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Supersedes AMCI 31-104, 25 February 2002 Pages: 45
Distribution: F

This instruction provides guidance for the protection of Headquarters Air Mobility Command (HQ AMC) aircraft transiting or operating out of high-risk locations through the use of PHOENIX RAVEN security teams. This instruction also applies to the Air National Guard and Air Force Reserve members. Failure to observe prohibitions and mandatory provisions of this directive is a violation of Article 92 Uniform Code of Military Justice. Violations by civilian employees may result in administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. The use of the name or trademark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. See **Attachment 1** for a glossary of references and supporting information.

SUMMARY OF REVISIONS

This Interim change (IC) 02-02 changes paragraphs **2.7.1.1.**, **3.1.**, **3.1.1.**, **3.1.1.1.**, **3.1.1.2.**, and **3.1.2.** Adds **Figure 2.1.** Phoenix Rave Aircrew Patch Exhibit. A bar (|) indicates a revision since the last edition.

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Chapter 1

THE PHOENIX RAVEN PROGRAM

1.1. General. The PHOENIX RAVEN (PR) Program is designed to ensure adequate protection for AMC aircraft transiting airfields where security is unknown or deemed inadequate to counter local threats.

1.2. Concept of Operations. Teams of two to four specially trained and equipped Security Forces personnel will deploy as Mission Essential Ground Personnel (MEGP) on AMC missions designated by the AMC Threat Working Group (AMC TWG) as RAVEN required locations (RRL). The PR teams will deter, detect, and counter threats to AMC personnel and aircraft by performing close-in aircraft security; advising aircrews on force protection measures; accomplishing airfield assessments to document existing security measures and vulnerabilities and assist aircrew members in the performance of their duties, when not performing PR duties. The PR teams should be considered for all types of AMC airlift missions (Protection Levels 1, 2, 3, and 4) including contingencies, exercises, or deployments.

1.2.1. Airlift and tanker aircraft transiting airfields at en route locations are designated as Protection Level 3 resources by Air Force Instruction (AFI) 31-101, *The Air Force Installation Security Program*. AMC aircraft should maintain this priority or higher. Resources designated Protection Level 3 are provided a level of security resulting in a reasonable degree of deterrence to espionage or hostile acts directed against them. Failing deterrence, the level of security must provide the ability to detect a hostile force and limit the damage done to the resource.

1.3. Mission Tasking Process.

1.3.1. The AMC TWG recommends PR teams accompany Protection Level 1, 2, 3, and 4 AMC aircraft. The AMC TWG determines the minimum PR team size required to perform the mission based upon threats, mission duration, and ground times.

1.3.1.1. KC-10 and C-5 airlift missions will have a three person PR team assigned. A four person PR team will be assigned to all 1800 Series, SECDEF (if requested) support missions, Noncombatant Evacuation Operations (NEO), and humanitarian relief operations unless directed otherwise by HQ AMC/SFOX.

1.3.2. TACC planners will identify and task PHOENIX RAVEN requirements for AMC missions IAW paragraph **3.1.** of this instruction.

1.3.3. Wing/Operations Group mission planners inform the wing TWGs, aircraft commanders (AC), and the security forces squadron (SFS) commander of the PR tasking.

1.3.4. The SFS commander directs formation of a PR team to complete the mission through the unit's Raven program manager (RPM).

1.3.5. The PR team leader for the mission contacts the AC and begins planning for the protection of the aircraft and crew during the mission. The AC places PR members on aircrew orders as MEGP.

1.4. Force Protection Processes.

1.4.1. Prior to departing for a mission, PR team members research the threats posed to AMC operations and existing force protection measures at each mission location. Refer to **Attachment 2**, PHOENIX RAVEN Pre-deployment Checklist, to aid in identifying sources of information.

1.4.2. Prior to departure, the PR team leader, in conjunction with Intelligence and Air Force Office of Special Investigations (AFOSI) representatives, conducts a PHOENIX RAVEN aircrew pre-deployment briefing in accordance with [Attachment 4](#). The briefing highlights potential threats, force protection measures in place at all scheduled stops, measures to reduce susceptibility to terrorist and criminal attack, and billeting security. The PR team provides copies of JS Guide 5260, *Service Member's Personal Protection Guide: A Self-Help Handbook to Combating Terrorism*, to all aircrew members, as needed.

1.4.3. At every location, the PR team provides close-in security for the aircraft. They continue to do so until the PR team leader assesses security provided by the airfield security forces is adequate to protect the aircraft and crew from local threats (except at Raven required locations, PR team will maintain a presence at these airfields unless the AC gains TACC approval for removal of the PR team). The PR team leader may depart the immediate vicinity of the aircraft to accomplish an assessment and security coordination. All aircrew members must remain in the immediate vicinity of the aircraft, unless official duties require otherwise, until security procedures are established for the mission by the PR team leader and approved by the AC. Aircrew members must assist the PR team in observing approaches to the aircraft during any separations between the PR team leader and the other PR members.

1.4.4. After making an initial assessment of security, the PR team leader, in consultation with the AC, coordinates the use of available resources, to include airfield security forces, to enact security measures to combat the specific threats posed to the aircraft and crew. As a minimum, the level of protection for the aircraft must be equivalent to or better than requirements in AFI 31-101 for Protection Level 3 resources.

1.4.5. At locations where security is deemed adequate (other than Raven required locations), the AC may direct the PR team to assist the aircrew with their duties. The AC may also permit the PR team members to depart the immediate vicinity of the aircraft to perform a more in-depth airfield security survey or coordinate billeting security matters with host nation and embassy personnel.

1.4.5.1. After completing security coordination and prior to entering crew rest, the PR team leader arranges to store all weapons and ammunition in a secure Department of Defense (DoD), US embassy, US Security Assistance (SA) Organization, or NATO armory. If these facilities are not available, PR teams store weapons and ammunition aboard the aircraft in a locked container. Suggest securing weapons in a locked container that is properly secured to the aircraft.

1.4.6. At locations where security is not adequate and at Raven required locations, two-person PR teams establish close-in security and remain with the aircraft at all times, unless otherwise directed by the AC. If the PR team is removed, the AC must inform TACC of the decision to remove the PR team, and the justification for doing so through a mission reporting input at the earliest possible opportunity. The PR team leader will immediately inform AMC/SFOX of the AC's decision to remove them from the aircraft at DSN: 576-2950 or through the TACC at DSN: 576-1705 / Commercial: (618)256-1705 or 1-800-AIR-MOBL.

1.4.6.1. Based upon the local threat, PR team size and ground time, the PR team leader establishes a duty rotation. If prudent, one PR member may provide close-in security while other team members sleep on board or in the immediate vicinity of the posted sentry. If three or more PR team members are available and local threats do not dictate using a team larger than two to implement close-in security, the team leader may establish a rotation to allow members to depart the airfield

and billet with the aircrew IAW AMCI 11-208. PR team members on two-person teams may separate for short periods of time to facilitate hygiene breaks provided they maintain constant radio contact.

1.4.6.2. PR teams take actions to protect assigned aircraft and aircrew personnel to the greatest extent of their abilities.

1.4.6.3. PR team members will not be required to perform duties that detract from their primary mission of protecting the aircraft.

1.4.6.4. The PR team leader or AC may direct PR team members to depart the aircraft and abandon close-in security when extreme weather conditions threaten their well being. If this occurs, the AC must immediately contact the TACC to explain changes to the security status. Close-in security must return to the aircraft as soon as it is safe to do so.

1.5. Legal Considerations and Use of Force.

1.5.1. US military aircraft are sovereign instrumentalities. When cleared to overfly or land in foreign territory, it is US policy to assert that military aircraft are exempt from duties and taxation and immune from search, seizure, inspection (including customs and safety inspections) and other exercise of jurisdiction by the host nation. Aircraft commanders and PR team members may not authorize the search, seizure, inspection or other exercise of jurisdiction by foreign authorities unless directed by the appropriate service headquarters of the local US Embassy.

1.5.1.1. If foreign government or military officials attempt to force their way aboard US aircraft, PR teams should not physically restrain them unless they attempt to harm DoD personnel or property. The PR team will contact the AC and local US embassy personnel immediately.

1.5.1.2. If foreign nationals who are not military or governmental officials attempt to enter a US aircraft without permission, PR team members may use appropriate physical force to resist. If this situation arises, PR team members contact the AC and local US embassy personnel immediately.

1.5.2. In general, whether inside or outside the aircraft, PR team members may use force according to AFI 31-207, *Arming and Use of Force by Air Force Personnel*, and CJCSI 3121.01, *Standing Rules of Engagement for U.S. Forces* to protect US resources and personnel.

1.5.3. Inside the aircraft, an area of US sovereignty, PR team members may apprehend and prevent the escape of a person who has committed an offense. Outside the aircraft, PR team members may not seek to apprehend or prevent the escape of a foreign national. This is considered a local law enforcement function and the responsibility of the host nation. PR team members should seek the assistance of host nation personnel in order to apprehend or prevent the escape of a foreign national who has injured or threatened to injure US personnel or equipment on the aircraft.

1.5.4. PR team members must adhere to limitations relating to the wear of the uniform and arming restrictions outlined in the DoD 4500.54G, *Department of Defense Foreign Clearance Guide (FCG)*, Status of Forces Agreements (SOFA), and Memorandums of Understanding. PR team members will be armed with a handgun throughout the entire mission and should wear it outside the flight suit to allow for quick access (at host nation OCONUS airfields or RRL, follow arming procedures listed in [1.5.4.1.](#)). They will adhere to all restrictions concerning the wear of their handgun while transiting airfields in the Continental United States (CONUS) and at all overseas locations (OCONUS) to include the use of expanding hollow point bullets (EHPB). This allows the PR team to provide adequate

close-in security for the aircraft and aircrew at all airfields transited rather than just the Raven Required Location.

1.5.4.1. At RRL and Non-NATO OCONUS airfields, PR team members will keep the weapons inside the aircraft and out of sight of foreign nationals even if the FCG allows them to be carried outside the aircraft. They should be placed near the hatches where they can be readily available should their use be warranted (proximate threat presents itself). If weapons are removed from the aircraft to neutralize a threat, they should be returned to the aircraft as soon as possible. If a staged operation is being conducted and the weapons will be carried outside the aircraft, HQ AMC/SFOX will be the focal point to coordinate weapon permits with the embassy of the host nation.

1.5.4.1.1. Given that the threat to Air Force assets can change quickly, there may be situations (local rioting, bombings, etc.) that warrant the removal of the weapons from the aircraft at a deployed airfield. In situations other than an immediate hostile threat to Air Force assets, the PR team leader will contact the embassy representative (Defense Attache Officer [DAO], Regional Security Officer [RSO], etc.) for authorization to remove weapons from the aircraft. The PR team leader will also contact the on-call Security Forces Threat Working Group representative, as soon as possible, to provide a detailed briefing of the current conditions by calling the Tanker Airlift Control Center (TACC) at DSN: 576-1705, commercial: (618) 256-1705, or toll-free: 1-800-AIR-MOBL.

1.5.5. If a foreign national approaches a PR team member to request political asylum or temporary refuge from a PR team member during sentry duty they will not allow them entry to the interior of the aircraft. Refer all requests of this nature to the AC for resolution according to AFI 51-704, *Handling Requests for Political Asylum and Temporary Refuge*.

1.6. Medical Force Protection Considerations.

1.6.1. PR teams are escorting aircraft into geographic areas with patterns of infectious disease and systems for public health, sanitation, and medical care which may be quite different from those they are used to in CONUS and Europe. PR team leaders must be aware of the specific medical force protection considerations both at the mission destination and enroute. Failure to exert all practicable efforts to prevent disease may result in mission-ineffective team members. Lack of knowledge of where safe and acceptable medical care can be obtained at all points along the mission and at planned alternative diversion locations could result in delayed care to injured or seriously ill team members. PR team leaders must also know how to contact aeromedical evacuation assets for medical extraction of team members requiring such evacuation. Unless medical personnel are attached to the PR team, the level of care generally available to team members will be Self-Aid and Buddy Care (SABC). PR team leaders are responsible for assuring that all team members have current training in SABC.

1.6.2. All USAF MTF's have embedded Public Health and Readiness functions. Together, the personnel at those functions can obtain current information from Armed Forces Medical Intelligence Center (AFMIC), Embassy, and Centers for Disease Control and Prevention (CDC) regarding endemic diseases, prevention strategies, and sources of medical care enroute which meet basic U.S. safety standards.

1.6.3. All PR team members are individually responsible for obtaining needed disease-prevention medications (such as malaria prophylaxis) and for complying with the schedule for taking medications issued. Additionally, all team members are responsible for returning to Public Health

post-deployment for follow-up. PR team leaders must have a deliberate strategy to remind all team members to take their medications as prescribed while enroute and, if needed, following return from the deployed location.

1.6.4. If a PR team member experiences a sudden, severe illness at the deployed location or enroute, which exceeds the capability of treatment by SABC or that provided by medical personnel accompanying the team, the AC will be asked to query the Global Patient Movement Requirements Center (GPMRC) via the Tanker Airlift Control Center (TACC). A Physician is available on the GPMRC staff on a 24-hour basis for consultation and to help in assuring that the most appropriate medical assistance is provided to team members, worldwide.

Chapter 2

ORGANIZATION, TRAINING, AND EQUIPMENT

2.1. Organization. A corps of trained security force members will be maintained at selected AMC bases to support the PR program. Units will maintain the specified number of members indicated below:

Unit	Number	
6th Security Forces Squadron, MacDill Air Force Base, FL	6	(Unfunded)
22nd Security Forces Squadron, McConnell Air Force Base, KS	6	
43rd Security Forces Squadron, Pope Air Force Base, NC	8	
60th Security Forces Squadron, Travis Air Force Base, CA	12	
62nd Security Forces Squadron, McChord Air Force Base, WA	20	
89th Security Forces Squadron, Andrews Air Force Base, MD	6	
92nd Security Forces Squadron, Fairchild Air Force Base, WA	10	(4 Unfunded)
305th Security Forces Squadron, McGuire Air Force Base, NJ	7	
319th Security Forces Squadron, Grand Forks Air Force Base, ND	5	
436th Security Forces Squadron, Dover Air Force Base, DE	20	
437th Security Forces Squadron, Charleston Air Force Base, SC	26	
375th Security Forces Squadron, Scott Air Force Base, IL	6	
421st Ground Combat Readiness Squadron, Fort Dix, NJ	6	
HQ AMC/SF Staff, Scott Air Force Base, IL	1	
TOTAL:		139

2.1.1. ANG Phoenix Raven positions will be distributed as follows, when funding is available:

AMC gained C-130 units	4 per unit
AMC gained KC-135 units	2 per unit
AMC gained C-5 and C-141 units	6 per unit
ACC gained units	2 per unit

2.1.2. The SFS commander designates, in writing, a Raven Program Manager (RPM) and deputy RPM to serve as managers of the PR program. For units with funded PR positions, the RPM and deputy RPM will be PR certified Noncommissioned officers (NCO).

2.2. PHOENIX RAVEN Certification Course. SFS commanders designate unit members to attend this course who meet the following requirements:

2.2.1. Team Leaders must be in the minimum grade of Staff Sergeant.

- 2.2.2. Team Members will be in minimum grade of Airman First Class and have 18 months time in service.
- 2.2.3. Possess a medical profile that doesn't preclude worldwide deployment.
- 2.2.4. Have received no Article 15 action during the current term of enlistment.
- 2.2.5. Have not been placed on the control roster or subject of an unfavorable information file.
- 2.2.6. Received a minimum rating of 4 on last three Enlisted Performance Reports with no performance evaluation factor below a 3 in Section III of AF Form 910, **Enlisted Performance Report (AB thru TSgt)**. EPRs are not applicable to the ANG.
- 2.2.7. Not be on the AF Weight Management Program (WMP) or remedial fitness program.
- 2.2.8. Possess at least two years retainability after completion of training.
- 2.2.9. Possess an official passport.
- 2.2.10. Successfully complete an Operational Support flight physical.
- 2.2.11. Possess a Secret clearance or higher.
- 2.2.12. SFS commanders must certify through an official memorandum that any member nominated for the PHOENIX RAVEN Certification Course has completed and meets the requirements of the PHOENIX RAVEN Fitness Test (PRFT), as outlined in **Attachment 3**. Two PRFTs will be conducted prior to the class start date. The first test must be no sooner than 45 days prior to class start date and the commanders will send the results of the test to HQ AMC/SFXT NLT 30 days prior to class start date. The second PRFT will be administered 7 duty days prior to the class start date and personally observed by the SFS commander with the results of this test also being forwarded to HQ AMC/SFXT on that same day with the SFS commander's signature on the memorandum. If a candidate is disenrolled from the course because of unacceptable physical conditioning, the unit will be required to reimburse all TDY expenditures to HQ AMC/SFXR. ANG personnel will be required to have a letter of Physical Fitness certification on file from the unit commander. Funding, which is provided by ANG/DOF, for attendance at the PR Certification Course will be reimbursed by the ANG unit for each member who fails to complete the course due to other than medical reasons. ANG/SF Commanders will certify PRFT two UTA's prior to course start date.
- 2.2.13. Members must graduate from the PHOENIX RAVEN Certification Course conducted by the 421st Ground Combat Readiness Squadron at the Air Mobility Warfare Center (AMWC) to be considered certified to perform PR duties. Training at the AMWC is documented on the AF Form 797, **Job Qualification Standard Continuation/Command JQS**. PR members will maintain their certification by completing all of the annual training requirements listed in AMCI 31-104 and an annual standardized evaluation.
- 2.2.14. **Raven Credentials.** Upon graduation, the HQ AMC Director of Security Forces issues AMC Form 1031, SF (RAVEN) Credential to Security Forces members performing PHOENIX RAVEN duties. Once the form is issued, PR members will handcarry AMC Form 1031 at all times when in the performance of RAVEN duties. The AMC form 1031, SF (RAVEN) Credential, will be issued until replaced by a digital imaging system card. Issue of the SF (RAVEN) Credential is recorded using a localized tracking document.

2.2.14.1. If the form is lost or stolen, the bearer must immediately notify HQ AMC/SF through official channels and provide a written memorandum detailing the circumstance concerning the loss within 24 hours. In the event circumstances such as flight delays or transit operations delay official reporting requirements, the member will notify their assigned unit at the earliest opportunity.

2.2.14.2. Destroy withdrawn credentials upon PCA or PCS unless RAVEN duties will be performed at the gaining unit. Document destruction on AF Form 310, *Document Receipt and Destruction Certificate*, and maintain accountability records. Note: The Chief of Security Forces may present a RAVEN his or her credential as a retirement memento; however, the credential must be marked as "INVALID" in red letters and HQ AMC/SF must be notified.

2.3. Annual Training Program. All certified PR members must complete annual training requirements identified on AF Form 797. The standards are developed by the HQ AMC Directorate of Security Forces. The RPM designs the unit training program based upon local duty schedules. The RPM may appoint any certified PR member to act as trainer for another PR equal to or junior in grade. The unit training section can accomplish any core SF tasks training contained on the PR AF FM 797.

2.4. Annual Evaluation Program. PR personnel must successfully complete an annual evaluation conducted by their RPM or deputy RPM to maintain certification. Members are considered certified for one year upon graduation from the PHOENIX RAVEN Certification Course. In order to complete successful recertification the RPM ensures the member completes the following evaluation:

2.4.1. Successfully completes the PR fitness test.

2.4.2. Successfully completes a written test provided by HQ AMC/SFXT with a minimum passing score of 80 %.

2.4.3. Successfully completes an oral exam conducted by the RPM or deputy RPM (oral questions provided by HQ AMC/SFXT).

2.4.4. Successfully completes at least two practical scenario evaluations. During this portion of the evaluation the evaluated member acts as a close-in sentry for a deployed aircraft. The RPM devises a minimum of three scenarios, in which persons posing as foreign nationals or aircrew members approach the sentry, and test the member's ability to apply the force continuum. One scenario must require the use of simulated deadly force. One scenario must require the member to demonstrate his or her ability to defend themselves and their aircraft against a perpetrator in a physical confrontation that requires less than deadly force, and one scenario must require the sentry to resolve the situation without using physical force.

2.4.5. Successfully completing a check ride. During this portion of the evaluation the RPM or deputy RPM accompanies the member on an actual PR mission. The member acts as the PR team leader and the RPM or deputy RPM evaluates the member's ability to successfully apply their PR checklists, as outlined in [Attachment 2](#), throughout the entire mission. The check ride may take place any time within six months prior to the member's required recertification date. In the event the RPM cannot schedule a check ride because a mission is not available in the required time period, the RPM must ensure the member successfully completes all other portions of the evaluation. The RPM certifies the member via the AF Form 797 and must include a letter in the member's training record indicating a mission was not available for a check ride. Conduct check rides when missions become available.

2.4.6. Decertify PR team members who fail to meet minimum standards of knowledge and performance in any area of the evaluation. The RPM may administer a reevaluation of any deficient area and may certify the evaluated member upon successfully completing the reevaluation.

2.4.7. The RPM documents the results of all phases of the annual evaluation for each RAVEN certified unit member. The RPM briefs the unit commander on the results of the evaluation. The RPM maintains a copy of the annual evaluation documentation in each certified RAVEN member's training record and one copy in the unit RAVEN program continuity book. The RPM, or appointed trainer, completes the member's AF Form 797 to denote proficiency for all skills upon successfully completing the annual training program and annual evaluation.

2.4.8. RPM annual evaluation will be accomplished separate from the other PR members. The SFS commander must certify the RPM by accomplishing a letter outlining the overall competency level of the RPM and the results of his/her written and oral tests; as well as, the PRFT test results. The overall continuity of the unit's program will also be part of the RPM's evaluation. RPM must also complete at least one PR mission annually.

2.5. Decertification. SFS commanders should decertify members from performing PR duties when a member demonstrates, through substandard duty performance or through involvement in incidents requiring disciplinary action, that they do not possess the maturity or competence to function in the program. The ultimate decision to send a member on a PR mission rests with the commander in consultation with the RPM.

2.5.1. PR certified members from HQ AMC/SF and the 421 GCRS routinely accompany PR missions to evaluate program effectiveness. Evaluating PR members is not the primary purpose of these missions; however, staff members may decertify any PR member from performing duties if they fail to demonstrate adherence to the training standards of the program throughout the observed mission. If this occurs, the staff member provides a letter to the individual's unit commander explaining the reasons for de-certification. The RPM may recertify the member to perform duties after successfully completing another evaluation in accordance with this instruction.

2.5.2. SFS commanders will notify HQ AMC/SFOX whenever a PR member is decertified. Actions surrounding the decertification and recertification will be outlined in the notification to HQ AMC/SFOX. If a PR member is decertified pending criminal/non-judicial punishment, notify HQ AMC/SFOX once the administrative/legal process is complete. Depending upon the severity of the incident, the PR member may be removed from the Raven program and permanently decertified by HQ AMC/SF. ANG SFS commanders will notify ANG/DOF whenever a PR member is decertified. Depending upon the reasons for the decertification, ANG/DOF will notify HQ AMC/SFOX to request that the member be removed permanently from the PR program.

2.5.3. The Director of Security Forces, HQ AMC, is the waiver authority for any of the above listed annual training requirements and standardized evaluation procedures. Decisions will be based on operational mission requirements.

2.6. The PHOENIX RAVEN Apprentice Program. SFS commanders identify potential candidates for PR certification as PR Apprentices (PRAs). PRAs may accompany PR missions at the discretion of SFS commanders and RPMs. PRAs must meet all personnel screening factors identified in paragraph 2.2. and must meet requirements identified in paragraphs 2.4.1. and 2.4.4. through 2.4.7. PRAs may perform any PR duties as long as they are supervised by a certified PR member. PRAs must comply as a PR member

with this instruction while performing PR duties. When missions are identified as requiring three or four PR members, PRAs may satisfy the requirement as the third and fourth members of the PR team, as long as there are two certified PR members including the PR team leader assigned to the mission. Any exceptions to these procedures must be approved by HQ AMC/SFOX.

2.7. Equipment.

2.7.1. PR team members maintain the following equipment ready for immediate deployment:

- Tactical Vest (Eagle Industries)
- Level IIIA body armor
- Belt, Individual Equipment
- 9mm Holster (green)
- Kevlar helmet
- Flak Vest
- Ranger Body Armor with Plates (mission specific, MAJCOM directed use)
- Gas Mask (protective mask)
- Chemical Protective Gear (mission directed)
- Flashlight
- Canteen (to use with Gas Mask)
- Camelback hydration system
- Pistol shoulder holster (Eagle Model #TSAF W/MP, Olive Drab)
- Air mattress
- Sleeping bag
- Wet weather gear and, when necessary, cold weather gear (Gortex)
- Cold Weather Undergarments
- Insulated Boots
- Collapsible ASP Baton and ASP Certification Card
- Individual First Aid Kit
- Two MREs
- Eight quarts of drinking water
- Shot records, dog tags, and official passport
- AF FM 523
- Government Credit Card (generic card with no US Government markings)

2.7.1.1. Security forces personnel wear the flight suit while performing phoenix raven duties according to AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*. The battle dress uniform or other uniform of the day will be worn when not performing official raven duties. Each PR member is authorized three flight suits, one flight jacket for each season (winter and

summer), and two pairs of flight gloves. They are authorized to procure other aircrew type items (helmet bag, b-4 bags, headsets, etc.) That will assist them in performing their duties as Mission Essential Ground Personnel (MEGP). PR members may wear the SF beret at CONUS airfields, DoD installations, and NATO bases while performing pr duties, but they must wear the flight cap when transiting all other OCONUS airfields. The approved raven aircrew name patch for wear on the flight suit/jacket is the raven PR cloth patch with the embroidered SF shield with rank/name and raven number.

Figure 2.1. PHOENIX RAVEN AIRCREW PATCH EXHIBIT



2.7.2. PR team leaders ensure team members assemble the following equipment in a lockable container for each mission:

Gear Boxes (Pelican Box, Model 1650)

Gun Cases (Pelican Box, Model 1700)

One copy of PR Special Security Instructions and unit annexes

One copy of JS Guide 5260

One M-16A2 rifle, GUU-5P, or GAU-5 for each PR member with 120 rounds of ammunition. (Note: rifle must be sighted for member's use or capable of dial in sighting)

One Remington model 870 shotgun or Mossberg model 500 (modified version with collapsible stock preferred) for each team with 10 rounds of 00 buckshot ammunition per weapon.

One M-9 Handgun for each member, with 45 rounds of ammunition per weapon (ball ammunition or EHPB--reminder, EHPB cannot be used where they violate international law).

One hand-held radio equipped with headset microphone per member (if frequencies are approved)

One spare battery for each radio

- One hand-held spotlight
- One Digital Camera
- One Copy CJCSI 3121.01 (UNCLASSIFIED Enclosure A)
- Two PVS-7B Night Vision Goggles (minimum)
- One Inmarsat Phone System (AMC Units)
- Compass or Data Scope/Range Finder
- Laser Filtered Binoculars
- Metal Detector, Hand Held
- Lap Top Computer (if available)
- Weapon maintenance supplies
- Administrative supplies

Chapter 3

HEADQUARTERS AIR MOBILITY COMMAND RESPONSIBILITIES

3.1. Tanker Airlift Control Center (TACC). The appropriate TACC office planning the AMC mission is responsible for ensuring that PR requirements are identified to tasked wings during mission planning. (OPR: XOG, XOO, XOP, AND XOC).

3.1.1. AMC missions requiring ravens are determined by the TWG non-raven required list or are identified individually by TWG mission risk analysis. The TWG non-raven required list is published on the AMC/IN website (force protection airfield products/amc raven policy). SIPR NET [HTTP://WWW.AMCIN.SCOTT.AF.SMIL.MIL/HOMEIE.ASP](http://www.amcin.scott.af.mil/homeie.asp), or can be obtained by contacting the TWG or AMC/SFOG. XOC/XOO/XOG/XOP planners will task PR requirements as follows.

3.1.1.1. Utilizing the non-raven required list, mission (XOO/XOP) planners will enter a “leg” remark on the Form 59 in GDSS stating “phoenix raven required for XXXX” (ICAO LOCATION). this “leg” remark should be entered on the last departure leg prior to the PR required location. Mission (XOG) planners will enter a “mission” remark on the Form 59 in GDSS stating “phoenix raven team required/ravens supplied by local SFS or contact AMC/SF AT 779-0638/0005”. This remark in GDSS serves as the wing’s formal tasking of a PR requirement.

3.1.1.2. Short notice missions: for missions added less than 72 hrs prior to launch, the XOC/XOG/XOO/XOP planner entering the mission into ADANS/CAMPS/GDSS will enter a “mission” remark on the Form 59 in GDSS stating “phoenix raven team required/ravens supplied by local SFS or contact AMC/SF AT 779-0638/0005.

3.1.1.3. Planners will include PR on diplomatic clearance requests submitted to TACC/XOCZ Flight Planning Division.

3.1.2. Utilizing the non-raven required list, XOC East and West cells will conduct a daily check of the “station workload” for ICAO’S identified as raven required locations and enter a “leg remark” on the form 59 IAW PARAGRAPH 3.1.1.1. above. If the departure into a PR location will happen within the next 72 HRS, and the leg remark was not previously entered, it’s possible that the PR requirement is new and a PR team has not been assigned. East/West cell will forward this mission number and mission leg affected to AMC/SFOG contingency cell at the following; E-MAIL: <mailto:AMCSFOGOPS@SCOTT.AF.MIL> or AMC/SF at 779-0638/FAX 779-0286. AMC/SFOG will ensure a PR team is assigned to the mission.

3.1.3. XOCZ Diplomatic Clearance Division planners will include notification that PR members will be on the aircraft when sending the official message requesting diplomatic clearance to the embassy of the country involved. This notification is not a personnel clearance request, but instead serves as an initial notice to the embassy to expect coordination requests from the aircraft commander or PR team members.

3.1.4. With a TWG recommendation, TACC/CC is the waiver authority for removing a PR team from a mission transiting a Raven Required Location.

3.2. HQ AMC Threat Working Group (TWG). The OPR is HQ AMC/IN.

3.2.1. The AMC TWG recommends where and when PR teams are required on AMC missions.

3.2.2. The AMC TWG provides threat assessments and physical security updates to PR teams prior to mission departure through INTELINK-S database.

3.2.3. The AMC TWG performs risk assessments based on all source intelligence and other information derived in part from operations requiring PR team support. These risk assessments are entered into the INTELINK-S database and disseminated to all AMC units and operations worldwide.

3.3. Directorate of Security Forces (SF). The OPR is HQ AMC/SFOX.

3.3.1. Ensures mission planners responsible for each mission requiring a PHOENIX RAVEN team include tasking comments on the GDSS Form 59.

3.3.2. Ensures security forces squadrons tasked to provide PR team support are aware of tasking requirements. If the PR mission is canceled or re-routed to a Non-RRL, PR members are returned to homestation or assigned to another PR required mission.

3.3.3. Serves as the primary interface between PR teams and all HQ AMC agencies.

3.3.4. Ensures appropriate guidance is provided to unit commanders and RPMs to ensure effective unit PR programs.

3.3.5. Provides all specialized equipment, as identified in paragraph 2.7., to support unit PR programs.

3.3.5.1. Provides funds reimbursement to SF units that incurred unfunded costs to move PR teams from homestation to support PR missions at a distant location or another installation per funding guidance issued by HQ AMC/FMB. This reimbursement can be requested from HQ AMC/SFXR after PR members receive their settled travel vouchers.

3.3.6. Is the approving authority for all PR evaluation and training products used to certify and train PR members in the PHOENIX RAVEN Certification Course. HQ AMC/SFXT approves the annual training plan and evaluation process requirements that are used to maintain the PR member's certification.

3.3.7. Sends risk and security assessment products to unit RPM for locations that the TWG has not published a risk assessment on INTELINK-S.

3.3.8. Maintains a corps of PR certified staff personnel to oversee the PR program. These staff members routinely accompany RAVEN missions to assess program effectiveness.

3.3.9. Coordinates with other major commands and Air Reserve Component SFS's to ensure PR certified personnel are available at en route locations to support AMC missions unexpectedly diverted to PR required locations.

3.3.10. Ensures members nominated for the PHOENIX RAVEN Certification Course are scheduled for courses at the AMWC so sufficient numbers of certified PR members are available at units as outlined in paragraph 2.1.

3.3.11. Oversees all PR stage operations supporting AMC airlift operations.

3.3.11.1. Tasks AMC SFS units to provide a stage manager and an adequate number of PR members to support the scope of the operation.

3.3.11.2. All PR members assigned to stage operations report directly to HQ AMC/SFOX.

3.3.11.3. PR members will provide daily SITREP to AMC/SFOX via e-mail or available communication means.

3.3.11.4. HQ AMC/SFOX will approve mission specific instructions.

3.4. Air Mobility Warfare Center (AMWC). The OPR is the 421 GCRS/CC.

3.4.1. Conducts the PR Certification Course according to paragraph 2.2. for all personnel identified by HQ AMC/SFXT as requiring PR certification.

3.4.2. Ensures sufficient PR certification courses are scheduled so SFS commanders can maintain adequate numbers of PR certified personnel as outlined in paragraph 2.1.

3.4.3. Provides PR Certification Course instructors to routinely accompany PR missions to evaluate program effectiveness. These instructors must send a report commenting upon PR guidance and certification program effectiveness to HQ AMC/SFOX, 102 East Martin Street, Scott AFB IL 62225-5318, for each mission conducted.

3.4.4. Sends all PR Certification Course training and evaluation procedures to HQ AMC/SFO for approval.

3.4.5. Utilizes funded PR manpower position(s) to solely manage and oversee the PHOENIX RAVEN Certification Course. Provides PR certified instructors to perform selected PR missions.

Chapter 4

MOBILITY WING RESPONSIBILITIES

4.1. Wing Commander.

4.1.1. May direct PR teams to accompany wing airlift and tanker missions at other than HQ AMC directed locations.

4.1.2. Ensures all wing organizations provide adequate support for the PR program.

4.1.2.1. The tasked airlift wing or the tasked flying unit is responsible for providing the PR team with a fund cite for mission accomplishment. If PR team members from another wing are used to support another wing's PR mission, the tasked unit will utilize the appropriate fund cites according to current HQ AMC/FMB guidance. Funding guidance for the PR program is located in AMCI 65-602, para 6.3.1.7.9.5 and AMCPAM 65-603, para 8.14.

4.1.3. Ensures, through wing and airlift squadron current operations sections, that PR team members are included on aircrew orders as MEGP for all missions identified through GDSS Form 59 as requiring PR support or as directed by HQ AMC.

4.1.4. Ensures all PR certified members receive the minimum annual training to perform MEGP duties on PR missions.

4.2. Wing TWGs. The Wing TWG may recommend to wing commanders that homestation PR teams accompany wing missions based upon mission risk analysis independent of the HQ AMC TWG. If this recommendation is acted upon, RPM must inform HQ AMC/SFOX of the wing-initiated PR tasking and provide justification.

4.3. Wing Staff Judge Advocate. Ensures PR teams receive briefings to interpret SOFA, US Department of State Foreign Clearance Guide restrictions, and arming and use of force considerations for mission locations prior to mission initiation.

4.4. Operational Support Squadron Commander.

4.4.1. Ensures PR team members receive access to AMC TWG risk analysis products from INTELINK-S for PR required locations prior to each mission.

4.4.2. Ensures wing intelligence and local AFOSI Detachment briefs the PR team members on any updated threat information for each mission location.

4.5. Medical Group Commander.

4.5.1. Ensures that PR certified members receive operational support flight physicals.

4.5.1.1. Ensures that PR members' records receive a psychological review.

4.5.2. Ensures PR certified members who wear prescription glasses are provided aircrew style eye-glasses, prescription aircrew sunglasses, and gas mask inserts to support the PR mission.

4.5.3. Ensures that PR members are given all immunizations routinely given to members on deployment status and flying duty.

4.5.4. Ensures PR members receive medical intelligence briefing annually on current worldwide medical threats.

4.6. AFOSI Detachment Commander. Ensures PR team members receive all relevant threat information and updates pertaining to mission locations prior to each mission.

4.7. Security Forces Squadron (SFS) Commander.

4.7.1. Appoints a RPM and deputy RPM, in writing, to act as the unit managers of the squadron PR program. For those units with funded manpower positions, a PHOENIX RAVEN section should be established within the SF Operations Branch under the NCOIC, Installation Security. PR members' capabilities can be maximized within the unit when not flying PR missions or conducting weekly training requirements, but they will not be assigned to permanent positions that detracts from their ability to support PR taskings.

4.7.2. Periodically reviews the unit PR program to ensure compliance with this instruction.

4.7.3. Nominates qualified unit members to participate in the PR program as outlined in paragraph 2.2. To the greatest extent possible, nominees for PR certification should come from the unit PR Apprentice program outlined in paragraph 2.6.

4.7.4. Maintains required numbers of certified PR members as outlined in paragraph 2.1.

4.7.4.1. Commanders will not place PR certified members, who are filling a PR authorization, on deployment or against an Expeditionary Aerospace Force (EAF) position.

4.7.5. Retains all PR certified members in the unit for a minimum of two years from the date of PR certification course graduation.

4.7.5.1. For ANG units, ANG SF commanders should consider sending only those personnel with 4 years retainability and who will be able to support missions without adverse impact to their civilian jobs.

4.7.6. Programs through the RPM for training members to replace certified RAVENs lost due to permanent change-of-station, separation, decertification, or other factors.

4.7.7. Ensures PR equipment as outlined in paragraphs 2.7. is available for all PR missions. Ensures semi-annual equipment inventories are conducted and properly documented. If command-purchased equipment is lost, damaged, or destroyed the SFS commander will ensure the appropriate investigative and report of survey actions are accomplished. Results of the investigation will be forwarded to HQ AMC/SFOX and SFXR for their files.

4.7.7.1. Ensures that adequate funding support is forecasted for the management and maintenance of the PR program with the base comptroller and wing leadership. This includes costs associated with gear and uniform item replacement or formal school attendance.

4.7.7.2. Certifies the need for PR teams members to receive a civilian clothing allowance IAW AFI 36-3014, Chapter 3 through the base finance office (if required to perform PR duties on select, sensitive missions).

4.7.8. Ensures only certified PR members perform PR missions. SMSgt, CMSgt, and SF officers will not perform Raven member close-in security duties. These personnel are more suited to accompany Raven missions for the purpose of conducting Raven team member evaluations or extensive airfield

surveys directed by HQ AMC/SFOX. Unit and wing members not certified as PR members may accompany missions to review the effectiveness of the squadron PR program if approved to do so by the SFS commander. PRAs may accompany PR missions as the third and fourth team members and must comply with paragraph 2.6. unless a deviation is approved by HQ AMC/SFOX.

4.7.9. For units with funded PR positions, ensures PR members conduct at least two days (40%) of PR related training (PR scenario training, perishable skill training, attending advance training and schools, aerobic and strength building training, etc.) weekly when not performing PR missions.

4.7.9.1. Ensures PR team members are released from normal duty no later than 24 hours prior to aircraft departure to conduct planning for scheduled missions. Ensures PR members are given adequate time upon mission completion for gear turn-in and to complete required reports.

4.7.10. Commanders are encouraged to obtain training school slots in the below listed courses that are contained in AFCAT 36-2223, *USAF Formal Schools*. These courses will enhance the overall effectiveness of the unit PR program:

- a. Emergency Medical Technician (EMT) Course
- b. First Responder Course
- c. Dynamics of International Terrorism
- d. Combating Terrorism on Military Installations
- e. Middle East Orientation Course
- f. Sub-Saharan Orientation Course
- g. Russian, Central Europe, and Central Asia Orientation Course
- h. Latin American Orientation Course
- i. Asian-Pacific Orientation Course
- j. Cross-Cultural Communication Course

4.7.11. Ensures that PR members are issued government credit cards with no distinctive US government markings. Squadron credit card monitor will request "generic" credit cards for these members from Bank of America.

4.8. Aircraft Commander. For AC responsibilities, see applicable AFI 11-2XX-series instructions.

4.8.1. Overall responsibility for force protection rests with the AC. If additional protection for the aircrew is needed at the hotel or while transiting to and from the airport, AC is responsible for coordinating additional security with the host nation US embassy Regional Security Officer (RSO).

4.8.2. Coordinates with TACC XOC East/West Cell prior to releasing a PR team from accompanying the mission. This coordination must be accomplished even if the itinerary has changed away from a PR location or the PR requirement for an ICAO has changed.

4.8.3. Ensures PR team members attend mission briefings and are given the opportunity to brief all aircrew members on force protection matters.

4.8.4. Coordinates force protection matters with PR team leaders and provides any assistance necessary to establish security for the aircraft according to paragraphs 1.4.3. through 1.4.6.4.

- 4.8.5. Ensures availability of necessary food, water, relief, and transportation for PR team members in the course of the mission.
- 4.8.6. Coordinates billeting for PR team members not required for aircraft security according to paragraphs [1.4.3.](#) through [1.4.6.4.](#)
- 4.8.7. Ensures PR members are placed on MEGP orders. Under no circumstances will the aircraft commander relieve a PHOENIX RAVEN team of their security responsibilities at a PR location without coordinating with TACC IAW paragraph [1.4.6.](#)
- 4.8.8. Ensures PR procedures outlined in AMCI 11-208, *Tanker/Airlift Operations*, are followed by all assigned aircrew members.

4.9. Unit's Raven Program Manager (RPM).

- 4.9.1. For units with funded PR positions, the RPM will be a certified PR member whose primary purpose is the management of the unit PR program and is the primary liaison with the HQ AMC/SFOX staff on PR matters.
- 4.9.2. Conducts the PHOENIX RAVEN annual certification and training programs according to paragraphs [2.3.](#) through [2.5.1.](#)
- 4.9.3. Conducts the squadron PRA program according to paragraph [2.6.](#)
- 4.9.4. Disseminates messages, products, instructions, and training materials pertaining to the PR program from the HQ AMC/SF staff to all squadron PR certified personnel and squadron leadership.
- 4.9.5. Schedules certified PR personnel to meet unit taskings for PR missions. Ensures an adequate recall system for PR members is established to support short notice taskings. Suggest using pagers or an on-call roster.
- 4.9.6. Provides assistance to PR team leaders in preparing for missions. Addresses wing and unit scheduling, equipment, and mission preparation conflicts that the PR team leader cannot resolve.
- 4.9.7. Ensures PR members are current on all training and annual certification requirements prior to undertaking a PR mission.
 - 4.9.7.1. Ensures PR members receive refresher training (as needed) for pallet build-up and aircraft evacuation/emergency action procedures.
- 4.9.8. If necessary, publishes squadron supplements to this instruction and the PR Checklist at [Attachment 2.](#)
- 4.9.9. Ensures completeness of PR reports for all missions according to [Attachment 5](#) and sends them to HQ AMC/SFOX within three calendar days of mission completion.
- 4.9.10. Maintains the following documents according to AFMAN 37-139, *Records Disposition Schedule.*
 - 4.9.10.1. AMCI 31-104, *PHOENIX RAVEN Program.*
 - 4.9.10.2. A letter from the unit commander appointing the RPM and the Deputy RPM.
 - 4.9.10.3. An updated roster listing all PR certified personnel, their home phone number, duty phone number, passport information, clearance, SSAN, date of birth, and place of birth.

- 4.9.10.4. Copy of AF Form 797 for all members. One copy of the PR AF FM 797 will be maintained in the individual's permanent training records.
- 4.9.10.5. A certification letter for each evaluation conducted as outlined in paragraphs 2.4. through 2.5.
- 4.9.10.6. A copy of all official messages, newsletters, and training materials HQ AMC/SFOX sent to the RPM.
- 4.9.10.7. An updated copy of DoD 4500.54G. or know where to locate a copy.
- 4.9.10.8. A current copy of Department of State Publication 10287, *Key Officers of Foreign Service Posts*.
- 4.9.10.9. Maintains a locally devised log that tracks the unit and member's mission history. At a minimum the log will contain the mission number, type of aircraft supported, rank/name of members supporting the mission, dates of the mission, the locations the mission transited, and date completed trip report/survey was forwarded to HQ AMC/SFOX.
- 4.9.11. Maintains classified location folders (depending upon material classification level) for each airfield transited by the wing's aircraft. As a minimum, folders should contain items in paragraphs 4.9.11.1. through 4.9.11.4.
 - 4.9.11.1. Any available AMC TWG risk assessment products for the location.
 - 4.9.11.2. Any available AFOSI vulnerability assessment for the location.
 - 4.9.11.3. Any available imagery of the location annotated with likely HQ AMC parking areas.
 - 4.9.11.4. Any HQ AMC/SFOX risk assessment product provided for the location.
- 4.9.12. Dispose of documents according to AFMAN 37-139.
- 4.9.13. With the assistance of the Unit Deployment Manager (UDM), ensures PR members maintain valid official passports, 12 visa photos, and current immunizations for immediate deployment. Immunizations will be those routinely given to SF members on deployment positions and those unique to aircrew members.

4.10. PHOENIX RAVEN Team Leaders.

- 4.10.1. Schedules team members for required briefings from AFOSI, wing intelligence, and for the aircrew briefing prior to mission.
- 4.10.2. Reviews all location folders maintained by the RPM with team members.
- 4.10.3. Reviews DoD 4500.54G information for each mission location. If necessary, meets with an attorney from the staff judge advocate's office to obtain a legal interpretation of DoD 4500.54G restrictions and to review applicable SOFAs for mission locations.
- 4.10.4. Ensures all mission billeting arrangements have been reviewed by the local AFOSI detachment for high threat locations.
- 4.10.5. After a thorough review of all available vulnerability, threat, and legal consideration information, develops a pre-deployment force protection plan for each location. This force protection plan should cover contingency actions in the event of aircraft or aircrew attack, to include recall procedures and rally points.

4.10.6. Meets with the AC prior to mission initiation. Presents the force protection plan for the mission and tailors it to accommodate operational considerations. Ensures the AC understands that PR members are not utilized away from the aircraft for aircrew member protection details due to sovereignty and SOFA issues. Team members will refer the AC to the embassy RSO to arrange additional security support.

4.10.7. Provides the briefing at **Attachment 4** prior to mission initiation. Coordinates with intelligence and AFOSI to develop threat information. Ensures the information is not duplicated from the briefings and determines the briefing schedule.

4.10.8. Inspects all team and personal equipment according to paragraph **2.7**. Ensures all required equipment is available for the mission and functioning properly.

4.10.9. Implements the PR checklist at **Attachment 2** to ensure aircraft and personnel security throughout the entire mission according to paragraphs **1.4.3** through **1.4.6.4**.

4.10.10. Completes PR report (RCS: AMC- SFG(AR)9714, PHOENIX RAVEN Trip Report) according to **Attachment 5** and submits it to the RPM within two calendar days of returning from a mission. This report is designated emergency status code C2. Continue reporting during emergency conditions, normal precedence. Submits data requirements in this category as required, or as soon as possible after submission of priority reports. Discontinue electronic reporting during MINIMIZE.

4.10.11. Ensures PR members compliance with AMC directed arming restrictions.

4.10.12. Ensures PR members are familiar with PR procedures/guidance maintained in AMCI 11-208.

4.10.13. On 1800 series missions, he/she ensures that a PR presence is maintained at the aircraft for all transited airfields unless directed otherwise by the AC or cargo courier. The PR presence at the aircraft is needed to ensure unauthorized personnel do not access the aircraft or the sensitive cargo.

4.10.14. Ensures that if any team member observes suspicious activity or surveillance at a transiting airfield, the PR team leader will immediately report this activity to the AC, host nation security forces, and the US embassy representative (RSO, DAO, etc.). The PR team leader will provide a verbal Situation Report (SITREP) to HQ AMC/SFOX as soon as possible. This information will also be included in the PR team's trip report/airfield survey.

4.10.15. Ensures the INMARSAT-Mini-M Phone System is used for official use only. Maintains a log of phone calls made during the mission and includes this information in the trip report. Log should show what phone number was called, who placed the call, date of the call, and the estimated duration of the call.

4.11. PR Team Members. Assists the PR team leader in the performance of all PR duties required by this instruction. Prepared to act as the team leader, at any time, in the event the leader becomes unable to perform duties.

JAMES C. HARPER, Colonel, USAF
Deputy Director of Security Forces

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

DoD 4500.54G, *Department of Defense Foreign Clearance Guide*

AFPD 31-1, *Physical Security*

AFI 31-101, *The Air Force Installation Security Program*

AFI 31-207, *Arming and Use of Force by Air Force Personnel*

AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*

AFI 36-3014, *Clothing Allowance for Air Force Personnel*

AFI 51-704, *Handling Requests for Political Asylum and Temporary Refuge*

AFMAN 37-139, *Records Disposition Schedule*

AFH 31-222, *Use of Force Handbook*

AMCI 11-208, *Tanker/Airlift Operations*

AMCI 31-203, *Antiterrorism Deployment Handbook*

Department of State Publication 10287, *Key Officers in Foreign Service Posts*

AMCI 65-602, *TWCF Budget Operations-Concepts and Accounts*

AMCPAM 65-603, *Budget Operating Guidance*

JS Guide 5260, *Service Member's Personal Protection Guide: A Self-Help Handbook to Combating Terrorism*

Abbreviations and Acronyms

421 GCRS—421st Ground Combat Readiness Squadron

AC—Aircraft Commander

AFI—Air Force Instruction

AFOSI—Air Force Office of Special Investigation

AFPD—Air Force Policy Directive

AMC—Air Mobility Command

AMEMBASSY—American Embassy

AMWC—Air Mobility Warfare Center

CCTV—Closed Circuit Television

CONUS—Continental United States

DoD—Department of Defense

DAO—Defense Attache' Office
ECP—Entry Control Point
EHPB—Expanding Hollow Point Bullet
FP—Force Protection
GDSS—Global Decision Support System
HQ AMC—Headquarters Air Mobility Command
ICAO—International Civil Aviation Organization
MEGP—Mission Essential Ground Personnel
NCO—NonCommissioned Officer
OCONUS—Outside Continental United States
OPR—Office of Primary Responsibility
PR—PHOENIX RAVEN
PRA—PHOENIX RAVEN Apprentice
PRFT—PHOENIX RAVEN Fitness Test
RON—Remain Overnight
RPM—Raven Program Manager
RRL—Raven Required List
RSO—Regional Security Officer
SF—Security Forces
SFS—Security Forces Squadron
SITREP—Situation Report
SOFA—Status of Forces Agreement
TACC—Tanker Airlift Control Center
TWG—Threat Working Group
USAF—United States Air Force
USDAO—United States Defense Attaché Office

Attachment 2**PHOENIX RAVEN CHECKLIST**

A2.1. Pre-Deployment Checklist. Use this checklist as a tool to aid in the pre-deployment phase of a PHOENIX RAVEN tasking.

- A2.1.1. Receive a copy of the mission itinerary from current operations.
- A2.1.2. Contact the AC to receive assembly times and briefing locations.
- A2.1.3. Contact the following sources for planning information:
 - A2.1.3.1. HQ AMC/SFOX. Obtain specific mission location information or special mission directives not covered in publications, directives, or message traffic.
 - A2.1.3.2. Wing Intelligence Office. Obtain INTELINK-S products that highlight current threat, in-place force protection measures, and AMC TWG force protection recommendations.
 - A2.1.3.3. DoD 4500.54G. Review this document for arming restrictions, pre-approved billeting locations, and other pertinent force protection information.
 - A2.1.3.4. Wing Staff Judge Advocates Office. Obtain information pertaining to SOFAs, Rules of Engagement, and legal interpretations pertaining to DoD 4500.54G.
 - A2.1.3.5. Local AFOSI Detachment. Obtain threat information and personal protection briefing.
 - A2.1.3.6. Location Folders. Research existing reports for pertinent force protection information.
- A2.1.4. Prepare aircrew pre-departure briefing.
- A2.1.5. Inspect, function check/test, and pack equipment, rations and water for deployment.
- A2.1.6. Ensure MEGP letters and orders are completed.
- A2.1.7. Assemble at designated location for aircrew briefing.

A2.2. En Route Location Arrival Checklist. Implement this checklist upon arrival at all stops during a PHOENIX RAVEN mission.

- A2.2.1. Conduct a security assessment to determine if host-provided security is adequate (at all NoN-DoD/NoN-NATO airfields).
- A2.2.2. Brief the results of your security assessment to the AC. If security is deemed adequate, proceed to [A2.2.3.](#), if security is inadequate proceed, to [A2.2.4.](#)
- A2.2.3. If security is deemed adequate then:
 - A2.2.3.1. Coordinate additional physical security enhancements/aids (lighting, ropes and stanchions, and patrol coverage/responses).
 - A2.2.3.2. Coordinate weapon and ammunition storage with the nearest US facility or installation, or NATO armory. If these facilities are not available, weapons may be stored aboard the aircraft in a locked container.
 - A2.2.3.3. Secure all doors and hatches and seal the main crew entrance door.

A2.2.4. If security is deemed inadequate and/or at Raven required locations then:

A2.2.4.1. Post PHOENIX RAVEN members as close-in sentries.

A2.2.4.2. Load weapons according to established directives and by utilizing available safety measures such as portable clearing barrels or pointing weapons into bulletproof vest / flak vest, at a safe location within the aircraft, to absorb the bullet in the event of an accidental discharge.

A2.2.4.3. Coordinate additional physical security enhancement/aids (lighting, ropes and stanchions, and patrol coverage/response).

A2.2.4.4. Establish a means of communications with the nearest US facility/installation and/or an English speaking host nation facility on the airfield. (A radio may be issued to the control tower. Normally an English speaker is available to facilitate emergency response from the host nation). Prior frequency approval from your MAJCOM radio frequency (AMC: DSN 576-3134) monitor is required before the PR radio system is used. AMC units will make use of the INMAR-SAT-Mini-M phone system for their communication requirements.

A2.2.4.5. Obtain emergency billeting contact numbers for the AC and crew.

A2.2.4.6. Establish a posting schedule and coordinate transportation to/from billeting locations for post relief, as necessary.

A2.2.4.7. Obtain special entry control instructions from the AC.

A2.3. En Route Location Departure Checklist. Implement this checklist upon departure from remain overnight (RON) stop locations during a PHOENIX RAVEN mission.

A2.3.1. Implement this item at locations where security was provided by the host nation.

A2.3.1.1. Remove weapons from storage location if not stored aboard the aircraft.

A2.3.1.2. Conduct a search of the aircraft exterior and wheel wells for stowaways, explosive devices, and/or signs of tampering.

A2.3.1.3. Conduct a search of the aircraft interior for stowaways, explosive devices, and/or signs of tampering.

A2.3.1.4. Assist the crew, as necessary.

A2.3.1.5. Once airborne, record any pertinent notes for inclusion in the PHOENIX RAVEN report.

A2.3.2. Implement this item at locations where security was provided by PHOENIX RAVEN sentries.

A2.3.2.1. Conduct a search of the aircraft exterior for stowaways, explosive devices, and/or signs of tampering, prior to the aircrew arriving.

A2.3.2.2. Brief the AC on all significant events that occurred during crew rest periods.

A2.3.2.3. Retrieve radios issued to host nation for emergency communications purposes.

A2.3.2.4. Unload/clear weapons according to established directives in a safe manner (portable clearing barrels or pointed toward a flak vest/barrier that would stop the round) prior to returning them to their shipping container.

A2.3.2.5. Once airborne, record any pertinent notes for inclusion in the PHOENIX RAVEN report.

Attachment 3

PHOENIX RAVEN FITNESS TEST

A3.1. PHOENIX RAVEN Members. All PHOENIX RAVEN members and candidates must take the PHOENIX RAVEN Fitness Test (PRFT) regardless of their age. The PRFT is a three-event physical performance evaluation used to assess muscular endurance and cardiorespiratory fitness. Performance on the PRFT is strongly linked to the member's ability to do fitness-related tasks.

A3.2. Commander's Responsibility. Commanders are responsible for ensuring their PHOENIX RAVEN members are physically fit. The PRFT is administered prior to a candidate's nomination to attend the PHOENIX RAVEN Certification Course and annually as part of the PHOENIX RAVEN recurring certification and training program. [Table A3.1.](#) outlines the minimum fitness level for all PHOENIX RAVEN members.

Table A3.1. PHOENIX RAVEN Fitness Test Standards.

		MALE/FEMALE PUSH-UPS							
Age Group>	17-21	22-26	27-31	32-36	37-41	42-46	47-51	52+	
Male	52	50	48	43	42	36	32	26	
Female	28	26	24	22	18	17	13	12	

		MALE/FEMALE SIT-UPS							
Age Group>	17-21	22-26	27-31	32-36	37-41	42-46	47-51	52+	
Male	62	57	52	48	43	39	37	36	
Female	60	55	50	45	40	37	34	32	

		MALE/FEMALE 2-MILE RUN							
Age Group>	17-21	22-26	27-31	32-36	37-41	42-46	47-51	52+	
Male	14:54	15:36	16:18	17:00	17:42	18:06	18:36	19:00	
Female	17:54	18:36	20:00	21:36	22:36	23:00	23:30	24:00	

A3.3. Administering the PRFT. The PRFT must be administered properly and to standard in order to accurately evaluate a member's physical fitness and to be fair to all members. Individuals are not authorized to administer the PRFT to themselves for the purpose of attendance at the PHOENIX RAVEN Certification Course or annual recurring certification and training evaluations.

A3.3.1. The RPM at the test site must have this attachment on hand. The supervisor of each event must have the event instructions and a means to record the results of each member's test. Two stop watches are needed for each event test. Members should wear appropriate clothing for physical training such as shorts, T-shirts, socks, and running shoes. Anything that gives a member an unfair advan-

tage is prohibited during the PRFT. Items such as elastic bandages will be removed unless prescribed by medical personnel. The only exception are gloves that may be worn in cold weather.

A3.3.2. The test site should be fairly flat and free of debris. It should have a soft, flat, dry area for performing push-ups and sit-ups. A flat, 2-mile running course with a solid surface and no more than a three-percent grade. A quarter-mile running track may be used to conduct PRFT.

A3.3.3. The test sequence is push-ups, sit-ups, and 2-mile run. The order of events cannot be changed. Members should be allowed no less than 10 minutes, but no more than 20 minutes, to recover between events.

A3.3.4. Have member read the following instructions prior to administering the evaluations.

A3.3.4.1. Push-ups. "The push-up event measures the endurance of the chest, shoulder, and triceps muscles. On the command "get set," assume the front leaning rest position by placing your hands where they are comfortable for you. Your feet may be together or up to 12 inches apart. Your body should form a straight line from your shoulders to your ankles. On the command "go," begin the push-up by bending your elbows and lowering your entire body as a single unit until your upper arms are at least parallel to the ground. Then, return to the starting position by raising your entire body until your arms are fully extended. Your body must remain rigid in a generally straight line and move as a unit while performing each repetition. If you fail to keep your body generally straight, to lower your whole body until your upper arms are at least parallel to the ground, or to extend your arms completely, that repetition will not count and the scorer will repeat the number of the last correctly completed repetition. If you fail to perform the first ten push-ups correctly, the scorer will tell you to go to your knees and explain to you what your mistakes were. You will then be sent to the end of the line to be re-tested. After the first ten push-ups have been performed and counted, no restarts are allowed. The test will continue, and any incorrectly performed push-ups will not be counted. An altered front leaning rest position is the only authorized rest position. That is you may sag in the middle or flex your back. When flexing your back, you may bend your knees, but not to such an extent that you are supporting most of your body weight with your legs. If this occurs, your performance will be terminated. You must return to, and pause in, the correct starting position before continuing. If you rest on the ground or raise either hand or foot from the ground, your performance will be terminated. You may reposition your hands and/or feet during the event as long as they remain in contact with the ground at all times. You will have two minutes in which to do as many push-ups as you can. Watch this demonstration." (The exercise is then demonstrated.) "Do you have any questions?"

A3.3.4.2. Sit-ups. "The sit-up event measures the endurance of the abdominal and hip-flexor muscles. On the command "get set," assume the starting position by lying on your back with your knees bent at a 90-degree angle. Your feet may be together or up to 12 inches apart. Another person will hold your ankles with the hands only. No other method of bracing or holding the feet is authorized. The heel is the only part of your foot that must stay in contact with the ground. Your fingers must be interlocked behind your head and the backs of your hands must touch the ground. Your arms and elbows need not touch the ground. On the command "go," begin raising your upper body forward to, or beyond, the vertical position. The vertical position means that the base of your neck is above the base of your spine. After you have reached or surpassed the vertical position, lower your body until the bottom of your shoulder blades touch the ground. Your head, hands, arms or elbows do not have to touch the ground. At the end of each repetition, the scorer will state the number of sit-ups you have correctly completed. A repetition will not be counted if you fail to

reach the vertical position, fail to keep your fingers interlocked behind your head, arch or bow your back and raise your buttocks off the ground to raise your upper body, or let your knees exceed a 90-degree angle. If a repetition does not count, the scorer will repeat the number of your last correctly performed sit-up. The up position is the only authorized rest position. If you stop and rest in the down position, the event will be terminated. As long as you make a continuous physical effort, to sit up, the event will not be terminated. You may not use your hands or any other means to pull or push yourself up to the rest position or to hold yourself in the rest position. If you do so your performance will be terminated. You will have two minutes to perform as many sit-ups as you can. Watch this demonstration.” (The exercise is then demonstrated.) “Do you have any questions?”

A3.3.4.3. Two-mile run. “The two mile run is used to assess your aerobic fitness and your leg muscles’ endurance. You must complete the run without any physical help. At the start, all members will line up behind the starting line. On the command “go,” the clock will start. You will begin running at your own pace. To run the required two miles, you must complete (describe the number of laps, start and finish points, and course layout). You are being tested on your ability to complete the 2-mile course in the shortest time possible. Although walking is authorized, it is strongly discouraged. If you are physically helped in any way (for example, pulled, pushed, picked up, and/or carried) or leave the designated running course for any reason, you will be disqualified. (Another member may pace a member during the 2-mile run.) As long as there is no physical contact with the paced member and it does not physically hinder other members taking the test. Cheering or calling out the elapsed time is also permitted. After finishing the run, go to the cool-down and stretching area. Do not stay near the scorers or the finish line as it may interfere with the testing. Do you have any questions?”

Attachment 4**PHOENIX RAVEN AIRCREW PRE-DEPARTURE BRIEFING**

A4.1. Situation. Provide the current situation at the airfields and their surrounding areas for each en route stop that may affect security of the aircraft or personnel, i.e., political, economic, cultural, anti-American sentiments, etc.

A4.1.1. Threats: Any known threats to resources or personnel.

A4.1.1.1. Terrorist: Current threat level and any known groups, how they operate, how they are armed, etc.

A4.1.1.2. Military: Any known military threats to the US.

A4.1.1.3. Criminal: Current criminal threat level, any known specific activity (car jacking, murder, rape, theft, etc.) and locations.

A4.1.1.4. Foreign Intelligence: Any known threat from foreign intelligence services operating in the area that may target US personnel for information.

A4.1.2. Friendly Forces: List all known US, allied nation, and host nation forces that will be operating on or near the airfield.

A4.1.2.1. U.S.: List all known US military forces, location, unit's designation, and how to contact. Additionally, provide the RSO's name, location, and phone number.

A4.1.2.2. Allied Nation: List any allied nation military forces, location, and how to contact.

A4.1.2.3. Host Nation: List all information on host nation forces.

A4.1.2.3.1. Airfield Security: How many, how they operate, arming, communications, and how to contact.

A4.1.2.3.2. Local Police: How they operate, locations, how to contact.

A4.1.2.3.3. Host Nation Military: Types of units, how many, locations, disposition, how to contact.

A4.2. Mission. Provide a clear and concise mission statement for the upcoming mission.

A4.3. Execution. State where, when, and how you are going to accomplish your mission.

A4.3.1. Concept of Operations: State how you are going to complete your mission at all en route stops. Include security to be provided and any additional activities to be accomplished, i.e., airfield survey, etc.

A4.3.2. Foreign Clearance Guide: State any pertinent DoD 4500.54G requirements for each en route stop (weapons restrictions, photo restrictions, passport, and visa requirements, uniform wear restrictions, etc.).

A4.3.3. Rules of Engagement: Outline rules of engagement and use of force rules for each en route stop.

A4.3.4. In-place Force Protection Measures.

A4.3.4.1. Aircraft parking area lighting.

A4.3.4.2. Airfield fencing.

A4.3.4.3. Alarm systems/closed circuit television (CCTV).

A4.3.4.4. Entry procedures/circulation control.

A4.3.4.5. Other.

A4.3.5. AMC TWG Force Protection (FP) Recommendations: State any recommendations made by the AMC TWG concerning FP issues (billeting, security, personal security measures, etc.).

A4.3.6. RAVEN Force Protection Recommendations: State any further recommendations/advice you may have concerning force protection issues (billeting locations, routes to and from the airfield, dress, mode of ground transportation, etc.).

A4.4. Service and Support. State how you will be armed and equipped and any other pertinent services (feeding, lodging and transportation) to be provided/required for the RAVEN team.

A4.5. Command and Signal.

A4.5.1. RAVEN team chain of command.

A4.5.2. Call signs.

A4.5.3. Known operating frequencies.

A4.5.4. Key Phone Numbers: Host nation security POC, US embassy 24 hour desk, HQ AMC/SFOX, etc. Refer to the PR Handbook produced by the 421 GCRS for a listing of commonly used phone numbers for PR members.

Attachment 5

SAMPLE PHOENIX RAVEN TRIP REPORT FORMAT

MEMORANDUM FOR UNIT/CC

HQ AMC/ SFOX

IN TURN

FROM: (Name of PHOENIX RAVEN TEAM LEADER)

SUBJECT: PHOENIX RAVEN Trip Report

- 1. PURPOSE: (Give a brief description of the purpose of the mission and trip number.)
- 2. TRAVELERS: (Identify the PHOENIX RAVEN team by rank, full name, and Raven number.)
- 3. ITINERARY: (List locations visited and inclusive dates.)
- 4. BRIEF MISSION SYNOPSIS:
- 5. MISSION NUMBER/AIRCRAFT COMMANDER/TASKED FLYING UNIT:
- 6. LEVEL OF SECURITY SUPPORT PROVIDED: (Provide information for each stop of the PR mission)
- 7. FOREIGN CLEARANCE GUIDE REQUIREMENTS: (disregard weapon restrictions inputs, AMC guidance exceeds FCG minimum requirements)
- 8. THREAT ASSESSMENT:
- 9. WEATHER:
- 10. SPECIAL REQUIREMENTS:
- 11. WHAT NOT TO BRING:
- 12. OFF LIMIT AREAS/RESTRICTIONS:
- 13. AVAILABLE RESOURCES:
- 14. LESSONS LEARNED:
- 15. OTHER INFORMATION OF VALUE FOR FUTURE MISSIONS: (Include information about any INMARSAT phone calls made during this mission--AMC Units)

(NAME OF TEAM LEADER)
TEAM LEADER, Raven Number

Attachment(s):
(Include sketches, maps and photographs of locations visited.)

NOTE: All entries are made in a paragraph format--Don't use YES/NO remarks

Date of Survey

ICAO: XXXX

AIRFIELD SURVEY
FOR
City or Airport Name, Country

- 1. General Description:** (Description of the local region, cultures, FCG restrictions on weapons and photography, primary language spoken, location of this airport, etc.)
- 2. Contacts:** (Names, contact numbers, and e-mail address of Embassy/Host Nation representatives, also include any AMC Stage Manager's information)
- 3. Security Data:**
 - 3.1. Fencing:** (Description of height and type of fencing, any known gaps or holes, name/position of whoever provides additional information about the condition of the fencing, does it cover the entire airfield, any visible flightline fencing, etc.)
 - 3.2. Other Physical Barriers and Security Aids:** (Are there barriers leading to the ramp, is the ramp fenced separately from the airfield, are close-in security guards provided by host nation, who do you contact to request additional security support/measures, etc.)
 - 3.3. Security Forces:** (Need specific information about the type of uniforms, badge system used, K-9 teams, working schedules, are they civilian contract or military guards, are contract guards US citizens, etc.)
 - 3.4. Force Level:** (Specific number of personnel observed, who provided additional information concerning the force strength, etc.)
 - 3.5. Patrol:** (Mounted, walking, K-9 augmented, etc... and how often were they observed patrolling).
 - 3.6. Force Equipment/Weapons:** (Best description of weapons observed to include if they are loaded/unloaded).
 - 3.7. Fixed Guard Positions:** (Locations [note them on the sketches/drawings], were they manned, are the personnel armed, etc.)
 - 3.8. Entry Control:** (Locations, were they manned, hours of operation, are they located at the airfield entrance or on the flightline, is a badge system used for entry/exit, how are these personnel armed, types of uniforms, are they host nation military or contract security, etc.)
 - 3.9. Lighting:** (Locations, type of lighting, is portable lighting available, do the lights work, does the lighting sufficiently illuminate the parking area, and if embassy personnel provide information about lighting--so state it).
 - 3.10. Aircraft Parking:** (Locations, is it military or civilian ramp, who controls security to this area, are you parked with other aircraft, what type of other aircraft are present, any special aircraft parking restrictions, general impression of this area).
 - 3.11. Local Billeting:** (Obtain information from the aircrew or embassy personnel to include the specific names of hotels and their approximate distance from the airfield, include any known security measures like guards, cameras, positive entry control, etc.)

3.12. Route Security: (Describe who provided aircrew transportation, describe type of vehicles used, identify any known choke points or problem areas along the route, also include the location of any known safe havens like police departments, ID aircrew members [name, contact number, unit of assignment] who provide information for later contact, etc.)

3.13. Personnel Threat: (Elaborate on what threats exist at this location to include criminal, terrorist, or military threats, elaborate on any incidents that should be noted).

3.14. Physical Location: (Identify any vulnerabilities like tall grass around parking area, large ravines near the apron, etc.)

4. Additional Comments: (Items of interest to include observations of the security forces, support received from the embassy/host nation, describe any incidents that occurred in detail, provide any positive feedback about support received from other agencies, highlight any surveillance or large groups observing your operations, etc.).

TEAM LEADER SIGNATURE BLOCK

Team Leader / RAVEN XXX

Attachment 6

HEADQUARTERS AIR MOBILITY COMMAND'S FORCE PROTECTION ESSENTIAL ELEMENTS OF INFORMATION

A6.1. Airfield Survey. When conducting an airfield survey, use the following questions to complete your report. Your report will be in paragraph format. Those items identified by an asterisk (*) are considered critical information to be included in your report.

A6.1.1. Airfield Name/Location: _____ ICAO _____ Date: _____

A6.1.1.1. Fencing/Walls.

A6.1.1.1.1. *Is the airfield perimeter completely fenced or walled (type, height, condition, gaps, holes, etc.)?

A6.1.1.1.2. *Is the flight line/ramp fenced? Describe (type, height, condition, gaps, holes, etc.).

A6.1.1.1.3. Are there clear zones on each side of the fence/wall?

A6.1.1.1.4. Is the airfield perimeter or flightline area posted "No Trespassing" or "No Admittance"?

A6.1.2. Other Physical Barriers.

A6.1.2.1. List different types, locations and numbers of barriers used on the perimeter, and on/near the flightline/ramp.

A6.1.2.2. Is the airfield or aircraft parking areas under CCTV?

A6.1.3. Security Force Level.

A6.1.3.1. *How many guards are typically on duty during the day and night?

A6.1.3.2. *Are these guards host military units? Police or security police? Or contract personnel?

A6.1.3.3. To what extent and for how long can this force be augmented by in-place/nearby personnel?

A6.1.3.4. What is shift duration and shift change procedures/times?

A6.1.3.5. What local customs might result in decreased security (e.g., national holidays, traditional daily rest periods, etc.)?

A6.1.4. Security Personnel.

A6.1.4.1. Are personnel well trained and professional? (Does this vary by position; are the supervisory personnel better trained or more motivated?)

A6.1.4.2. What factors make individual members or groups susceptible to blackmail/bribery (e.g., low pay, irregular pay, and mistreatment by senior leadership etc.)?

A6.1.4.3. *What is the predominant language/dialect spoken by security forces (also indicate what percentage speak English, if applicable)?

A6.1.4.4. *To what degree are they willing to work with U.S./Allied personnel?

A6.1.4.5. *Are security forces willing/able to provide increased security for U.S./Allied missions? If so, how are such arrangements made? Through DAO office?

A6.1.5. Patrols.

A6.1.5.1. *Is the perimeter and/or flightline controlled by armed guards?

A6.1.5.2. *Frequency and regularity of patrols. (Are the patrols conducted on a predictable schedule or are they conducted randomly by the airport security force? If not on a regular schedule, is the variance purposeful [i.e., a security measure])?

A6.1.5.3. *Is patrol made on foot, animals, or vehicles?

A6.1.5.4. How many people are on each patrol?

A6.1.5.5. Do patrols use military working dogs?

A6.1.6. Security Equipment.

A6.1.6.1. *What types of weapons are carried by guards?

A6.1.6.2. What additional weapons are available (what weapons can be used, if needed; what weapons are used on vehicles, at entry points, guard towers, etc.)?

A6.1.6.3. *What forms of communications gear do the security personnel use?

A6.1.7. Watch Towers/Fixed Guard Positions.

A6.1.7.1. Number, location, and description (ground level guard shack, elevated tower, fixed fighting positions/bunkers, etc.).

A6.1.7.2. Number of guards at each location.

A6.1.8. Quick Reaction/Counterterrorist Units.

A6.1.8.1. *Does such a force exist?

A6.1.8.2. *Is it on or near the airport?

A6.1.8.3. *What is its reaction time?

A6.1.8.4. *How large a force is it?

A6.1.8.5. To what degree is responsibility delegated in crisis situations.

A6.1.8.6. How is the force trained and equipped?

A6.1.8.7. Does it have higher morale than the regular guard force?

A6.1.8.8. Has it successfully conducted operations in the past?

A6.1.9. Entry Control Points (ECP).

A6.1.9.1. *Is entry controlled to the installation and flightline/ramp?

A6.1.9.2. *Number, location and description of ECPs at the perimeter and flight line/ramp areas.

A6.1.9.3. *Are gates locked if unmanned?

A6.1.9.4. *Number of guards at each entry point (military/civilian, airport police, day/night).

A6.1.9.5. Are X-Ray machines and/or metal detectors used at any of the entry points?

A6.1.9.6. If entry is controlled, what form of personal identification is required for individuals and vehicles?

A6.1.9.7. *Are private vehicles allowed? If so, what method of registration is required?

A6.1.9.8. Are all persons in a vehicle required to show identification?

A6.1.9.9. What are visitor control procedures (i.e., procedures for visitor approval, identification of same)?

A6.1.9.10. What are visitor escort procedures?

A6.1.9.11. To what degree are vehicles, personnel, and their possessions searched?

A6.1.9.12. *Do any of the above procedures vary at night (i.e., all personnel must show identification at night when entering the installation, etc.)?

A6.1.10. Lighting.

A6.1.10.1. *Is entire boundary, flightline, and parking ramp lighted at night?

A6.1.10.2. Are additional fixed spotlights located at watchtowers/entry points?

A6.1.10.3. Are mobile mounted/towable spotlights available?

A6.1.11. Parking.

A6.1.11.1. *Are U.S. Government aircraft parked in special locations? *If so, are additional guards posted?

A6.1.11.2. Is the area clearly marked as a restricted area?

A6.1.11.3. *Are U.S. personnel authorized to have weapons on the flightline/ramp?

A6.1.11.4. Are weapons storage facilities available to transient crews?

A6.2. Billeting. Use when HQ AMC aircraft must remain over night at foreign airfields.

A6.2.1. Does the American Embassy (AMEMBASSY) provide billeting in its compound? If billeting is unavailable at the compound, does AMEMBASSY/DAO maintain a list of hotels that meet minimum security requirements?

A6.2.2. If AMEMBASSY maintains a standing list of recommended hotels, request the following information on each, if available:

A6.2.2.1. Basic description (design, height, towers, interior/exterior entrances, number of rooms).

A6.2.2.2. General layout (parking areas, fencing, lighting, proximity to highways/major roads).

A6.2.2.3. Number of elevators/stairways (internal/external), building entrances/exits, vehicle entrances/exits.

A6.2.2.4. Are U.S. personnel billeted in the same areas of the hotel or are they separated?

A6.2.2.5. How is the crew transported to and from the hotel?

A6.2.2.6. Are metal detectors/x-ray machines used at hotel entrances?

A6.2.2.7. Are security forces available to escort crews transiting to/from airport?

A6.3. Off Installation Route Security. Use when AMC aircraft must remain over night at foreign airfields.

- A6.3.1. Distance from airport to hotel.
- A6.3.2. Number of different routes from airport to hotel.
- A6.3.3. Route description.
- A6.3.4. Choke points on route (to include excessive traffic lights, congestion).
- A6.3.5. Number of lanes each way.
- A6.3.6. One-way streets?
- A6.3.7. Number and location of safe houses (i.e., police stations) along route.
- A6.3.8. Does host nation regularly patrol these routes?
- A6.3.9. Any bridges, overpasses or tunnels along the route?

A6.4. Personnel Threat.

- A6.4.1. Are dissidents known to operate in the area of the airport?
- A6.4.2. Identify these groups by name with leaders, if known.
- A6.4.3. Are dissidents known to possess stand-off weapons (SAMS, RPG, mortar, etc. [specific type and any known modification]).
- A6.4.4. Are these groups known to possess communications monitoring equipment (identify type and capability if known)?
- A6.4.5. Are these groups known to have anti-U.S. sentiments?
- A6.4.6. What past incidents have occurred which targeting of U.S. personnel, equipment, or facilities occurred?
- A6.4.7. Do hostile elements have any specific times/dates when they are historically active?
- A6.4.8. Do they have the support of the local populace?

A6.5. Physical Location.

- A6.5.1. What natural/manmade obstacles are in the vicinity of the airport (e.g., power lines, tall buildings, etc.)?
- A6.5.2. Identify areas surrounding flight line parking that could be used by hostile elements to covertly surveil airport operations and to launch attacks.
- A6.5.3. How suitable is the surrounding terrain and vegetation for a stand-off attack? Does this vary seasonally?

A6.6. Maps. Please include maps or a sketch locating security information (aircraft parking areas, fencing, lighting, ECPs, etc.). Digital photos of all items are requested, if capability exists.

A6.7. Reporting Procedure. When complete, send your report to HQ AMC/SFOX, 102 East Martin Street, Scott AFB, IL 62225-5318, or e-mail to the OPR. Any questions can be address to HQ AMC/SFOX.

Attachment 7

IC 02-01 AMCI 31-104, PHOENIX RAVEN PROGRAM, 1 AUGUST 2000

25 February 2002

SUMMARY OF REVISIONS

This Interim change (IC) CY 2002 adds paragraph 2.2.14. and provides guidance concerning the Phoenix Raven Credential. In order to facilitate movement and provide a valid identification process during transit, graduates of the PHOENIX RAVEN course will be issued AMC Form 1031, SF (RAVEN) Credential, for use while performing official RAVEN duties. An (*) indicates a revision since the last edition.

2.2.14. Raven Credentials. Upon graduation, the HQ AMC Director of Security Forces issues AMC Form 1031, SF (RAVEN) Credential to Security Forces members performing PHOENIX RAVEN duties. Once the form is issued, PR members will handcarry AMC Form 1031 at all times when in the performance of RAVEN duties. The AMC form 1031, SF (RAVEN) Credential, will be issued until replaced by a digital imaging system card. Issue of the SF (RAVEN) Credential is recorded using a localized tracking document.

2.2.14.1. If the form is lost or stolen, the bearer must immediately notify HQ AMC/SF through official channels and provide a written memorandum detailing the circumstance concerning the loss within 24 hours. In the event circumstances such as flight delays or transit operations delay official reporting requirements, the member will notify their assigned unit at the earliest opportunity.

2.2.14.2. Destroy withdrawn credentials upon PCA or PCS unless RAVEN duties will be performed at the gaining unit. Document destruction on AF Form 310, *Document Receipt and Destruction Certificate*, and maintain accountability records. Note: The Chief of Security Forces may present a RAVEN his or her credential as a retirement memento; however, the credential must be marked as "INVALID" in red letters and HQ AMC/SF must be notified.

JAMES C. HARPER, Colonel, USAF

Deputy Director of Security Forces

Attachment 8

IC 02-02 TO AMCI 31-104, PHOENIX RAVEN PROGRAM, 1 AUGUST 2000

7 August 2002

SUMMARY OF REVISIONS

This Interim change (IC) 02-02 changes paragraphs **2.7.1.1.**, **3.1.**, **3.1.1.**, **3.1.1.1.**, **3.1.1.2.**, and **3.1.2.** Adds **Figure 2.1.** Phoenix Rave Aircrew Patch Exhibit. A bar (|) indicates a revision since the last edition.

2.7.1.1. Security forces personnel wear the flight suit while performing phoenix raven duties according to AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*. The battle dress uniform or other uniform of the day will be worn when not performing official raven duties. Each PR member is authorized three flight suits, one flight jacket for each season (winter and summer), and two pairs of flight gloves. They are authorized to procure other aircrew type items (helmet bag, b-4 bags, headsets, etc.) That will assist them in performing their duties as Mission Essential Ground Personnel (MEGP). PR members may wear the SF beret at CONUS airfields, DoD installations, and NATO bases while performing pr duties, but they must wear the flight cap when transiting all other OCONUS airfields. The approved raven aircrew name patch for wear on the flight suit/jacket is the raven PR cloth patch with the embroidered SF shield with rank/name and raven number.

3.1. Tanker Airlift Control Center (TACC). The appropriate TACC office planning the AMC mission is responsible for ensuring that PR requirements are identified to tasked wings during mission planning. (OPR: XOG, XOO, XOP, AND XOC).

3.1.1. AMC missions requiring ravens are determined by the TWG non-raven required list or are identified individually by TWG mission risk analysis. The TWG non-raven required list is published on the AMC/IN website (force protection airfield products/amc raven policy). SIPR NET [HTTP://WWW.AMCIN.SCOTT.AF.SMIL.MIL/HOMEIE.ASP](http://WWW.AMCIN.SCOTT.AF.SMIL.MIL/HOMEIE.ASP)., or can be obtained by contacting the TWG or AMC/SFOG. XOC/XOO/XOG/XOP planners will task PR requirements as follows.

3.1.1.1. Utilizing the non-raven required list, mission (XOO/XOP) planners will enter a “leg” remark on the Form 59 in GDSS stating “phoenix raven required for XXXX” (ICAO LOCATION). this “leg” remark should be entered on the last departure leg prior to the PR required location. Mission (XOG) planners will enter a “mission” remark on the Form 59 in GDSS stating “phoenix raven team required/ravens supplied by local SFS or contact AMC/SF AT 779-0638/0005”. This remark in GDSS serves as the wing’s formal tasking of a PR requirement.

3.1.1.2. Short notice missions: for missions added less than 72 hrs prior to launch, the XOC/XOG/XOO/XOP planner entering the mission into ADANS/CAMPS/GDSS will enter a “mission” remark on the Form 59 in GDSS stating “phoenix raven team required/ravens supplied by local SFS or contact AMC/SF AT 779-0638/0005”.

3.1.1.3. Planners will include PR on diplomatic clearance requests submitted to TACC/XOCZ Flight Planning Division.

3.1.2. Utilizing the non-raven required list, XOC East and West cells will conduct a daily check of the “station workload” for ICAO’S identified as raven required locations and enter a “leg remark” on the form 59 IAW PARAGRAPH **3.1.1.1.** above. If the departure into a PR location will happen within the next 72 HRS, and the leg remark was not previously entered, it’s possible that the PR requirement is new and a PR team has not been assigned. East/West cell will forward this mission number and mission leg

affected to AMC/SFOG contingency cell at the following; E-MAIL:
<mailto:AMCSFOGOPS@SCOTT.AF.MIL> or AMC/SF at 779-0638/FAX 779-0286. AMC/SFOG will ensure a PR team is assigned to the mission.

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