



DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC

AFI10-414_AFGM2016-01

6 October 2016

MEMORANDUM FOR DISTRIBUTION C
MAJCOMs/FOAs/DRUs

FROM: SAF/CIO A6
1800 Air Force Pentagon
Washington, DC 20330-1800

SUBJECT: Air Force Guidance Memorandum to AFI 10-414, *Requesting and Employing Deployable Communications Resources in Peacetime*

By Order of the Secretary of the Air Force, this Air Force Guidance Memorandum immediately changes Air Force Instruction 10-414, *Requesting and Employing Deployable Communications Resources in Peacetime*, 26 Oct 2012. Compliance with this Memorandum is mandatory. To the extent its directions are inconsistent with other Air Force publications, the information herein prevails, in accordance with (IAW) AFI 33-360, *Publications and Forms Management*. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

As a result of the publication of AF Policy Directive (AFPD) 17-2, *Cyberspace Operations*, which supersedes AFPD 10-17, *Cyberspace Operations*, dated 31 July 2012; AFI 10-414 is hereby renumbered as AFI 17-214. This Memorandum is a renumbering of AFI 10-414 only; the title and content remain unchanged. I hereby direct the Office of Primary Responsibility (OPR) for AFI10-414 to conduct a special review in accordance with AFI33-360 to align its content with AFPD17-2. This will result in a rewrite or rescind action of AFI10-414.

This Memorandum becomes void after one year has elapsed from the date of this Memorandum, or upon rescinding or rewrite of AFI 10-414, whichever is earlier.

WILLIAM J. BENDER, Lt Gen, USAF
Chief of Information Dominance and Chief
Information Officer

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

AIR FORCE INSTRUCTION 10-414

26 OCTOBER 2012



Operations

**REQUESTING AND EMPLOYING
DEPLOYABLE COMMUNICATIONS
RESOURCES IN PEACETIME**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

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OPR: HQ AFSPC/A6CNE

Certified by: AF/A3C/A6C
(Maj Gen Earl Matthews)

Supersedes: AFI 10-414,
1 December 1996

Pages: 11

This instruction implements Air Force Policy Directive (AFPD) 10-4, *Operations Planning: Air & Space Expeditionary Force (AEF)*. It establishes procedures for requesting Air Force deployable communications resources, such as equipment, services, and people to support secondary peacetime missions of base level communications units. Do not use this instruction to request deployable communications resources to support Joint Chiefs of Staff (JCS) and major command (MAJCOM) directed unit training exercises. Refer technical questions on the content of this instruction to Headquarters Air Force Space Command (HQ AFSPC), Capabilities Division (HQ AFSPC/A3TW), 150 Vandenberg Street Suite 1105, Peterson AFB CO 80914-4184. Refer conflicts between this and other instructions to Air Force Network Integration Center (AFNIC), Architectures and Analysis, Communication and Information Publications, 203 West Losey Street, Room 1020, Scott AFB IL 62225-5224. MAJCOMs, field operating agencies (FOA), and direct reporting units (DRU) send a copy of their supplement to AFNIC/EA. Send recommended changes or comments to Air Force Network Integration Center (AFNIC/ESPP), 203 West Losey Street, Room 1200, Scott AFB IL 62225-5222, through appropriate channels, using AF Form 847, *Recommendation for Change of Publication*, with an information copy to Headquarters United States Air Force (SAF/A6O), 1030 Air Force Pentagon, Washington DC 20330-1030. When collecting and maintaining information protect it by the Privacy Act of 1974 authorized by 10 U.S.C. 8013. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records* and disposed of in accordance with Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/rims.cfm>. For a listing of references, abbreviations, and acronyms, see Attachment 1.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. Updates references and office symbols.

1. Who can request Deployable Communications Resources? Deployable communications resources are primarily wartime assets. However, MAJCOMs, wings, and units may request temporary use of these resources during peacetime. An example request would be for an exercise or training to meet wartime mission set.

1.1. Each MAJCOM will designate a focal point for processing requirements. Send a copy of this designation and subsequent changes to the following applicable electronic message account:

1.1.1. HQ USAF PENTAGON//A3CX/A6CX// (safxcicocr@pentagon.af.mil)

2. Restrictions. The following restrictions apply to peacetime employment of deployable communications resources and require A3CX/A6CX waiver approval:

2.1. Temporary deployment of resources for more than 179 calendar days.

2.1.1. Request waivers at least 45 calendar days before deployments are scheduled to end.

2.1.2. Send copies of waiver requests to the following applicable electronic message accounts:

HQ AFSPC PETERSON AFB CO//A3TW// (afspc.a3tw.deployments@us.af.mil) (*include A3S for air traffic control and landing systems [ATCALs] only*)

HQ ACC LANGLEY AFB VA//A6X/A3A// (accaef.team@langley.af.mil and acc.cat.a6@langley.af.mil)

HQ USAFE RAMSTEIN AB GE//A6/A3Y// (*include A3Y for ATCALs only*)
(usafe.a6xxforcemanagement@ramstein.af.mil)

ANGRC ANDREWS AFB MD//A6 (ANGRC.NGB.A6WORKFLOW@ang.af.mil)

HQ PACAF HICKAM AFB HI//A6// (pacaf.a6xx@hickam.af.mil)

24AF LACKLAND AFB TX//A6// (24AF.A6@us.af.mil)

689CCW ROBINS AFB GA//XP// (689ccw.workflow@robins.af.mil)

2.2. Do not utilize deployable communications resources to support fixed requirements if the deployment would prevent the Air Force from supporting war, crisis, or contingency operations.

2.3. Deployable communications resources will maintain Unit Type Code (UTC) mission capability and be able to redeploy according to the owning unit's designed operational capability (DOC) statement response time.

2.4. The deployed UTC must include a readiness spares package (RSP), necessary test equipment, special tools, technical manuals, and administrative support kits.

2.4.1. Tasked units should manage RSP and associated support equipment according to AFMAN 23-110, *USAF Supply Manual*.

- 2.4.2. The requiring wing, unit, or agency must replace parts removed from the RSP during the deployment or provide funding to allow replacement by depot if required.
- 2.5. Requesting deployable communications resources to provide service when fixed facilities are being upgraded or replaced must meet the following guidelines:
- 2.5.1. Except in emergencies, deployable communications resources will not deploy until a firm installation or repair start date has been established.
- 2.5.2. Wings, units, or agencies needing deployable communications support must submit requests at least 120 calendar days in advance of the proposed installation date when possible.
- 2.5.3. Do not utilize deployable communications resources to support an engineering and installation (EI) project until a pre-installation survey is completed and all required assets to begin the EI activity are on hand.
- 2.5.4. Wings or units should allow at least an additional 30 calendar days between completing a pre-installation survey and the date when they need deployable communications resources to support an installation project.
- 2.6. Without approved funding for travel allowances, limit road haul distances for deployable communications resources to no more than one day (approximately 300 miles under ideal road conditions) from the supporting unit location (see paragraph 5.4. for further information.)
- 2.7. Send waiver requests to the following applicable electronic message account:
- 2.7.1. HQ USAF PENTAGON//A3CX/A6CX// (safxicocr@pentagon.af.mil)

3. How to Request Deployable Communications Support.

- 3.1. Process requests for peacetime use of deployable communications resources to AFSPC/A3TW using the checklist at Attachment 2.
- 3.1.1. This instruction assigns geographic (theater) responsibilities to HQ Pacific Air Forces (PACAF) A6 for operations within the Pacific theater; HQ United States Air Forces in Europe (USAFE) A6 for operations within the European theater; HQ Air Mobility Command (AMC) A6 for AMC support; HQ Air Force Special Operations Command (AFSOC) A6 for special operations support; and HQ Air Combat Command (ACC) A6 for all other areas. HQ AFSPC A3 will coordinate support through the National Guard Bureau (NGB) A6 or the Air Force Reserve Command (AFRC) A6 depending on the details of the request.
- 3.2. Include MAJCOM airfield operations office of primary responsibility (OPR) as an information addressee when requesting ATCALs assets and/or personnel.
- 3.3. Air Force field units and organizations must submit a request, with justification, through their wing to the MAJCOM point of contact (POC) for validation and funding as required in paragraph 6. ANG units will channel requests through their parent group or wing to NGB/A6, 3501 Fetchet Ave, Andrews AFB MD 20762-5157. AFRC units will submit their requests to their numbered air force (NAF) for validation and then forward to AFRC/A6, 155 Richard Ray Boulevard, Robins AFB GA 31098-6001.

3.3.1. The requiring MAJCOM POC or AFRC/NGB A6 (or both) validates the need and sends the request with fund cite to the theater-responsible MAJCOM as listed in paragraph 3.1.1.

3.3.2. Deployable communications resources will not deploy before obtaining MAJCOM validation.

4. Where to Send Requirements.

4.1. Requesting MAJCOMs send validated requirements and related correspondence to the supporting MAJCOM (HQ AFSPC/A3, HQ PACAF/A6, or HQ USAFE/A6) and info copies to HQ USAF/A6, and other MAJCOMs, as appropriate.

4.2. ANG organizations send requests to NGB/A6.

4.3. AFRC units must submit their requirements to their NAF for validation.

4.4. Send information copies to all addressees on all correspondence as listed in paragraph 2.1.

4.5. Identify to HQ USAF/A6 those deployable communications support problems that cannot be resolved at the MAJCOM level.

5. Support Required for the Deployable Communications Employment. The requesters of deployable communications support will:

5.1. Identify the requirement at least 120 calendar days in advance, when possible. Submit requests according to Attachment 2.

5.2. Obtain airspace clearance for DATCALs facilities according to procedures established by the theater commander or host country involved. Refer to AFI 13-201, *Airspace Management*, for obtaining airspace in areas under Federal Aviation Administration jurisdiction.

5.3. Include appropriate advance team (site survey) representatives on facility siting and planning groups.

5.4. Arrange transportation for deploying and recovering deployable communications resources from command resources (aircraft or vehicles) if the deployed location is more than one day road haul distance (approximately 300 miles under ideal road conditions) from the home station of the deployable communications unit. Contact the theater responsible MAJCOM for assistance in equipment availability and funding estimates. Make sure proper vehicles, forklifts, etc., are made available to move assets from aircraft to the operational area.

5.5. Arrange for circuit or service-dependent communications security material required to support operations.

5.6. Arrange for the assignment of adequate frequency authorizations to support operations using procedures in AFI 33-118, *Electromagnetic Spectrum Management*.

5.7. Arrange for host-base logistics support and supply replenishment according to AFMAN 23-110, CD Basic USAF Supply Manual.

5.8. Provide vehicle(s) for vicinity travel to the communications and ATC personnel (deployed) supporting the requested assets. Deployable communications units will only provide vehicles that are an integral part of the equipment UTC requested.

5.9. Ensure billeting and mess (if available) arrangements are made for all deploying personnel.

5.10. Coordinate with the theater command and/or host country to ensure appropriate clearances are obtained for deploying communications personnel and equipment to overseas locations.

6. How to Handle Funding.

6.1. Responsibility for funding all non-JCS or non-HQ USAF directed deployment requests for deployable communications assets and personnel rests with the requesting organization. This includes emergency mission support (EMS), support during facility or systems upgrade installation, and/or equipment testing. In the event Air Reserve Component (ARC) resources are used, refer to paragraph 6.4.

6.2. Requesting units, wings, agencies, and commands will fund for:

6.2.1. All transportation costs to include:

6.2.1.1. Airlift for deployment and the recovery of assets.

6.2.1.2. Normal road haul expenses to include fuel and oil. (This will not include expenses incurred for unscheduled delays, breakdowns or other unavoidable incidents during deployment). *Note: The requester pays for all operating petroleum, oil, and lubricants (POL) requirements.*

6.2.2. Travel and per diem of all personnel required in the UTC supporting the requested assets (to include site surveys and coordination visits).

6.2.3. Billeting and vicinity travel arrangements for deployed personnel.

6.2.4. Reimbursement to deployable communications unit for any and all parts removed from the RSP or ordered from supply (including expendable items, such as cabling and connectors), and for necessary restoration/rehabilitation of communications-computer equipment.

6.2.5. Fund for all circuits and additional communications support required for the deployed equipment.

6.3. Deployed communications units are responsible for funding personnel not assigned to the UTC and personnel traveling with the deployed team for training purposes.

6.4. When ARC resources are used to augment the active component, the supported MAJCOM or agency must provide transportation funding for equipment, travel, per diem funding for personnel, RSP replenishment, POL use, and active duty military personnel authorization appropriation (MPA) mandays to the ARC unit as required.

6.4.1. Send the request for MPA mandays from the tasked ARC units to the supported MAJCOM.

6.4.2. Send MPA manday and any other fund cites to the ARC unit's supporting personnel offices.

6.4.3. When an ARC unit requests support other than emergency mission support (for example, ATC support for an ARC permanent field training site), the requiring unit coordinates all funding and MPA manday for ARC personnel.

7. Information Collections, Records, and Forms or Information Management Tools (IMT)

7.1. Information Collections. This instruction requires collecting and maintaining information subject to the Privacy Act of 1974, authorized by Title 5 and 10 U.S.C.

7.2. Records. Retain and dispose of these records pertaining to requesting and employing deployable communications resources according to AF RDS, Table 33-16, Rule 1 and 2, in AFRIMS.

BURTON M. FIELD, Lt Gen, USAF
DCS, Operations, Plans & Requirements

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

AFPD 10-4, Air & Space Expeditionary Force (AEF) *Operations Planning*, 30 April 2009

AFPD 25-1, *War Reserve Materiel*, 8 November 2004

AFI 13-201, *Airspace Management*, 1 December 2006

AFI 16-301, *US Air Force Priority System for Resources Management*, 11 April 1994

AFI 33-118, *Electromagnetic Spectrum Management*, 18 July 2005

AFMAN 11-225, *United States Standard Flight Inspection Manual*, 1 October 2005

AFMAN 23-110, *USAF Supply Manual*, 1 April 2009

Adopted Forms

AF IMT 847, Recommendation for Change or Publication.

Abbreviations and Acronyms

ACC—Air Combat Command

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFNIC—Air Force Network Integration Center

AFPD—Air Force Policy Directive

AFSPC—Air Force Space Command

AFRC—Air Force Reserve Command

ANG—Air National Guard

ANGRC—Air National Guard Readiness Center

ATC—Air Traffic Control

DATCALS—Deployable Air Traffic Control and Landing System

DCS—Defense Communications System

DOC—Designed Operational Capability

EMS—Emergency Mission Support

HQ—Headquarters

HQ USAF—Headquarters United States Air Force

JCS—Joint Chiefs of Staff

JP—Jet Petroleum

MAJCOM—Major Command

MPA—Military Personnel Authorization

NGB—National Guard Bureau

OPR—Office of Primary Responsibility

PACAF—Pacific Air Forces

POC—Point of Contact

POL—Petroleum, Oils, and Lubricants

RSP—Readiness Spares Package

USAF—United States Air Force

USAFE—United States Air Forces in Europe

UTC—Unit Type Code

Attachment 2**CHECKLIST FOR REQUESTING DEPLOYABLE COMMUNICATIONS RESOURCES**

A2.1. What service you need and why. Tell what will happen to your mission if you don't get the requested services.

A2.2. Date and time that you need the resources (the required operational date and preferred delivery date).

A2.3. Where the planned operation will take place. If you need to link up with the Defense Information Systems Agency (DISA) include:

A2.3.1. Geographic coordinates.

A2.3.2. Elevation.

A2.3.3. Location of and distance to nearest DISA interface points.

A2.4. How long you'll need the resources.

A2.5. How many hours a day you'll be using each element of the requested resources.

A2.6. Identify the following specifics:

A2.6.1. Deployable communications capabilities required.

A2.6.2. Frequencies.

A2.6.3. Call signs.

A2.6.4. Routing indicators.

A2.6.5. Location identifiers (navigational aids only).

A2.6.6. Cryptographic materials.

A2.6.7. Radio frequency emission.

A2.6.8. Power output.

NOTE: If you don't know what or how much capability you'll need, request a site survey

A2.7. What is the nearest military installation, city, or other well known site.

A2.8. What power sources are available at the planned location (include available and required frequencies, voltages, and phase; for example 220 volts, 60 hertz, 3 phase).

A2.9. What jet petroleum (JP)-4/JP-5/JP-8, diesel fuel, gasoline, oil, and lubricants for vehicles and power generating equipment are available.

A2.10. What other support is available, including:

A2.10.1. Site preparation, if required (include estimated completion date). State if a site survey is needed before deployment.

A2.10.2. Shelter and building space.

A2.10.3. Government and nongovernment billets and mess facilities. Include specific arrangements for deployed personnel. State whether base exchange, medical, check cashing, and other support facilities are available at or near the deployment location.

A2.10.4. The organization to which the deployable communications resources will be attached for temporary duty and logistical support. Include the staff office and telephone number.

A2.10.5. The command and organization that will exercise operational control over the deployable communications resources.

A2.10.6. Physical security requirements at the planned location.

A2.11. The contact within the requiring command. Include the name and Defense Switched Number (DSN) (secure if required), commercial, and fax numbers.

A2.12. What special personnel requirements apply, such as:

A2.12.1. Immunizations.

A2.12.2. Special clothing.

A2.12.3. Flightline badges.

A2.12.4. Passports or visas.

A2.12.5. Drivers licenses.

A2.13. For DATCALs support, what types of aircraft the deployable communications resources will serve, the maximum traffic densities anticipated, and the types of aircraft restricted from landing.

A2.14. For telecommunications equipment, how many messages you will originate and terminate and how many subscribers and trunks you will support.

A2.15. What arrangements you have made for flight inspection of mobile facilities IAW AFMAN 11-225, *United States Standard Flight Inspection Manual*. State what logistics support you are supplying for flight check aircraft and crews, and what special instructions there are concerning aircraft operations in the affected area.

A2.16. What transportation is available, including:

A2.16.1. Airlift from the requesting command to move deployable communications elements between home station and airlift off-load point.

A2.16.2. Heavy equipment (forklift or crane) at the airlift off-load point.

A2.16.3. Airlift or surface transportation within the requiring command for moving elements to and from the operating location.

A2.16.4. Motor vehicles provided by the requiring command to transport deployable communications elements at operating locations.

A2.17. What priority you would assign to your various requests, if you are making more than one. Include approved precedence rating per AFI 16-301, *US Air Force Priority System for Resources Management*.

A2.18. What unusual conditions (such as weather, security, billeting, etc.) the deploying elements should prepare for.

A2.19. What operations and maintenance personnel you can provide to support the deployable communications equipment. Indicate whether you need operations and maintenance training at your facility. If so, indicate the number and Air Force specialty code of the trainees.

A2.20. What environmental conditions you expect at the operating location.

A2.21. How you will fund the deployment.

A2.21.1. For travel and per diem, include a separate fund citation for asset transportation costs (airlift cost, road haul, etc.).

A2.22. Any theater or host nation unique restrictions or requirements?