.

7.1.1. Prior to any formal evaluation conducted by a qualified IE, the examinee must have completed all Mission Qualification Training or Specialized Training requirements, as outlined in this instruction (T-2).

7.1.2. Evaluators will give the examinee no less than four hours' notice of the subject matter or briefing topic for the evaluation (T-2).

7.1.3. Prior to beginning the evaluation, the IE briefs the examinee on how the evaluation is to be conducted, requirements and applicable criteria. The examinee will accomplish required planning IAW the duty position being evaluated and provide the IE with a copy of necessary data or materials (T-2).

7.1.4. IAW AFI 14-202 Volume 2, evaluations should be performed in a realistic environment (real world contingencies may provide a unique opportunity to conduct an evaluation; however, factors beyond the control of the examinee and IE may preclude its successful completion.). When evaluation in a realistic environment is not possible, examinations may be conducted via an alternate method (i.e., , simulated, staged, or by verbal examination) in order to complete the evaluation. Document the reasons and type of alternate method used in the Comments section of the AF Form 4350 (T-2).

7.1.5. The IE will thoroughly debrief all aspects of the evaluation to include: the examinee's overall rating, specific deviations, area grades assigned (if other than qualified) and any required additional training (T-2).

7.2. Grading Instructions. IEs will conduct the evaluation to include the requisite events as listed in Tables 4.12 and 5.5, addressing the gradesheet elements and associated grading criteria included in Chapters 4 and 5 (T-1). IEs are expected to use their personal experience and knowledge in the assessment of examinee performance and determination of overall grade.

7.2.1. Each of the main numbered elements on the gradesheet is expected to receive an individual grade of 1-3 (per the AF4381 instructions). Sub-elements are not required to be graded individually, but are integral to the completion of the numbered element and should be considered in the grading.

7.2.2. Individual element grades are considered in the aggregate to determine the overall grade for the event (Q, Q-, U).

7.2.3. Event grades are compiled to determine the overall qualification level (Q1, Q2, Q3) earned from the evaluation.

7.3. Additional Training. IEs are responsible for recommending additional training as necessary.

7.4. Unsatisfactory Performance. Examinees receiving an overall unqualified grade (Q-3) are placed in supervised status until recommended additional training is completed and/or a reevaluation is successfully accomplished. If an examinee receives a Q-3 on a mission

evaluation, he/she may not perform mission duties or specialized duties unsupervised until remedial actions are accomplished. If an examinee receives a Q-3 on a specialized evaluation, he/she may not perform specialized duties until remedial actions are accomplished, but he/she may perform mission duties unless specifically restricted.

7.5. Intelligence Mission Qualification Evaluation.

7.5.1. Knowledge Evaluation. Knowledge evaluations are conducted as part of the initial and periodic mission qualification evaluations to evaluate the examinee's proficiency in CR threat knowledge, VR, PR and FP academics. For mission qualification evaluations (initial and periodic), examinees will complete a knowledge test from the unit's master question file that covers: CR threat knowledge, PR, and intelligence support to ground forces (T-2). Examinees will take a separate visual recognition test (T-2). Knowledge examinations may also be required during specialized qualification evaluations.

7.5.2. Task Evaluation. Assemble evaluation materials using current intelligence, unit tasking and AOR scenarios that incorporate all appropriate evaluation requirements. RAD involves knowledge intelligence personnel should be applying throughout all areas of the evaluation and are evaluated as subsets of each applicable graded area as indicated on individual gradesheets. The following guidelines are provided to assist in constructing evaluation materials:

7.5.2.1. Manual Order of Battle. The number of coordinates in the OB plotting exercise should be of sufficient volume to be challenging, yet not so overwhelming that the time taken is beyond that necessary to determine proficiency. Examinee should have a variety of threats/items to plot to ensure correct symbology is used. The exercise will include both geocoords and MGRS coordinates (T-2). The scenario may include erroneous information to mirror the fog of war by including intentionally incorrect coordinates or types of threats for that particular AOR, thereby allowing the IE to assess the examinee's ability to identify errors and question the validity of information.

7.5.2.2. Automated OB. Examinee should be provided with a variety of OB sources from which to pull data. Evaluate the examinee's ability to develop and save threat files, insert accurate data, load, update and purge data to ensure quality control of the displayed data and question the information's accuracy for a particular AOR. Ensure the opportunity exists for the examinee to be evaluated on his or her ability to manipulate OB displays and print using the intelligence support systems available. Evaluate the examinee's ability to convert coordinates between geocoords and MGRS and DD/MM/SS to DD/MM.mm.

7.5.2.3. Intelligence Briefings. Briefings should be assembled from information provided by the evaluator; message traffic, intelligence reports, imagery, and other sources that are used to evaluate other mission areas may be used to fulfill this requirement. Evaluated briefings include: changeover briefing, pre-deployment briefings, situation briefing, aircrew pre-mission briefings and ground pre-mission/movement briefings.

7.5.2.4. Tasking Documentation. Scenario, actual contingency, or exercise materials may be used for this purpose. Provide enough information that the examinee's unit is not the sole unit tasked. Ensure the opportunity exists to evaluate the examinee's proficiency

in locating, identifying and breaking out the elements of WARNORD/OPORD/EXORD/FRAGO/ATO to include unit tasking, mission, airfield location), and combat search and rescue information.

7.5.2.5. Threat Working Group (TWG). Scenario, actual contingency or exercise materials may be used for this purpose. Provide enough information to evaluate the examinee's ability to extract and analyze intelligence on the mission area and formulate an assessment. Elements provided should include changes to the threat picture, threat to base, terrorist actions, attacks on other bases in theater.

7.5.2.6. Airfield Assessment Integration. Actual contingency planning or exercise materials and imagery may be used. Ensure the opportunity exists to evaluate the examinee's proficiency in planning, coordinating and conducting the entire mission planning process.

7.5.2.7. Communications Equipment Familiarization. Training should encompass utilization of all CR communication hardware and software (e.g., Global Rapid Response Information Package [GRRIP], Secure Voice Communications, IRIDIUM phone) identification, setup, operation and breakdown in garrison and in the field. Correctly identify communications equipment specific to CR operations. Ensure the opportunity exists for a full communications equipment setup and breakdown. Trainee should be able to properly use the equipment. Grade the trainee's ability to use hardware and software for reach-back. Complete tasks IAW prescribed local procedure and timeline requirements.

7.5.2.8. Debriefing. Debriefings should be conducted with mission crews (e.g., CR elements, teams, and deploying personnel) whenever possible. The evaluator may construct inject cards or coordinate with mission crew to identify a particular threat scenario for the debriefings. Ensure there is enough activity to represent the typical level of detail for a threat scenario commensurate with unit AOR tasking. Grade the examinee's ability to control the debriefing, ask amplifying questions and recognize irrelevant information.

7.5.2.9. Intelligence Reports. Intelligence reports (INTREP)/Situational Report (SITREP) should be constructed using information provided in the debriefing and INTREPs/SITREPs should be completed IAW MAJCOM/theater intelligence reporting directives.

Chapter 8

EXTERNAL INTELLIGENCE TRAINING PROGRAM

8.1. External Intelligence Training. EIT will be provided to CR and SF personnel and others as deemed necessary by the CWI (T-2). EIT is be coordinated with CR personnel and leadership and with force protection organizations (e.g., Security Forces [SF], Air Force Office of Special Investigations [AFOSI], etc.) as defined in AFI 14-119, Intelligence Support to Force Protection.

8.2. External Intelligence Training Program Management.

8.2.1. Only qualified EIT trainers will conduct unsupervised EIT events (T-2).

8.2.2. Coordinate program guidance with all applicable commanders of each unit for which intelligence training is provided on a regularly scheduled basis (T-3).

8.2.3. Document all external intelligence training. Documentation should include attendance and personnel not trained rosters, feedback, and syllabus.

8.2.4. Program Manager The Weapons School graduate should be the EIT program Manager. In lieu of a Weapons School Graduate, graduates of AAMIC or FP IFTU should be the EIT program manager.will:

8.2.4.1. Develop specific threat knowledge training objectives tailored to the CR, unit mission, local area, deployment base(s) and forward operating locations. Develop a training plan for each major area of intelligence training (T-3). 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. Program manager will review training objectives for currency prior to the beginning of the training cycle (T-3).

8.2.4.2. Ensure EIT objectives are evaluated with a test. All personnel covered by the training plan will pass each test with a minimum score of 85% (T-2).

8.2.4.3. Actively solicit feedback to ensure training objectives meet training requirements (T-3).

8.2.4.4. Analyze trends following each training cycle and apply lessons learned, as applicable (T-3).

8.2.4.5. Provide written assessments of EIT programs at the end of each training cycle to the supported commander(s) (e.g., OG/CC for AII and MSG/CC for FPIT) (T-3). Include the status of training completion, trend analysis, and any corrective actions. See Attachment 4 for example reports.

8.3. External Intelligence Training Topics. The EIT program will address the following topics on an annual basis: force protection, threat knowledge, collection and reporting, visual recognition and personnel recovery (T-2). Units should tailor training to the unit mission, base and forward operating locations. Specific training areas are listed below, but units may augment as necessary.

8.3.1. Force Protection Intelligence Training (FPIT). Provide academic instruction on force protection IAW AFI 14-119 and AFI 10-245.

8.3.1.1. FPIT for Security Forces and other support agencies should focus on three educational goals: (1) roles, missions and capabilities of Intel; (2) debriefing and reporting process and (3) threat identification and capabilities.

8.3.1.2. FPIT Topics. FP training is to be based upon the following topics. Numbered items within each table are required, while sub-items (dashed items) are listed for consideration (T-2).

Table 8.1. Capabilities and Limitations of Intelligence.

1.	Intel's role in FP
	-- Threat Working Group
	-- Base-level AT/FP
	-- Integrated Base Defense
2.	Intelligence resources (classified and open source); Defense Threat Assessment
3.	Briefings
4.	EELs
5.	Intelligence Oversight
6.	Terrorism Threat Levels

Table 8.2. Hot Spots.

Selected countries or regions with potential for direct unit involvement	
1.	Current Terrorism Threat
2.	Nature of, or potential for, conflict
3.	Description of current military operations in response to the conflict
4.	Airfield/deployed location ground threats at possible staging locations (examples: SOF troops, local criminal activity, MANPADS, local ground/security units)

Table 8.3. Hostile Forces.

1.	Operational capabilities
2.	Type/affiliation/area of control
3.	Preferred weapons/TTPs
4.	Pre-operational activity/identification
5.	Intentions and courses of action

Table 8.4. Threats.

1.	Threat systems (IEDs, mortars, surface attack missiles and rockets, small arms, grenades, Small Yield Chemical, Biological, Radiological, Nuclear, High Yield Explosives (CBRNE))
2.	Threats to flight operations (MANPADS, LASERs, spotlighting)
3.	New or upgraded threats (GPS jammers, anti-tank/anti-armor, RPG, missile development)
	-- Description
	-- Significance/impact on operations

4.	Postulated threat of nuclear weapons
5.	Asymmetric threat to USAF installations, personnel, operations and resources

8.3.2. Threat Knowledge Training.

8.3.2.1. Concentrate on threats in selected countries with the potential for direct unit involvement. Include examples of weapons employment tactics and ground forces tactics.

8.3.2.2. Ensure AFTTP 3-1.Threat Guide, along with National Ground Intelligence Center products, are primary references for threat knowledge training (T-3). AFTTP 3-1.Threat Guide can be supplemented with other classified and unclassified publications such as Tactics Bulletins, Tactics Analysis Reports, Country Studies, etc.

8.3.2.3. Provide inputs to the lead MAJCOM-developed master question file. (T-2)

8.3.2.4. Threat Training Standards. Threat briefings are to be based upon the following topics.

Table 8.5. Aircraft (Fixed/Rotary-Wing).

1.	VR (WEFT = Wings, Engine, Fuselage, Tail; REFT = Rotor, Engine, Fuselage, Tail)
2.	Countries of employment
3.	Role and mission
4.	Variants
5.	Armament
6.	Maneuverability
7.	Primary threat country
	- Location
	- Training
	- Tactics
	- Modifications

Table 8.6. Surface-to-Air Missiles.

1.	Countries of Employment
2.	Role and Mission
3.	Employment Ranges/Altitudes
4.	Missile Capabilities
5.	Guidance and Profile
6.	Visual Cues
7.	Primary Threat Country
	- Location
	- Training
	- Tactics
	- Modifications

Table 8.7. Air Defense Artillery.

1.	Countries of Employment
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2.	Role and Mission
3.	Employment Ranges/Altitudes
4.	Visual Cues
5.	Primary Threat Country
	- Location
	- Training
	- Tactics
	- Modifications

Table 8.8. 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
2.	Passive Detection
	- Location
	- Employment
	- Identify which system the detectors track

Table 8.9. Ground Threat.

1.	System overview
	- Role and mission
	- Combat radius
	- Maximum speed
	- Maneuverability/Terrain Navigation Capability
	- Types of communications (HF/VHF/UHF etc.)
	- Crew make up and size
	- Identify visually (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 8.10. Landmines.

1.	System overview
	- Tactics, techniques, and procedures
	- Identification of minefield markings
	- Visual recognition 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 8.11. 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
	- Fuzing and casing
	- Lethal radius and blast pattern
	- Potential timing devices and reliability

8.3.3. Collection & Reporting Training.

8.3.3.1. Training should focus on wing/group EEIs and items necessary to enable CR personnel to initiate crew-originated reports (e.g., SALUTE) and familiarize them with the information requirements of the intelligence-generated intelligence report.

8.3.3.2. Ensure training identifies and describes both theater-specific reporting requirements and peacetime MAJCOM reporting requirements.

8.3.4. Visual Recognition (VR) Training.

8.3.4.1. VR Training should teach CR personnel how to describe threats they encounter to assist intelligence personnel in positive identification.

8.3.4.2. Ensure VR training includes ground equipment and airframes likely to be encountered in the unit-tasked area of responsibility including rotary and fixed-wing, as well as joint/allied assets.

8.3.4.3. Include examples of weapons employment training to illustrate to CR personnel how threats might appear when employed (e.g., air bursts, muzzle flashes, etc.).

8.3.4.4. When available, utilize MAJCOM-developed VR training programs, CDs and web-based training materials.

8.3.5. Personnel Recovery Training.

8.3.5.1. Conduct PR operational support training IAW AFI 16-1301.

8.3.5.2. Ensure operations plan (OPLAN)/concept plan (CONPLAN) specific information is incorporated into training to the maximum extent possible.

Chapter 9

PLANS, MOBILITY AND DEPLOYMENT

9.1. Mobility and Reception. In addition to tasks outlined in AFI 14-202, Volume 3, the CWI will:

9.1.1. Develop standardized mobility checklists that meet the criteria in the wing mobility plan. Ensure personnel are trained in and knowledgeable of checklist instructions (T-2).

9.1.2. Maintain mobility equipment and documents along with 30 days of expendable supplies (T-2). Maintain a list of hard and soft copy (including magnetic media) intelligence reference materials required for deployment (T-2). Identify and mark disks and documents to facilitate rapid retrieval (T-2).

9.1.3. Ensure intelligence personnel provide briefing support as required. See Attachment 6 for briefing checklists (T-2).

9.1.4. Coordinate with deployed communications personnel to establish intelligence communications infrastructure (T-2).

9.1.5. Maintain accountability of UTCs and report readiness IAW AFI 10-403, *Deployment Planning and Execution*, and AFI 10-244, *Reporting Status of Aerospace Expeditionary Forces*.

9.2. Squadron-Level Intelligence Deployment Preparation. Squadron intelligence personnel will:

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

9.2.2. Coordinate intelligence personnel, resources and equipment support for tasked UTCs and any deployment orders with the CWI (T-2).

9.2.3. Identify unfilled requirements and notify squadron staff and the CWI (T-2).

Chapter 10

EMPLOYMENT AND SUSTAINMENT

10.1. Situation Displays. The CWI will develop procedures to ensure standardization and accuracy of situation displays (T-3). Use MIL STD 2525D, *Joint Warfighting Symbology*, ADRP 1-02, *Terms and Military Symbols*, computer program-generated and/or chits for annotating OB on situation displays. When no standard symbol exists for a unit, activity or installation, create one and record it in the legend.

10.1.1. Whether produced manually or automated, situation displays will be standardized (T-3). Displays are to include the following situation data:

Table 10.1. Situation Display Content.

1.	Major elements of friendly forces
	-- Location of friendly airfields
	-- Special operations forces (SOF) locations
	-- PR information as applicable
	-- Downed aircrew locations
	-- All named areas of interest, collection plan, enemy and friendly courses of action (COA), friendly FP to counter the COA
2.	Major elements of enemy forces
	-- Air order of battle
	-- Location of enemy airfields
	-- Location of enemy air defense artillery (ADA) (if not associated with a ground unit)
	-- Defensive missile order of battle
	-- Threat rings for static (non-mobile) surface-to-air missiles (SAM)
	-- Ground order of battle and associated ADA
	-- Naval order of battle (NOB)
3.	Chemical, biological, radiological, nuclear and explosives (CBRNE) contaminated areas
4.	Legend depicting all symbols and associated captions
5.	Classification and downgrading data
6.	Current as of date-time-group
7.	Current local conditions as applicable (FP Condition (FPCON), Mission Oriented Protective Posture (MOPP) level, etc.)

10.1.2. Maintain displays and update as information becomes available. Periodically review displays to remove outdated information.

10.2. Airfield Assessment Integration. Intelligence personnel will participate in mission planning, to include the following support, as appropriate: (T-2)

10.2.1. Extract and apply data from the appropriate tasking document/system (e.g., WARNORD, EXORD, GDSS II) (T-2).

10.2.2. Obtain imagery/materials necessary to support mission.

10.2.3. Provide threat analysis for local area.

10.2.4. Provide threat analysis for airfield to include considerations for RAVEN/FAST required airfields.

10.2.5. Evaluation of airfield for proper standoff distances with consideration to UFC 4-10-01 and 4-10-02.

10.2.6. Provide necessary PR information.

10.2.7. Consider tenets of the Law of Armed Conflict.

10.2.8. Assist in re-planning missions.

10.2.9. Update missions to reflect latest available intelligence.

10.3. Information Flow. Each work center will:

10.3.1. Use an events log to document events, questions, issues, briefing times, systems status, etc., to ensure positive communication among all personnel (T-3).

10.3.2. Rapidly disseminate significant and critical intelligence IAW local guidance (T-2).

10.3.3. Establish procedures to track incoming and outgoing information and reports (T-3).

10.3.4. Inform intelligence personnel and augmentees of key information and procedures with shift changeover briefings. Reference guidelines in Attachment 5. (T-3)

10.4. Briefing. Intelligence personnel will provide briefings tailored to mission objectives and address the minimum requirements as listed in Attachment 5 (T-2). Use available automated systems (to include 4DV capability tools) to enhance visual aids for briefings.

10.4.1. Keep commanders and staff informed via situation briefings.

10.4.2. Pre-mission briefings will be given prior to all missions (T-2). Reference Pre-Mission Briefing checklists in Attachment 5. Track missions to ensure all missions/personnel are briefed according to local procedures (T-3).

10.4.3. Ensure mission personnel know to report perishable, critical information of intelligence value immediately.

10.5. Debriefing. Intelligence personnel will debrief all missions IAW MAJCOM/theater directives (T-1). Debriefers will:

10.5.1. Track missions to ensure all missions/aircrew are debriefed and associated reports are recorded (T-2).

10.5.2. Use the Debriefing Checklist on the AMC Unit Support Website or Attachment 5, as applicable (T-2).

10.5.3. Follow up all voice reports with a written report and forward IAW MAJCOM/theater directives (T-2).

10.6. Reporting. Intelligence personnel will follow theater and MAJCOM procedures for intelligence report composition, quality control and dissemination (T-2). Complete all required sections and fully explain significant events in the amplification sections. Submit all reports IAW OPLAN and/or MAJCOM/theater reporting directives.

10.7. Redeployment. Intelligence support to the mission continues through the conclusion of redeployment.

ROBERT P. OTTO, Lt Gen, USAF
Deputy Chief of Staff, Intelligence,
Surveillance and Reconnaissance

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

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

AFI 36-2201, *AF Training Program*, 15 September 2010

AFI 36-2608, *Military Personnel Records System*, 26 October 2015

AFI 33-360, *Publications and Forms Management*, 1 December 2015

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

AFTTP 3.1.Threat Guide, *Threat Reference Guide*, 7 August 2015 (S)

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MIL STD 2525D, *Joint Military Symbology*, 10 June 2014

ADRP 1-02, *Terms and Military Symbols*, 1 December 2015

Education and Training Course Announcements, <https://etca.randolph.af.mil>

UFC 4-010-01, DoD Minimum Antiterrorism Standards for Buildings, 9 February 2012, Change 1, 1 October 2013

UFC 4-10-02, DoD Minimum Antiterrorism Standoff Distances for Buildings, 9 February 2012

Adopted Forms

AF Form 623, *Individual Training Record Folder*

AF Form 623A, *On-the-Job Training Record – Continuation Sheet*

AF Form 847, *Recommendation for Change of Publication*

AF Form 4349, *Record of Intelligence Evaluation*

AF Form 4350, *Certificate of Intelligence Qualification*

AF Form 4381, *Intelligence Gradesheet*

DD Form 1833, *Isolated Personnel Report*

Abbreviations and Acronyms

4D—Four Dimensional

4DV—Four Dimensional Visualization

A2—Directorate of Intelligence

AAMIC—Advanced Air Mobility Intelligence Course

ADA—Air Defense Artillery

AEF—Air Expeditionary Force

AFE—Aircrew Flight Equipment

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFOSI—Air Force Office of Special Investigations

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFTTP—Air Force Tactics, Techniques and Procedures

AGR—Active Guard and Reserve

AII—Aircrew Intelligence Integration

AMC—Air Mobility Command

AMD—Air Mobility Division

ANG—Air National Guard

AOB—Air Order of Battle

AOC—Air and Space Operations Center

AOR—Area of Responsibility

ASAP—As Soon As Possible

ARC—Air Reserve Component (Air Force Reserve Command & Air National Guard)

ART—Air Reserve Technician

ATO—Air Tasking Order

BMC—Basic Mission Capable

BQ—Basic Qualification

C&R—Collection and Reporting

CARVER—Criticality, Accessibility, Recuperability, Vulnerability, Effect and Recognizability

CAT—Crisis Action Team

CBRNE—Chemical, Biological, Radiological, Nuclear and High-Yield Explosives

CIRVIS—Communications Instructions for Reporting Vital Intelligence Sightings

CMR—Combat Mission Ready

COA—Course of Action

COMSEC—Communications Security

CONPLAN—Concept Plan

CRSS—Contingency Response Support Squadron

CSAR—Combat Search and Rescue

CT—Continuation Training

CWI—Chief of Wing Intelligence

DD/MM.mm—Degrees/Minutes.decimal minutes

DD/MM/SS—Degrees/Minutes/Seconds

DIRMOBFOR—Director of Mobility Forces

EEI—Essential Elements of Information

EIT—External Intelligence Trainer/Training

EPA—Evasion Plan of Action

EW—Early Warning

FAST—Fly Away Security Team

FEBA—Forward Edge of the Battle Area

FLOT—Forward Line of Own Troops

FP—Force Protection

FPCON—Force Protection Condition

FPIT—Force Protection Intelligence Trainer/Training

FSCL—Fire Support Coordination Line

GCI—Ground Control Intercept

GDSS II—Global Decision Support System II

geocoords—Geographic Coordinates

GPS—Global Positioning System

HATS—Hull, Armament, Turret, Suspension

HMG—Heavy Machine Gun

IADS—Integrated Air Defense System
IAW—In Accordance With
IDF—Indirect Fire
IE—Intelligence Evaluator
IED—Improvised Explosive Device
IFTU—Intelligence Formal Training Unit
IMA—Individual Mobilization Augmentee
INFLTREP—In-flight Report
INIT—Initial Evaluation
INTREP—Intelligence Report
INTSUM—Intelligence Summary
IPB—Intelligence Preparation of the Battlespace
IQT—Initial Qualification Training
ISD—Instructional System Design
ISOPREP—Isolated Personnel Report
JSIR—Joint Spectrum Interference Resolution
KML—Keyhole Markup Language
LOSREP—Aircraft/Aircrew Loss Report
LZ/DZ—Landing Zone/Drop Zone
MAF—Mobility Air Forces
MAJCOM—Major Command
MANPADS—Man Portable Air Defense System
MASH—Mast, Armament, Stacks, Hull
MDS—Mission Design Series
MGRS—Military Grid Reference System
MIR—Maximum Intercept Range
MISREP—Mission Report
MOPP—Mission-Oriented Protected Procedure
MQF—Master Question File
MQT—Mission Qualification Training
MRIR—Maximum Recommended Intercept Range
MSAS—Mobility Support Advisory Squadron

MSG/CC—Mission Support Group Commander

MSHARPP—Mission, Symbolism, History, Accessibility, Recognizability, Population, and Proximity

MSIC—Missile and Space Intelligence Center

MSN—Mission Qualification Evaluation

NAF—Numbered Air Force

NLT—No Later Than

NOB—Naval Order of Battle

NASIC—National Air and Space Intelligence Center

OB—Order of Battle

OG/CC—Operations Group Commander

OPLAN—Operations Plan

OPR—Office of Primary Responsibility

OPREP—Serious Event or Incident Report

OPSEC—Operations Security

PAX—Passengers

PEX—Patriot Excalibur

POC—Point of Contact

PR—Personnel Recovery, Production Requirement

PRMS—Personnel Recovery Management System

Q—Qualified with discrepancies

Q-3—Unqualified for mission

Q—Qualified Grade

RAD—Research, Analysis and Dissemination

REFT—Rotors, Engine, Fuselage, Tail

RegAF—Regular Air Force

RFI—Request for Information

RIP—Ready Intelligence Program

RON—Remain Overnight

RPG—Rocket Propelled Grenade

RWR—Radar Warning Receiver

SAFIRE—Surface-to-Air Fire

SAM—Surface-to-Air Missile

SATCOM—Satellite Communication
SERE—Survival, Evasion, Resistance and Escape
SF—Security Forces
SIO—Senior Intelligence Officer
SMARM—Small Arms
SOF—Special Operations Forces
SPINS—Special Instructions
SSN—Social Security Number
Stan/Eval—Standardization and Evaluation
ST—Specialized Training
T/O—Takeoff
T-1—Tier 1
T-2—Tier 2
T-3—Tier 3
TAT—Tactics Analysis Team
TPC—Tactical Pilotage Chart
TTP—Tactics, Techniques, and Procedures
TUC—Threat Update Code
USMTF—United States Message Text Format
UTC—Unit Type Code
U—Unqualified Grade
VIP—Very Important Person
VR—Visual Recognition
WEFT—Wings, Engine, Fuselage, Tail
WOC—Wing Operations Center

Attachment 2

TRAINING SHORTFALL REPORT

A2.1. Shortfall Reports. Include a thorough explanation of the shortfall and its short-term and long-term impact to unit operations. Route to MAJCOM/A2. For Air Force Reserve Command (AFRC) units, identify and report training shortfalls to NAF/A2 and AFRC/A2. For ANG units, identify and report training shortfalls to NGB/A2 and AMC/A2.

Figure A2.1. Example Training Shortfall Report.

MEMORANDUM FOR MAJCOM/A2F

FROM: XX OSS/IN

SUBJECT: XX OSS Intelligence Training Shortfalls

1. TRAINING SHORTFALLS. These shortfalls will have a major impact on training.

<p>Event: Mission planning software is unavailable for use. The server which supports map data for the unit mission planning software is no longer operable.</p>	<p>Percentage of BMC/CMR Intelligence Personnel Affected: 100% (8 of 8)</p> <p>Specific Reason for Shortfall: Server is not operational.</p> <p>Corrective Action: New server ordered, training will resume once system is restored.</p> <p>LIMFACS: Short-term the impact will be limited however, long-term impacts to predeployment training for AEF cycle preparation could potentially result in loss of qualification for deploying personnel.</p>
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2. Potential training shortfalls include a lack of integrated training with aircrew and training local crews and support personnel for the deployed operational environment.

3. In the short-term, the unit will train using hardcopy GI&S products.

4. If you have any questions, please contact Maj Senior I. Officer at DSN 555-1110 or via email at senior.i.officer@us.af.mil.

SENIOR I. OFFICER, Maj, USAF
Chief, Wing Intelligence

Attachment 3

INITIAL QUALIFICATION TRAINING TIMELINE WAIVER

A3.1. Example IQT Timeline Waiver. The waiver request includes the situation, justification for the waiver and corrective action plan.

Figure A3.1. Example IQT Timeline Waiver.

MEMORANDUM FOR AMC/A2

FROM: XX OSS/IN

SUBJECT: IQT Training Time-Line Waiver Request

1. The XX OSS/IN requests a time-line waiver for SSgt Air Man for AMC MAF IFTU attendance. This time-line waiver is requested due to SSgt Man's emergency surgery which prevented him from earlier attendance and thereby completing IQT and MQT within the 180 day requirement.
2. Staff Sergeant Man arrived on station 02 Oct 15, enrolled in MQT 23 Oct 15 and was originally scheduled to attend AMC MAF IFTU from 30 Nov – 11 Dec 2015. However, SSgt Man required emergency surgery 28 Nov 15, precluding IFTU attendance.
3. Staff Sergeant Man is rescheduled to attend AMC MAF IFTU 09-20 Mar 16. Upon return from convalescent leave, SSgt Man will complete his MQT lessons and INIT MSN Evaluation. We anticipate SSgt Man will be CMR qualified no later than 31 Mar 16.
4. If you have any questions, please contact Maj Senior I. Officer at DSN 555-1110 or via email at senior.i.officer@us.af.mil.

X

SENIOR I OFFICER, Maj, USAF
Chief, Wing Intelligence

Ind to XX OSS/IN, 30 Jan 2016, IQT Time-line Waiver Request

AMC/A2

MEMORANDUM FOR XX OSS/IN

AMC/A2F concurs/non-concurs with this time-line waiver request.

X

ALLEN M. WILLIAMS, CIV, DAF
AMC Intelligence Training Program Manager

Attachment 4

EXTERNAL INTELLIGENCE TRAINING REPORT

A4.1. External Intelligence Training Report. Reports to the affected commander(s) are required at the end of each training cycle to track attendance, identify trends, provide feedback and communicate improvement. Units may tailor the following report to meet local requirements.

Figure A4.1. Example EIT Report.

MEMORANDUM FOR XX CRG/CC
XX GMS/CC
XX GMRS/CC

FROM: XX GMRS/IN

SUBJECT: Summary of Squadron External Intelligence Training

1. The xx CRG has 125 assigned personnel. 78 percent of personnel received 100 percent of their required intelligence training topics for this training cycle. The status of intelligence training is listed below:

XX CRG Training Summary	
Total personnel	125
Avg. complete:	78%
Most common topics not completed:	asymmetric threats

2. IAW the Intelligence Training Plan, each member 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 personnel have not completed the annotated training items:

Member	Intelligence Training Item
John A. Doe	IEDs, RPG, Taliban TTPs
Susan L. Smith	IEDs
Zane G. Thomas	Taliban TTPs
Ed. D. Tyler	E&R, ISOPREP

3. The annual Intelligence MQF test was administered on 15 Jan 04. All CMR personnel have taken the 100 question test (50 questions and 50 visual recognition slides). While not all personnel obtained the minimum passing score of 80 percent the first time around, all tests have been corrected to 100 percent. A total of 125 personnel took the test. The initial average test score for the squadron was 95 percent.

XX CRG Intelligence Test Results	
Total # personnel to take test	125
# of questions	100
Knowledge questions	50
Knowledge questions—average score	92%
Knowledge questions—most commonly missed	5 (IEDs) 8 (RPGs) 13 (Taliban TTPs)

	14 (Collection) 21 (Reporting)
Visual Recognition Slides	50
Visual Recognition—average score	98%
Visual Recognition—most commonly missed	Stryker

4. The 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 IEDs, RGPs and Taliban TTPs, respectively. The CRG 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, Major, USAF
Duty Title

Attachment:
Test Question Breakout

cc:
XX CRG/DOT

Attachment 5
CHECKLISTS

A5.1. The checklists below are the minimum standards. Numbered items are required, while letter items provide more specific detail. Units may add, but not subtract from these lists; however, some items may not be applicable, depending on the mission. .

Table A5.1. CR Situation Briefing Checklist.

1.	Secure the room (personal electronic devices stored)
2.	Security classification
3.	Information “Current As Of” time
4.	Significant political and military developments
5.	Current enemy force dispositions (air, air defense, naval, ground, etc.)
6.	Areas of major engagements
7.	Observed enemy tactics, employment strategies
8.	Threat to home station/local area situation (terrorist, sabotage, NBC, etc.) in the absence of OSI and security forces representatives.
9.	Possible enemy courses of action
10.	Indications of impending attack (home station and bases unit aircraft may operate)
11.	Security situation (threat conditions/security level/terrorist and criminal threat)
12.	Results of-debriefings
13.	Current imagery of operating area
14.	Friendly force disposition relevant to the situation
15.	CSAR events and downed airmen (as applicable)
16.	OPSEC/COMSEC reminder
17.	Solicit questions
18.	Security classification reminder
19.	Log briefing in events log

Table A5.2. Pre-Deployment Briefing.

1.	Secure the room (personal electronic devices stored)
2.	Security classification
3.	Information “Current as of” time
4.	Summary of significant military/political situation and events causing deployment (use displays). Review EXORD/DEPORD tasking. Answer the question, “Why are we deploying?”
5.	General description of the deployment location: (Focus on how each may/will affect the deployment location, deploying forces, and operations)
	a. Regional and country background (political, military, cultural, economic, religious, ethnic and geographic)
	b. Anticipated reaction of local populace to deploying forces
	c. Current imagery
6.	General status of forces in the deployment theater (use displays):
	a. Direct support and supported US forces

	b. Disposition of hostile forces
7.	Threats to the deployed location (focus on actual and probable threats)
	a. Conventional (munitions and delivery systems)
	b. NBC (munitions and delivery systems)
	c. Other threats (such as civil unrest and terrorist activity)
8.	OPSEC/COMSEC reminder
9.	Solicit questions
10.	Security classification reminder
11.	Log briefing in events log

Table A5.3. Changeover Checklist.

1.	Secure the room (personal electronic devices stored)
2.	Information “Current as of” time
3.	FPCON, Threat level, National Terrorism Advisory System (NTAS) Level
4.	Significant military/political events
5.	General disposition of enemy forces to include air, ground, and naval
6.	Areas of major engagement
7.	Probable enemy courses of action
8.	Local area situation to include MOPP level, enemy actions, and terrorist/sabotage/subversion actions
9.	Open Search and Rescue cases (survivor’s last known position, condition, call sign.)
10.	Missions/Movement in progress and estimated debrief times
11.	Applicable information from theater MISREPs; any pilot/threat update code updates
12.	Next Pre-mission/Battlestaff/Installation Command Center/Commander’s Update briefing/TWG
13.	Major problems during last shift, suggested or implemented solutions
14.	RFI/Report Status
15.	Systems/supply status
16.	Any actions that require follow up by next shift
17.	Changes in policy/procedures
18.	Review Emergency Action Procedures
19.	Ensure the shop is in good order, classified accounted for, events log up to date

Table A5.4. Aircrew Pre-mission Briefing.

1.	Secure the room (personal electronic devices stored)
2.	Security classification
3.	Information “Current as of” time
4.	Brief review of general battle situation (keep it brief and to the point and use displays)
	a. Significant geo-political developments with impact on operations
	b. Significant changes in air force disposition/OB
	c. Significant air activity, friendly and hostile, with potential impact on mission
	d. Significant changes in ground force disposition/OB (includes unconventional, guerrilla and terrorist forces)
	e. Significant changes in naval force disposition/OB

	f. Current and projected enemy courses of action
5.	Mission Objective/s (display graphically in appropriate scale to show relationship to rest of situation, include imagery of objective area when appropriate)
6.	Mission threat assessment
	a. Immediate area threats
	b. Ingress route threats – Show detection, tracking and engagement envelopes for all pertinent threats
	(1) Surface to air defenses (SAM, ADA, includes naval)
	(2) Airborne defenses (CAP points, alert forces, etc.)
	(3) Electronic threats (spectrum interference/ECM, EW/GCI, passive detection systems)
	c. Objective area threats
	(1) Surface to air defenses (SAM, ADA, includes naval)
	(2) Airborne defenses (CAP points, alert forces, etc.)
	(3) Electronic threats (spectrum interference/ECM, EW/GCI, passive detection systems)
	d. Egress route threats
	(1) Surface to air defenses (SAM, ADA, includes naval)
	(2) Airborne defenses (CAP points, alert forces, etc.)
	(3) Electronic threats (spectrum interference/ECM, EW/GCI, passive detection systems)
	e. Anticipated threats at recovery, divert, abort fields (include imagery of these fields)
7.	PR information
	a. Review CSAR data on known survivors believed in the area of mission, include last known location, call sign, contact time, and CSAR codes the day of loss
	b. Review predetermined recovery areas applicable to mission (location, description)
	c. Theater authentication and recovery information (e.g., word, letter, and number of the day, and SARNEG, SARDOT)
	d. Reminder to sanitize uniforms
	e. Assist with Evasive Plan of Action – Assist/provide recommendations based upon mission and overall situation
	f. Provide a PR kit with items as required by theater directives
	g. Reminder to review and annotate ISOPREP
8.	Debriefing and Reporting Instructions
	a. Review applicable EEIs
	b. Review in-flight reporting requirements/procedures
	c. Specify debriefing location, POC and contingency plans
	d. Provide debriefing form to crew
	e. Remind of Joint Spectrum Interference Resolution reporting requirements
	f. Remind of MISREP requirements
9.	Review Step Briefing procedures
10.	OPSEC/COMSEC reminder
11.	Solicit questions
12.	Classification reminder
13.	Log briefing in events log

14.	Fill in header information on debriefing form to prepare for debriefing
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Table A5.5. Ground Pre-mission/Movement Briefing.

1.	Participate in convoy mission planning in developing mission profiles, supplying material and information to execute missions and satisfying tasking orders.
2.	Work with SF and operations to develop route, alternate route, phase lines and points.
3.	Provide intelligence brief in conjunction with SF and convoy commander.
4.	Research attack history and annotate on chart past attacks.
5.	Present TTPs, weapons available.
6.	Analyze route for blind spots, chokepoints, or other location especially vulnerable to attack.
7.	Countermeasures and actions on contact reminder.
8.	Solicit questions
9.	Classification reminder
10.	Log briefing in events log
11.	Fill in header information on debriefing form to prepare for debriefing

Table A5.6. Ground Movement Debriefing.

1.	Prepare debriefing materials (e.g., Debriefing Worksheet)
2.	Prepare debriefing visual aids (e.g., maps, imagery)
3.	Gather time critical intelligence
4.	Record all activities/attacks/events/sightings using SALUTE
	a. Size
	b. Activity
	c. Location
	d. Unit
	e. Time
	f. Equipment
5.	Follow-up questions
6.	EELs assigned and responses
7.	Solicit questions
8.	Classification reminder
9.	Log briefing in events log
10.	Follow-up actions
	a. Record/Report debriefing information
	b. Changes to Base Map
	c. Disseminate/elevate ASAP