

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 14-2CRC,
VOLUME 1**



5 NOVEMBER 2014

Intelligence

***CONTROL AND REPORTING CENTER
(CRC) UNIT INTELLIGENCE TRAINING***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: ACC/A2

Certified by: AF/A2D
(Mr. Kenneth K. Dumm, DISES)

Pages: 34

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 establishes the minimum Air Force standards for training personnel performing intelligence duties in CRC units. This publication applies to all Regular Air Force (RegAF), Air Force Reserve (AFR) and Air National Guard (ANG) intelligence personnel supporting CRC operations. ANG will be considered functionally as a major command (MAJCOM) for the purposes of this instruction. This AFI may be supplemented at any level, but all supplements that directly implement this publication must be routed to ACC/A2 for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See AFI 33-360, *Publications and Forms Management* for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. 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 Air Force Records Disposition Schedule located in the Air Force Records Information Management System.

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Chapter 1

GENERAL GUIDANCE

1.1. General.

1.1.1. Scope. This volume provides guidance for training Control and Reporting Center (CRC) unit intelligence personnel. With the cited references, it establishes procedures to attain and maintain the qualifications and currencies to support CRC unit operations. These requirements are the minimum and can be supplemented with unit-level written guidance. Unit-level guidance will not be less restrictive.

1.1.2. References. The primary references for CRC unit intelligence training are AFI 14-2CRC, Volume 2, *CRC Unit Intelligence Evaluation Criteria*; AFI 14-2CRC, Volume 3, *CRC Unit Intelligence Procedures*; Air Force Tactics, Techniques, and Procedures (AFTTP) 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*; AFTTP 3-1.TACS, *Theater Air Control System (TACS)*, AFTTP 3-1.CRC, *Tactical Employment—Control and Reporting Center*, and this publication. These references can be supplemented with other classified and unclassified authoritative publications such as National Air and Space Intelligence Center products, Tactics Bulletins, Tactics Analysis Reports, Country Studies, etc. as long as the source is appropriately referenced.

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

1.3. Internal Training. Internal training is a venue intended to facilitate achieving and maintaining currency status for all intelligence personnel. Training received during internal training may be achieved via skills practice/demonstration during exercises or special events, group academics or as otherwise devised by the senior intelligence officer (SIO). The internal intelligence training plan will include all identified training requirements for the training cycle. (T-2)

1.4. Qualification Training. Qualification training programs are designed to progress intelligence personnel from Initial Qualification Training (IQT) through Mission Qualification Training (MQT) to qualify them to perform duty position tasks and achieve combat mission ready (CMR) status. Continuation Training (CT) ensures individuals maintain proficiency and currency. Specialized Training (ST) qualifies individuals to perform specialized functions. Qualification training can/should be conducted in conjunction with skill-level upgrade training. For a detailed explanation of IQT, MQT, CT and ST, refer to AFI 14-202, Volume 1.

1.5. Documentation. Units will document qualification training in coordination with AF/A2 approved processes regarding online documentation. (T-2)

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. AF/A2. AF/A2, through AF/A2D, will review and monitor MAJCOM intelligence training policies, guidance and supplements to this publication for consistency with the AFI 14-202 program and for standardization across the intelligence mission set.

2.2. ACC/A2 Responsibilities. In addition to the lead MAJCOM responsibilities identified in AFI 14-202, Volume 1, ACC/A2 will:

2.2.1. Coordinate with affected MAJCOMs to establish standardized minimum requirements for CRC intelligence personnel training.

2.2.2. In coordination with other organizations develop or obtain and provide baseline training materials for IQT, MQT, CT, and ST. These materials will include, but are not limited to:

2.2.2.1. In coordination with other organizations develop or maintain and provide a training standard, course syllabus, and curriculum for CRC intelligence IQT through formal course reviews IAW AFI 14-202, Volume 1.

2.2.2.2. In coordination with other organizations develop/obtain and provide baseline threat capabilities briefings covering worldwide adversary and neutral forces electronic warfare (EW), aircraft, air-to-air missiles (AAM), air-to-surface missiles (ASM), anti-radiation missile systems (ARMS), surface-to-air missiles (SAM), surface-to-surface missiles (SSM), air defense artillery (ADA), directed energy weapons (DEW), Integrated Air Defense Systems (IADS), Command and Control (C2), ground forces and associated equipment, naval, cyber and asymmetric threat capabilities, limitations and employment techniques.

2.2.3. Engage in crosstalk with unit SIOs and MAJCOM/A2 training organizations on the defined standardized training requirements. Solicit feedback on other MAJCOM-developed training materials; discuss applicability of emergent training tools, techniques and procedures. Assist units in identifying changes in requirements and potential training opportunities. Foster unit-level “best practices” exchanges for intelligence personnel training.

2.2.4. Assist subordinate units in developing training programs.

2.2.5. Assist other MAJCOMs with CRC units in providing support to unit training programs.

2.3. Other MAJCOM/A2 Responsibilities. In addition to the lead command responsibilities identified in AFI 14-202, Volume 1, MAJCOM/A2s with unit-level intelligence personnel providing support to CRC units will:

2.3.1. Coordinate with ACC/A2 to establish standardized minimum training requirements for intelligence personnel and for supporting training materials.

2.3.2. Provide support to subordinate units in developing their training programs.

2.3.3. Submit requests for training program support to ACC/A2.

2.4. Unit SIO. If assistance from the host base/wing or nearby base/wing unit is needed/required, the SIO should coordinate a memorandum of agreement (MOA) with the organization. The SIO will:

2.4.1. Execute mission qualification, continuation and specialized qualification training programs with sufficient frequency, consistency and accuracy, to ensure personnel knowledge, skills and abilities remain current in accordance with locally developed standards and this publication. Provide written guidance detailing how programs will be conducted. Review training programs annually. (T-2)

2.4.2. Designate the qualifications to which each intelligence position will train. Upon request, provide MAJCOM/A2 and operational commander(s), as appropriate, with a list of CMR and Basic Mission Capable (BMC) manning positions. Review this designation annually. (T-3)

2.4.3. Assign intelligence personnel under the direct supervision of qualified and current intelligence personnel when required to participate in operational events or perform tasks for which they are not qualified and current. (T-3)

2.4.4. Identify and report training shortfalls having a negative impact on operations to MAJCOM/A2 and courtesy copy Numbered Air Force (NAF)/A2, as applicable. See attachment 2 for an example report. (T-3)

2.4.5. Participate in crosstalk with other unit SIOs and MAJCOM/A2 training organizations to address standardized training requirements, training tools, techniques and procedures. Identify changes in requirements and potential training opportunities to MAJCOM/A2. Participate in unit-level "best practices" exchanges for intelligence personnel training. (T-3)

2.4.6. Develop and manage an intelligence qualification training program. Design training programs to achieve the highest degree of mission readiness consistent with safety and resource availability. Training must balance the need for realism against the expected threat, unit mission and capabilities. (T-2)

2.4.7. Use lead command-developed training materials to assist in the development and conduct of unit training programs, as applicable. Modify these baseline training materials and augment with locally-derived products to meet unit needs. (T-3)

2.4.8. Monitor intelligence personnel currencies and requirements and notify/coordinate with individual's chain-of-command on all training issues, to include delays, CMR status, and selection for upgrade training. (T-3)

2.4.9. Execute unit intelligence training with sufficient frequency, consistency and accuracy, in accordance with locally developed standards and this AFI, to ensure personnel knowledge, skills and abilities to the CRC mission remain current. (T-3)

2.4.10. Ensure written evaluation of the intelligence personnel training program is conducted at the end of each training cycle. Submit reports as required by local procedures for tracking overall training status of intelligence personnel. (T-3)

2.5. Work Center Supervisor. Intelligence work center supervisors will:

2.5.1. Ensure assigned intelligence personnel attain and maintain the qualification status determined by the SIO. (T-2)

2.5.2. Assist the trainer in developing and executing unit intelligence qualification training and other required training programs. (T-3)

2.5.3. Review training and evaluation records of and interview newly assigned personnel and those completing formal training to determine the training required for them to achieve the qualifications required for their assigned duty position. (T-2)

2.5.4. Provide a copy of individual qualification training records upon member's change of station or assignment to assist the gaining unit in assessing current qualifications and training requirements. (T-3)

2.6. Intelligence Personnel. Assigned intelligence personnel will:

2.6.1. Complete training and currency requirements within the guidelines of this instruction and applicable AF/MAJCOM training standards. (T-2)

2.6.2. Notify supervisor of any issues that affect training events, qualification status, or the ability to participate in training. (T-2)

2.6.3. When changing station or assignment, ensure qualification records are delivered to the gaining unit. (T-3)

Chapter 3

INITIAL QUALIFICATION TRAINING

3.1. General. IQT for intelligence personnel begins after initial skills training (i.e., the Air Force Specialty Code awarding courses), or after Permanent Change of Station (PCS), and concludes with successful completion of the requirements outlined in the IQT syllabus.

3.2. IQT Requirements.

3.2.1. Minimum IQT requirements are documented in the IQT Syllabus developed by ACC/A2 in coordination with USAFE/A2 and NGB/A2. IQT will be completed within the time specified by the IQT syllabus. Failure to complete training within the specified time limit requires notification to owning MAJCOM/A2 with person's name, rank, reason for delay, planned actions and estimated completion date. Evaluation and certification will be annotated IAW AF/A2 guidance and approved processes regarding online documentation. (T-2)

3.2.2. Upon completion of IQT the member attains Basic Qualification (BQ) status.

Chapter 4

MISSION QUALIFICATION TRAINING

4.1. General. MQT provides intelligence personnel the training needed to perform in their assigned duty positions supporting CRC missions/operations. This chapter provides guidance to assist SIOs in developing and executing their MQT program. MQT execution will take into account assigned duty position, current qualifications, prior experience and training, currency, documented performance and/or formal training achieved by each individual. Accomplish MQT through one-on-one instruction from a qualified trainer, external courses, or other training opportunities that satisfy the requirements for MQT. Use applicable portions of MQT to create a requalification program for personnel who are non-CMR (N-CMR) or non-BMC (N-BMC). (T-2)

4.1.1. Concurrent IQT/MQT. MQT should typically begin upon completion of IQT; however, in situations determined by the SIO, intelligence personnel may begin MQT before completion of IQT, if training events and timelines make this option more practical. Member must complete IQT before fully completing MQT and being awarded BMC/CMR. (T-3)

4.1.2. MQT begins within 45 days (90 days for ANG) of the individual's first duty day at the gaining unit or immediately after the completion of IQT if training events and timelines make this option more practical. Timelines for completion of MQT for each MAJCOM and reporting requirements are specified in the following paragraphs. (T-3)

4.1.2.1. Active duty units will complete MQT within 120 days after start. Notify MAJCOM/A2 if training exceeds this timeline. (T-2)

4.1.2.2. ANG units will complete MQT within 120 days with seasoning days. If no seasoning days are available, complete MQT within 180 calendar days, or the execution of one year's cycle of Inactive Duty for Training and Annual Training. Notify the NGB/A2 and gaining MAJCOM/A2 if training exceeds this timeline. (T-2)

4.1.3. MAJCOM/A2s will consolidate unit reporting of personnel exceeding allowable timelines and notify ACC/A2 on an annual basis. (T-2)

4.1.4. AF Form 4381, *Intelligence Gradesheet*. Use the AF Form 4381 to document the trainee's progression through each individual training item. Specific MQT gradesheet elements are located in attachment 3. (T-2)

4.1.5. Personnel are qualified CMR upon successful completion of MQT, a successful Initial Mission Qualification Evaluation (INIT MSN) IAW AFI 14-202, Volume 2, and AFI 14-2CRC, Volume 2, and SIO endorsement.

4.2. Knowledge and Performance Task Training. Units will develop blocks of instruction covering areas pertinent to the mission and derived from lead MAJCOM-provided and unit-developed training materials. Unit MQT programs will include all unique local area procedures and will ensure the trainee is able to demonstrate knowledge/performance task proficiency. The MQT program for CRC intelligence personnel will include, but not be limited to the following areas and concepts based on their assigned duty position. Attachment 5 lists the minimum MQT requirements outlined in the following paragraphs. (T-2)

4.2.1. Research, Analysis, and Dissemination (RAD). RAD involves imparted knowledge and performance that intelligence personnel should be applying throughout all areas of the training and will be evaluated as subsets of each applicable graded area. (T-2)

4.2.1.1. Basic Intelligence Research. Objective: Demonstrate ability to apply intelligence sources to unit operations, mission and Area of Responsibility (AOR), and the ability to identify/extract relevant intelligence for CRC operations. Specific tasks: Identify unit hardcopy and softcopy intelligence resources. Explain the strengths and weaknesses of specific types of intelligence in the context of the CRC weapons system and the unit mission. Identify Intelligence Community analysis centers and intelligence producers useful for intelligence applications at the unit level. Demonstrate use of intelligence information systems and software to request intelligence from outside sources when unit intelligence holdings have been exhausted. Produce correspondence using theater directives to HHQ or outside organizations with detailed specific intelligence queries to satisfy requests for information (RFI). Track RFI and production requirement status. Draft and transmit RFIs using US Message Text Format (USMTF) when reporting directives do not exist or when intelligence information systems are unavailable.

4.2.1.2. Mission-Related Analysis. Objective: Demonstrate ability to discern what intelligence applies to the unit mission, (e.g., what is useful to unit mission crew, mission planners, squadron and wing leadership and what intelligence is not useful). Specific tasks: Describe intelligence needed by CRC mission crew and mission planners for operations, wing commander, operations group commander and other functional areas supported by intelligence. Define rules of engagement and operations security. Demonstrate knowledge of general intelligence requirements of the wing commander, operations group commander and other functional areas supported by wing intelligence. Describe the intelligence requirements established by the SIO to support the unit's AORs. Describe the impact of the operational environment, evaluating the adversary, and determining adversary courses of action (COA) to support the unit's mission.

4.2.1.3. Dissemination Techniques. Objective: Demonstrate knowledge of unit-level resources, points and methods of dissemination to mission crew, mission planners, operations group and wing leadership and other end-users of intelligence as determined by the unit mission and AOR. Specific tasks: Describe the use of intelligence systems and information displays to disseminate data. Describe use of collaborative chat tools, secure video teleconference, and/or other interactive communications and dissemination systems used by the unit. Identify mission crew, mission planner and squadron and wing leadership information resources and ways to securely integrate updated intelligence into the information flow. Describe the use of record message traffic reporting as required for unit operations by AOR, as applicable. Describe methods to identify currency and expiration of intelligence provided to end users. Identify fundamentals of information security, classification marking and controls and knowledge of sources of authoritative guidance. Describe rules, procedures and restrictions for secure transfer of intelligence from various levels of classified intelligence and information networks.

4.2.2. Knowledge-based Tasks. Trainees must demonstrate knowledge specific to the unit's missions for the areas listed below by successfully completing a test from the unit master question file (MQF) (85 percent minimum to pass). (T-2)

4.2.2.1. CRC Weapons Systems Academics. Objective: List the steps to accomplish the CRC operational mission (e.g., Pre-deployment preparation; conduct analysis of theater guidance, threat, operating environment, established TTPs, and mission rehearsal). Demonstrate an understanding of the unit's specific CRC assigned mission areas at their home unit. Specific tasks: Describe the unit's specific CRC mission areas and roles in support of pertinent AORs. Identify the roles and responsibilities of friendly assets involved in the various CRC missions (e.g., ground forces combat support, C2 network). Identify the relationship between crew coordination practices for the various CRC missions and successful mission completion. Describe how Air Force and joint doctrine drive the unit's missions, employment, and CRC missions in applicable AORs. Describe and identify Intel support to CRC mission crews during execution of any assigned missions.

4.2.2.2. Threat Knowledge. Objective: Demonstrate knowledge of applicable AOR enemy/adversary threats. Specific tasks: Identify details of aircraft, AAMs, ASMs, ARMS, SAMs, SSMs, ADA, EW, DEW, IADS/C2, ground forces and associated equipment, naval systems, cyber and asymmetric threat capabilities, limitations and employment techniques of threat forces that may be encountered in the operational environment based on unit mission, CRC capabilities and limitations, and AOR. Describe how these threats could affect unit mission accomplishment.

4.2.2.3. Friendly and Neutral Weapons Systems. Objective: Demonstrate knowledge of applicable AOR friendly and neutral defensive weapons systems. Specific tasks: Identify details of EW, aircraft, AAMs, ASMs, SAMs, SSMs, ADA, DEW, ground and naval forces and associated equipment, cyber and asymmetric capabilities and limitations. Describe the employment techniques of friendly and neutral forces that may be encountered in the operational environment based on unit mission, CRC capabilities and limitations, and AOR.

4.2.2.4. AOR C2 Structure. Objective: Demonstrate knowledge of specific Air Force and joint C2 and Battle management (BMC2) units assigned to specific AORs." Specific task: Describe how the CRC interacts with these organizations.

4.2.2.5. Personnel Recovery (PR). Objective: Demonstrate knowledge of the role intelligence personnel play in preparing CRC personnel for the possibility of survival, evasion, resistance, escape (SERE) and recovery in hostile territory. Specific tasks: Describe specific PR materials intelligence provides. Describe intelligence's role in Isolated Personnel Report (ISOPREP) support and maintenance. Identify environmental, operations and combat search and rescue (CSAR) information contained in the special instructions (SPINS) that will drive intelligence requirements during PR operations, as applicable. Describe and identify Intel support to CRC mission crews during execution of PR missions.

4.2.2.6. Force Protection Intelligence (FPI). Objective: Demonstrate knowledge of the principles and procedures of FPI relevant to the unit mission. Specific tasks: Coordinate with host unit to facilitate FP briefing requirements and information. Identify irregular/guerrilla/terrorist forces in tasked AORs and other hot spot areas, as appropriate. Give examples of hostile forces tactics and weapons employment. Identify intelligence FP resources. Describe terrorist threat levels and FP conditions. Describe unit FP

considerations. State the facts concerning base-specific and regional threats. Describe and identify CRC FP equipment, procedures and structure for main, forward and bare bones operating bases. Reference: AFI 14-119, *Intelligence Support to Force Protection (FP)*.

4.2.2.7. Mission Principles and Engagements. Objective: Understand typical engagements that the CRC may control. Specific Tasks: Describe basic air-to-air, air refueling, air-to-ground, and surface-to-surface engagements based on the crew debriefing. Interpret and comprehend the crew's event reconstructions and be able to convert this intelligence into the appropriate report, as necessary.

4.2.3. Performance-based Tasks. Training will ensure the trainee is able to accomplish tasks IAW evaluation criteria outlined in AFI 14-2CRC, Volume 2. (T-2)

4.2.3.1. Threat Briefings. Objective: Demonstrate proficiency in researching specific threat systems and tailoring the information to the CRC mission. Specific Tasks: Conduct research on specific threat systems. Compile data and develop a concise briefing with focus on the threat to the CRC mission. Tailor information to the CRC. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Present a threat briefing.

4.2.3.2. Situation Displays. Objective: Demonstrate proficiency in constructing, posting, updating and maintaining quality situation displays with and without intelligence system support IAW standards established by the SIO. Specific tasks: Select the proper medium to use for constructing a situation display. Identify the proper components to be included on a situation display IAW AFI 14-2CRC, Volume 3. Research, analyze and plot situation display elements using correct symbology (MIL-STD-2525C, *Common Warfighting Symbology* and US Army Field Manual/US Marine Corps Reference Publication, FM 1-02/MCRP 5-12A, *Operational Terms and Graphics*).

4.2.3.3. Manual Order of Battle (OB). Objective: Demonstrate proficiency in updating and maintaining OB on situation displays without the assistance of intelligence systems IAW OB standards established by the SIO. Specific tasks: Identify OB production sources for the AOR. Research and analyze OB data. Identify critical elements of the table of organization and equipment for potential enemy/adversary nations. Differentiate between coordinate systems. Plot OB using the correct symbology.

4.2.3.4. Automated OB. Objective: Demonstrate proficiency in utilizing intelligence support systems to download, update, purge and quality control automated OB used on situation displays. Specific tasks: Identify OB production sources for the AOR. Research and analyze OB data. Identify critical elements of the table of organization and equipment for potential enemy/adversary nations. Use intelligence software applications to post and maintain OB. Verify accuracy of computer generated symbology. Use intelligence software applications to convert between coordinate systems.

4.2.3.5. Situation Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a situation briefing IAW unit standards. The situation briefing has two distinct phases: 1) the initial situation briefing, and 2) the follow-on situation briefing, commonly referred to as the situation update briefing. The basic information for both is very similar; however, the initial briefing details the

background, events and decisions leading up to the crisis, while the situation update briefing highlights changes and newly emerging information potentially impacting the operational environment. Specific tasks: Conduct effective research and analysis and/or extract relevant updates from unit products. For the initial situation briefing, identify significant events leading to the crisis. For the situation briefing identify significant changes in the operational environment since the last update. Identify any enemy/adversary, friendly, neutral, and/or US political decisions or diplomatic initiatives that affect the unit's operational environment, the mission, or the deploying/deployed unit. Identify subsequent changes to enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity. Determine most dangerous and most likely enemy/adversary COAs for the next 12, 24, and 25-96 hours. Tailor information in the briefing based on unit mission and the audience. Identify FPI for the local area. Identify intelligence gaps and any assessments of likely answers to the gaps. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Construct and deliver a situation briefing (initial and update).

4.2.3.6. Changeover Briefing. Objective: Demonstrate proficiency in preparing and presenting a changeover briefing IAW unit standards. Specific tasks: Organize and prioritize key information. Identify issues needing immediate attention. Compile data and develop a concise briefing with focus on events to prepare personnel for their shift. Include a situation update, review of threat levels/conditions, briefing schedules, work and flying schedules, OB display, crisis action team (CAT) directives, Situation Reports (SITREP) input status of reports, and other pertinent items (e.g., intelligence report [INTREP], Joint Spectrum Interference Resolution [JSIR] reports, Tracks of Interest [TOI], story board). Tailor information in the briefing based on unit mission. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Construct and deliver a changeover briefing.

4.2.3.7. Deployment Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a deployment briefing IAW unit standards and the requirements of the deploying commander. Specific tasks: Identify unit taskings (e.g., warning order (WARNORD), execution order/deployment order (EXORD/DEPORD)) and/or Air and Space Expeditionary Forces (AEF) tasking, as applicable. Conduct effective research and analysis. Develop a synopsis of political-military situation generating the deployment. Identify relevant enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity along deployment route. Determine the most dangerous and most likely enemy/adversary COAs in reaction to the deployment. Identify FPI for the local area and deployment location. Determine en route hazards to convoys from point of debarkation to initial site location. Identify reporting instructions, essential elements of information (EEI), and additional items as dictated by the local situation. Identify intelligence gaps and any assessments of likely answers to the gaps. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Tailor information for the briefing based on unit mission, AOR, and the audience. Construct and deliver a deployment briefing.

4.2.3.8. Air Tasking Order (ATO)/Airspace Control Order (ACO)/SPINS and Other Tasking Documents. Objective: Demonstrate proficiency in obtaining, identifying, and extracting applicable elements of tasking documents IAW unit procedures. Specific

tasks: Locate and obtain correct ATO/ACO/SPINS or other tasking document as applicable. Determine unit tasking, airspace control, PR information and intelligence related data from tasking documents. Breakout unit tasking from tasking documents using manual and automated techniques and tools.

4.2.3.9. Intelligence Support to Mission Planning. Objective: Demonstrate proficiency in providing intelligence support to mission/deployment/convoy planners IAW unit procedures. Specific tasks: Describe the mission planning process. Review the tactical problem/scenario. Analyze the ATO/ACO/SPINS breakout and derive specified and implied intelligence requirements (including mission materials). Plot unit tasking. Analyze operating area threats deployment/convoy routes (e.g., IADS, air, SAMs, ADA, etc.) tactics and terrain, as applicable. Identify intelligence gaps and any assessments of likely answers to the gaps. Submit collection requirements and/or RFI as appropriate. Coordinate with operations to recommend mission route based on threat and terrain analysis. Identify other mission support assets. Construct and deliver mission planning situation/ deployment/convoy route briefings, as applicable.

4.2.3.10. Mission Materials Construction. Objective: Demonstrate proficiency in the intelligence role in mission materials construction. Specific tasks: Identify and obtain required imagery and geospatial information and services (GI&S) products to build mission materials. Use mission planning software to construct mission necessary materials.

4.2.3.11. Mission Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a mission briefing. Specific tasks: Extract relevant updates from unit products and/or conduct effective research and analysis (as required to fill intelligence gaps). Identify and present changes in the operational/tactical environment. Present any enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity; relevant FPI; and tactical situation in the mission area. Brief overall situation, BMC2 structure and lines of authority. Present AOR threats (e.g., SAMs, ADA, air, naval, EW, and DEW threats), FPI for the local area, PR information EEIs, call signs (package and Intelligence, Surveillance and Reconnaissance [ISR] supporting), inter-plane frequencies, or Voice Product Network (VPN) between ISR assets for threat notification or situational awareness, debrief location, and other factors essential to mission success. Use computer, web-based, audiovisual and/or manual information display and dissemination tools as applied by the unit. Tailor information in the mission briefing IAW standards established by the SIO and commander's requirements based on unit mission and the AOR. Construct and deliver a mission briefing.

4.2.3.12. Step Briefing. Objective: Demonstrate proficiency in preparing and presenting an intelligence step briefing IAW unit standards. Specific tasks: Identify critical last minute changes in threats (e.g., air, air defense, and ground), new tactics, PR data, latest threat update code (TUC), and any other changes impacting the mission. Tailor information in the briefing to the period the CRC crew will be on shift. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Construct and deliver a step briefing.

4.2.3.13. Debriefing. Objective: Demonstrate proficiency in planning, coordinating and conducting a post-mission debriefing. Specific tasks: Extract relevant mission intelligence from mission crew. Identify time-sensitive information and disseminate appropriately and expediently per local/theater guidance. Prioritize questions to focus on priority intelligence requirements. Identify key points and develop intelligence by asking amplifying questions relevant to the mission. Control the flow and pace of the intelligence portion of the debriefing as needed to ensure thorough and accurate information collection without wasting time. Be aware and control environmental factors that may distract mission crew or impede the debriefing process. Use computer, web-based, audiovisual and/or manual information display and debriefing tools.

4.2.3.14. Intelligence Reports. Objective: Demonstrate proficiency in developing and transmitting intelligence reports (e.g., Intelligence Summary (INTSUM), Daily Intelligence Summaries (DISUMs), story boards, SITREP and JSIR reports) IAW unit standards and theater reporting directives. Specific tasks: Describe the purpose and content of theater reporting directives. Analyze and extract information from applicable reports. Generate intelligence reports/story boards using computer and/or manual information systems applied by the unit. Validate accuracy and completeness of reports. Draft, validate and transmit appropriate USMTF intelligence messages when applicable reporting directives do not exist.

Chapter 5

CONTINUATION TRAINING

5.1. General. This chapter outlines intelligence CT requirements for CMR and BMC intelligence personnel. There are two aspects of CT. The first consists of basic intelligence knowledge and performance training items. These training topics ensure familiarization with CRC capabilities, threat systems, and unit intelligence functions. The second aspect of CT is the Ready Intelligence Program (RIP) which consists of specific mission-related training required to accomplish the unit's assigned missions.

5.2. Continuation Training for Basic Knowledge and Performance Tasks. This guidance is intended to provide a baseline and may be supplemented by the SIO based on unit requirements. Trainers will use lead-MAJCOM provided training materials and other resources as needed to provide the most effective and efficient training. CT must reinforce MQT tasks and facilitate RIP requirements. Basic knowledge examinations will be compiled from the unit MQF. Completion of CT tasks will be annotated using the online training documentation system. At a minimum, the following topics will be covered during CT. (T-2)

5.2.1. CRC Weapons systems and Operations – to include capabilities and limitations, employment and tactics, radar and communications, and crew coordination practices.

5.2.2. Threat Knowledge – to include potential AOR enemy/adversary aircraft and armaments, SAMs, ADA, IADS/C2 structure, naval, ground and cyber threat system capabilities and limitations with respect to CRC operations.

5.2.3. PR – to include intelligence PR support procedures, theater ISOPREP requirements and other PR information contained in the SPINS.

5.2.4. FPI – to include intelligence support to FP principles; irregular/guerrilla/terrorist forces and organizations; force protection conditions and terrorist threat levels and unit force protection considerations.

5.2.5. Situation Displays – to include unit procedures/checklists and standards for creating and maintaining situation displays (e.g., manual and automated OB).

5.2.6. Briefing – to include preparing and presenting the various in-garrison and employment operation required briefings.

5.2.7. Intelligence Support to Mission Planning – to include tasking order/SPINS breakout, mission planning software applications and route/Combat Air Patrol analysis, GI&S familiarization to determine product requirements (e.g., quantity, chart type, appropriate scale), acquisition, receipt, storage and maintenance for mission package construction.

5.2.8. Debriefing – to include preparing for and techniques for conducting a debriefing, handling time-sensitive information, and proper debriefing tools/products.

5.2.9. Reporting – to include types of intelligence reports and formats, theater intelligence reporting requirements, software applications and transmission methods.

5.3. RIP. The intent of RIP is to ensure intelligence personnel perform specific mission essential tasks with sufficient frequency to maintain proficiency in their duty positions. In order

to maximize training opportunities and minimize artificiality, conduct RIP tasks in conjunction with day-to-day missions or exercises as much as possible. (T-2)

5.3.1. The task requirements listed in Table 5.1., CRC RIP and Currency Requirements, establish the minimum frequency requirements for CMR and BMC for intelligence. Failure to accomplish these requirements will affect the individual's CMR or BMC status and additional training will be required as determined by the SIO. (T-2)

5.3.2. Intelligence personnel must complete appropriate RIP tasks to maintain currency. If an intelligence specialist loses currency in a particular area, the individual may not perform that task unsupervised until currency is regained. Individuals are responsible for documenting RIP task completion. (T-2)

Table 5.1. CRC RIP and Currency Requirements.

SUBJECT	Frequency to Maintain CMR Status	Frequency to Maintain BMC Status
Situation Display	Semi-Annually	Annually
Manual OB	Semi-Annually	Annually
Automated OB	Semi-Annually	Annually
Situation Briefing	Semi-Annually	Annually
Changeover Briefing	Annually	Annually
Deployment Briefing	Semi-Annually	Annually
ATO/ACO/SPINS and Other Tasking Documents	Semi-Annually	Annually
Intelligence Support to Mission Planning	Semi-Annually	Annually
Mission Material Construction	Semi-Annually	Annually
Mission Briefing	Semi-Annually	Annually
Step Briefing	Semi-Annually	Annually
Debriefing	Semi-Annually	Annually
Intelligence Reports	Semi-Annually	Annually
Note: Semi-annually is defined as once every 6 months and annually is defined as once every 12 months.		

5.4. Regression. If personnel do not meet currency requirements throughout the training cycle, they will be regressed to N-CMR/N-BMC, as applicable. The SIO will direct the member who fails to demonstrate proficiency in a given task to be regressed. Document regression and the steps required to correct the situation in the individual's training record. Intelligence personnel regressed to N-CMR/N-BMC must complete a SIO-approved recertification program to return them to CMR/BMC standards. The tasks accomplished during the re-certification program are credited toward task requirements for the training cycle. (T-3)

5.5. Requalification. For intelligence personnel whose qualification has expired, refer to AFI 14-202, Volume 1.

Chapter 6

SPECIALIZED TRAINING

6.1. Specialized Training. This chapter outlines ST for the specialized qualifications necessary to achieve specific unit mission requirements. Not all intelligence personnel are required to complete ST. These ST program requirements are for individuals without previous ST qualifications. Tailor these requirements for intelligence personnel with current qualifications, prior experience, currency, documented performance or formal training. Unless governed by a formal syllabus, these programs will consist of unit-developed academics and scenarios. Document ST on the AF Form 4381 (see Attachment 4 for the appropriate grade sheet elements). Attachment 5 lists the minimum ST requirements outlined in the following paragraphs. (T-2)

6.2. External Intelligence Training (EIT) Trainer. This program establishes the minimum guidelines for intelligence personnel identified by the SIO to perform duty as an EIT trainer within the unit. Only qualified EIT trainers will conduct unsupervised EIT. (T-2)

6.2.1. Prerequisites. Any intelligence personnel selected to be an EIT trainer must:

6.2.1.1. Be mission (CMR or BMC) qualified.

6.2.1.2. Be designated by the SIO.

6.2.1.3. Complete the requirements for EIT 1 and one or more of the remaining profiles listed below.

6.2.2. EIT Trainer Profiles: (T-2)

6.2.2.1. EIT 1 – EIT Concepts and Methods. Objective: Effectively apply appropriate instructional concepts and methods to fulfill EIT requirements. Specific tasks: Demonstrate ability to modify training to the specific audience. Demonstrate methods of delivering training using visual, auditory and physical application. Demonstrate one-on-one, small group and large audience training techniques. Define methods to verify trainee achievement.

6.2.2.2. EIT 2 – Threat Knowledge. Objective: Demonstrate ability to provide threat training based on the minimum standards cited in AFI 14-2CRC, Volume 3. Specific tasks: Tailor information in the briefing to the audience. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Prepare and deliver an instructional session for a threat based on unit mission and AOR.

6.2.2.3. EIT 3 – Collection and Reporting (C&R). Objective: Demonstrate proficiency in establishing C&R training requirements. Specific tasks: Be familiar with the requirements and security concerns regarding intelligence-generated reports. Be knowledgeable of theater reporting directives. Develop training that enhances unit ability to use intelligence-generated reports (e.g., INTREP, story board, SITREP, JSIR, INTSUM, Close Air Support Summary [CASSUM], etc.). Prepare and deliver an instructional session on C&R based on unit mission and AOR.

6.2.2.4. EIT 4 – PR. Objective: Demonstrate proficiency in developing ISOPREP instructional material. Specific tasks: Provide academic instruction on ISOPREP preparation as required.

6.2.2.5. EIT 5 – FPI. Objective: Demonstrate proficiency in establishing FP threat training requirements (to include minimum standards cited in AFI 14-2CRC, Volume 3). Specific tasks: Prepare and deliver an instructional session for FP threats based on unit mission and AOR.

6.2.3. EIT Trainer Evaluation. EIT trainer evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2CRC, Volume 2. Personnel are qualified as EIT trainers upon successful completion of required tasks, an initial EIT trainer evaluation (INIT EIT) and endorsement from the SIO. (T-2)

6.2.4. EIT Trainer Currency. Table 6.1, EIT Trainer Events and Currencies, defines the currency requirements for all intelligence personnel required to maintain EIT trainer status. EIT trainers must also successfully complete periodic EIT trainer evaluations IAW AFI 14-2CRC, Volume 2. If an EIT trainer loses currency in a particular area, the individual will not conduct EIT unsupervised until currency is regained. Trainers who are non-current must satisfy overdue training requirements while supervised by another current and qualified EIT trainer in the same training event. (T-2)

Table 6.1. EIT Trainer Events and Currencies.

Event	Specialized Training	Currency Requirement
Threat Knowledge	Complete EIT 1 and EIT 2 specific tasks. Pass threat-specific MQF test. Complete INIT EIT Evaluation.	Instruct one threat training event quarterly.
C&R	Complete EIT 1 and EIT 3 specific tasks. Pass C&R-specific MQF test. Complete INIT EIT Evaluation.	Instruct one C&R training event annually.
PR	Complete EIT 1 and EIT 4 specific tasks. Pass PR-specific MQF test. Complete INIT EIT Evaluation.	Instruct one PR training event annually.
FPI	Complete EIT 1 and EIT 5 specific tasks. Pass FPI-specific MQF test. Complete INIT EIT Evaluation.	Instruct one FPI training event annually.

6.3. Intelligence Evaluator (IE) Specialized Training. This program establishes the minimum guidelines for intelligence personnel identified by the SIO to perform IE duties within the unit. IE trainees must be immersed in the knowledge of governing directives and task procedures. IE training consist of two steps; observation and performance proficiency. Only qualified evaluators will conduct unsupervised intelligence evaluations. (T-2)

6.3.1. Prerequisites. Intelligence personnel selected by the SIO for progression to IE must:

6.3.1.1. Be mission (CMR or BMC) qualified.

6.3.1.2. Meet evaluator requirements as outlined in AFI 14-202, Volume 2 and AFI 14-2CRC, Volume 2.

6.3.1.3. Complete one or both of the IE observation profiles and the proficiency profile listed below.

6.3.2. IE Training Profiles:

6.3.2.1. IE 1 – IE MSN Observation. Objective: Through observation of a qualified evaluator conducting a mission evaluation, gain knowledge of evaluation techniques and procedures. Specific tasks: Observe a mission evaluation. Describe the evaluation criteria, grading procedures and evaluation form preparation for an INIT MSN or MSN evaluation. Identify scenarios for intelligence evaluations, objectivity issues, and techniques for conducting evaluations.

6.3.2.2. IE 2 – IE EIT Trainer Observation. Objective: Through observation of a qualified evaluator conducting an EIT Trainer evaluation, gain knowledge of evaluation techniques and procedures. Specific tasks: Observe an EIT Trainer evaluation. Describe the evaluation criteria, grading procedures and evaluation form preparation for an INIT EIT or EIT evaluation. Identify scenarios for intelligence evaluations, objectivity issues, and techniques for conducting evaluations.

6.3.2.3. IE 3 - IE Proficiency. Objective: Demonstrate proficiency in successfully conducting an evaluation. Specific tasks: Under observation, conduct an evaluation and provide a thorough debrief with the person being evaluated. Use evaluation criteria, grading procedures and proper techniques in documenting evaluation forms.

6.3.3. IE Evaluation. IE evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2CRC, Volume 2. The IE evaluation will occur after IE ST is completed. The IE is qualified to perform IE duties after completing training, successful completion of the initial IE evaluation (INIT IE) and SIO endorsement. (T-2)

6.3.4. IE Currency. IEs must conduct at least one corresponding evaluation annually to remain current. IEs must successfully complete periodic IE evaluations IAW AFI 14-2CRC, Volume 2. If an IE loses currency, the individual will not perform IE duties unsupervised until currency is regained. To regain currency, non-current IEs must satisfy overdue training requirements while supervised by another current and qualified IE. (T-2)

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

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

AFI 13-1CRC, Volume 1, *Control and Reporting Center (CRC)-Training*, 29 October 2009

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

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

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

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

AFI 14-2CRC, Volume 2, *Control and Reporting Center (CRC) Unit Intelligence Evaluation Criteria*, 5 November 2014

AFI 14-2CRC, Volume 3, *Control and Reporting Center (CRC) Unit Intelligence Procedures*, 5 November 2014

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

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

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

AFTTP 3-1.CRC, *Tactical Employment—Control and Reporting Center*, 23 August 2013 (S)

AFTTP 3-1.TACS, *Theater Air Control System (TACS)*, 1 February 2013 (S)

AFTTP 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*, 3 December 2012 (S)

US Army Field Manual MIL-STD-2525C, *Common Warfighting Symbology and US Army Field Manual/US Marine Corps Reference Publication, FM 1-02/MCRP 5-12A, Operational Terms and Graphics*, September 2004

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 4381, *Intelligence Gradesheet*

Abbreviations and Acronyms

AAM—Air-to-Air Missile

ACC—Air Combat Command

ACO—Airspace Control Order

ADA—Air Defense Artillery

AEF—Air and Space Expeditionary Forces

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual
AFOSI—Air Force Office of Special Investigation
AFPD—Air Force Policy Directive
AFTTP—Air Force Tactics, Techniques and Procedures
ANG—Air National Guard
AOR—Area of Responsibility
ARMS—Anti-Radiation Missile Systems
ASM—Air-to-Surface Missile
ATO—Air Tasking Order
BMC—Basic Mission Capable
BMC2—Battle Management Command and Control
BQ—Basic Qualification
C2—Command and Control
C&R—Collection and Reporting
CAP—Combat Air Patrol
CASSUM—Close Air Support Summary
CAT—Crisis Action Team
CMR—Combat Mission Ready
COA—Courses of Action
CRC—Control and Reporting Center
CSAR—Combat Search and Rescue
CT—Continuation Training
DEPORD—Deployment Order
DEW—Directed Energy Weapons
DISUM—Daily Intelligence Summary
EI—Essential Elements of Information
EIT—External Intelligence Training
EW—Electronic Warfare
EXORD—Exercise Order
FP—Force Protection
FPI—Force Protection Intelligence
GI&S—Geospatial Information and Services

IAW—In Accordance With

IE—Intelligence Evaluator

INIT EIT—Initial External Intelligence Trainer Qualification Evaluation

INIT IE—Initial Intelligence Evaluator Qualification Evaluation

INIT MSN—Initial Mission Qualification Evaluation

INTREP—Intelligence Report

INTSUM—Intelligence Summary

IQT—Initial Qualification Training

ISOPREP—Isolated Personnel Report

ISR—Intelligence, Surveillance and Reconnaissance

JSIR—Joint Spectrum Interference Resolution

LIMFAC—Limiting Factor

MAJCOM—Major Command

MGRS—Military Grid Reference System

MQF—Master Question File

MQT—Mission Qualification Training

MSN—Mission Qualification Evaluation

NAF—Numbered Air Force

N-BMC—Non-Basic Mission Capable

N-CMR—Non-Combat Mission Ready

OB—Order of Battle

PR—Personnel Recovery

RAD—Research, Analysis and Dissemination

RFI—Request for Information

RIP—Ready Intelligence Program

SAM—Surface-to-Air Missile

SERE—Survival, Evasion, Resistance and Escape

SITREP—Situation Report

SF—Security Forces

SIO—Senior Intelligence Officer

SPINS—Special Instructions

SSM—Surface-to-Surface Missile

ST—Specialized Training

TACS—Theater Air Control System

TOI—Tracks of Interest

TUC—Threat Update Code

USMTF—US Message Text Format

UTM—Universal Transverse Mercator

VPN—Voice Product Network

WARNORD—Warning Order

Terms

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

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

Attachment 2

EXAMPLE TRAINING SHORTFALL REPORT

Figure A2.1. Example Training Shortfall Report

[DATE]

MEMORANDUM FOR MAJCOM/A2

FROM: [UNIT]

SUBJECT: Intelligence Training Shortfalls

1. TRAINING SHORTFALLS. (Only report those shortfalls that the SIO feels will have a major impact on training.)

EVENT	PERCENT OF CMR/BMC INTELLIGENCE PERSONNEL AFFECTED
	SPECIFIC REASON FOR SHORTFALL
	CORRECTIVE ACTION (IF ANY)
	LIMFACS

2. SIO'S COMMENTS (Open forum for comments to improve the training reporting system).

SIGNATURE BLOCK

cc:

NAF/A2

Attachment 3

CRC MISSION QUALIFICATION TRAINING GRADESHEET ELEMENTS

A3.1. CRC MQT Performance Task Gradesheet Elements. The MQT performance task grade sheet elements in this attachment are to be used when filling out the AF Forms 4381. Intelligence qualification trainers will use the AF Forms 4381 to record the trainee's progress through MQT. The MQT grade sheets will be filed in the trainee's training record.

Table A3.1. CRC Threat Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
2. General knowledge
2.1. Primary threat countries
2.2. Capabilities and limitations
2.3. Employment characteristics
2.4. Countertactics
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids
3.3. Appropriate level of detail
3.4. Applicability to audience
4. Adherence to unit standards
5. Followed security guidelines

Table A3.2. CRC Situation Displays Gradesheet Elements.

1. Understanding of current situation and creating situation displays
2.1. Research of sources and analysis for situation display data
2.2. Selected the proper medium to use for constructing a situation display
2.3. Identified proper components to be included on a situation display
3. Plotting abilities
3.1. Geographic coordinates
3.2. Military Grid Reference System (MGRS) and Universal Transverse Mercator (UTM)
3.3. Coordinate conversion
4. Correct use of symbology
5. Updated and maintained situation displays
6. Adherence to unit standards
7. Followed security guidelines

Table A3.3. CRC Manual OB Gradesheet Elements.

1. Identified OB production sources
2. Research of OB sources and analysis of OB data
2.1. Identified organization and equipment for potential enemy/adversary nations
3. Plotting abilities

3.1. Differentiated between coordinate systems
3.2. Geographic coordinates
3.3. MGRS/UTM
4. Correct use of symbology
5. Updated and maintained on the situation display
6. Adherence to unit standards
7. Followed security guidelines

Table A3.4. CRC Automated OB Gradesheet Elements.

1. Identified OB production sources
2. Research of OB sources and analysis of OB data
2.1. Identified organization and equipment for potential enemy/adversary nations
3. Used intelligence systems to post and maintain OB
3.1. Verified accuracy of computer-generated symbology
3.2. Performed coordinate conversion
4. Adherence to unit standards
5. Followed security guidelines

Table A3.5. CRC Initial Situation Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. Use of computer, web-based, audiovisual and/or manual information tools
2. General knowledge
2.1. Significant political/military developments or major events leading to crisis
2.2. Any national decisions impacting unit mission, if known
2.3. Current enemy force disposition (e.g., air, air defense, ground, naval)
2.4. Potential enemy COAs
2.5. Relevant intelligence gaps and assessments
2.6. FPI for the local area
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids
3.3. Appropriate level of detail
3.4. Applicability to audience
4. Adherence to unit standards
5. Followed security guidelines

Table A3.6. CRC Situation Update Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. Changes to analysis
1.4. Use of computer, web-based, audiovisual and/or manual information tools

2. General knowledge
2.1. Significant political/military developments impacting the mission
2.2. Any national decisions impacting unit mission, if known
2.3. Current enemy force disposition (e.g., air, air defense, ground, naval)
2.4. Potential enemy COAs for the 12, 24, and 25-96 hours
2.5. Relevant intelligence gaps and assessments
2.6. FPI for the local area (e.g., terrorism, sabotage, subversion threats); unless briefed by SF or AFOSI
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids
3.3. Appropriate level of detail
3.4. Applicability to audience
4. Adherence to unit standards
5. Followed security guidelines

Table A3.7. CRC Changeover Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Use of computer, web-based, audiovisual and/or manual information tools
2. Presented situation update briefing
3. Addressed relevant areas
3.1. Issues requiring immediate attention
3.2. Reviewed threat levels/conditions
3.3. Reviewed briefing, and work schedules
3.4. Reviewed OB displays
3.5. Reviewed CAT directives
3.6. Review incoming/outgoing messages
3.7. Reviewed Report/TOI status
4. Delivery
4.1. Effective verbal and non-verbal communication
4.2. Effective use of visual aids
4.3. Appropriate level of detail
4.4. Applicability to audience
5. Adherence to unit standards
6. Followed security guidelines

Table A3.8. CRC Deployment Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.4. Use of computer, web-based, audiovisual and/or manual information tools
2. General knowledge
2.1. Unit tasking (e.g., WARNORD, EXORD, DEPOD, AEF tasking)

2.2. Political-military situation generating the deployment
2.3. Relevant enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity
2.4. Relevant intelligence gaps and any assessments of likely answers to the gaps
2.5. Relevant FPI for local area and deployment location
2.6. Most likely enemy/adversary COA in reaction to the deployment
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids
3.3. Appropriate level of detail
3.4. Applicability to audience
4. Adherence to unit standards
5. Followed security guidelines

Table A3.9. CRC ATO/ACO/SPINS and Other Tasking Documents Gradesheet Elements.

1. Located and obtained correct tasking documents
2. Determined unit tasking, airspace control, PR information and intelligence related data
3. Extracted unit data using manual and automated processes
4. Adherence to unit standards
5. Followed security guidelines

Table A3.10. CRC Intelligence Support to Mission Planning Gradesheet Elements.

1. Provide intelligence support to mission planner
2. Described the CRC mission planning process
3. Reviewed tactical problem/scenario
4. Analyzed the ATO/ACO/SPINS breakout and plotted unit tasking
4.1. Determined intelligence requirements
4.2. Determined mission material requirements
5. Identified intelligence gaps and made assessments
6. Analyzed operating area threats and terrain
7. Presented Mission Briefing
8. Coordinated with operations to recommend mission route
8.1. Ingress
8.2. Objective/Mission Area
8.3. Egress
9. Identified other mission support assets
10. Adherence to unit standards
11. Followed security guidelines

Table A3.11. CRC Mission Materials Construction Gradesheet Elements.

1. Mission materials construction
1.1. Conducted appropriate research and analysis
1.2. Identified and obtained mission materials
1.3. Used mission planning software

2. Adherence to unit standards
3. Followed security guidelines

Table A3.12. CRC Mission Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. Use of computer, web-based, audiovisual and/or manual information tools
2. General Knowledge
2.1. Changes in the operational/tactical environment
2.2. Mission area threats (e.g., SAMs, air, naval, EW, and DEW threats)
2.3. FPI for the local area
2.4. PR information
2.5. EEIs
2.6. SITREP/INTREP requirements
2.7. TUC
2.8. Debrief location
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids
3.3. Appropriate level of detail
3.4. Applicability to mission
4. Adherence to unit standards
5. Followed security guidelines

Table A3.13. CRC Step Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. Use of computer, web-based, audiovisual and/or manual information tools
2. General Knowledge
2.1. Last minute changes in threat that affects the mission
2.2. New threats and/or threat tactics
2.3. PR data changes
2.4. Latest TUC
3. Delivery
3.1. Effective verbal and non-verbal communication
3.2. Effective use of visual aids, if required
3.3. Appropriate level of detail
3.4. Applicability/relevance to the mission
4. Adherence to unit standards
5. Followed security guidelines

Table A3.14. CRC Debriefing Gradesheet Elements.

1. Debriefing preparation
1.1. Prepared appropriate sections of the debrief form/checklist
1.2. Use of computer, web-based, audiovisual and/or manual information tools
2. General performance
2.1. Extracted relevant mission intelligence from mission crew
2.2. Identified and disseminated time-sensitive information (e.g., TOIs from initiation to termination)
2.3. Prioritized questions to focus on priority intelligence requirements
2.4. Asked amplifying questions relevant to the mission to develop intelligence
2.5. Consulted appropriate post mission products
3. Mission Principles and Engagements
3.1. Understood mission crew language for engagement
3.2. Able to comprehend crew's sketches and convert into applicable report
4. Time management
5. Adherence to unit standards
6. Followed security guidelines

Table A3.15. CRC Intelligence Reports Gradesheet Elements.

1. Described the purpose and content of theater reporting directives
2. Analyzed and extracted information from various report formats
3. Use of computer, web-based, audiovisual and/or manual information tools
3.1. Validate accuracy and completeness of reports
3.2. Draft and transmit intelligence reports using theater reporting directives
4. Time management
5. Adherence to unit standards
6. Followed security guidelines

Table A3.16. CRC Intelligence RFI Processing Gradesheet Elements.

1. RFI Processing preparation - internal
1.1. Research
1.1.1. Local resources exhausted.
1.2. Analysis
1.3. Response compilation using theater directives
2. Request to HHQ for information
2.1. Effective verbal request
2.2. Effective written request
2.3. Request tracking
3. Dissemination
3.1. Effective verbal and/or written communication
3.2. Appropriate level of detail
3.3. Applicability to original query
4. Adherence to unit/local standards
5. Followed security guidelines

Attachment 4

CRC ST GRADESHEET ELEMENTS

A4.1. CRC ST Gradesheet Elements. The ST task gradesheet elements in this attachment are to be used when filling out the AF Forms 4381. Intelligence trainers will use the AF Forms 4381 to record the trainee's progress through ST. The ST grade sheets will be filed in the trainee's training record.

Table A4.1. CRC EIT Trainer Gradesheet Elements.

1. Preparation
2. Decision making
3. Objectives
4. Communication skills
5. Knowledge
6. Organization
7. Documentation
8. Follow security guidelines

Table A4.2. CRC IE Gradesheet Elements.

1. Preparation
2. Decision making
3. Objectives
4. Communication skills
5. Knowledge
6. Organization
7. Documentation
8. Follow security guidelines

Attachment 5

CRC MQT, ST AND RIP REQUIREMENTS

A5.1. Table A5 1 consolidates the MQT, ST, and RIP training items. It is meant to be used by unit training personnel as a quick reference tool in developing unit training programs.

Table A5.1. CRC MQT, ST, and RIP Requirements.

	MQT	ST	RIP
RAD	X	---	---
CRC Weapons Systems Academics	X	---	---
Threat Knowledge	X	---	---
Friendly and Neutral Weapons Systems	X	---	---
AOR C2 Structure	X	---	---
PR	X	---	---
FPI	X	---	---
Mission Principles and Engagements	X	---	---
Threat Briefings	X	---	---
Situation Displays	X	---	X
Manual OB	X	---	X
Automated OB	X	---	X
Initial Situation Briefing	X	---	X
Situation Update Briefing	X	---	X
Changeover Briefing	X	---	X
Deployment Briefing	X	---	X
ATO/ACO/SPINS and Other Tasking Documents	X	---	X
Intelligence Support to Mission Planning	X	---	X
Mission Materials Construction	X	---	X
Mission Briefing	X	---	X
Step Briefing	X	---	X
Debriefing	X	---	X
Intelligence Reports	X	---	X
EIT 1 - Concepts and Methods	---	X	---
EIT 2 - Threat Knowledge	---	X	---
EIT 3 - C&R Training	---	X	---
EIT 4 - PR Training	---	X	---
EIT 5 - FPI Training	---	X	---
IE 1 - IE MSN Observation	---	X	---
IE 2 - IE EIT Trainer Observation	---	X	---
IE 3 - IE Proficiency	---	X	---