

**BY ORDER OF THE COMMANDER  
AIR FORCE NUCLEAR WEAPONS  
CENTER**



**AIR FORCE INSTRUCTION 31-401**

**AIR FORCE NUCLEAR WEAPONS CENTER  
Supplement**

**5 SEPTEMBER 2013**

**Security**

**INFORMATION SECURITY PROGRAM  
INFORMATION MANAGEMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: AFNWC/ENS

Certified by: AFNWC/EN  
(Dr. Mark Mehalic)

Pages: 8

Supersedes: AFNWC I 31-120, 09 May 2012

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This supplements Air Force Instruction (AFI) 31-401, *Information Security Program Information Management*. It establishes procedures for access and management of nuclear related technical data. It applies to all programs within all Air Force Nuclear Weapons Center (AFNWC) organizations except for the 377<sup>th</sup> Air Base Wing. This publication does not apply to Air Force Reserve Command (AFRC) Units or Air National Guard (ANG) Units. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*. Route AF Form 847s from the field through the appropriate chain of command. This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Request for waivers must be submitted to the OPR listed above for consideration and approval. 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). See **Attachment 1** for a Glossary of References and Supporting Information.

1.3.10. **(Added)** AFNWC is responsible for the full range of AF nuclear weapons support functions, including sustainment, modernization, research and development, and acquisition support activities. The AFNWC will control access to AF nuclear enterprise Technical

Information (TI) to include 11N and non-11N nuclear related Technical Orders (T.O.) and supporting TI.

**1.3.11. (Added) AFNWC Engineering and Technical Management Directorate (AFNWC/EN) will:**

1.3.11.1. **(Added)** Oversee nuclear weapon/weapon systems science and engineering, weapons effects, sustaining engineering and mission assurance, including independent engineering analysis and assessment along with certification.

1.3.11.2. **(Added)** Serve as the final determination authority of what constitutes nuclear related technical data.

1.3.11.3. **(Added)** Control access to the nuclear enterprise gated TI.

**1.3.12. (Added) AFNWC Nuclear Capabilities Directorate (AFNWC/NC) will ensure controlled access to weapon systems gated technical information for subordinate units.**

**1.3.12.1. (Added) Missile Sustainment Division (AFNWC/NCM) will:**

1.3.12.1.1. **(Added)** Control access to Cruise Missile weapon systems gated technical information.

1.3.12.1.2. **(Added)** Ensure the Systems Program Manager (SPM) appoints in writing a Technical Content Manager (TCM) for Cruise Missile related 11N/non-11N series T.O. and nuclear weapons related technical information.

1.3.12.1.3. **(Added)** Utilize the explanation outlined in paragraph A2.10 to determine if T.O.s under their responsibility meets the criteria to be nuclear related technical data.

1.3.12.1.4. **(Added)** Ensure weapon system information is compartmentalized IAW paragraph A2.10.2.

**1.3.12.2. (Added) AFNWC Technical Support Branch (AFNWC/NCL) will:**

1.3.12.2.1. **(Added)** Control access to the category 11N and 60N T.O.s IAW T.O. 00-5-1, *AF Technical Order System*.

1.3.12.2.2. **(Added)** Serve as the AF Executive Agent for Joint Nuclear Weapons Publication Series (JNWPS).

1.3.12.2.3. **(Added)** Staff, coordinate, approve, and represent the AF on all matters relating to JNWPS manuals which bear an AF designator.

1.3.12.2.4. Users will protect nuclear related technical data information IAW this supplement as a basis of use. See paragraphs A2.10-A2.13 for more information.

**1.3.13. (Added) AFNWC Inter Continental Ballistic Missile (ICBM) Systems Directorate (AFNWC/NI) will:**

1.3.14.1. **(Added)** Control access to ICBM weapon systems gated technical information.

1.3.14.2. **(Added)** Ensure the SPM appoints in writing a TCM for ICBM related 11N/non-11N series T.O. and nuclear weapons related technical information.

1.3.14.3. **(Added)** Utilize the explanation outlined in paragraph A2.10 to determine if T.O.s under their responsibility meets the criteria to be nuclear related technical data.

1.3.14.4. **(Added)** Ensure weapon system information is compartmentalized IAW paragraph A2.10.2.

SANDRA E. FINAN, Major General, USAF  
Commander

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

AFI 61-204, *Disseminating Scientific and Technical Information*, 30 August 2002

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

DoD Directive 5230.25, *Withholding of Unclassified Technical Data from Public Disclosure*, 6 November 1984

T.O. 00-5-1, *AF Technical Order System*, 15 January 2013

T.O. 00-5-3, *AF Technical Order Life Cycle Management*, 1 January 2012

T.O. 0-1-11N-1-CD-1, *AF Supplement Manual Numerical Index T.O. Joint Nuclear Weapons Publication*, 15 January 2013

USC Title 22, Article 120.10, *Technical Data*, 22 July 1993

USC Title 22, Article 121.1, *The United States Munitions List*, 22 July 1993

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

AFMC 202, *Nonconforming Technical Assistance Request and Reply*, 22 March 2006

AFTO 22, *Technical Manual Change Recommendation and Reply*, 2 November 2009

AFTO 252, *Technical Order Publication Change Request*, 27 June 2012

***Abbreviations and Acronyms***

**AFNWC**—Air Force Nuclear Weapons Center

**AFNWCI**—Air Force Nuclear Weapons Center Instruction

**AFNWC/EN**—Engineering and Technical Management Directorate

**AFNWC/NCM**—Missile Sustainment Division

**AFNWC/NI**—AFNWC ICBM Systems Division

**AFNWC/NLST**—Nuclear Sustainment Branch

**AFRC**—Air Force Reserve Command

**AFRIMS**—Air Force Records Information Management System

**ATOS**—Automated Technical Order System

**ANG**—Air National Guard

**BOM**—Bill of Material

**CD**—Compact Disk

**COTS**—the Commercial off shelf

**EAR**—Export Administration Regulations  
**ECSS**—Expeditionary Combat Support System  
**ETAR**—Engineering Technical Assistance Request  
**IA**—Information Assurance  
**IAW**—In Accordance With  
**ITAR**—International Traffic in Arms Regulation  
**ICBM**—Intercontinental Ballistic Missile  
**JCO**—Joint Certification Office  
**JNWPS**—Joint Nuclear Weapons Publication System  
**MAR**—Maintenance Assistance Request  
**NCUI**—Nuclear Controlled Unclassified Information  
**OPR**—Office of Primary Responsibility  
**PLMS**—Product Lifecycle Management System  
**RDS**—Records Disposition Schedule  
**SPM**—Systems Program Manager  
**SNM**—Special Nuclear Material  
**TCM**—Technical Content Manager  
**TCTO**—Time Compliance Technical Order  
**TI**—Technical Information  
**T.O.**—Technical Orders  
**TODO**—Technical Order Distribution Office  
**TOMA**—Technical Order Management Activity  
**USAF**—United States Air Force  
**U.S.**—United States  
**USC**—United States Code

### *Terms*

**Export Controlled Technical Data**—Data that cannot be lawfully exported without the approval, authorization, or license under U.S. export control laws. The controlling regulations and documents are the EAR, the ITAR, and the U.S. munitions list IAW AFI 61204, Attachment 1.

**Nuclear Controlled Unclassified Information**—Information related to: authorize, assemble, operate, prearm, arm, target, launch or release a nuclear weapon. This also includes technical information that can be used, or adapted for use, in system design, production, manufacture, repair, overhaul, processing, engineering, development, or security.

**Nuclear Related Technical Data**—Technical data commonly refers to information (other than software) which is required for the design, development, production, manufacture, assembly, operation, repair, testing, maintenance or modification of defense articles IAW USC Title 22, Article 120.10. Nuclear related technical data includes these elements, and includes information related to authorization, assembly, prearming, arming, targeting, launching or releasing of a nuclear weapon. This type of information was previously referred to as Nuclear Controlled Unclassified Information.

**Technical Information**—Includes end items such as T.O.s (Operational Manuals, Field Maintenance, Depot Maintenance), Process Orders and Work Control Documents, Commercial off-the-shelf (COTS) Manuals, Civil Engineering Manuals, Time Compliance TOs (TCTOs) for Field and Depot Maintenance, Source Data, such as Specifications, Engineering Drawings, Reports, and Bill of Material (BOM) This definition also includes Change Items such as temporary modifications to technical data, to include AFTO 252, *Technical Order Publication Change Request*, AFMC 202, *Nonconforming Technical Assistance Request and Reply*, change requests (Engineering Orders and AFTO 22, *Technical Manual Change Recommendation and Reply*), technical assistance, (Engineering Technical Assistance Request (ETAR) and Maintenance Assistance Request (MAR)) and other data (such as test data and contractor technical data).

**Unclassified Controlled Nuclear Information**—Unclassified information on the physical protection of DoD Special Nuclear Material (SNM), SNM equipment, and SNM facilities, including unclassified information on the physical protection of nuclear weapons containing SNM that are in DoD custody IAW DoD Instruction 5210.83, *DoD Unclassified Controlled Nuclear Information*.

## Attachment 2

### CONTROLLED UNCLASSIFIED INFORMATION

**A2.9. (Added) Export-Controlled Technical Data.** Data that cannot be lawfully exported without the approval, authorization, or license under United States (U.S.) export control laws. The controlling regulations and documents are the Export Administration Regulations (EAR), the International Traffic in Arms Regulation (ITAR), and the U.S. munitions list IAW AFI 61-204, *Disseminating Scientific and Technical Information*, Attachment 1. Categories IV “Launch Vehicles, Guided Missiles, Ballistic Missiles, Rockets, Torpedoes, Bombs and Mines” and category XVI “Nuclear Weapons, Design and Testing Related Items” of the U.S. munitions list designates Department of Defense (DoD) nuclear items and associated nuclear related technical data as export-controlled technical data IAW United States Code (USC) Title 22, Article 121.1, *The United States Munitions List*. This type of information was previously referred to as NCUI.

**A2.10. (Added) Nuclear Related Technical Data.** Technical data commonly refers to information (other than software) which is required for the design, development, production, manufacture, assembly, operation, repair, testing, maintenance or modification of defense articles IAW USC Title 22, Article 120.10, *Technical Data*. Nuclear related technical data includes these elements, and includes information related to authorization, assembly, prearming, arming, targeting, launching or releasing of a nuclear weapon. This type of information was previously referred to as NCUI. The NCUI term is being eliminated to avoid confusion with Unclassified Controlled Nuclear Information (UCNI). Nuclear related technical data is distinctly different from UCNI which is primarily focused on physical security. Identification of this type of nuclear related technical data is a key component of addressing the management of this data commensurate to its sensitivity.

#### A2.10.1. (Added) Access to Nuclear Related Technical Data.

A2.10.1.1. (Added) Units requesting access to nuclear publications should follow procedures outlined in T.O. 00-5-1 and control secondary distribution IAW T.O. 00-5-3, *AF Technical Order Life Cycle Management*. Requests for all other nuclear related technical data should be submitted to [afnwc.enworkflow@kirtland.af.mil](mailto:afnwc.enworkflow@kirtland.af.mil).

A2.10.1.2. (Added) After the technical data request has been approved by the AFNWC, the request will be forwarded to the weapon system specific program office for further consideration.

A2.10.1.3. (Added) Nuclear T.O. accounts and T.O. requests will be processed per T.O. 00-5-1. The Technical Order Management Activity (TOMA) will be the approving authority for the respective SPM for their assigned T.O.s. The Chief Engineer (or designated representative) for the respective SPM will be the approving authority for all other nuclear related technical data access requests.

A2.10.1.4. (Added) Access to nuclear related technical data will be approved on an individual basis at designated distribution points. Distribution points are offices that have a mission requirement for technical information for more than one sub-system (e.g., Base T.O. Distribution Office (TODOs), depot planners, lead engineers).

A2.10.2. (Added) **Controlling Nuclear Related Technical Data.** Compartmentalization of nuclear related technical data will allow for flexibility (based on mission needs) on how technical information can be controlled. Segregation and access are two distinctly different aspects of

compartmentalization. Segregation is the partition of information (physical or electronic) whereas access is the approval to utilize the information. Nuclear related technical data will be separated progressively in three levels:

A2.10.2.1. **(Added)** From other United States Air Force (USAF) information.

A2.10.2.2. **(Added)** Between weapon systems.

A2.10.2.3. **(Added)** Within elements of a weapon system.

A2.10.3. **(Added)** At a minimum, the sub-systems are identified in table A2.1.

**Table A2.1. Sub-Systems**

System	Sub-System
ICBM	Re-Entry System/Re-Entry Vehicle
	Guidance
	Propulsion
	Ground
Gravity	B61
	B83
Cruise Missile	Warhead
	Delivery System
Aircraft Nuclear Certified Systems	T.O. 0-1-11N-1-CD-1, <i>AF Supplement Manual Numerical Index T.O. Joint Nuclear Weapons Publication</i>

**A2.11. (Added) In assessing the feasibility of fielding AF nuclear related T. O.s in digital media:** the AFNWC has determined that adequate Information Assurance (IA) requirements, as applied to existing digital T.O. Distribution repositories, are not, as yet, adequately mature for nuclear related technical information. Pending completion of IA requirements and system verification, nuclear related T.O. will continue to be available only as paper or Compact Disk (CD). No digital distribution, digital copies or images of nuclear related T.O.s are authorized. Distribution of temporary modification of technical information must be accomplished via Public Key Infrastructure (PKI) encrypted E-mail IAW T.O. 00-5-1. Further distribution will be performed IAW AFI 61-204.

**A2.12. (Added) New or existing electronic information systems of record:** not currently in use (e.g., Product Lifecycle Management System (PLMS), Expeditionary Combat Support System (ECSS), Automated Technical Order System (ATOS)) shall not be populated with Nuclear Related Technical Data without the written consent of the AFNWC/EN Director.

**A2.13. (Added) Nuclear Related Technical Data:** will be marked commensurate to the information contained in the document (i.e., UCNI, For Official Use Only (FOUO), Export-Controlled).