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SECRETARY OF THE AIR FORCE**

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VOLUME 1**



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TRAINING**

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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 establishes the minimum Air Force standards for training personnel performing intelligence duties in MC-12 units. This publication applies to Regular Air Force, Reserve and Air National Guard (ANG) intelligence personnel supporting MC-12 operations. The National Guard Bureau (NGB) will be considered functionally as a major command (MAJCOM) for the purposes of this publication. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by the Privacy Act of 1974 Privacy Act System of Records Notice F011 AF AFMC B, Patriot Excalibur, 5 U.S.C. 552a(b) of the Privacy Act of 1974, as amended, these records contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The DoD Blanket Routine Uses set forth at the beginning of the Air Force's compilation of systems of records notices also apply to this system. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. This publication may be supplemented, but all supplements must be coordinated with the Office of Primary Responsibility (OPR) prior to certification and approval. Refer recommended changes to the OPR using AF Form 847, *Recommendation for Change of Publication*. Route AF Forms 847 through the appropriate

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SUMMARY OF CHANGES

This interim change revises AFI 14-2MC-12, Volume 1, by changing the OPR as well as the lead command from Air Combat Command (ACC) to Air Force Special Operations Command (AFSOC) IAW the realignment of the MC-12 from ACC to AFSOC. A margin bar (|) indicates newly revised material.

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Chapter 1

INTRODUCTION

1.1. General. This volume provides guidance for training MC-12 unit intelligence personnel. With the cited references, it establishes the procedures to attain and maintain the qualifications and currencies to support unit operations. These requirements are the minimum and can be supplemented with unit-level written guidance. Unit-level guidance will not be less restrictive.

1.2. References. The primary references for MC-12 unit intelligence training are AFI 14-2MC-12, Volume 2, *MC-12 Unit Intelligence Evaluation Criteria*; AFI 14-2MC-12, Volume 3, *MC-12 Unit Intelligence Procedures*; Air Force Tactics, Techniques, and Procedures (AFTTP) 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*; and AFTTP 3-1.MC-12, *Tactical Employment – MC-12*. 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.

1.3. Responsibilities.

1.3.1. 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.

1.3.2. AFSOC/A2. In addition to the lead command responsibilities identified in AFI 14-202, Volume 1, AFSOC/A2 will:

1.3.2.1. Coordinate with affected MAJCOMs to establish standardized minimum requirements for MC-12 intelligence personnel training.

1.3.2.2. In coordination with other organizations, develop or obtain and provide endorsed baseline training materials for Initial Qualification Training (IQT), Mission Qualification Training (MQT), Continuation Training (CT), and Specialized Training (ST). These materials will include:

1.3.2.2.1. A training standard, course syllabus, and curriculum for IQT through formal course reviews IAW AFI 14-202, Volume 1.

1.3.2.2.2. Baseline threat capabilities briefings covering worldwide adversary and neutral forces aircraft, air-to-air missiles (AAM), surface to air missiles (SAM), air defense artillery (ADA), electronic warfare (EW), directed energy weapons (DEW), ground forces and associated equipment, naval systems, and asymmetric threat capabilities, limitations and employment techniques.

1.3.2.2.3. Softcopy and hardcopy still images, computer-generated graphics and digital audiovisual visual recognition (VR) training materials covering worldwide adversary, neutral and friendly air, naval, ground, missile and electronic orders of battle (OB) as well as asymmetric threat systems; their deployment patterns; and camouflage, concealment and deception measures as deployed by foreign forces.

1.3.2.3. Assist subordinate units in developing training programs.

1.3.2.4. Assist MAJCOM/A2s with MC-12 units in providing support to unit training programs.

1.3.2.5. Engage in crosstalk with unit senior intelligence officers (SIO) and MAJCOM/A2 training organizations on the defined standardized training requirements. Solicit feedback on lead command-endorsed training materials; discuss applicability of emergent training tools, techniques and procedures. Assist units in identifying changes in requirements and potential training opportunities to MAJCOM/A2. Foster unit-level “best practices” exchanges for intelligence personnel training.

1.3.2.6. Notify AF/A2DF of significant trends in waiver correspondence if such correspondence indicates the need to readdress existing policy and guidance.

1.3.3. MAJCOM/A2. MAJCOM/A2s with unit-level intelligence personnel providing support to MC-12 units will:

1.3.3.1. Coordinate with AFSOC/A2 to establish standardized minimum training requirements and supporting training materials.

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

1.3.3.3. Submit requests for training program support to AFSOC/A2.

1.3.3.4. Courtesy-copy AFSOC/A2 regarding all waiver requests and responses.

1.3.4. Unit SIO. The unit SIO will:

1.3.4.1. Execute orientation, 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. (T-2)

1.3.4.2. Designate the qualification to which each position will train. All personnel must maintain at least Basic Mission Capable (BMC) qualification. Upon request, provide MAJCOM/A2 and operational commander(s), as appropriate, with a list of Combat Mission Ready (CMR) and BMC positions. Review this designation annually. (T-3)

1.3.4.3. Appoint an intelligence qualification training program manager to oversee accomplishment and documentation of IQT, MQT, CT and ST of unit personnel. When assigned, the USAF Intelligence Sensor Weapons Instructor Course graduate will provide input into the training programs. (T-3)

1.3.4.4. Monitor training requirements and currencies for all personnel. Assigned Individual Mobilization Augmentees (IMA) will be trained and equipped according to established standards for their respective active duty counterpart. (T-3)

1.3.4.5. Assign personnel under the direct supervision of qualified and current personnel when required to participate in operational events or perform tasks for which they are not qualified and current. (T-2)

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

1.3.4.7. Participate in crosstalk with other unit SIOs and MAJCOM/A2 training organizations to address standardized training requirements, training materials, 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)

1.3.5. Intelligence Qualification Training Program Manager. The Intelligence Qualification Training Program Manager will:

1.3.5.1. 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)

1.3.5.2. 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)

1.3.5.3. Monitor intelligence personnel currencies and requirements and notify/coordinate with individual's chain-of-command on training issues. (T-3)

1.3.5.4. Provide a written evaluation of the intelligence personnel training program to the SIO at the end of each training cycle. Submit reports IAW local procedures for tracking overall training status of intelligence personnel. (T-3)

1.3.5.5. 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)

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

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

1.3.6.2. Assist the Qualification Training Manager in developing and executing unit intelligence qualification training programs. (T-3)

1.3.6.3. Review training and evaluation records of newly-assigned intelligence 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)

1.3.7. Intelligence Personnel. Assigned intelligence personnel will:

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

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

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

1.4. Internal Intelligence Training. Internal intelligence training is a venue intended to facilitate achieving and maintaining currency status for all intelligence personnel. Training received during internal training is achieved via skills practice/demonstration during exercises or

special events, group academics or as otherwise devised by the SIO. The internal intelligence training plan will include all identified training requirements for the training cycle. (T-2)

1.5. Qualification Training. Qualification training programs progress intelligence personnel from IQT through MQT to qualify them to perform duty position tasks and achieve CMR status. CT ensures individuals maintain proficiency and currency. 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 and the ensuing chapters of this AFI.

1.6. Documentation. All intelligence training must be documented. Units will document qualification training in coordination with AF/A2 approved processes regarding online documentation. (T-2)

Chapter 2

INITIAL QUALIFICATION TRAINING

2.1. General. IQT for intelligence personnel begins after initial skills training and concludes with successful completion of the Intelligence Initial Qualification Course (IIQC). The MC-12 IIQC is designed to meet the IQT requirements for personnel assigned to support the MC-12 weapon system.

2.2. IQT Requirements.

2.2.1. IQT will be conducted at the unit using the MC-12 IIQC syllabus and training courseware provided by AFSOC/A2 IAW AFI 14-202, Volume 1. (T-2)

2.2.2. IQT will be completed within the time specified by the MC-12 IIQC syllabus. Failure to complete training within the specified time limit requires notification to MAJCOM/A2 with person's name, rank, reason for delay, planned actions and estimated completion date. (T-2)

2.2.3. Minimum IQT requirements are documented in the MC-12 IIQC training standard. IQT will be modified at the discretion of the SIO for reasons based on the individual's proficiency, experience, or previous qualifications. (T-2)

Chapter 3

MISSION QUALIFICATION TRAINING

3.1. General. MQT provides intelligence personnel the training needed to perform in their assigned duty positions supporting MC-12 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 in non-CMR (N-CMR) or non-BMC (N-BMC) status. (T-2)

3.1.1. 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. MQT will be completed within the time specified below. (T-3)

3.1.2. MQT begins within 45 days (90 days for Air Force Reserve Command (AFRC) and ANG) of the individual's first duty day at the gaining unit or immediately after the completion of IQT. Timelines for completion of MQT for each MAJCOM and reporting requirements are specified in the following paragraphs.

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

3.1.2.2. IMAs will complete MQT within 120 days with seasoning days. If no seasoning days are available, complete MQT within 365 calendar days, or the execution of one year's cycle of Inactive Duty for Training and Annual Training, whichever is earlier. Notify MAJCOM Intelligence IMA Program Manager and AFRC/A2 if training timelines are exceeded. (T-2)

3.1.2.3. 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 six-months cycle of Inactive Duty for Training and Annual Training. Notify NGB/A2 and AFSOC/A2 if training exceeds this timeline. (T-2)

3.1.3. MAJCOM/A2s will consolidate unit reporting of personnel exceeding allowable timelines and notify AFSOC/A2 on an annual basis.

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

3.1.5. Personnel are qualified CMR upon successful completion of MQT and a successful Initial Mission Qualification Evaluation (INIT MSN) IAW AFI 14-202, Volume 2 and AFI 14-2MC-12, Volume 2.

3.2. Knowledge and Performance Task Training. Units will develop blocks of instruction covering areas pertinent to the mission. Derive training from lead command-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 MC-12 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)

3.2.1. Knowledge-based Tasks. Trainees must demonstrate knowledge specific to unit missions for all areas listed below except research, analysis, and dissemination (RAD), intelligence preparation of the operational environment (IPOE) and visual recognition (VR) by successfully completing a test from the unit master question file (MQF) (85 percent minimum to pass). To demonstrate the VR knowledge requirements, trainees must successfully complete a VR test via a visual presentation system (85 percent minimum to pass). RAD and IPOE involves imparted knowledge 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)

3.2.1.1. Research, Analysis, and Dissemination (RAD) and Intelligence Preparation of the Operational Environment (IPOE).

3.2.1.1.1. Basic Intelligence Research. Objective: Demonstrate ability to apply intelligence sources to unit operations, mission and Operations Plan (OPLAN)/Concept Plan (CONPLAN) tasking. Specific tasks: Identify unit hardcopy and softcopy intelligence resources. Explain strengths and weaknesses of specific types of intelligence in the context of the MC-12 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 systems and software to request intelligence from outside sources when unit intelligence holdings are insufficient. Draft and transmit requests for information using US Message Text Format (USMTF) when reporting directives do not exist or when intelligence information systems are unavailable.

3.2.1.1.2. Mission-Related Analysis. Objective: Demonstrate ability to discern what intelligence applies to the unit mission, (e.g., what is useful to unit aircrews/sensor operators, mission planners, squadron and wing leadership and what intelligence is not useful). Specific tasks: Describe intelligence needed by MC-12 aircrews/sensor operators and mission planners. Define rules of engagement and operations security. Describe general intelligence requirements of the wing commander, operations group commander and other functional areas supported by intelligence. Describe the intelligence requirements established by the SIO to support the unit's OPLAN/CONPLAN tasking.

3.2.1.1.3. Dissemination Techniques. Objective: Demonstrate knowledge of unit-level resources, points and methods of dissemination to aircrews/sensor operators, mission planners, wing/group leadership and other end-users of intelligence as determined by the unit mission and OPLAN/CONPLAN tasking. Specific tasks: Describe the use of intelligence systems and information displays to disseminate data. Describe professional/unprofessional use of collaborative chat tools, secure video

teleconference and/or other interactive communications and dissemination systems used by the unit. Identify aircrew/sensor operator, mission planner and unit information resources and ways to integrate updated intelligence into the information flow. Describe methods to identify currency and expiration of intelligence provided to end users. Identify fundamentals of information security classification marking and controls, and sources of authoritative guidance. Describe rules, procedures and restrictions for secure transfer of intelligence from various levels of classified intelligence and information networks.

3.2.1.1.4. Intelligence Preparation of the Operational Environment. Objective: Demonstrate knowledge of IPOE terms and concepts and understand the analytical methodology employed in IPOE. Specific tasks: Describe the IPOE process (e.g., define the operational environment) as it pertains to the unit mission and OPLAN/CONPLAN tasking. Describe the impact of the operational environment, evaluating the adversary, and determining adversary courses of action. Identify IPOE products and producers based on unit mission and OPLAN/CONPLAN tasking and the ability to identify/extract intelligence for unit operations.

3.2.1.2. MC-12 Platform and Sensor Academics. Objective: Demonstrate knowledge of the MC-12 platform and operations. Specific tasks: Describe specific MC-12 missions, sensors, capabilities and limitations, self-protection systems, and communications capabilities. Relate facts on how Air Force and joint doctrine drive the unit's missions and employment. Define operational and intelligence terms commonly encountered in a MC-12 unit.

3.2.1.3. Threat Knowledge. Objective: Demonstrate knowledge of applicable area of responsibility (AOR) enemy/adversary threats. Specific tasks: Identify details of aircraft, AAMs, SAMs, ADA, EW, DEWs, ground and naval forces and associated equipment, cyber and asymmetric threat capabilities and limitations. Describe employment techniques of adversary/threat forces in the operational environment. Describe how these threats could affect unit mission accomplishment.

3.2.1.4. Friendly and Neutral Weapons Systems. Objective: Demonstrate knowledge of applicable AOR friendly and neutral defensive weapons systems. Specific tasks: Identify details of aircraft, AAMs, SAMs, ADA, EW, DEWs, ground and naval forces and associated equipment, and asymmetric threat capabilities and limitations. Describe employment techniques of friendly and neutral forces in the operational environment.

3.2.1.5. Visual Recognition. Objective: When shown a video or still image of sufficient quality, identify enemy/adversary, friendly or neutral weapon systems in the operational environment. Specific task: Visually identify enemy/adversary, friendly and neutral aircraft (both rotary and fixed-wing), ground equipment, and naval vessels by appropriate name or numerical designator and determine whether the object is a threat or non-threat. Training will include all aspects/angles; theater-specific paint schemes; national markings; various configurations; employment characteristics; muzzle flashes; smoke plumes; and burst patterns as applicable.

3.2.1.6. Personnel Recovery (PR). Objective: Demonstrate knowledge of the role intelligence personnel play in preparing aircrew/operators for the possibility of survival, evasion, resistance, escape (SERE) and recovery in hostile territory. Specific tasks:

Identify environmental, operational and combat search and rescue information contained in the special instructions (SPINS) that will drive intelligence requirements during PR operations. Identify theater-specific evasion plan of action (EPA) requirements based on unit mission and OPLAN/CONPLAN tasking. Describe specific PR materials intelligence provides to aircrew/operators.

3.2.1.7. Force Protection Intelligence (FPI). Objective: Demonstrate knowledge of the principles and procedures of FPI relevant to the unit mission. Specific tasks: Identify irregular/guerrilla/terrorist forces in OPLAN/CONPLAN-tasked AORs and other hot spot areas. Give examples of hostile force tactics and weapons employment. Identify intelligence FP resources. Describe terrorist threat levels and FP conditions. Describe unit FP considerations. State facts concerning base-specific and regional threats.

3.2.2. Performance-based Tasks. Training will ensure the trainee is able to accomplish tasks IAW evaluation criteria outlined in AFI 14-2MC-12, Volume 2. (T-2)

3.2.2.1. Threat Briefings. Objective: Demonstrate proficiency in preparing and presenting threat briefings IAW standards established by the SIO. Specific Tasks: Conduct research on specific threat systems. Compile data and develop a concise briefing with focus on the threat to the MC-12 mission. Tailor information to the MC-12 airframe and countertactics. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Deliver a threat briefing.

3.2.2.2. Initial Situation Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of an initial situation briefing IAW unit standards. Specific tasks: Conduct effective IPOE research and analysis. Identify significant events leading to the crisis. Identify adversary, neutral, friendly and/or US political decisions or diplomatic initiatives that impact the unit's operational environment, the mission, or the deploying unit. Identify relevant enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity, most dangerous and most likely enemy/adversary courses of action (COA). Identify FPI for the local area. Tailor information in the briefing based on unit mission, OPLAN/CONPLAN tasking, and the audience. Determine 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 an initial situation briefing.

3.2.2.3. Situation Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a situation briefing IAW unit standards. Specific tasks: Extract relevant updates from unit IPOE products and/or conduct effective IPOE research and analysis. Identify 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 deployed unit. Identify changes to enemy/adversary air, ground, naval, space, cyber and irregular force disposition and activity. Identify FPI for the local area. Determine the most dangerous and most likely enemy/adversary COA for the next 12, 24, and 25-96 hours. Tailor information in the briefing based on unit mission, OPLAN/CONPLAN tasking, and the audience. 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.

3.2.2.4. Changeover Briefing. Objective: Demonstrate proficiency in preparing and presenting a changeover briefing IAW unit standards. Specific tasks: Organize and prioritize key information. Compile data and develop a concise briefing with focus on events to prepare personnel for their shift. Identify issues needing immediate attention. Include a situation update, review of threat levels/conditions, briefing schedules, work and flying schedules, OB display, crisis action team (CAT) directives, mission report (MISREP) status, and other pertinent items. 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.

3.2.2.5. 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, execution order) and/or Air and Space Expeditionary Forces tasking. Conduct effective IPOE 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 COA in reaction to the deployment. Identify FPI for the local area and deployment location. Determine en route hazards to flight and alternate landing sites. Identify reporting instructions, essential elements of information (EEI), and additional items as dictated by the local situation. Tailor information in the briefing based on unit mission, OPLAN/CONPLAN tasking, and the audience. 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 deployment briefing.

3.2.2.6. Air Tasking Order (ATO)/Airspace Control Order (ACO)/Reconnaissance, Surveillance and Target Acquisition (RSTA) Annex/ Intelligence, Surveillance and Reconnaissance (ISR) Target Deck/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/RSTA Annex, ISR Target Deck, ACO/SPINS or other tasking document as applicable. Determine unit tasking, airspace control, PR SPINS and intelligence related data from tasking documents. Breakout unit tasking from tasking documents using manual and automated techniques and tools.

3.2.2.7. Intelligence Support to Mission Planning. Objective: Demonstrate proficiency in providing intelligence support to mission planners IAW with 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 (e.g., integrated air defense system, air, SAMs, ADA) and terrain. Identify intelligence gaps and any assessments of likely responses to the gaps. Construct and deliver mission planning situation briefing, as applicable. Coordinate with operations to recommend mission route based on threat and terrain analysis. Identify other mission support assets.

3.2.2.8. Mission Folder Construction. Objective: Demonstrate proficiency in mission folder construction, IAW unit procedures. Specific tasks: Conduct appropriate research

and analysis. Identify and obtain geospatial intelligence (GEOINT) products to build mission materials. Tailor mission materials to the planned mission type and objective area. Portray objective area threats and hazards as well as ingress and egress factors. Use mission planning software to construct mission folders as applicable.

3.2.2.9. Mission Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a mission briefing IAW unit standards. Specific tasks: Extract updates from unit IPOE products and/or conduct effective IPOE research and analysis. Identify changes in the operational/tactical environment. Determine en route, objective area, and egress threats (e.g., air, SAMs, ADA, EW, DEWs, ground, naval, and asymmetric), FPI for the local area, target information, PR information, EEIs, in-flight report requirements, threat update code (TUC), debrief location, and other factors essential to mission success. Tailor information in the briefing to the mission. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Construct and deliver a mission briefing.

3.2.2.10. 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, ground), new tactics, PR data, latest TUC, and any other changes impacting the mission. Tailor information in the briefing to the mission. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Construct and deliver a step briefing.

3.2.2.11. Mission Tracking. Objective: Demonstrate proficiency in monitoring mission execution and in communicating with other agencies and coordination centers IAW unit procedures. Specific tasks: Monitor and use communication systems including collaborative chat tools to maintain situational awareness of ongoing missions. React as necessary to support the mission. Log significant communications in a locally developed mission tracking log. Track mission debriefings and appropriate reports.

3.2.2.12. Debriefing. Objective: Demonstrate proficiency in planning, coordinating and conducting a post-mission debriefing IAW with unit standards. Specific tasks: Prepare appropriate sections of the debrief form/checklist. Extract mission intelligence from MC-12 crew. Identify time-sensitive information and disseminate appropriately and expediently. Prioritize questions to focus on priority intelligence requirements. Identify key points and develop intelligence by asking amplifying questions relevant to the mission. Consult appropriate post flight products. Control the flow and pace of the debriefing as needed to ensure thorough and accurate information collection without wasting time. Be aware and control environmental factors that may distract crew or impede the debriefing process. Use computer, web-based, audiovisual and/or manual information display and dissemination tools.

3.2.2.13. Intelligence Reports. Objective: Demonstrate proficiency in developing and transmitting MISREPs and other intelligence reports (e.g., intelligence summary (INTSUM), intelligence report (INTREP)) IAW unit standards and theater reporting directives. Specific tasks: Describe the purpose and content of theater reporting directives. Analyze and extract information of intelligence value from in-flight reports (INFLTREP) and other aircrew-submitted formats. Validate accuracy and completeness of reports. Generate intelligence reports using computer, web-based, audiovisual and/or

manual information display and dissemination tools. Draft and transmit intelligence reports using USMTF when reporting directives do not exist.

Chapter 4

CONTINUATION TRAINING

4.1. 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 intelligence personnel remain competent in MC-12 operations and aircraft capabilities, threat systems and unit intelligence functions. The second aspect of CT is the Ready Intelligence Program (RIP), which identifies specific mission-related tasks intelligence personnel must perform on a regular basis.

4.2. Continuation Training for Basic Knowledge and Performance Tasks. This section provides a baseline of basic knowledge and performance tasks. SIOs will supplement these requirements, as necessary. 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. Compile basic knowledge examinations from the unit MQF. Annotate completion of CT tasks using the approved online training documentation system. At a minimum, cover the following topics during CT. (T-2)

4.2.1. IPOE – to include the steps and elements of the IPOE process as applied to unit mission and OPLAN/CONPLAN tasking.

4.2.2. MC-12 Platform Sensors and Operations – to include sensors, systems, tactics, mission profiles, employment and defensive tactics/maneuvers, and capabilities and limitations.

4.2.3. Threat Knowledge – to include potential AOR enemy/adversary aircraft and armaments, SAMs, ADA, EW, DEWs, ground, naval, and cyber threat system capabilities and limitations with respect to MC-12 operations.

4.2.4. Visual Recognition – to include identification features and employment characteristics of enemy/adversary, friendly and/or neutral weapon systems.

4.2.5. Intelligence Systems – to include types and functions of intelligence systems, software applications and operations, and how intelligence systems support the unit mission.

4.2.6. Personnel Recovery – to include intelligence PR support procedures, theater Isolated Personnel Report/EPA requirements and other PR information contained in the SPINS.

4.2.7. Force Protection Intelligence – 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.

4.2.8. Situation Displays – to include unit procedures/checklists and standards for creating and maintaining manual and automated OB.

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

4.2.10. Intelligence Support to Mission Planning – to include tasking document/SPINS breakout, mission planning software applications and route/operating area analysis, GEOINT

familiarization to determine product requirements (e.g., quantity, chart type, appropriate scale), acquisition, receipt, storage and maintenance for mission folder construction.

4.2.11. Debriefing – to include preparation for and techniques to conduct a debriefing, handling of time-sensitive information and proper debriefing tools/products.

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

4.3. Ready Intelligence Program. 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)

4.3.1. The task requirements listed in Table 4.1, MC-12 Ready Intelligence Program and Currency Requirements, establish the minimum frequency requirements for CMR and BMC. 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.

4.3.2. 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.

Table 4.1. MC-12 Ready Intelligence Program and Currency Requirements.

SUBJECT	Frequency to Maintain CMR Status	Frequency to Maintain BMC Status
Situation Displays	Quarterly	Semi-annually
Manual OB	Quarterly	Semi-annually
Automated OB	Quarterly	Semi-annually
Initial Situation Briefing	Semi-annually	Annually
Situation Briefing	Semi-annually	Annually
Changeover Briefing	Semi-annually	Annually
Deployment Briefing	Semi-Annually	Annually
ATO/ACO/RSTA Annex/ISR Target Deck/SPINS and Other Tasking Documents	Semi-Annually	Annually
Intelligence Support to Mission Planning	Quarterly	Semi-annually
Mission Folder Construction	Quarterly	Semi-annually
Mission Briefing	Quarterly	Semi-annually
Step Briefing	Semi-Annually	Annually
Mission Tracking	Semi-Annually	Annually
Debriefing	Quarterly	Semi-annually
Intelligence Reports	Quarterly	Semi-annually
Note: For the purposes of this publication quarterly is defined as once every three months; semi-annually is defined as once every six months and annually is defined as once every 12 months.		

4.4. Regression. If personnel do not meet currency requirements throughout the training cycle, they will be regressed to N-CMR/ N-BMC status, 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)

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

Chapter 5

SPECIALIZED TRAINING

5.1. 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 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 gradesheet elements). Attachment 5 lists the minimum ST requirements outlined in the following paragraphs. (T-2)

5.2. 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 may conduct unsupervised EIT. (T-2)

5.2.1. Prerequisites. Intelligence personnel selected to be an EIT trainer must:

5.2.1.1. Be mission (CMR or BMC) qualified.

5.2.1.2. Be designated by the SIO.

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

5.2.2. EIT Trainer Profiles:

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

5.2.2.2. EIT 2 - Threat Knowledge. Objective: Demonstrate ability to provide threat training based on the minimum standards cited in AFI 14-2MC-12, 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 OPLAN/CONPLAN tasking.

5.2.2.3. EIT 3 - Visual Recognition. Objective: Demonstrate ability to provide VR training. 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 a VR instructional session for threat and friendly weapons systems based on unit mission and OPLAN/CONPLAN tasking.

5.2.2.4. EIT 4 - Collection and Reporting (C&R). Objective: Demonstrate ability to provide C&R training based on reporting directives and SIO guidance. Specific tasks: Identify collection requirements and EEs. Describe the use of aircrew-originated reports (e.g., INFLTREP or other formats) and intelligence-generated reports (e.g., INTREP,

MISREP, INTSUM). Prepare and deliver an instructional session on C&R based on unit mission and OPLAN/CONPLAN tasking.

5.2.2.5. EIT 5 - Personnel Recovery. Objective: Demonstrate ability to provide PR training based on theater and unit requirements. Specific tasks: Coordinate with tactics, aircrew flight equipment, and SERE personnel. 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 on intelligence PR operational support processes as required based on unit mission and OPLAN/CONPLAN tasking. Where possible, PR EIT trainers should be graduates of SV-80A Survival Training. Units with an assigned SERE specialist (1T0X1) may omit this block.

5.2.2.6. EIT 6 - Force Protection Intelligence. Objective: Demonstrate ability to provide FPI training based on the minimum standards cited in AFI 14-2MC-12, 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 FPI based on unit mission and OPLAN/CONPLAN tasking.

5.2.3. EIT Trainer Evaluation. EIT trainer evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2MC-12, Volume 2. Personnel are qualified as EIT trainers upon successful completion of required tasks, an initial EIT trainer evaluation (INIT EIT) and SIO endorsement.

5.2.4. EIT Trainer Currency. Table 5.1, External Intelligence Training 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 14-2MC-12, Volume 2. If an EIT trainer loses currency in a particular area, the individual will not perform training unsupervised until currency is regained. To regain currency, non-current trainers must satisfy overdue training requirements while supervised by another current and qualified EIT trainer in the same training event.

Table 5.1. External Intelligence Training Trainer Events and Currencies.

Event	Specialized Training	Currency Requirement
Threat Knowledge	Complete EIT 1 and EIT 2 specific tasks. Pass MQF test (threat specific). Complete INIT EIT Evaluation.	Instruct one threat training event per three-month period (Quarterly).
VR	Complete EIT 1 and EIT 3 specific tasks. Pass VR test. Complete INIT EIT Evaluation.	Instruct one VR training event per six-month period (Semi-annually).
C&R	Complete EIT 1 and EIT 4 specific tasks. Pass MQF test (C&R specific). Complete INIT EIT Evaluation.	Instruct one C&R training event per six-month period (Semi-annually).
PR	Complete EIT 1 and EIT 5 specific	Instruct one PR training event

	tasks. Pass MQF test (PR-specific). Complete INIT EIT Evaluation.	per 12-month period (Annually).
FPI	Complete EIT 1 and EIT 6 specific tasks. Pass MQF test (FPI-specific). Complete INIT EIT Evaluation.	Instruct one FPI training event per 12-month period (Annually).

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

5.3.1. Prerequisites. Intelligence personnel selected to be an IE must:

5.3.1.1. Be mission (CMR or BMC) qualified.

5.3.1.2. Meet evaluator requirements as outlined in AFI 14-202, Volume 2.

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

5.3.2. Intelligence Evaluator Training Profiles:

5.3.2.1. 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.

5.3.2.2. 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.

5.3.2.3. IE 3 – IE Proficiency. Objective: Demonstrate proficiency in conducting intelligence evaluations. Specific tasks: 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.

5.3.3. Intelligence Evaluator Evaluation. IE evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2MC-12, Volume 2. The IE evaluation will occur after IE specialized training is completed. The intelligence evaluator is qualified to perform IE duties after completing training, successful completion of the initial IE evaluation and SIO endorsement.

5.3.4. Intelligence Evaluator Currency. IEs must conduct at least one corresponding evaluation annually to remain current. IEs must also successfully complete periodic IE evaluations IAW AFI 14-2MC-12, 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.

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

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

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

AFI 11-2MC-12W, Volume 1, MC-12W Aircrew Training, 11 August 2011

AFI 14-119, Intelligence Support to Force Protection (FP), 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 14-2MC-12, Volume 2, MC-12 Unit Intelligence Evaluation Criteria, 26 November 2013

AFI 14-2MC-12, Volume 3, MC-12 Unit Intelligence Procedures, 26 November 2013

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

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

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

AFI 36-2201, Air Force Training Program, 15 September 2010

AFTTP 3-1.MC-12, *Tactical Employment—MC-12*, 1 October 2011 (S)

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

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

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFTTP—Air Force Tactics, Techniques and Procedures

ANG—Air National Guard

AOR—Area of Responsibility
ATO—Air Tasking Order
BMC—Basic Mission Capable
C&R—Collection and Reporting
CAT—Crisis Action Team
CMR—Combat Mission Ready
COA—Course of Action
CONPLAN—Concept of Operations Plan
CT—Continuation Training
DEW—Directed Energy Weapon
EI—Essential Elements of Information
EIT—External Intelligence Training
EPA—Evasion Plan of Action
EW—Electronic Warfare
FM—Field Manual
FPI—Force Protection Intelligence
GEOINT—Geospatial Intelligence
GI&S—Geospatial Information and Services
IAW—In Accordance With
IE—Intelligence Evaluator
IIQC—Intelligence Initial Qualification Course
IMA—Individual Mobilization Augmentee
INFLTREP—In-flight Report
INIT EIT—Initial External Intelligence Training Trainer Qualification Evaluation
INIT MSN—Initial Mission Qualification Evaluation
INTREP—Intelligence Report
INTSUM—Intelligence Summary
IPOE—Intelligence Preparation of the Operational Environment
IQT—Initial Qualification Training
ISR—Intelligence, Surveillance and Reconnaissance
MAJCOM—Major Command
MCRP—Marine Corps Reference Publication

MISREP—Mission Report
MQF—Master Question File
MQT—Mission Qualification Training
NAF—Numbered Air Force
NGB—National Guard Bureau
N-BMC—Non-Basic Mission Capable
N-CMR—Non-Combat Mission Ready
OB—Order of Battle
OPLAN—Operations Plan
OPR—Office of Primary Responsibility
PR—Personnel Recovery
RAD—Research, Analysis, and Dissemination
RIP—Ready Intelligence Program
RSTA—Reconnaissance, Surveillance and Target Acquisition
SAM—Surface-to-Air Missile
SERE—Survival, Evasion, Resistance and Escape
SIO—Senior Intelligence Officer
SPINS—Special Instructions
ST—Specialized Training
T-2—Tier 2
T-3—Tier 3
TUC—Threat Update Code
USMTF—US Message Text Format
VR—Visual Recognition

Terms

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

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

Attachment 2

EXAMPLE TRAINING SHORTFALL REPORT**Figure A2.1. Example Training Shortfall Report.**

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
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2. SIOs COMMENTS (Open forum for comments to improve the training reporting system).

SIGNATURE BLOCK

CC: NAF/A2

Attachment 3

MC-12 MISSION QUALIFICATION TRAINING GRADESHEET ELEMENTS

A3.1. MC-12 MQT Performance Task Gradesheet Elements. The MQT performance task gradesheet elements in this attachment are to be used when filling out AF Forms 4381. Intelligence qualification trainers will use AF Forms 4381 to record the trainee's progress through training events. File the completed gradesheets in the trainee's training record. Note: This attachment includes gradesheet elements for situation displays, manual order of battle (OB) and automated OB. Although these tasks are covered in during IQT vice MQT, they are subject to CT, RIP, and mission qualification evaluations. (T-2)

Table A3.1. MC-12 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. MC-12 Situation Displays Gradesheet Elements.

1. Construct, post, update and maintain quality situation displays
1.1. Selected the proper medium to use for constructing a situation display
1.2. Identified proper components to be included on a situation display
1.3. Research of sources and analysis for situation display data
2. Plotting abilities
3.1. Geographic coordinates
3.2. MGRS and UTM
4. Correct use of symbology
5. Adherence to unit standards
6. Followed security guidelines

Table A3.3. MC-12 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 and 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. MC-12 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. MC-12 Initial Situation Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. IPOE
1.4. 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
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. MC-12 Situation Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis

1.3. Changes to IPOE
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
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
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. MC-12 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. Identified issues needing immediate attention
4. Addressed relevant areas
4.1. Reviewed threat levels/conditions
4.2. Reviewed briefing, work, and flying schedules
4.3. Reviewed situation displays
4.4. Reviewed CAT directives
4.5. Review incoming/outgoing messages
4.6. Reviewed MISREP status
5. Delivery
5.1. Effective verbal and non-verbal communication
5.2. Effective use of visual aids
5.3. Appropriate level of detail
5.4. Applicability to audience
6. Adherence to unit standards
7. Followed security guidelines

Table A3.8. MC-12 Deployment Briefing Gradesheet Elements.

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

2. General knowledge
2.1. Unit 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 deployed location
2.6. Most likely enemy/adversary COA in reaction to the deployment
2.7. PR
2.8. Reporting instructions
2.9. EEIs
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. MC-12 ATO/ACO/RSTA Annex/ISR Target Deck/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. MC-12 Intelligence Support to Mission Planning Gradesheet Elements.

1. Provide intelligence support to mission planner
2. Described the MC-12 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 Planning Situation Briefing (as applicable)
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. MC-12 Mission Folder Construction Gradesheet Elements.

1. Mission folder 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. MC-12 Mission Briefing Gradesheet Elements.

1. Briefing preparation
1.1. Research
1.2. Analysis
1.3. IPOE
1.4. Use of computer, web-based, audiovisual and/or manual information tools
2. General Knowledge
2.1. Changes in the operational/tactical environment
2.2. En route, mission area, and egress threats
2.3. FPI for the local area
2.4. PR information
2.5. EEIs
2.6. INFLTREP requirements
2.7. Threat update code
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. MC-12 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 affect the mission
2.2. New threats and/or threat tactics
2.3. PR data changes/reminders
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. MC-12 Mission Tracking Gradesheet Elements.

1. Monitored and used appropriate communication systems
2. Maintained situational awareness of ongoing missions
3. Reacted as necessary to support the mission
4. Logged all significant communications
5. Ensured all missions were debriefed and reported upon
6. Made provisions for diverted missions
7. Adherence to unit standards
8. Followed security guidelines

Table A3.15. MC-12 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 mission intelligence from aircrew
2.2. Identified and disseminated time-sensitive information
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 flight products
2.6. Controlled the flow and pace of the debriefing
3. Time management
4. Adherence to unit standards
5. Followed security guidelines

Table A3.16. MC-12 Intelligence Reports Gradesheet Elements.

1. Described the purpose and content of theater reporting directives
2. Analyzed and extracted information from INFLTREP and other aircrew-submitted formats
3. Used 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 USMTF when reporting directives do not exist
4. Time management
5. Adherence to unit standards
6. Followed security guidelines

Attachment 4

MC-12 SPECIALIZED TRAINING GRADESHEET ELEMENTS

A4.1. MC-12 Specialized Training Gradesheet Elements. The ST task gradesheet 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 ST. The ST gradesheets will be filed in the trainee's training record. (T-2)

Table A4.1. MC-12 EIT Trainer Gradesheet Elements.

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

Table A4.2. MC-12 Intelligence Evaluator Gradesheet Elements.

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

Attachment 5

**MC-12 MISSION QUALIFICATION TRAINING, SPECIALIZED TRAINING AND
READY INTELLIGENCE PROGRAM 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. MC-12 MQT, ST, and RIP Requirements.

Requirement	MQT	ST	RIP
RAD and IPOE	X	---	---
MC-12 Platform and Sensor Academics	X	---	---
Threat Knowledge	X	---	---
Friendly and Neutral Weapons Systems	X	---	---
VR	X	---	---
PR	X	---	---
FPI	X	---	---
Threat Briefings	X	---	---
Situation Displays	---	---	X
Manual OB	---	---	X
Automated OB	---	---	X
Initial Situation Briefing	X	---	X
Situation Briefing	X	---	X
Changeover Briefing	X	---	X
Deployment Briefing	X	---	X
ATO/ACO/RSTA Annex/ISR Target Deck/SPINS and Other Tasking Documents	X	---	X
Intelligence Support to Mission Planning	X	---	X
Mission Folder Construction	X	---	X
Mission Briefing	X	---	X
Step Briefing	X	---	X
Mission Tracking	X	---	X
Debriefing	X	---	X
Intelligence Reports	X	---	X
EIT 1 - EIT Concepts and Methods	---	X	---
EIT 2 - Threat Knowledge	---	X	---
EIT 3 - VR	---	X	---
EIT 4 - C&R	---	X	---
EIT 5 - PR	---	X	---
EIT 6 - FPI	---	X	---
IE 1 - IE MSN Observation	---	X	---
IE 2 - IE EIT Trainer Observation	---	X	---
IE 3 - IE Proficiency	---	X	---