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SECRETARY OF THE AIR FORCE**

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VOLUME 1**



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***Intelligence***

***RC-135 UNIT INTELLIGENCE 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 RC-135 units. This publication applies to all Air Force Active Duty, Reserve and Air National Guard (ANG) intelligence personnel supporting RC-135 operations. National Guard Bureau will be considered functionally as a major command (MAJCOM) for the purposes of this instruction. This publication requires the collection or maintenance of information protected by the Privacy Act of 1974. Privacy Act System of Records Notice F011 AF AFMC B, Patriot Excalibur covers required information. The authority to maintain the records prescribed in this instruction are Title 10 U.S.C. 8013, *Secretary of the Air Force*; AFI 36-2608, *Military Personnel Records System* and Executive Order 9397, *Numbering System for Federal Accounts Relating To Individual Persons*, as amended by Executive Order 13478, *Amendments to Executive Order 9397 Relating to Federal Agency Use of Social Security Numbers*. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule. 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 this publication to the OPR using the AF Form 847, *Recommendation for Change of Publication*. Route AF Form 847s through the appropriate MAJCOM functional chain of command. Units may request waivers for tiered compliance items IAW AFI 33-360, *Publications and Forms Management*. Air Combat Command (ACC) Directorate of Intelligence (A2) is the waiver

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## Chapter 1

### GENERAL GUIDANCE

#### 1.1. General.

1.1.1. Scope. This volume provides guidance for training RC-135 unit intelligence personnel. Together with the cited references, it establishes the requirements and procedures for personnel to attain the qualifications and maintain currencies required to support RC-135 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 RC-135 unit intelligence training are AFI 14-2RC-135, Volume 2, *RC-135 Unit Intelligence Evaluation Criteria*; AFI 14-2RC-135, Volume 3, *RC-135 Unit Intelligence Procedures*; Air Force Tactics, Techniques, and Procedures (AFTTP) 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*; AFTTP 3-1.RC-135, *Tactical Employment—RC-135* and this instruction. 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 are granted waiver authority for specific intelligence procedural requirements outlined in this instruction. MAJCOM/A2s will courtesy-copy ACC/A2 regarding all waiver requests and responses. ACC/A2 will notify AF/A2DF of any significant trends in waiver correspondence if such correspondence indicates the need to readdress policy and guidance

#### 1.3. Responsibilities.

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

1.3.1.1. Coordinate with user MAJCOMs to establish standardized minimum requirements for RC-135 intelligence personnel training.

1.3.1.2. In coordination with other organizations develop/obtain and provide baseline training materials for Initial Qualification Training (IQT), Mission Qualification Training (MQT), Continuation Training (CT), and Specialized Training (ST).

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

1.3.1.2.2. In coordination with other organizations develop/obtain and provide baseline threat capabilities briefings covering worldwide adversary and neutral forces aircraft, air-to-air missiles (AAMs), surface-to-air missiles (SAMs), air defense artillery (ADA), electronic warfare (EW), directed energy weapons (DEW), ground forces and associated equipment, naval and asymmetric threat capabilities, limitations and employment techniques.

- 1.3.1.2.3. In coordination with other organizations: develop, obtain and provide softcopy and hardcopy still images, computer-generated graphics, and digital audiovisual visual recognition (VR) training materials. These will cover worldwide adversary, neutral and friendly air, naval, ground, missile and electronic orders of battle (OB), as well as asymmetric threat systems, their deployment patterns, camouflage, concealment and deception measures as deployed by foreign forces.
- 1.3.1.3. Engage in crosstalk with unit senior intelligence officers (SIOs) and MAJCOM/A2 training organizations on the defined standardized training requirements. Provide feedback on lead MAJCOM-endorsed training materials and 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.
- 1.3.1.4. Assist subordinate units in developing training programs.
- 1.3.1.5. Assist MAJCOMs with RC-135 units in providing support to unit training programs.
- 1.3.2. Other MAJCOM/A2 Responsibilities. Other MAJCOM/A2s with unit-level intelligence personnel providing support to RC-135 units will:
- 1.3.2.1. Coordinate with ACC/A2 to establish standardized minimum training requirements for intelligence personnel and for supporting training materials.
- 1.3.2.2. Provide support to subordinate units in developing their training programs.
- 1.3.2.3. Submit requests for training program support to ACC/A2.
- 1.3.3. Unit SIO Responsibilities. The unit SIO will:
- 1.3.3.1. Develop and execute orientation, mission qualification, continuation and specialized qualification training programs. Provide written guidance detailing how programs will be conducted to all intelligence work centers. (T-2)
- 1.3.3.1.1. Designate the qualifications to which each intelligence 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 manning positions. (T-3)
- 1.3.3.1.2. Use lead MAJCOM-endorsed training materials to assist in the development and conduct of unit training programs, as applicable. Modify these baseline training materials to meet unit needs. (T-3)
- 1.3.3.1.3. Execute training with sufficient frequency, consistency and accuracy, to ensure personnel knowledge, skills and abilities remain current in accordance with locally developed standards and this AFI. (T-2)
- 1.3.3.1.4. Develop procedures to evaluate the training program at the end of each training cycle. (T-3)
- 1.3.3.2. 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 Weapons Instructor Course graduate will provide input into the training programs. (T-3)

1.3.3.3. Review programs and manning position designations annually. (T-3)

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

1.3.3.5. 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-2)

1.3.3.6. 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)

1.3.3.7. Participate in crosstalk with other unit SIOs and MAJCOM/A2 training organizations on the defined standardized training requirements. Provide feedback on lead MAJCOM-endorsed training materials and discuss applicability of emergent 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)

1.3.4. The Intelligence Qualification Training Program Manager will:

1.3.4.1. Develop intelligence personnel training programs with written guidance detailing how programs will be conducted. 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-3)

1.3.4.2. Use lead MAJCOM-endorsed training materials to assist in the development and conduct of unit training programs, as applicable. Modify these baseline training materials to meet unit needs. (T-3)

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

1.3.4.4. 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)

1.3.4.5. Provide individuals a copy of their qualification training and evaluation records when they change station or assignment to assist the gaining unit in assessing current qualifications and training requirements. (T-3)

1.3.5. Work Center Supervisor Responsibilities. Intelligence work center supervisors will:

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

1.3.5.2. Assist the Intelligence Qualification Training Program Manager in developing and executing unit intelligence training programs. (T-3)

1.3.5.3. 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)

1.3.6. Intelligence Personnel Responsibilities. Intelligence personnel will:

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

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

1.3.6.3. When changing station or assignment, hand-carry or electronically send qualification training and evaluation records to assist the gaining unit in assessing qualifications and training needs. (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. While the SIO is ultimately accountable for the successful completion of all required training; professional development, including intelligence-specific and mission-specific training, is the responsibility of the trainee and supervisor. 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 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 are designed to 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-3)

## Chapter 2

### INITIAL QUALIFICATION TRAINING (IQT)

**2.1. General.** IQT for intelligence personnel begins after initial skills training and concludes with successful completion of the Intelligence Initial Qualification Course (IIQC).

**2.2. IQT Requirements.** The RC-135 IIQC is designed to meet the IQT requirements for personnel assigned to support the RC-135 weapon system.

2.2.1. IQT will be conducted at the unit using the RC-135 IIQC syllabus and training courseware provided by ACC/A2 IAW AFI 14-202, Volume 1. (T-2)

2.2.2. IQT will be completed within the time specified by the RC-135 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-3)

2.2.3. Minimum IQT requirements are documented in the RC-135 IIQC training standard. In-unit IQT will be modified at the discretion of the SIO for reasons based on the individual's proficiency, experience, or previous qualifications. (T-3)

## Chapter 3

### MISSION QUALIFICATION TRAINING

**3.1. General.** MQT provides intelligence personnel the training needed to perform in their assigned duty positions supporting RC-135 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 AFRC and ANG) of the individual's first duty day at the gaining unit or immediately after the completion of IQT, if IQT was conducted in-unit. Timelines for completion of MQT for each MAJCOM and reporting requirements are specified in the following paragraphs.

3.1.2.1. For active duty units, MQT will be completed within 120 days. Notify MAJCOM/A2 if training exceeds this timeline.

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.

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 the National Guard Bureau /A2 and ACC/A2 if training exceeds this timeline.

3.1.3. 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)

3.1.4. 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 14-2RC-135, Volume 2. (T-3)

**3.2. 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 RC-135 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 3.2.1.1 and 3.2.1.5, by successfully completing a test from the unit master question file (MQF) (85 percent minimum to pass). To demonstrate the knowledge requirements outlined in 3.2.1.5, trainees must successfully complete a VR test via a visual presentation system (85 percent minimum to pass). (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 of Operations 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 RC-135 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. Demonstrate knowledge of unit hardcopy and softcopy intelligence resources. Demonstrate knowledge of the strengths and weaknesses of specific types of intelligence in the context of the RC-135 weapons system and the unit mission.

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 aircrew, mission planners, squadron and wing leadership and what intelligence is not useful). Specific tasks: Describe intelligence needed by RC-135 aircrew and mission planners for combat operations. Define rules of engagement and operations security. Describe 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 OPLAN/CONPLAN tasking.

3.2.1.1.3. Dissemination Techniques. Objective: Show knowledge of unit-level resources, points of dissemination and methods of dissemination to aircrew, mission planners, operations group and wing 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. RC-135 Weapons System Academics. Objective: Demonstrate an understanding of the unit's specific RC-135 weapons system equipment and missions. Specific tasks: Describe the steps to accomplish the RC-135 operational mission. Describe RC-135 capabilities and limitations; self-protection systems; and communications capabilities. Identify the roles of friendly assets involved in the various RC-135 missions. Identify the relationship between crew coordination practices for the various RC-135 missions and successful mission completion. Describe how Air Force and joint doctrine drive the unit's missions and employment. Define operational and intelligence terms commonly encountered in an RC-135 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 (VR). Objective: When shown a video or still image of sufficient quality, be able to identify enemy/adversary, friendly, or neutral weapon systems that may be encountered in the operational environment based on unit mission and OPLAN/CONPLAN tasking. Specific tasks: 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 aircrews 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 understanding of 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.

3.2.1.8. Electronic Warfare Support. Objective: Demonstrate an understanding of EW support for RC-135 operations including an understanding of the intelligence support required to maximize Passive Detection System (PDS) capabilities. Describe the types of signals the PDS can detect and the maximum range to detect target signals. Specific Tasks: Explain intelligence principles and procedures for EW support to RC-135. Summarize PDS capabilities. Give examples of EW tactics and weapons employment.

3.2.1.9. Mission Planning Support. Objective: Demonstrate an understanding of the unit's intelligence support to specific RC-135 mission planning. Specific tasks: Identify roles and mission planning considerations for large force employment. Identify procedures for validating the accuracy of mission planning materials developed/provided by intelligence. Explain local area procedures for potential emergency ad/hoc contingencies.

3.2.2. Performance-based Tasks. Training will ensure the trainee is able to accomplish tasks IAW evaluation criteria outlined in AFI 14-2RC-135, 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 RC-135 mission. Tailor information to the RC-135 airframe and countertactics. Use computer, web-based, audiovisual and/or manual information display and dissemination tools. Deliver a threat briefing.

3.2.2.2. Situation displays. Objective: Demonstrate proficiency in constructing, posting, updating and maintaining quality situation displays with and without automated intelligence system support IAW standards established by the SIO and based on unit mission and OPLAN/CONPLAN tasking. 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 14-2RC-135, 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*).

3.2.2.2.1. Manual Order of Battle (OB). Objective: Demonstrate proficiency in maintaining OB on situation displays without intelligence systems IAW SIO standards and based on unit mission and OPLAN/CONPLAN tasking. 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.

3.2.2.2.2. Automated OB. Objective: Demonstrate proficiency in utilizing intelligence support systems to download, update, purge and control quality of 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.

3.2.2.3. 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.

3.2.2.4. Situation Briefing. Objective: Demonstrate proficiency in preparing and presenting the intelligence portion of a situation briefing. 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.

3.2.2.5. 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.

3.2.2.6. 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 (AEF) 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.

3.2.2.7. Air Tasking Order (ATO)/Air Control Order (ACO)/Reconnaissance, Surveillance and Target Acquisition (RSTA) Annex/Collection Emphasis Message/SPINS and other tasking documents. Objective: Demonstrate proficiency in obtaining, identifying, and breaking out the applicable elements of the ATO/ACO/RSTA Annex/ Collection Emphasis Message/SPINS, as well as a WARNORD, Alert Order, EXORD, Operations Order and Deployment Order IAW unit procedures. Specific Tasks: Locate and obtain correct ATO/ACO/RSTA Annex/Collection Emphasis Message/SPINS. Identify and extract unit tasking, supported missions, airspace control, orbits, refueling areas, RC-135 portion of the RSTA Annex, RC-135 portion of the Collection Emphasis Message, PR information, tracks and supported asset data from tasking orders/messages. Demonstrate breakout of ATO/ACO/RSTA Annex/Collection Emphasis Message/SPINS with both manual and automated techniques and tools IAW prescribed local timelines and format requirements. Derive specified and implied intelligence requirements from tasking documents; research applicable intelligence; define gaps; submit collection requirements and/or RFIs as appropriate. As applicable, identify other types of tasking requests the unit may face in particular theaters.

3.2.2.8. 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/RSTA Annex/Collection Emphasis Message/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 answers 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.

3.2.2.9. Mission Package Construction. Objective: Demonstrate proficiency in mission package construction, IAW unit procedures. Specific tasks: Conduct appropriate

research and analysis. Identify and obtain geospatial information and services (GI&S) 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 packages as applicable.

3.2.2.10. 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, RC-135 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.

3.2.2.11. 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.

3.2.2.12. 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.

3.2.2.13. 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 RC-135 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.

3.2.2.14. Intelligence Reports. Objective: Demonstrate proficiency in developing and transmitting accurate MISREPs and other intelligence reports [e.g., intelligence summary (INTSUM), intelligence report (INTREP)] as required by local 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 familiarization with RC-135 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.

**4.2. 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. IPTPMs 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):

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. RC-135 Weapons Systems and Operations – to include on-board systems, , employment and defensive tactics/maneuvers, mission profiles, 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 RC-135 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 ISOPREP/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/RSTA Annex/Collection Emphasis Message/SPINS breakout; mission planning software applications and route/CAP analysis; GI&S familiarization to determine product

requirements (e.g., quantity, chart type, appropriate scale) acquisition, receipt, storage and maintenance for mission package construction.

4.2.11. Debriefing – to include preparing for and techniques for conducting a debriefing, handling 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.** RIP is designed to focus training on capabilities needed to accomplish the unit’s tasked missions. 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 standard task requirements listed in Table 4.1, RC-135 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. (T-2)

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. (T-2)

**Table 4.1. RC-135 Ready Intelligence Program and Currency Requirements.**

Subject	Minimum Frequency to Maintain CMR Status	Minimum Frequency to Maintain BMC Status
Requests for Information	Annually	Annually
Situation Displays	Semi-annually	Annually
Manual OB	Semi-annually	Annually
Automated OB	Semi-annually	Annually
Initial Situation Briefing	Semi-annually	Annually
Situation Briefing	Semi-annually	Annually
Changeover Briefing	Annually	Annually
Deployment Briefing	Semi-annually	Annually
ATO/ACO/SPINS/RSTA Annex and other Tasking Documents	Semi-annually	Annually
Intelligence Support to Mission Planning	Semi-annually	Annually
Mission Package Construction	Semi-annually	Annually
Mission Briefing	Semi-annually	Annually
Step Briefing	Semi-annually	Annually
Mission Tracking	Semi-annually	Annually
Debriefing	Semi-annually	Annually
Intelligence Reports	Semi-annually	Annually
<b>Note:</b> For the purposes of this instruction semi-annually is defined as once every 6 months, and annually is 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, 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 will be 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. 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. Any intelligence personnel selected for 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. External Intelligence Training 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 14-2RC-135, 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 EEIs. Describe the use of aircrew-originated reports (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 (PR). 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 (1TOX1) 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 14-2RC-135, 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 14-2RC-135, 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 14-2RC-135, 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.

**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 quarterly.
VR	Complete EIT 1 and EIT 3 specific tasks. Pass VR test. Complete INIT EIT Evaluation.	Instruct one VR training event 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 annually.
PR	Complete EIT 1 and EIT 5 specific tasks. Pass MQF test (PR-specific). Complete INIT EIT Evaluation.	Instruct one PR training event semi-annually.

FPI	Complete EIT 1 and EIT 6 specific tasks. Pass MQF test (FPI-specific). Complete INIT EIT Evaluation.	Instruct one FPI training event annually.
<b>Note:</b> For the purposes of this instruction 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. If an MQF test was accomplished for these areas during MQT, another MQF test is not required.		

**5.3. RC-135S COBRA BALL Intelligence Support.** This program establishes the minimum guidelines for intelligence personnel identified by the SIO to provide intelligence support to the COBRA BALL mission. Only qualified personnel may provide unsupervised support to COBRA BALL. (T-2)

5.3.1. Prerequisites. Intelligence personnel selected for COBRA BALL Intelligence Support must:

5.3.1.1. Be mission (CMR or BMC) qualified.

5.3.1.2. Be designated by the SIO.

5.3.1.3. Complete the requirements for the COBRA BALL Intelligence Support profile listed below.

5.3.2. COBRA BALL Intelligence Support Training Profiles

5.3.2.1. COBRA BALL Intelligence Support. Objective: Demonstrate ability to tailor intelligence support to COBRA BALL unique intelligence requirements. Specific tasks: Understand and analyze the primary websites to research in order to predict the threat/emitters that the RC-135S could see. Identify correct theater intelligence reporting directive for each mission. Demonstrate ability to provide specialized intelligence products/debriefs to the RC-135S mission.

5.3.2.2. COBRA BALL Intelligence Support Evaluation. COBRA BALL Intelligence Support evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2RC-135, Volume 2. Personnel are qualified to provide intelligence support to COBRA BALL upon successful completion of required tasks, an initial COBRA BALL evaluation (INIT COBRA BALL) and endorsement from the SIO.

5.3.2.3. COBRA BALL Intelligence Support Currency. Personnel providing intelligence support to COBRA BALL must pass a COBRA BALL-specific MQF test per six month period (Semi-annually) to remain current. They must also successfully complete periodic IE evaluations IAW AFI 14-2RC-135, Volume 2.

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

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

5.4.1.1. Be mission (CMR or BMC) qualified.

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

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

5.4.2. Intelligence Evaluator Training Profiles:

5.4.2.1. 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.

5.4.2.2. 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.

5.4.2.3. IE 3 – IE COBRA BALL Observation. Objective: Observe a COBRA BALL evaluation. Specific tasks: Understand evaluation criteria, grading procedures and evaluation form preparation for an INIT COBRA BALL or COBRA BALL evaluation. Identify scenarios for intelligence evaluations, objectivity issues, and techniques for conducting evaluations.

5.4.2.4. IE 4 – IE Proficiency. Objective: Demonstrate proficiency in conducting intelligence evaluations. Perform the evaluation with the trainer as the examinee in a simulated evaluation. 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.

5.4.3. Intelligence Evaluator Evaluation. IE evaluations will be conducted IAW AFI 14-202, Volume 2 and AFI 14-2RC-135, 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.

5.4.4. 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 14-2RC-135, Volume 2.

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 14-202, Volume 1, *Intelligence Training*, 10 March 2008  
AFI 14-202, Volume 2, *Intelligence Standardization/Evaluation Program*, 10 March 2008  
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AFI 14-2RC-135, *Volume 2, RC-135 Unit Evaluation Criteria*, 4 September 2013  
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AFI 33-360, *Publications and Forms Management*, 7 February 2013  
AFI 36-2201, *Air Force Training Program*, 15 September 2010  
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AFTTP 3-1.RC-135, *Tactical Employment – RC-135*, 11 January 2013 (S)  
AFTTP 3-1.Threat Guide, *Threat Reference Guide and Countertactics Manual*, 3 December 2012 (S)  
MIL STD 2525C, *Common Warfighting Symbolology*, 17 November 2008  
FM 1-02/MCRP 5-12A, *Operational Terms and Graphics*, September 2004

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009  
AF Form 4381, *Intelligence Gradesheet*, 10 March 2008

***Abbreviations and Acronyms***

**AAA**—Anti-Aircraft Artillery  
**ACC**—Air Combat Command  
**ACO**—Airspace Control Order  
**ADA**—Air Defense Artillery  
**AF**—Air Force  
**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  
**AIT**—Aircrew Intelligence Trainer/Training

**ANG**—Air National Guard

**AOR**—Area of Responsibility

**ATO**—Air Tasking Order

**BMC**—Basic Mission Capable

**C&R**—Collection and Reporting

**CAP**—Combat Air Patrol

**CAT**—Crisis Action Team

**CMR**—Combat Mission Ready

**COA**—Course of Action

**CONPLAN**—Concept of Operations Plan

**CT**—Continuation Training

**DEW**—Directed Energy Weapons

**EI**—Essential Elements of Information

**EIT**—External Intelligence Trainer/Training

**EPA**—Evasion Plan of Action

**EW**—Electronic Warfare

**EXORD**—Exercise Order

**FM**—Field Manual

**FP**—Force Protection

**FPI**—Force Protection Intelligence

**FPIT**—Force Protection Intelligence Trainer/Training

**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**—Initial (evaluation)

**INIT EIT**—Initial External Intelligence Trainer Qualification Evaluation

**INIT IE**—Initial Intelligence Evaluator Evaluation

**INIT MSN**—Initial Mission Qualification Evaluation

**INTREP**—Intelligence Report

**INTSUM**—Intelligence Summary  
**IPOE**—Intelligence Preparation of the Operational Environment  
**IQT**—Initial Qualification Training  
**ISOPREP**—Isolated Personnel Report  
**LIMFAC**—Limiting Factors  
**MAJCOM**—Major Command  
**MCRP**—Marine Corps Reference Publication  
**MGRS**—Military Grid Reference System  
**MIL STD**—Military Standard  
**MISREP**—Mission Report  
**MPT**—Mission Planning Team  
**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  
**OPLAN**—Operations Plan  
**OPR**—Office of Primary Responsibility  
**PDS**—Passive Detection System  
**PR**—Personnel Recovery  
**RAD**—Research, Analysis and Dissemination  
**RDS**—Records Disposition Schedule  
**RIP**—Ready Intelligence Program  
**RSTA**—Reconnaissance, Surveillance and Target Acquisition  
**T-2**—Tier 2  
**T-3**—Tier 3  
**QUAL**—Qualification (Evaluation)  
**SERE**—Survival, Evasion, Resistance and Escape  
**SIO**—Senior Intelligence Officer  
**SPINS**—Special Instructions

**ST**—Specialized Training

**TUC**—Threat Update Code

**USMTF**—US Message Text Format

**UTM**—Universal Transverse Mercator

**VR**—Visual Recognition

**WARNORD**—Warning Order

*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/CC level.

## Attachment 2

## EXAMPLE TRAINING SHORTFALL REPORT EXAMPLE

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

SIGNATURE BLOCK

CC: NAF/A2

## Attachment 3

## RC-135 MQT GRADESHEET ELEMENTS

**A3.1. RC-135 MQT Performance Task Gradesheet Elements.** The MQT gradesheet tables in this attachment are elements 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 training events. File the completed gradesheets in the trainee's training record. (T-2)

**Table A3.1. RC-135 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. RC-135 Situation Displays Gradesheet Elements.**

1. Construct, post, update and maintain quality situation displays
2.1. Selected the proper medium to use for constructing a situation display
2.2. Identified proper components to be included on a situation display
2.3. Research of sources and analysis for situation display data
3. 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. RC-135 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. RC-135 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. Verify accuracy of computer-generated symbology
3.2. Performed coordinate conversion
4. Adherence to unit standards
5. Followed security guidelines

**Table A3.5. RC-135 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. RC-135 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. RC-135 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. Issues requiring 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. RC-135 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. Personal recovery
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. RC-135 ATO/ACO/RSTA Annex/Collection Emphasis Message/SPINS 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
3. Adherence to unit standards
4. Followed security guidelines

**Table A3.10. RC-135 Intelligence Support to Mission Planning Gradesheet Elements.**

1. Provide intelligence support to mission planner
2. Described the RC-135 mission planning process
3. Review of tactical scenario understanding
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. RC-135 Mission Package Construction Gradesheet Elements.**

1. Mission package 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. RC-135 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, 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. RC-135 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. RC-135 Mission Tracking Gradesheet Elements.**

1. Monitored and used appropriate communication systems
2. Maintain situational awareness of ongoing missions
3. Reacted as necessary to support the mission
4. Logged all 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. RC-135 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 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. RC-135 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. 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 USMTF when reporting directives do not exist
4. Time management
5. Adherence to unit standards
6. Followed security guidelines

## Attachment 4

**SPECIALIZED TRAINING GRADESHEET ELEMENTS**

**A4.1. RC-135 Specialized Training Gradesheet elements.** The ST task gradesheet elements in this attachment are to be 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. RC-135 COBRA BALL Intelligence Support Gradesheet Elements.**

1. Preparation
2. Decision making
3. Understanding of cobra ball intelligence requirements
4. Website usage
5. Emitter identification
6. Recording criteria
7. Checklist usage
8. Security

**Table A4.2. RC-135 EIT Trainer Gradesheet Elements.**

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

**Table A4.3. RC-135 Intelligence Evaluator Gradesheet Elements.**

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

## Attachment 5

**RC-135 MISSION QUALIFICATION TRAINING, SPECIALIZED TRAINING AND RIP REQUIREMENTS**

**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. RC-135 MQT, ST, and RIP Requirements.**

Requirement	MQT	ST	RIP
RAD and IPOE	X	---	---
RC-135 Weapons System Academics	X	---	---
Threat Knowledge	X	---	---
Friendly and Neutral Weapons Systems	X	---	---
VR	X	---	---
PR	X	---	---
FPI	X	---	---
EW Support	X	---	---
Mission Planning Support	X	---	---
Threat Briefings	X	---	---
Situation Displays	X	---	X
Manual OB	X	---	X
Automated OB	X	---	X
Initial Situation Briefing	X	---	X
Situation Briefing	X	---	X
Changeover Briefing	X	---	X
Deployment Briefing	X	---	X
ATO/ACO/RSTA Annex/Collection Emphasis Message/SPINS	X	---	X
Intelligence Support to Mission Planning	X	---	X
Mission Package Construction	X	---	X
Mission Briefing	X	---	X
Step Briefing	X	---	X
Mission Tracking	X	---	X
Debriefing	X	---	X
Intelligence Reports	X	---	X
COBRA BALL Intelligence Support	---	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 Observation	---	X	---

IE 3 – IE Proficiency	---	X	---
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