BY ORDER OF THE SECRETARY OF THE AIR FORCE

AIR FORCE INSTRUCTION 10-2501

24 JANUARY 2007

Incorporating Through Change 3, 29 APRIL2013

Corrective Actions Applied on 10 May 2013

KIRTLAND AIR FORCE BASE Supplement

23 JANUARY 2014

Operations

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM PLANNING AND OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: HQ AFCESA/CEXR

Certified by: HQ AF/A7CX (Col Donald L. Gleason)

Pages: 192

Supersedes: AFI10-2501, 3 August 2005

(KIRTLANDAFB)

OPR: 377 MSG/CEX

Certified by: 377 MSG/CE (D. Brent Wilson, P.E.)

Pages:5

Supersedes: KIRTLANDAFBI10-2501, 1 June 2011 and KIRTLANDAFB Shelter Management Plan, 1 May 2012

This Instruction is consistent with Department of Defense Instruction (DODI) 6055.17, *DOD Installation Emergency Management (EM) Program*, Air Force Policy Directive (AFPD) 10-2, *Readiness*; AFPD 10-25, *Emergency Management*; AFPD 10-26, *Counter-Chemical, Biological, Radiological, and Nuclear Operations*; AFPD 10-8, *Defense Support of Civil Authorities (DSCA)*; Air Force Doctrine Document (AFDD) 3-40, *Counter Chemical, Biological, Radiological, and Nuclear Operations*; and portions of AFDD 3-10, *Force Protection*. It also

aligns the Air Force with Homeland Security Presidential Directive 5 (HSPD-5), the National Incident Management System (NIMS), and the National Response Framework (NRF). This instruction also implements the Air Force Incident Management System (AFIMS) based on the NIMS methodology and aligns Air Force Emergency Management (AFEM) planning and response with the NRF as directed by HSPD-5. This instruction defines the Air Force EM program as a cross-functional program that integrates procedures and standards for planning; logistical requirements; emergency response actions; emergency response guidelines; exercises and evaluations; personnel training; detection, identification, and warning; notification; and enemy attack actions. It establishes responsibilities, procedures, and standards for Air Force mitigation and emergency response to physical threats resulting from major accidents; natural disasters; conventional attacks (including those using high-yield explosives); and terrorist use of CBRN materials. Its prescribed planning process helps commanders achieve unity of effort, allocate and use resources effectively, and identify shortfalls in their response capabilities. This Instruction includes guidance for both Continental United States (CONUS) and Outside the Continental United States (OCONUS) locations and applies to Active Duty, Air Force Reserve, and Air National Guard (ANG) units worldwide. See **Attachment 1** for definitions of acronyms, abbreviations, and terms used in this instruction. Consult cited policy directives, instructions, manuals and their supplements for specific policies, procedures and requirements. Send recommended changes and major command (MAJCOM) supplements to this publication to AFCEC/CXR, 139 Barnes Drive, Tyndall AFB, FL 32403-5319 or email to **afcec.cxr.workflow@tyndall.af.mil.** Use AF Form 847, *Recommendation for Change of Publication* for recommended changes. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at **https://www.my.af.mil/afrims/afrims/afrims/rims.cfm**. The use of the name or mark of any manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

(KIRTLANDAFB) This publication supplements Air Force Instruction 10-2501, *Air Force EM Program Planning and Operations*, and implements Air Force Manual (AFMAN) 10-2507, *Readiness and Emergency Management Flight Operations*. It establishes responsibilities and plans for the 377 Air Base Wing (ABW) EM program. Thisinstructionappliestoallpersonnelassignedandattachedto Kirtland Air Force Base (KAFB), Air Force Reserve Command (AFRC) Units, and the New Mexico Air National Guard (NMANG). Thisincludesthoseunitswherethisprogramhasbeenaddressedinapplicablehost-tenantsupportagreementor memorandumof understanding/memorandumof agreement. This publication may be supplemented at any level. No waivers will be granted for any part of this publication. Refer recommended changes and questions about this publication to the OPR using Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). See **Attachment 1** for a Glossary of References and Supporting information. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This interim change implements new guidelines that clarify requirements for the Air Force Emergency Management Program to include EMWG responsibilities in Chapter 2, Radiological Response requirements in Chapter 3, the All-Hazards Risk Management Process in Chapter 4, Chemical, Biological, Radiological, and Nuclear (CBRN) Defense and Air Force Incident Command System Position Based Training requirements, Tables 6.1., 6.2., 6.3., 6.4., Air Force Incident Management System (AFIMS) Education and Training Requirements defined in Chapter 6, and Air Force Emergency Management Exercise Requirements in Chapter 7. The reader must use this IC in conjunction with the publication, IC-1, IC-2, and these changes take precedence.

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Chapter 1

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM

1.1. General Information. This instruction implements Air Force Doctrine Document (AFDD) 3-40, *Counter Chemical, Biological, Radiological, and Nuclear Operations;* Air Force Policy Document (AFPD) 10-2, *Readiness*; AFPD 10-25, *Full-Spectrum Threat Response* (to be renamed *Emergency Management);* AFPD 10-26, *Counter-Nuclear, Biological, and Chemical Operational Preparedness (*to be renamed *Counter-Chemical, Biological, Radiological, and Nuclear Operations);* AFPD 10-8, *Defense Support of Civil Authorities (DSCA);* and portions of AFDD 3-10, *Force Protection.* It also aligns the Air Force with *Homeland Security Presidential Directive 5* (HSPD-5), the *National Incident Management System* (NIMS), and the *National Response Plan* (NRP). This instruction also implements the Air Force Incident Management System (AFIMS) based on the NIMS methodology and aligns Air Force EM planning and response with the NRP as directed by HSPD-5. The AFIMS provides scalable and flexible response to organize field-level operations for a broad spectrum of emergencies. The EM program addresses the impacts of major accidents, natural disasters, conventional attacks, and terrorist attacks. Commanders can achieve unity of effort, use resources effectively, and identify shortfalls using the AFIMS planning process and this instruction. AFIMS is defined in **Attachment 1**.

1.2. Purpose. This instruction provides the staff and key agencies of higher headquarters, installations, and unit commanders with the policies, guidance, structure, and roles and responsibilities to prepare for, prevent, respond to, recover from, and mitigate threats to their mission. This instruction also includes guidance to plan, conduct, and evaluate Air Force EM exercises.

NOTE: For differentiation purposes, the terms "CBRN" and "CBRNE" are defined below and in **Attachment 1**.

CBRN. Operations that include chemical, biological, radiological, and nuclear materials, either individually or in combination. Collectively known as weapons of mass destruction (WMD), CBRN replaces "Nuclear, biological, or chemical (NBC)" when used in reference to operations or incidents limited to WMD issues. Toxic Industrial Chemicals or Toxic Industrial Materials (TIC/TIM) and Hazardous Materials (HAZMAT) are considered part of the "C" in "CBRN".

CBRNE. Operations or incidents involving chemical, biological, radiological, nuclear, and high-yield explosives, or materials, either individually or in combination. "CBRNE" is used whenever reference is not being made to "NBC-only" operations or incidents.

1.3. Mission. The primary missions of the Air Force EM program are to save lives; minimize the loss or degradation of resources; and continue, sustain, and restore operational capability in an all-hazards physical threat environment at Air Force installations worldwide. The ancillary missions of the Air Force EM program are to support homeland defense and civil support operations and to provide support to civil and host nation authorities IAW DOD directives and through the appropriate Combatant Command (COCOM). The Air Force EM program addresses the physical threats listed in **paragraph 1.1**, occurring either individually or in combination. AFIMS phases of incident management include prevention, preparation, response, recovery, and

mitigation. The Air Force EM program examines potential emergencies and disasters based on the risks posed by likely hazards; develops and implements programs aimed toward reducing the impact of these events on the installation; prepares for risks that cannot be eliminated; and prescribes actions required to deal with consequences of actual events and to recover from those events.

1.4. Program Policy. The Air Force will establish a single integrated EM program to mitigate the effects of major accidents; natural disasters; conventional attacks (including those using high-yield explosives); and terrorist use of CBRN materials on Air Force personnel, resources, and operations. The Air Force EM program will develop and implement measures for, and manage activities related to, emergency preparedness, incident management, passive defense (including response and recovery operations) and consequence management. The Air Force Civil Engineer (AF/A7C) is the office of primary responsibility (OPR) for the Air Force EM program. **Chapter 3** lists responsibilities of organizations that manage other program elements. The Air Force EM program is established IAW this instruction.

1.4.1. When compliance with this publication is impractical due to unique local or MAJCOM situations, request a waiver from AF/A7CX. An approved waiver remains in effect until the approving official cancels it in writing or this instruction is revised. When the OPR revises this publication, the waiver requester must renew the waiver. Until a waiver is approved by AF/A7CX, the MAJCOM or installation must make every effort to comply with this publication. The instruction OPR must maintain a copy of all waiver requests with the instruction record set.

1.4.2. MAJCOM and other agency supplements to this publication should be forwarded to HQ AFCESA/CEXR. Supplements cannot be less restrictive than the basic publication; however, if needed, they can be more restrictive. Waivers to supplemental guidance will be handled by the agency that developed the supplement.

1.5. Major Program Elements. Major program elements of the Air Force EM program include warning and reporting, command and control (C2), planning, equipping, organizing, training, exercising, evaluating, response operations and incident management.

1.6. Air Force Emergency Management (EM) Program Support.

1.6.1. Each Air Force unit must participate in the AFEM program including exercises and meet the AFEM program requirements in this and other governing instructions. The host Air Force installation will provide support to all assigned, attached, and tenant units and agencies, including AFRC, ANG, DOD, Joint Bases (where the AF is the lead), and Non-DOD units, located on and off the installation. AFRC and ANG tenant units will be incorporated into the host installation's Installation Emergency Management Plan (IEMP) 10-2. The Readiness and Emergency Management (R&EM) Flight on the host installation is the Installation Commander's Air Force EM program OPR and performs the functions of the Installation Office of Emergency Management. The R&EM Flight under the Base Civil Engineer (CE) is the only Office of Emergency Management on an installation. The EM program must address the objectives and program elements related to all-hazard threats. Installations with contracted R&EM Flights must ensure their contracts incorporate all the tasks in **Table A3.3,** and **Table A4.12,** and meet all requirements in this and other EM Program Guidance. R&EM Flights with civilian bargaining unit employees who are required to change workplace requirements and assume emergency response roles do require

bargaining. Bargained requirements are formalized by designating manpower positions with "emergency responder" codes and updated job descriptions.

1.6.2. MAJCOMs will determine the host installation for each Geographically Separated Unit (GSU) and provide guidance to train and equip its units in compliance with the EM program. Guidance may include supplementing this instruction and will include conducting Staff Assistance Visits (SAV). Air Force units located on other services' installations will integrate into the host service's EM program or equivalent.

1.6.3. Military resources may be used to help local authorities when necessary to save lives, prevent human suffering, or mitigate great property damage. See AFI 10-801, Defense Support of Civilian Authorities (DSCA).

1.6.4. Commanders at foreign locations will follow Department of State (DOS), theater, and MAJCOM guidance when assisting local authorities. Commanders at United States territories and US possessions will follow Department of the Interior (DOI), theater, and MAJCOM guidance when assisting local authorities. MAJCOMs will coordinate with the DOI to determine appropriate response protocols at US territory and US possession locations. These response protocols will be published in supplements to this instruction. (***Note:*** HQ Pacific Air Forces [PACAF] will determine which guidance applies to Alaska and Hawaii.)

1.6.5. The Air Force, under DOD direction, supports the EM programs of Federal agencies, as specified in the NRP and interagency agreements.

1.6.6. Air Force Emergency Management (EM) Program Compliance with the NIMS. The Air Force revised the Full Spectrum Threat Response (FSTR) organizational construct and nomenclature as the Air Force EM program to be consistent with the NIMS and the NRP without compromising Air Force operational missions or disrupting military command authority. The Air Force uses the same structure for peace or war, at domestic and foreign locations. (See note in **paragraph 1.6.4**) To implement this change, standard NIMS terminology has replaced Air Force-specific terms. See **Table 1.1**, List of Cross-Referenced Terms.

Table 1.1. (DELETED)

1.7. Relationship to the National Response Plan (NRP) and National Incident Management System (NIMS). On February 28, 2003, the President issued HSPD-5, which directs the Secretary of Homeland Security to develop and administer the NIMS. This system provides a consistent, nationwide approach for Federal, State, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, recover from, and mitigate domestic incidents, regardless of cause, size, or complexity.

1.7.1. The NIMS uses a systems approach to integrate the best existing processes and methods into a unified national framework for incident management. This framework forms the basis for interoperability and compatibility that will subsequently enable a diverse set of public and private organizations to conduct well-integrated and effective incident management operations. The NIMS provides interoperability and compatibility among various preparedness agencies through a core set of concepts, principles, terminology, and technologies. This core set includes:

1.7.1.1. The Incident Command System (ICS).

1.7.1.2. Multiagency Coordination System (MCS).

1.7.1.3. Unified commands, as defined by the NRP and the NIMS rather than as defined by DOD.

1.7.1.4. Training, qualifications, and certification.

1.7.1.5. Resource identification and management, including systems for classifying types of resources.

1.7.1.6. Incident information collecting, tracking, and reporting.

1.7.1.7. Incident resources collecting, tracking, and reporting.

1.7.2. The Air Force uses the NRP structure to implement the AFIMS. The NRP was developed to establish a comprehensive, national, all-hazards approach to incident management across a spectrum of activities. The NRP outlines how the Federal government implements the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, (usually referred to as the Stafford Act) to assist State, local, and tribal governments when a major disaster or emergency overwhelms their ability to save lives; protect public health, safety, and property and restore their communities. The NRP and its resultant organizational structure are used by the Air Force to integrate its incident response with civilian responses. In addition, the Federal Emergency Management Agency (FEMA) developed the NIMS Implementation Template for use by Federal departments and agencies to help them incorporate the NIMS into their emergency response plans, procedures, and policies. The template is available on the FEMA web site.

1.7.3. The NRP requires an ICS designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure. ICS is used at all levels of government—Federal, State, local, and tribal—as well as by many private-sector organizations.

1.7.3.1. The ICS is one of two methods used to provide a common operating picture (COP). The ICS provides the communications, intelligence sharing and information sharing for incident management. The COP provides the framework necessary to:

1.7.3.1.1. Formulate and disseminate indications and warnings.

1.7.3.1.2. Formulate, execute, and communicate operational decisions at an incident site, as well as between incident management entities across jurisdictions and functional agencies.

1.7.3.1.3. Prepare for potential requirements and request support for incident management activities.

1.7.3.1.4. Develop and maintain overall awareness and understanding of an incident within and across jurisdictions.

1.7.3.2. Information management is the second of the two methods used to provide a COP. In addition, the Air Force GeoBase Program provides situational awareness, supports C2, provides the capability to develop plumes and cordons, places information on a map that can be displayed and provides a tool kit that supports emergency response.

Chapter 2

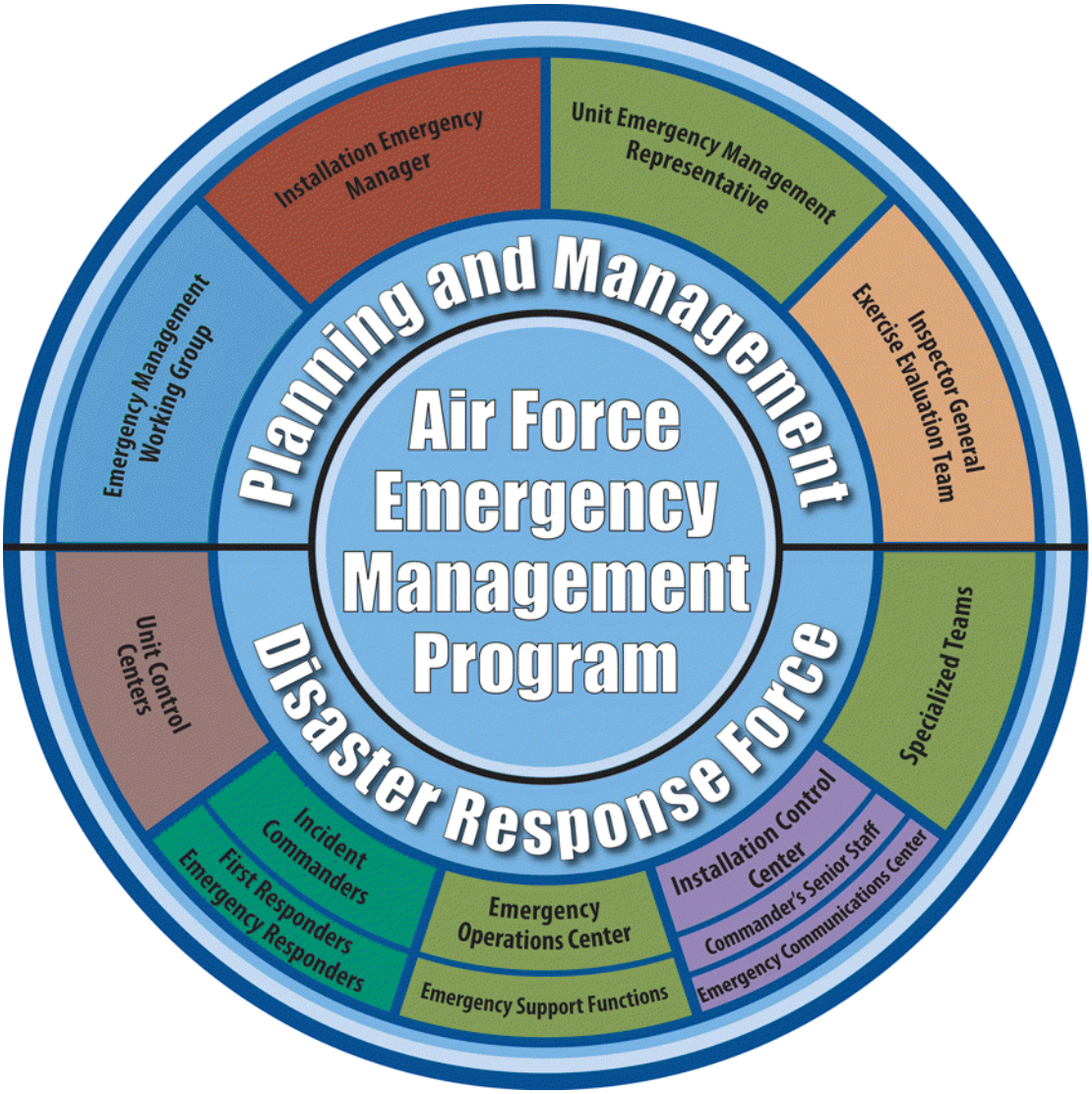
AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM STRUCTURE

2.1. Purpose. This chapter discusses the organization of the Air Force EM program at all levels of command. The Air Force EM program structure establishes a clear progression of coordination and communication from installation level to MAJCOM level to Air Force level. See **Figure 2.1**, Air Force Emergency Management Program. This structure has the following two elements at each command level:

2.1.1. A strategic planning and management staff to maintain an EM program.

2.1.2. A tactical response structure to manage or conduct contingency response operations.

Figure 2.1. Air Force Emergency Management Program.



2.2. Air Force Emergency Management (EM) Program Structure. The Air Force EM program structure includes a strategic planning and management staff and a tactical response element.

2.2.1. The Air Force (AF) level will establish and chair a HAF-level working group to synchronize AFEM policy and programs. The EM planning and management structure is supported by and supports various cross-functional councils, steering groups, and working groups that discuss interrelated C-CBRN, force protection, anti-terrorism, medical issues. These working groups must synchronize AFEM policy and programs with focus on education, training, exercises, and modernization.

2.2.1.1. **(DELETED)**

2.2.1.1.1. **(DELETED)**

2.2.1.1.2. **(DELETED)**

2.2.1.1.3. **(DELETED)**

2.2.1.1.4. **(DELETED)**

2.2.1.1.5. **(DELETED)**

2.2.1.2. **(DELETED)**

2.2.1.3. **(DELETED)**

2.2.2. In support of Air Force operations and as the Air Force lead for Agile Combat Support (ACS), the Deputy Chief of Staff for Logistics, Installations, and Mission Support (AF/A4/7) provides policy direction and oversight of the Air Force disaster response force (DRF) capabilities for response, recovery, and sustainment of operations. When directed, the Air Staff will assist installations through the Air Force Operations Center (AFOC) to provide guidance and supplemental resources for any incident involving Air Force resources. The AFOC is the Air Force 24-hour point of contact for EM and Defense Support of Civil Authorities (DSCA) operations. See AFI 10-206, *Operational Reporting*, for AFOC and MAJCOM Operations Centers contact information.

2.3. Major Command (MAJCOM) Emergency Management (EM) Program Structure. MAJCOMs will establish or integrate into existing corporate structures an Emergency Management Working Group (EMWG). The MAJCOM EMWG is the primary working group supporting the EM program through the development of MAJCOM guidance and strategic plans. These working groups must synchronize AFEM policy and programs similar to the HAF corporate structure.

2.3.1. The MAJCOM EMWG addresses MAJCOM-wide cross-functional issues that affect the readiness and capabilities of the MAJCOM and address peacetime major accidents, natural disasters, and wartime conventional, terrorist, and CBRNE attacks. If not combined with another working group, the MAJCOM/A7C (Civil Engineer) chairs the MAJCOM EMWG. The EMWG meets at least semi-annually. The EMWG reviews EM training; monitors issues; monitors installation's EM operational plans and exercises; reviews readiness issues according to AFPDs 10-2 and AFPD 10-4, *Operations Planning: Air and Space Expeditionary Force (AEF);* reviews SAV, exercise and Inspector General (IG) trends; monitors CBRNE defense equipment; coordinates shortfalls; coordinates TTPs and

initiatives. MAJCOM EMWG representatives should be the subject matter action officers. Minimum MAJCOM EMWG membership shown in **Table 2.1**, includes:

2.3.1.1. **(DELETED)**

2.3.1.2. **(DELETED)**

Figure 2.3. (DELETED)

2.3.1.3. **(DELETED)**

2.3.1.4. **(DELETED)**

2.3.1.5. **(DELETED)**

Table 2.1. Minimum MAJCOM EMWG Membership

Emergency Management	Logistics	Explosive Ordnance Disposal
Communications	Operations	Inspector General
Maintenance	Force Support (Personnel)	Judge Advocate
Aircrew Flight Equipment	Force Support (Services)	Public Affairs
Fire Emergency Services (FES)	Intelligence	Plans and Programs
Financial Management	Security Forces (SF)	Surgeon General
Historian	Air Force Office of Special Investigations (AFOSI)	

2.3.2. At MAJCOM level, the response elements includes the MAJCOM Command Center, Installation Command and Control, EOC, and specialized teams such as the MAJCOM Response Task Forces (RTF). MAJCOMs activate their Commander's Senior Staff when requested by Air Staff or the MAJCOM commander. The MAJCOM Commander's Senior Staff assists the Air Staff or installations in response efforts.

2.4. Installation Emergency Management (EM) Program Structure. Installation will establish or integrate into existing corporate structures an Emergency Management Working Group (EMWG). The EMWG must synchronize AFEM policy and programs into the installation corporate structure. The EMWG ensures installation implementation of EM and C-CBRN related concepts, training, and guidance passed from the MAJCOM. Programs and activities involving EM and incident response, must participate fully with the EMWG.

2.4.1. The Installation EMWG is chaired by the Mission Support Group (MSG) Commander. The chairperson appoints members and establishes working subgroups. The EMWG meets quarterly unless the chairperson requires meetings more frequently. Installation EMWG members are defined in **Table 2.2**

2.4.1. **(KIRTLANDAFB)** Due to the unique structure of KAFB the KAFB Emergency Management Working Group (EMWG) is chaired by 377th Mission Support Group/Commander (377 MSG/CC) not as outlined by AFMC Sup to 10-2501 which states that the 377 ABW/CC will chair the EMWG. 58 SOW/XP is a member of the EMWG.

Figure 2.4. (DELETED)

Table 2.2. Installation EMWG Membership

Mission Support Group Commander (Chair)	Judge Advocate
Air Traffic Control	Logistics Readiness Squadron
Air Force Office of Special Investigations	Maintenance Group
Aircrew Flight Equipment	*Medical Representative
* Bioenvironmental Engineer Officer	Mental Health
*Civil Engineer[2]	Operations Group
*Command Post	Public Affairs
*Communications	*Public Health Emergency Officer
*Contracting	*Safety
*Emergency Management (facilitator)	*Security Forces
*Explosive Ordnance Disposal	Senior Installation Chaplain
*Fire Emergency Services	Tenant Units
*Force Support (Services and Personnel Readiness)	*Weather
*Installation Antiterrorism Officer	Wing Inspector General
Installation Deployment Officer	Wing Plans and Programs
Installation Exercise Evaluation Team Chief	Wing Critical Asset Risk Management/ Critical Infrastructure Protection Program Manager
Intelligence	
Notes: 1. Recommended members of the All Hazards Response Planning Team are asterisked (*) and described in **paragraph 2.4.1.2.1.** 2. The CE/CC may delegate to appropriate CE Flight Chiefs (Operations, Assessment Management, Engineering, FES, R&EM).	

2.4.1.1. The EMWG coordinates with the EET to review EM program training status; schedule and design EM exercises; monitor IEMP 10-2 updates; monitor mutual aid agreement (MAA) updates; review SAV and exercise trends; monitor AFIMS and CBRN defense equipment shortfalls and overages; coordinate new AFIMS TTP and initiatives; review the installation augmentation program according to AFPAM 10-243, *Augmentation Duty*; and facilitate computer-based training equipment for the base populace.

2.4.1.2. The EMWG reviews installation-wide programs for the ability to achieve EM program objectives. This structure needs to incorporate local, state, and federal planning committees, councils, or groups. Examples include Environmental Protection Agency's Local Emergency Planning Committee, FEMA's Emergency Management Council, State Emergency Management Agency (SEMA), local Emergency Management offices, and so forth. Outside the Continental United States (OCONUS) the DOS, theater Commander of the Combatant Command, and host nation agreements may provide additional requirements for the EMWG. The EMWG may have subordinate groups work on specific issues or planning tasks. As a minimum, the EMWG will have a subgroup: the All Hazards Response Planning Team.

2.4.1.2.1. The purpose of the All Hazards Response Planning Team is to develop and refine installation response protocols to develop the IEMP 10-2 for responding to All-Hazard incidents. This team is responsible for accomplishing the assessments according to the risk management process defined in **Chapter 4**.

2.4.1.2.2. The R&EM Flight Chief or Superintendent chairs the All Hazards Response Planning Team. This team will meet as necessary or as tasked.

2.4.1.3. The EMWG will determine which specialized teams are required to support the installation EM program and what each team's composition will be. Representatives from civilian agencies may be invited to discuss functional issues.

2.4.1.4. The EMWG will use **Table 2.3**, for suggested EMWG topics. Subject matter may be modified to meet installation requirements. Furthermore, the EMWG will:

2.4.1.4.1. Determine the scope of the installation EM program, utilizing scoping factors such as unit's size, mission, IEMP 10-2 responsibilities and roles, and Unit Type Code (UTC) taskings.

2.4.1.4.2. Determine installation response capability requirements (size and composition) for Emergency Management Support Team (EMST), Shelter Management Team (SMT), Contamination Control Team (CCT), Post-Attack Reconnaissance (PAR) and other specialized teams.

2.4.1.4.3. Ensure information, briefings, and reports are received from MAJCOM EMWG, installation TWG, installation EET, and other tasked integrated process teams.

2.4.1.4.4. Review unit SAV reports, CBRN equipment status, and status of installation readiness training before the EMWG meeting.

2.4.1.4.5. Review annual Individual Protective Equipment (IPE) budget.

2.4.1.4.6. Ensure accuracy, compliance, and timeliness of Readiness and Contingency capabilities briefings.

2.4.1.4.7. Brief installation commander on EMWG results. Elevate EM or CBRN related issues to the installation commander when additional guidance or resolution is beyond the scope of the EMWG.

Table 2.3. Suggested Emergency Management Working Group Discussion Topics

1. Status of wing-wide EM-related training to include training utilization data.
2. Results of installation EM exercises (See **Table 7.1.**), including status of response capability.
3. Status of protective equipment to include budget and funding for mobility bag assets and shelters for the unit and additive forces, when appropriate.
4. Results of risk assessments including installation shortfalls about response to all hazards and threats to the installation.
5. Status of CBRN Defense initiatives and procedures affecting the installation.
6. Comparison of the validated requests for Wing Augmentation program support, for home station or deployed operations, in relation to available personnel.
7. Review and validate MAAs annually.
8. Validate C-Bag requirements according to AFI 10-401, *Air Force Operations Planning and Execution*, and AFI 10-403, *Deployment Planning and Execution*.
9. Status of DRF elements (specialized teams).
10. Status of all installation contingency plans including the IEMP 10-2 currency and supporting checklists.
11. MAJCOM and unit EM SAVs schedules, trends, and results.
12. Review action items from the previous meetings.
13. Review severe weather observing/forecasting capabilities and corresponding user requirements to identify weather phenomena for which notification is required (to include threshold values and desired lead-times).
14. Review severe weather awareness training and exercise procedures.
15. Review Installation Notification and Warning System (INWS) capabilities to include primary and back-up dissemination procedures.
16. Review severe weather protective action procedures and resources.
17. Other items of interest relevant to the installation EM program.

2.4.2. **(DELETED)**

2.4.2. **(KIRTLANDAFB)** The Deployment Processing Working Group will be the forum to address any necessary expeditionary skills training priorities. 377 ABW/Base Training Manager will be the POC for the Expeditionary Skills Working Group.

2.4.2.1. **(DELETED)**

2.4.2.2. **(DELETED)**

2.4.2.3. **(DELETED)**

2.4.2.4. **(DELETED)**

2.4.2.4.1. **(DELETED)**

2.4.2.4.2. **(DELETED)**

2.4.2.4.3. **(DELETED)**

2.4.2.4.4. **(DELETED)**

Figure 2.5. (DELETED)

2.4.2.5. **(DELETED)**

2.4.2.5.1. **(DELETED)**

2.4.2.5.2. **(DELETED)**

2.4.2.6. **(DELETED)**

2.4.2.7. **(DELETED)**

2.4.2.8. **(DELETED)**

2.4.2.9. **(DELETED)**

2.4.2.10. **(DELETED)**

2.4.3. **(DELETED)**

2.4.3.1. **(DELETED)**

2.4.3.2. **(DELETED)**

2.4.3.3. **(DELETED) .**

2.4.4. **(Added-KIRTLANDAFB)** The Installation Readiness Board meets semiannually and is chaired by the 377 ABW/CC. The Installation Readiness Board is comprised of unit command representation from all 377 ABW units and directorates, AFNWC, AFOTEC, AFRL, 58 SOW, 150 SOW, AFIA/AFSC, MDA/DVL, SMC/SD, Det 1 342 TRS, AFRC, DTRA, DECA, AAFES, and 705 CTS.

2.5. Installation Disaster Response Force (DRF) Structure.

2.5.1. The DRF is the structure for response operations at the installation level. The DRF includes the CAT, CP, Emergency Communications Center (ECC), EOC, IC, First Responders (see **paragraph 2.5.8**), Emergency Responders (see **paragraph 2.5.9**), Unit Control Centers (UCC), Emergency Support Functions (ESFs), specialized teams, the Recovery Operations Chief, and Senior Military Representatives. These terms are defined in **Attachment 1**.

2.5.2. Crisis Action Team (CAT). The CAT is a C2 function normally activated for a specific incident to oversee the mission operation of the installation. The CAT is an organization capable of devoting full-time attention to how the crisis affects mission execution and is composed of pre-designated personnel with possible representation from outside agencies as needed. The CAT develops courses of action and executes the commander's and HHQ’s directives. The composition and function of the CAT is largely mission driven and therefore a MAJCOM/DRU or installation commander prerogative.

2.5.2.1. The CAT directs strategic actions supporting the installation's mission. The CP is separate from the CAT, which functions as the essential C2 node. The CAT is activated to provide command, control, and communication link to higher headquarters and comparable civilian agencies, and coordinates the incident response. The CAT is also activated for specific incidents to command, control, and coordinate required support, or at the discretion of senior wing leadership.

2.5.2.2. The composition of a CAT varies according to the situation. Contingency situations do not always require response by the entire staff. Therefore, CAT operations should be composed of representatives from functional areas that will be needed in a major emergency or contingency operation. The size and composition of the CAT is also dependent upon the organizational and functional role of the unit.

2.5.2.3. Membership of the CAT is most often a comprised by a combination of the commander's senior staff (generally Group Commanders), tenant wing commanders (if any) and Special Staff members, and is scalable to support the Installation Commander's requirements. During extended operations, CAT planning functions transition to the normal planning sections (current operations, future operations, and future plans).

2.5.2.4. The CAT Director: manages activities that affect the unit's resources that could affect the unit's mission; directs required actions contained in unit support plans and levels of support to the Incident Commander through the EOC Director during contingency operations based on mission needs, acceptable levels of risk, and commander's intent; ensures accomplishment of all tasked missions according to the commander's intent and the appropriate degree of readiness of subordinate units; monitors the status of assigned aircraft, aircraft launches and recoveries, and unit deployment operations through the deployment control center; ensures timely submission of required operations and situation reports through the CP; and performs additional actions as directed by the commander.

2.5.2.4.1. CAT Support Staff. The CAT Director shall appoint a CAT Manager with a support staff dedicated cadre (when activated) whose duties are administrative in nature. The support staff is normally a compilation of knowledge operations personnel designated by units across the installation to serve in this capacity during 24/7 operations or when directed by the installation commander. CAT Support Staff duties are defined in **Table 2.4,** include, but are not limited to:

Table 2.4. CAT Support Staff Duties

Providing dedicated CAT data, information, and knowledge management services to the CAT.
Providing user assistance for common software applications (e.g. Microsoft Office Word, Power Point, Excel, etc.).
Organizing an overall information management plan (IMP) for the commander. The IMP should address: - Business rules for life-cycle management of information. - Processes for receiving, processing, and distributing CAT directives to the C2 nodes and the installation. - Activity log and suspense management. - Information disseminating methods and procedures (e.g., portals, web sites, shared drives, etc.) - Support for briefings and phone/e-mail listings. - Providing contact rosters of all CAT Support Staff personnel to the CP Controllers.

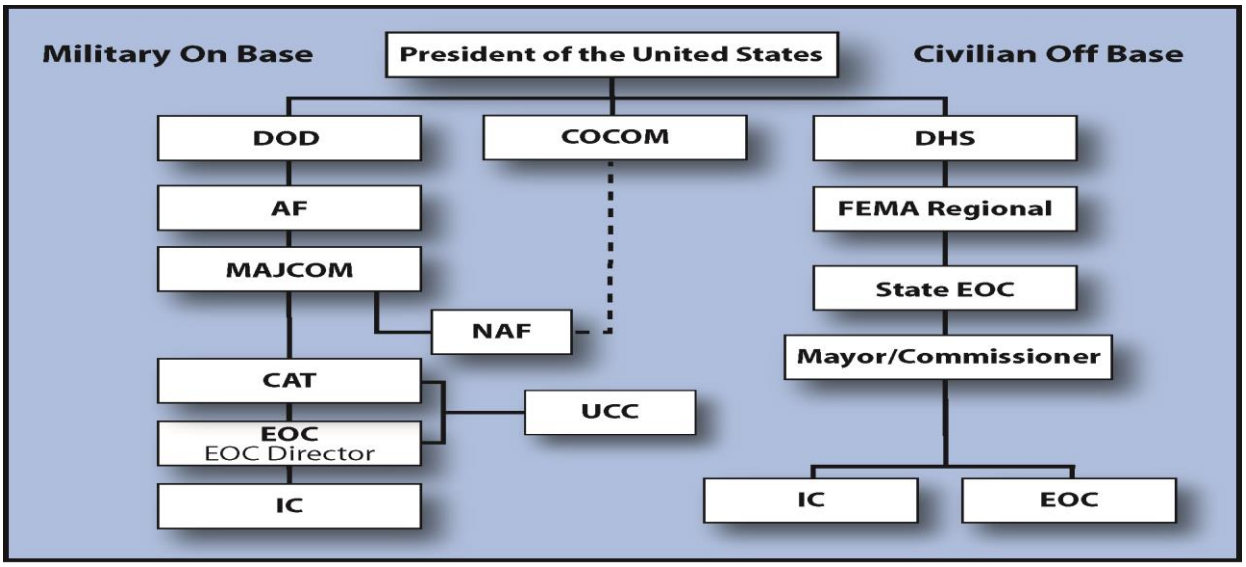
2.5.3. The ECC includes a central dispatch capability or its interim equivalent for the installation. It should include the core functions of Fire Alarm Communications Center

(FACC), Base Defense Operations Center (BDOC), and medical dispatch (where applicable). The ECC may be virtual until a central facility can be established. The central dispatch capability is a goal that installations must work towards while using current assets. In the interim virtually consolidated configurations are considered compliant with this guidance until the central dispatch capability is achieved. Existing resources should be used as backup capabilities once physical consolidation occurs.

2.5.4. The EOC is the C2 support element that coordinates information and resources to support the installation's actions before, during, and after an incident. The EOC is activated and recalled by the Installation Commander. The EOC updates the CAT with continuing incident status and request support through the CAT when on-scene requirements surpass the installation's inherent cumulative capabilities. EOCs may support the Multiagency Coordination System and joint information activities. See **Figure 2.2**, On-Base and Off-Base Emergency Management Comparison. Core functions of the EOC must include:

2.5.4. **(KIRTLANDAFB)** The EOC may be recalled by any assigned, EOC Director.

Figure 2.2. On-Base and Off-Base Emergency Management Comparison



Note: The Secretary of State coordinates international activities related to the prevention, preparedness, response, recovery, and mitigation for foreign incidents and to protect United States citizens and United States interests overseas.

2.5.4.1. Command and Control. The EOC must provide command and control functions necessary to place multiple measured response and recovery plans into action and implementing them as needed. Additionally, EOC must provide the organizational structure required to determine mission capability, allocate resources and personnel, and ensure the effective direction of personnel supporting response and recovery operations.

2.5.4.2. Coordination and Planning. The EOC must have capabilities to coordinate closely with the CAT, CP, BDOC, Mobile Emergency Operations Center (MEOC), UCC, and the IC to ensure comprehensive situational awareness for the entire installation. It must have mechanisms to coordinate and document steps taken to respond to an event,

and create and maintain records of actions taken to protect personnel, infrastructure, and mission assets. The EOC must support planning and emergency preparedness efforts to reduce or eliminate the impacts of, and facilitate the quick response to an incident.

2.5.4.3. Communications. The EOC communication capabilities must include exchanging data with First and Emergency Responders, the MEOC, and UCCs. Additional consideration should be given to other EOCs and public emergency response and recovery agencies.

2.5.4.4. Resource dispatch and tracking. The EOC must be able to coordinate, allocate, mobilize, dispatch and track resources (personnel, vehicles, equipment, funds) to support incident response efforts.

2.5.4.5. Information collection, analysis, and dissemination. The EOC must have the capability to collect, analyze and disseminate information to identify and determine the nature of the incident, mitigate its effects, assess damage caused by the incident and support recovery operations. Consideration must be given to disseminating and coordinating information to installation personnel and the local community, as required.

2.5.5. The EOC Director is usually the Mission Support Group (MSG) Commander. Any properly trained senior representative designated by the Installation Commander may fill the position. The EOC Director provides oversight for the Installation Commander to support and control emergency response to incidents. The EOC Director can support multiple ICs simultaneously while providing senior officer level C2 for sustained response and recovery operations. When senior military authority or assessment is required on the scene, the EOC Director or designate can move from the EOC to the incident site. Before leaving the EOC, the EOC Director must appoint and brief a replacement. The replacement must meet the same training requirements as the EOC Director (see **Chapter 6**). On scene, the IC maintains legal authority and tactical control, including establishing a National Defense Area (NDA) with the advice of the Staff Judge Advocate (SJA). When on the scene, the EOC Director serves as the senior military representative to maintain military command authority over military resources as required by law.

2.5.6. EOC Manager. The Installation Commander appoints in writing, the Readiness and EM officer, Superintendent, Senior Emergency Management Technician (3E9X1), or civilian or contractor equivalent as the EOC Manager.

2.5.6.1. The EOC manager works for the EOC Director by providing support and functional expertise for emergency C2 of DOD resources through the ESFs.

2.5.6.2. The EOC Manager will stand up the EOC when directed and oversee the EOC operations, including collecting information about the incident, utilization of functional IEMP 10-2 checklists by ESF members, and providing the EOC director with updates. See AFMAN 32-1007, *Readiness and Emergency Management (R&EM) Flight Operations*, for additional EOC Manager roles and responsibilities.

2.5.6.3. The EOC Manager will facilitate a quarterly Table-Top exercise to address the core capabilities listed in **Chapter 7**. All EOC members must attend at least one session annually.

2.5.7. The Emergency Support Function capabilities are grouped into an organizational structure that provides support, resources, program implementation, and services most likely to be needed during an incident. Installation ESFs serve as the primary operational support mechanism. Personnel assigned as ESF representatives must be knowledgeable and have decision-making authority for their function. Also, they must meet training requirements in **Table 6.1**. See **Attachment 2**, Emergency Support Functions for more information. The ESF Annexes of the NRF provide added discussion about roles and responsibilities of ESF coordinators, primary agencies, and support agencies.

2.5.8. Chemical, Biological, Radiological, Nuclear (CBRN) Control Center is co-located with the EOC whenever possible. The CBRN Control Center is managed under ESF 5, Emergency Management. The control center is subordinate to the EOC director and serves as an advisory element to the EOC and the Installation Commander. The control center directs CBRN reconnaissance to shape the hazards and advises the commander on hazards, countermeasures, and protective actions. The CBRN Control Center plots and maintains CBRN hazard status on the airbase, in off-base areas of operational concern and at potential recovery bases. The CBRN Control Center also conducts CBRN plotting and reporting activities according to AF Tactics, Techniques, Procedures (Interservice) (AFTTP (I) 3-2.56, *Multiservice Tactics, Techniques, and Procedures for CBRN Contamination Avoidance)* or additional MAJCOM guidance. The control center may include the host nation or coalition CBRN defense specialists and may provide reciprocal manning at the host nation control center.

2.5.9. The Incident Commander is a trained and experienced responder that provides on-scene tactical control using subject matter experts (SME) and support from other functions. The Fire and Emergency Services will be the incident commander for all incidents involving two or more response agencies. The initial First Responder will assume the IC position until the senior FES person arrives on scene. Once on scene, command is formally transferred from the initial First Responder to the senior FES person. For example, Security Forces responds to a hostage situation and the senior security forces member will assume IC until FES arrives on scene. Then SF briefs the senior FES person and transfers command. The SF person then assumes the operations branch chief position to provide direct tactical operational support to the IC.

2.5.9.1. ICs accomplish Incident Command System training according to **Chapter 6** and meet DOD and Federal certification standards. For events involving a biological disease outbreak, the Installation Commander may appoint the appropriate medical officer as the IC. As the National Integration Center (NIC) develops qualification and certification standards, guidelines, and protocols, the Air Force will consider for adoption.

2.5.9.2. Upon issuance of NIC guidance and until the Air Force develops a credentialing program for emergency responders, the Air Force FES personnel performing in the capacity of IC or other key command positions must meet the training requirements described in **Table 6.1**, and be credentialed using the Fire Emergency Services Credentialing (FESCRE) program. FESCRE program components are available on the Air Force FES Community of Practice (CoP).

2.5.10. First Responders, as defined by AFIMS, are members of the DRF elements that deploy immediately to the disaster scene to provide initial C2, to save lives, and to suppress

and control hazards. Firefighters, law enforcement and security personnel, key emergency medical personnel, and Explosive Ordnance Disposal (EOD) during Improvised Explosive Device (IED) and nuclear accident response operations provide the initial, immediate response to major accidents, natural disasters, and CBRNE incidents. All First Responders are Emergency Responders, but not all Emergency Responders are First Responders. First Responder duties have priority over other assigned duties.

2.5.11. Emergency Responders, as defined by AFIMS, are members of the DRF elements that deploy after the First Responders to expand C2 and provide additional support. Emergency Responders include follow-on firefighters, law enforcement and security personnel, and emergency medical technicians, EOD personnel, physicians, nurses, medical treatment providers at medical treatment facilities (first receivers), emergency management personnel, public health officers, bioenvironmental engineer, mortuary affairs personnel, and other specialized team members. Emergency Responder duties have priority over other assigned duties. Emergency Responders are not assigned as augmentees or to additional duties that will conflict with their emergency duties. See **Attachment 3** for specific Emergency Responder CBRNE roles and responsibilities.

2.5.12. UCCs provide response and recovery support to the IC as directed by the EOC and mission support to the Installation Commander as directed by CAT. The EOC and CAT resolve any conflicting requirements. UCCs provide a focal point within an organization to maintain unit C2, relay information to and from unit personnel, provide expertise to the EOC or IC, and leverage unit resources to respond to and mitigate the incident. Unit Commanders will assign knowledgeable personnel to the EOC and the UCC to facilitate mission accomplishment.

2.5.13. Installation and Unit Specialized Teams/Positions.

2.5.13.1. Specialized teams are formed from the existing installation and unit personnel resources to support emergency response operations. Specialized team duty becomes the team member's primary duty during response, exercises, and training. Team members must not be assigned conflicting emergency duties. Enough team members must be appointed for 24-hour-a-day operations.

2.5.13.1.1. Emergency Management Support Team (EMST). The EMST is a trained team that augments the R&EM Flight during emergency response or natural disaster operations. Commanders and supervisors of EMST members must understand that when recalled, the EMST becomes the member's primary duty.

2.5.13.1.1.1. Because of the large volume of performance tasks, sufficient EMST members must be identified based upon installation needs to augment the R&EM Flight key positions for incident response and wartime operations. Members are trained on incident response operations, command and control, operating a contamination control area, operating a contamination control station (for nuclear incidents), decontamination operations, operating the MEOC, response plans, CBRN reconnaissance and other areas required by the installation.

2.5.13.1.1.2. For low threat areas, EMST members may assist in the EOC, Incident Command Post (ICP), and R&EM Flight. In high threat areas, EMST may assist as a member of the CBRN reconnaissance team, contamination control

area team, EOC, CBRN Control Center, and in the R&EM Flight.

2.5.13.1.2. Shelter Management Team (SMT). Installations establish SMTs when there is a requirement for extended sheltering of base personnel during natural disasters or wartime operations. For example, when an installation shelters personnel on base during hurricanes, shelter management teams need to be identified and trained before the hurricane season begins. In addition, high threat locations may have collective protection systems that require SMTs during wartime operations to be pre-identified and trained on shelter management duties and the operations of the collective protection systems. See AFMAN 10-2503, *Operations in a Chemical, Biological, Radiological, Nuclear, and High Yield Explosive (CBRNE) Environment* for additional requirements about wartime shelter operations.

2.5.13.1.2.1. Unit commanders will assign enough SMT members to provide 24-hour coverage in the shelter. Ensure SMT members do not have conflicting duties. If a home station CBRN threat does not exist, training is only required for the appropriate number of shelter management personnel necessary for natural disaster and major accident activities. Should a subsequent CBRN threat manifest itself, such as the threat of nuclear war, SMTs are identified, trained, and equipped at the appropriate Defense Condition (DEFCON) state or stage of alert. For wartime operations, minimum team size, for emergency operations and rest and relief shelters used for CBRN protection is one shelter manager, one exposure control monitor, and one Contamination Control Area (CCA) supervisor each shift. For natural disaster shelters, the minimum team requirement is one shelter manager, one monitor for registration/accountability of the shelter occupants, one security person, and one person for logistics. When additional personnel are required, the unit commander responsible for the shelter will identify the requirements to be resourced from installation personnel or from the shelter occupants.

2.5.13.1.2.2. Shelter managers are responsible for setting up the shelter with equipment and supplies required for housing, feeding, and sanitation for the shelter occupants. They need to account for and manage the sheltered and the shelter management team and other management duties required by installation guidelines.

2.5.13.1.2.3. SMTs are not used during Shelter-In-Place (SIP) actions since SIP is only for short durations. The facility manager or emergency management representative must coordinate protective measures for the facility during SIP actions.

2.5.13.1.3. Contamination Control Teams (CCT). These teams are comprised of unit personnel that perform contamination control measures specific to the incident. Unit personnel fill all CCT positions. Units that must have threat-based CCTs include Logistics Readiness Squadron (LRS), Maintenance, Munitions, Medical, and Civil Engineers. Contamination control teams are required to perform decontamination on assets under the control of their functional area for both peacetime incidents and wartime operations. The installation commander decides whether contamination control teams are established. Criteria for the decision are threat, contamination type,

installation capabilities, mission impact, and if decontamination will reduce protective measures. Emergency Management personnel train CCTs, and each functional area develops a CCT checklist for decontaminating specific equipment under their control. For additional information, see AFMAN 10-2503 and AFTTP 3-2.60, *CBRN Decontamination*.

2.5.13.1.3.1. Unit commanders will assign enough members to each CCT to conduct decontamination operations. Form and activate CCTs when thorough decontamination is required. The installation commander decides when the accomplishment of thorough decontamination is likely to produce an operationally beneficial result. And, when the time required conducting decontamination operations is worth the effort to increase the operational tempo or reduce the Mission Oriented Protective Posture (MOPP) level. The installation commander determines when there is a need for an installation CCT or when those units identified to establish CCTs are required to conduct the decontamination operation. For example, large numbers of vehicles requiring decontamination may require the installation commander to decide to have the LRS (Transportation) conduct the decontamination operation or establish a team from several base agencies with a Transportation representative to oversee the operation. Teams receive just-in-time training from the R&EM Flight when the requirement for CCTs is established.

2.5.13.1.3.2. Units required to have a CCT must ensure the team has the equipment to conduct decontamination operations. Units must develop checklists for each CCT. The R&EM Flight can assist with the development. The functional area managers for LRS, Maintenance, Munitions, Medical, and CE provides guidance about decontaminating assets under their responsibility and availability of the required equipment.

2.5.13.1.4. Post Attack Reconnaissance (PAR) Team. PAR teams are organized, trained, and equipped by the unit. PAR teams are used after an attack to survey around facilities or areas of responsibility for unexploded ordnance (UXOs), contamination, facility damage, and other hazards. Use post-attack reconnaissance to determine what happened in an attack. PAR teams are established by units to provide a quick assessment of contamination, UXOs, and damage to unit facilities. PAR teams are controlled by their UCC. PAR teams report all information to their UCC, and the UCC then reports the information to the appropriate ESF within the EOC.

2.5.13.1.4.1. The minimum size for a PAR team is two people. One person must watch for hazards, provide security, and call for assistance when needed. The other person must conduct the area survey. Units will establish enough PAR teams to survey their facilities or areas after an attack. Units need to establish the number of teams based on the number of facilities, area of responsibility, and how quickly the installation commander requires the assessment completed.

2.5.13.1.4.2. Units having PAR teams must ensure they are properly equipped and have the proper checklists to conduct their sweeps. AFMAN 10-2503 has sample PAR team checklists, reports, and a team supply list.

2.5.13.1.5. Other teams support the installation's emergency response depending upon the installation mission and threat. Teams that support recovery, either on the scene, or on the installation, may include Search and Recovery, Crash Recovery, Home Station Medical Response, and Spill Response Teams. These teams are trained and equipped according to functional guidance. When requested by the EOC, specialized and other support teams are activated through their UCCs when situations require their specialized skills and equipment.

2.5.13.1.6. Recovery Operations Chief. Once the emergency is over and recovery starts, the IC must officially transfer control of the site to the Recovery Operations Chief (ROC). The ROC is a subject matter expert in the hazards or activities within the incident site. When it is a Hazardous Material (HAZMAT) incident, the ROC that assumes control of the site must be knowledgeable about the hazards and recovery procedures. The EOC Director selects the ROC. AFMAN 10-2504, *Air Force Incident Management Guidance for Major Accidents and Natural Disasters* defines the role of the ROC in major accident and natural disaster recovery operations.

2.5.13.1.7. Senior Military Representatives (SMR). The installation commander can dispatch to, or the incident commander can request a SMR at the incident site. The SMR's primary purpose is to liaison with media and outside agencies during high visibility incidents or to support the incident commander. A SMR is not required at a vast majority of incidents. On scene, unless a transfer of Incident Command authority occurs, the existing IC maintains tactical control.

Chapter 3

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM RESPONSIBILITIES

3.1. Purpose. This chapter provides the responsibilities for the Air Force EM program including responsibilities at the following levels: SAF, Air Force, MAJCOM, and installation. It also provides responsibilities of supported and supporting organizations such as United States Northern Command (USNORTHCOM), Joint Task Force–Civil Support (JTF-CS), and others.

3.2. Office of the Secretary of the Air Force (SAF).

3.2.1. Assistant Secretary for Acquisition (SAF/AQ) incorporates Air Force EM program requirements into Air Force or joint research, development, and acquisition (RD&A) programs.

3.2.2. Assistant Secretary for Acquisition, Directorate of Global Power Programs (SAF/AQP).

3.2.2.1. Supports the Air Force EM program and related issues through RD&A.

3.2.2.2. Updates Air Force EM-related Program Management Directives (PMD) annually.

3.2.2.3. Budgets and funds program tasks and assigns management responsibilities in Air Force EM-related PMDs to support program requirements.

3.2.2.4. Notifies affected commands, organizations and agencies immediately of any program changes that affect their ability to execute their Air Force EM-related PMD responsibilities.

3.2.2.5. Determines official delegation of DOD Issuance responsibilities and authority requirements for DODI 3150.10, *DOD Response to U.S. Nuclear Weapon Incidents* and Department of Defense Directive (DODD) 3150.08, *DOD Response to Nuclear and Radiological Incidents*, to AF/A4/7 through the AF/A4/7 Mission Directive.

3.2.3. Deputy Assistant Secretary for Science, Technology and Engineering (SAF/AQR) incorporates Air Force EM concepts into the Air Force Science and Technology program.

3.2.4. Deputy Assistant Secretary for International Affairs (SAF/IA) incorporates the Air Force EM program into military-to-military contract and foreign military assistance programs to develop a unified and consistent CBRNE proliferation threat response.

3.2.5. Deputy Assistant Secretary of the Air Force, Environment, Safety and Occupational Health (SAF/IEE) provides policy guidance and oversight for the environmental, safety and occupational health aspects of the Air Force EM program.

3.2.6. Secretary of the Air Force Inspector General (SAF/IG).

3.2.6.1. Advises the Secretary of the Air Force (SECAF) and the Chief of Staff, United States Air Force (CSAF) on the readiness of the Air Force CBRNE passive defense and consequence management capabilities.

3.2.6.2. Serves as the key evaluator of Air Force EM program policy implementation in exercises and inspections.

3.2.6.3. Incorporates EM program exercise requirements into installation exercise program policy according to DODI 6055.17.

3.2.7. Deputy Under Secretary for Public Affairs (SAF/PA).

3.2.7.1. Provides guidance and oversight for public issues to support the AF EM program.

3.2.7.2. Develops public affairs (PA) templates for threats to Air Force installations, including natural disasters, CBRNE attacks, and naturally occurring disease outbreaks.

3.2.7.3. Develops and executes a Combating WMD Strategic Communications Plan in support of Air Force EM objectives.

3.2.8. Office of Warfighting Integration and Chief Information Officer (SAF/XC).

3.2.8.1. Ensures interoperable, installation-level communications capability for Air Force EM program implementation.

3.2.8.2. Provides communications expertise to the AF C-CBRN Council and AF C-CBRN PWG.

3.2.8.3. Provides guidance to installations to maintain communications capabilities when operating from installation facilities or from the MCC or MEOC.

3.3. Headquarters, United States Air Force (HQ USAF).

3.3.1. HQ USAF provides policy oversight and advocacy of Air Force capabilities for emergency preparedness, incident management, sustainment, recovery and restoration operations in an emergency response environment. HQ USAF also identifies mission-critical infrastructures, infrastructure vulnerabilities and methods to remediate, recover and sustain infrastructures.

3.3.2. Deputy Chief of Staff, Manpower, Personnel and Services (AF/A1) provides guidance to force support and contracting organizations to ensure military, emergency essential civilian, contractor and host-nation personnel requirements are provided to the R&EM Flight to enable identification of groundcrew chemical warfare defense equipment (CWDE) C-1 bag authorizations according to **paragraph 5.7**

3.3.3. Deputy Chief of Staff for Intelligence (AF/A2) advises SECAF, CSAF, and other Air Force leadership on threats to Air Force personnel and installations.

3.3.4. Director of Strategic Security (AF/A3S).

3.3.4.1. Develops C-CBRN operational standards, doctrine, and policy.

3.3.4.2. Develops, validates, and approves institutional, strategic, and operational concepts of operations (CONOPS).

3.3.4.3. Provides oversight for incorporating operational C-CBRN concepts and standards into Air Force-level CONOPS, plans, programs, requirements, and budgets.

3.3.4.4. Incorporates C-CBRN concepts into homeland defense and deployment planning and operations.

3.3.4.5. Serves as the Air Force lead on Joint, DoD and combined C-CBRN initiatives. Air Force representation responsibilities may be delegated to other offices, as appropriate.

3.3.4.6. Chairs AF C-CBRN Council.

3.3.4.7. Establishes C-CBRN ETE program operational objectives.

3.3.4.8. Conducts C-CBRN operational analysis; ensures Air Force requirements for C-CBRN science and technology, modeling and simulation, and research and development are operationally relevant and technically sufficient.

3.3.4.9. Coordinates with and provides hazard duration table data to HQ AFCESA.

3.3.4.10. Assesses operational impact of attacks on air bases; identifies key enablers for mission recovery and sustainment; and develops and tests risk-based mitigation strategies for commanders. Capabilities include analytical products to study vulnerabilities and quantify the impact on overall base operations and degradation of those activities.

3.3.5. Director of Operations (AF/A3O).

3.3.5.1. Notifies (through the AFOC) the SECAF, CSAF and the National Military Command Center of an EM event that meets reporting requirements in AFI 10-206, and associated publications.

3.3.5.2. Coordinates with the United States Army Technical Escort Units for Air Force accidents involving chemical weapons or agents.

3.3.5.3. Determines, through USNORTHCOM, the RTF for incidents outside identified response areas.

3.3.5.4. Notifies the Department of Energy (DOE) team leader and senior FEMA official of the AFOC and provides a point of contact to coordinate assistance during contingencies.

3.3.5.5. Requests help from DOE and other service agencies.

3.3.5.6. Establishes Air Force support to FEMA Urban Search and Rescue teams.

3.3.5.7. Provides policy, guidance and oversight for Air Force Defense Support of Civil Authorities according to AFI 10-801.

3.3.5.8. Provides policy for Air Force Continuity of Operations according to AFI 10-208.

3.3.5.9. Provides policy for weather support to emergency response planning and operations.

3.3.5.9.1. Coordinates and maintains standard severe weather watch and weather warning criteria in AFMAN 15-129, Volume 1, *Air and Space Weather Operations-Characterization*

3.3.5.9.2. Assists in determining cross-MAJCOM/Field Operating Agency (FOA)/Direct Reporting Unit (DRU) and joint severe weather notification responsibilities as necessary for geographically separated installations and joint bases requiring such support.

3.3.5.10. Oversees USAF-wide training, organizing, and equipping of weather organizations responsible for providing weather support to EM-related operations.

3.3.5.10.1. Reviews all installation severe weather reports from a functional weather perspective to monitor technical ability, equipment status, and adequacy of training.

3.3.5.10.2. Crossfeeds severe weather forecasting lessons learned.

3.3.6. Directorate of Weather (AF/A3O-W).

3.3.6.1. Provides policy for weather support of emergency response.

3.3.6.2. Provides support for local emergency response operations.

3.3.7. Deputy Chief of Staff, Logistics, Installations, and Mission Support (AF/A4/7).

3.3.7.1. Responsible for the overall Air Force EM program.

3.3.7.2. Ensures EM capabilities, including passive defense and consequence management, are integrated into Air Force policy and guidance.

3.3.7.3. Incorporates Air Force EM threat considerations into plans, programs, requirements and budgets.

3.3.7.4. Provides CBRNE defense expertise to develop Air Force and MAJCOM policies, procedures, CONOPS, equipment and training programs.

3.3.7.5. Establish a HAF-level working group to synchronize Air Force Emergency Management policy and programs.

3.3.8. Directorate of Logistics Readiness (AF/A4R).

3.3.8.1. Provides guidance to logistics organizations to ensure groundcrew chemical warfare defense equipment (CWDE) C-1 bag authorizations are entered into the Mobility Inventory Control and Accountability System according to AFMAN 23-110, *USAF Supply Manual*, and **paragraph 5.7**.

3.3.8.2. Reviews CBRNE threat and vulnerability assessments changes to determine if organizing, training, exercising, planning and procedures require revision. Provides recommendations to AF/A7CXR for incorporation in to the EM training program.

3.3.8.3. Ensures gaining commanders establish capability to account for forward deployed groundcrew chemical warfare defense equipment (CWDE) C-1 bag assets.

3.3.8.4. Programs and advocates for Air Force EM program resources from the Joint Services Coordination Committee.

3.3.8.5. Serves as OPR for expeditionary support plans (ESP) and joint plans.

3.3.8.6. Provides policy and guidance for deployment, reception and beddown operations.

3.3.8.7. Serves as the OPR to coordinate CBRNE training equipment sourcing.

3.3.8.8. Provides guidance to logistics plans organizations to ensure annual mobility requirements are provided to the R&EM Flight to enable identification of groundcrew chemical warfare defense equipment (CWDE) C-1 bag authorizations according to **paragraph 5.7**

3.3.9. Infrastructure and Vehicle Division (AF/A4RV).

3.3.9.1. Provides policy, guidance and oversight for transportation resources to support the Air Force EM program, to include providing guidance for asset decontamination responsibilities and capabilities.

3.3.9.2. Establishes and maintains a contamination control capability to identify contamination, decontaminate the vehicle fleet, mark contaminated areas, and track contaminated vehicles throughout their life cycle.

3.3.10. Directorate of Maintenance (AF/A4M) provides guidance to installations so they maintain an aircraft and missile contamination control capability to identify contamination, decontaminate equipment, mark contaminated areas, and track contaminated equipment throughout its life cycle.

3.3.11. Office of The Civil Engineer (AF/A7C).

3.3.11.1. Serves as the OPR for the Air Force EM program.

3.3.11.2. Provides CBRNE defense expertise to support or develop AF and MAJCOM policies, procedures, CONOPS, equipment and training programs.

3.3.11.3. Integrates cross-functional Air Force EM activities.

3.3.11.4. Advises the Air Force Council, CSAF, SECAF, the Joint Staff, COCOMs, and the C-CBRN Council on Air Force EM issues.

3.3.11.5. Ensures integration of required AT program aspects with the Air Force EM program.

3.3.11.6. Serves as the designated Air Force representative to the Joint Requirements Office (JRO) on CBRN non-medical matters and other Air Force EM-related matters.

3.3.11.7. Identifies resources and ensures training for First Responders and Emergency Responders except for medical responders.

3.3.11.8. Integrates EM capabilities, including passive defense, into AT, FP, medical and IBD policy and guidance.

3.3.12. Environmental Division (AF/A7CV).

3.3.12.1. Ensures HAZMAT operations meet Federal emergency planning and response requirements.

3.3.12.2. Notifies the Air Force Deputy Assistant Secretary (Environmental (SAF/IEE)), Air Staff and other environmental offices of HAZMAT incidents.

3.3.13. Readiness Installation Support Division (AF/A7CXR).

3.3.13.1. Publishes Air Force EM policy and guidance.

3.3.13.2. Integrates EM capabilities, including passive defense, into AT, FP, medical and IBD policy and guidance.

3.3.13.3. Establishes the Air Force EM training program and equipment requirements.

3.3.13.4. Provides program oversight and advocates for CBRNE passive defense projects and acquisition.

3.3.13.5. Incorporates HAZMAT emergency response planning and response requirements into Air Force EM plans and programs. Manages the HAZMAT Emergency Response Program.

3.3.13.6. Manages Program Elements (PE) 27593, CBRN Defense (active duty); 27574, WMD Threat Response; 55165, CBRN Defense (ANG); 55166, CBRN Defense (Reserve); and 28028, Contingency Operations.

3.3.13.7. Assists MAJCOMs with the Air Force EM response policy.

3.3.13.8. Advises the Director of Maintenance (AF/A4M), Director of Environmental Division (AF/A4CV) and Surgeon General (AF/SG) concerning contamination control policies and requirements.

3.3.13.9. Monitors limiting factors (LIMFAC) and shortfalls of the MAJCOM Air Force EM program and equipment.

3.3.13.10. Informs the CSAF when Air Force EM program LIMFACs or shortfalls affect critical missions. Suggests solutions for identified vulnerabilities.

3.3.13.11. Updates response, recovery and remediation guidance for water utilities.

3.3.13.12. In coordination with Air Force Medical Operations Agency Engineering, Operational and Support Functions (AFMOA) SGPB, provides policy and guidance to ensure effective Quantitative Fit Test (QNFT) implementation.

3.3.13.13. Ensures installation homeland defense CBRNE equipment requirements are identified in appropriate AS and ensures viable CBRNE detection and response capabilities exists.

3.3.13.14. Provides oversight of the Air University courses used to teach EM response protocols.

3.3.13.15. Provides policy, guidance and oversight to support establishment of contamination control team responsibilities and capabilities.

3.3.14. Directorate of Security Forces (AF/A7S).

3.3.14.1. Develops AT initiatives through the AF FPSG and C-CBRN Council to support the Air Force EM program. Integrates AT, FP, and IBD capabilities into EM policy and guidance.

3.3.14.2. Chairs the Air Force FPSG and, as a member, ensures the C-CBRN Council is aware of the FPSG efforts.

3.3.15. Deputy Chief of Staff for Plans and Programs (AF/A8). Ensures that Air Force strategic plans and fiscal guidance incorporate plans, programs, manpower and equipment requirements to support the Air Force EM program.

3.3.16. Air Force Office of The Judge Advocate General (AF/JA) provides legal advice on EM issues through the International and Operations Law Division.

3.3.17. Surgeon General of the Air Force (AF/SG).

3.3.17.1. Advises the Air Force Council, CSAF, SECAF and the Joint Staff on medical and clinical aspects of the Air Force EM program.

3.3.17.2. Provides medical expertise to develop Air Force EM policies, guidance and procedures.

3.3.17.3. Provides functional management for the Medical CBRNE Defense Program. Manages PE 28036, Medical CBRNE.

3.3.17.4. Develops HAZMAT health surveillance and health risk assessment program guidance.

3.3.17.5. Provides the bioenvironmental engineering technical expertise to sample, identify, quantify and monitor hazards such as TIC/TIM and CBRNE material.

3.3.17.6. Establishes and maintains a patient contamination control capability to decontaminate patients.

3.3.17.7. Ensures installation medical homeland defense CBRNE equipment requirements are identified in appropriate AS and response capability exists.

3.3.17.8. Monitors medical LIMFACs and shortfalls of the MAJCOM Air Force EM program and equipment.

3.3.17.9. Provides program oversight and advocates for medical CBRNE passive defense and consequence management projects and acquisition.

3.3.17.10. Establishes EM policy and guidance for Air Force Medical Service.

3.3.17.11. Identifies resources and ensures training for medical First Responders and medical Emergency Responders.

3.4. Air Force Career Field Managers (AFCFM).

3.4.1. Provide expert guidance concerning emergency response requirements within their Air Force Specialty (AFS).

3.4.2. Integrate EM operational concepts into Air Force and MAJCOM functional area programs, career field-related publications, career field education and training plans (CFETP), job guides and formal schools.

3.4.3. Support Air Force EM program training IAW AFI 36-2201, Volume 3, A*ir Force Training Program On the Job Training Administration*.

3.5. Major Command (MAJCOM) and Air National Guard (ANG) General Responsibilities.

3.5.1. Develop plans, policies and procedures consistent with this instruction and supporting publications.

3.5.2. Program and budget resources to support the Air Force EM program and WMD First Responder program.

3.5.3. Require the IG to inspect subordinate installation EM programs.

3.5.4. Integrate critical infrastructure assessment identification and analysis to support EM operations in the AF Integrated Vulnerability Assessment Process (OPR: HQ AFSFC) and existing MAJCOM assessment process. Conduct annual risk assessments IAW AFI 10-245.

3.5.5. Notify First Responders and the RTF of T.O. 11N-20-11(C) line number and weapon quantities immediately after an incident involving a MAJCOM-assigned aircraft carrying nuclear weapons.

3.6. Specific Major Command (MAJCOM) Functional Responsibilities.

3.6.1. Director of Installation and Mission Support (A7). The MAJCOM A7 serves as the MAJCOM EM program OPR, chairs the MAJCOM EMWG and designates a MAJCOM OPR who is responsible for the following tasks:

3.6.1.1. Ensures the command meets objectives of AFPD 10-25.

3.6.1.2. Coordinates EM capabilities, to include passive defense, into AT, FP, Medical and IBD policy and guidance.

3.6.1.3. Coordinates C-CBRN Council efforts with the FPEC.

3.6.1.4. Serves as OPR for command supplements to Air Force EM plans and as OCR for MAAs. See **paragraph 2.4.3**

3.6.1.5. Provides IEMP 10-2 command guidance to subordinate units.

3.6.1.6. Ensures training and exercises for common core EM requirements meet or exceed the requirements of this instruction.

3.6.1.7. Develops, coordinates and publishes Air Force EM program command directives, CONOPS and guidance.

3.6.1.8. Incorporates theater and command guidance into plans and instructions.

3.6.1.9. Defines MAJCOM training and exercise requirements that support the Air Force EM program.

3.6.1.10. Provides guidance to the CE Readiness Flight as the organization to support installation EM planning, response and training.

3.6.1.11. Ensures installations can defend against, mitigate and recover from contingencies through planning, training, equipping and exercising IAW references listed in **Attachment 1**.

3.6.1.12. Validates installation and facility construction standards are fulfilled to minimize the vulnerability of Air Force personnel and assets.

3.6.1.13. Develops command CE Readiness and common core EM assessment criteria and IG criteria.

3.6.1.14. Provides requested teams to assist Installation Commanders in conducting EM program risk assessments.

3.6.1.15. Provides MAJCOM-specific EM technical training requirements to Air Education and Training Command (AETC) and HQ AFCESA/CEX.

3.6.1.16. Provides copies of MAJCOM-developed EM training materials to HQ AFCESA/CEX.

3.6.1.17. Conducts Air Force EM program SAVs at the request of the Unit Commander. Coordinates with the MAJCOM Inspector General (IG) and appropriate Gatekeepers to deconflict schedules according to AFI 90-201.

3.6.1.18. Provides standardized MAJCOM SAV checklists to subordinate CE Readiness Flights for performing installation unit EM program SAVs.

3.6.1.19. Provides installation SAV results to the MAJCOM EMWG so the EMWG can track trends and issues MAJCOM-wide.

3.6.1.20. Disseminates MAJCOM EM program trends to Installation Commanders and other MAJCOM civil engineers.

3.6.1.21. Reviews EM-related Air Force Technical Order (AFTO) Forms 22, *Technical Order System Publication Improvement Report and Reply*, before submitting to HQ AFCESA/CEXR.

3.6.1.22. Participates in initial Operational Test and Evaluation (OT&E) of Chemical and Biological Defense (CBD) materials.

3.6.1.23. In coordination with Air Logistics Centers, continually assesses CBRNE defense capability, identifies deficiencies, develops and documents operational requirements and programs resources to achieve a balanced, effective CBRNE defense capability.

3.6.1.24. Provides a functional area prioritized list of non-medical CBRNE defense requirements to Headquarters Air Combat Command, Civil Engineer Readiness (HQ ACC/A7XX) and HQ AFCESA/CEXR. The list will identify quantities, location and unit requirements for operational equipment and supplies.

3.6.1.25. Provides HQ AFCESA with copies of supplements to HQ AFCESA-developed publications.

3.6.1.26. Coordinates on waiver requests to this instruction and forwards approved waivers to AF/ A7CXR.

3.6.1.27. Coordinates with HQ AFCESA/CEX to ensure CONOPs; implementation plans; fielding and sustainment guidance; TTP and Air Staff policy (through AF/A7CX) are developed to support new EM programs.

3.6.1.28. Ensure Initial Response Forces (IRFs) are identified, properly equipped, and trained to perform duties to respond to a nuclear weapon incident according to DODI 3150.10, DODD 3150.08, and DOD 3150.8–M.

3.6.2. Command Surgeon.

3.6.2.1. Provides policy and guidance to subordinate commanders on medical readiness.

3.6.2.2. Evaluates and monitors adequacy of medical units' training, plans, readiness, emergency responder programs and civil support programs.

3.6.2.3. Serves as the MAJCOM EM program OCR for enhancing medical capabilities to counter CBRNE threats.

3.6.2.4. Appoints the PE 28036F Program Element Monitor (PEM) and SMEs identified in AFI 41-106 and forwards medical CBRNE defense requirements to the Medical C-CBRNE Program Manpower and Equipment Force Packaging (MEFPAK).

3.6.3. Logistics.

3.6.3.1. Provides annual C-1 bag reports to supporting force provider commands upon request and quarterly according to AFI 23-110, *USAF Supply Manual*.

3.6.3.2. Submits supported command logistics LIMFACs and shortfalls.

3.6.3.3. Analyzes the CBRNE defense equipment stock levels for the personnel projected to be assigned at each deployment location.

3.6.3.4. Provides guidance to subordinate installations to ensure supply support for QNFT exists at home station and deployed locations.

3.6.4. Plans and Programs.

3.6.4.1. Provides planning and programming guidance to integrate C-CBRNE operations into appropriate MAJCOM planning documents.

3.6.4.2. Provides MAJCOM representation for C-CBRNE-related issues for appropriate strategic planning efforts.

3.6.5. Public Affairs.

3.6.5.1. Develops procedures to integrate with local community Joint Information Center during a CBRNE incident.

3.6.5.2. Provides emergency public information and EM-related protective action guidance.

3.6.6. Safety.

3.6.6.1. Supports the installation on safety measures during EM response IAW AFI 91-202, *The US Air Force Mishap Prevention Program*, and AFI 91-204, *Safety Investigations and Reports*.

3.6.6.2. Establishes safety policies for incident response by subordinate units.

3.6.6.3. Provides safety expertise for MAJCOM EM program and procedures.

3.6.7. Security Forces (SF).

3.6.7.1. Integrates AT, FP and IBD capabilities in EM policy and guidance.

3.6.7.2. Supports the MAJCOM EM program by developing SF First Responder policy and procedures.

3.6.7.3. Ensures the C-CBRN WG is aware of the FPEC efforts.

3.6.8. Operations.

3.6.8.1. Advocates EM program requirements through the MAJCOM planning, programming and budgeting process.

3.6.8.2. Establishes a command EOC and activates it for EM contingencies.

3.6.8.3. Provides policy and guidance to support the installation mission and the incident response simultaneously through installation command posts.

3.6.8.4. Ensures subordinate units report severe weather events according to AFMAN 10-206.

3.6.8.5. Reviews base-wide preparedness activities during MAJCOM/DRU/FOA-selected wing/base inspections to ensure compliance with this instruction and makes recommendations to their installation commanders on areas for improvement to enhance the effectiveness of resource and personnel protection during severe weather events.

3.6.8.6. Weather.

3.6.8.6.1. Reviews all installation severe weather reports from a functional weather perspective to monitor technical ability, equipment status, and adequacy of training and forwards after-action reports and applicable lessons-learned received from their units to HQ AF/A3O-W.

3.6.8.6.2. Assists weather units in meeting requirements that exceed the unit's capabilities (e.g., arranging back-up support and exploiting technology).

3.6.8.6.3. Assists operational weather squadrons (OWS) and Weather Flights supporting the Army with developing procedures to provide severe weather notification to supported Army units.

3.6.8.6.4. Assists OWSs and Weather Flights supporting Joint bases with developing procedures to provide severe weather notifications as required.

3.7. Specific Major Command (MAJCOM) Responsibilities.

3.7.1. HQ Air Combat Command (ACC).

3.7.1.1. With Air Mobility Command (AMC), coordinates on air mobility Capability Development Documents (CDD), Capability Production Documents (CPD), and Joint Capabilities Integration and Development Systems (JCIDS) documents and provides the documents to the Air Force PWG and HQ AFCESA/CEX.

3.7.1.2. **(DELETED)**

3.7.1.3. **(DELETED)**

3.7.1.4. Serves as the lead command for the Agile Combat Support Mission Area Plan and RD&A initiatives. Provides recommendations to accept or reject subject equipment and procedures. Serves as the Air Force Combat Developer for Joint CBRN Modernization programs.

3.7.1.5. HQ ACC/SG develops the Air Force EM Medical CONOPS through the HQ ACC/SG Homeland Defense MEFPAK.

3.7.1.6. **(DELETED)**

3.7.2. HQ Air Education and Training Command (AETC).

3.7.2.1. Incorporates EM program training concepts into Air Force courses.

3.7.2.2. Plans, develops and conducts formal training to support the Air Force EM program.

3.7.2.3. Co-chairs the AF C-CBRN ETE WG with AF/A3SC.

3.7.2.4. Maintains the course content and tracks completion of computer based delivery of EM courses to include C-CBRN training.

3.7.3. HQ Air Force Materiel Command (AFMC).

3.7.3.1. Serves as OPR for the Multi-Product Emergency Response Plan for Inhalation Hazards for US Air Force shipments of nitrogen tetroxide.

3.7.3.2. **(DELETED) .**

3.7.3.3. Provides radioactive and mixed waste disposal expertise.

3.7.3.4. Serves as the implementing command to provide capabilities required by PMD 4026(16)/ PE 64384BP, *Integrated Weapons Systems Management, Nuclear, Biological and Chemical Warfare Defense Programs*.

3.7.4. HQ Air Force Reserve Command (AFRC).

3.7.4.1. Coordinates, with gaining MAJCOMs, on EM defense planning documents and provides the documents to the AF C-CBRN PWG and HQ AFCESA/CEX.

3.7.4.2. Prepares Reservists to accomplish EM operations in support of total force requirements.

3.7.5. HQ Air Mobility Command (AMC).

3.7.5.1. Provides procedures for airlift, air refueling and air mobility support operations in a CBRNE threat environment.

3.7.5.2. Provides airborne survey platforms for DOE observation over areas affected by a nuclear weapons accident.

3.7.5.3. Serves as lead MAJCOM to develop large frame aircraft decontamination guidance and contaminated cargo handling procedures.

3.7.5.4. Ensures the Civil Reserve Air Fleet (CRAF) and airlift contractors are trained on and have ground crew IPE when supporting deployments to MTAs or CBRNE high threat areas (HTA).

3.7.5.5. Provides doctrine, policy, TTP and resources for CBRNE casualty aeromedical evacuation.

3.7.5.6. Integrates air mobility-unique CBRNE defense guidance into Air Force and DOD education, training and exercise programs.

3.7.5.7. Coordinates with HQ ACC on air mobility CDD and CPD JCIDS documents for the Air Force PWG and HQ AFCESA/CEX.

3.7.6. HQ Air Force Special Operations Command (AFSOC).

3.7.6.1. Supports OT&E decontamination of Special Operations Force (SOF) air assets.

3.7.6.2. Develops JCIDS documents to support SOF requirements for transportation and handling of CBRNE materials and provides copies to AF PWG.

3.7.6.3. Coordinates with US Special Operations Command (USSOCOM) on Joint SOF CBRN programs that apply to the Air Force.

3.7.7. HQ Air Force Space Command (AFSPC).

3.7.7.1. **(DELETED)**

3.7.7.2. **(DELETED)**

3.7.7.3. **(DELETED)**

3.7.8. HQ Pacific Air Forces (PACAF).

3.7.8.1. Serves as the primary agent to coordinate Air Force EM program cold weather operations. Provides logistics support to the Air Force Operational Test and Evaluation Center (AFOTEC) for cold weather field OT&E.

3.7.8.2. Supports the United States Pacific Command (USPACOM) RTF if tasked.

3.7.9. HQ United States Air Forces in Europe (USAFE).

3.7.9.1. Implements response procedures in support of the Commander, United States European Command (USEUCOM), to conduct the full spectrum of military operations unilaterally or in concert with the coalition partners; to enhance transatlantic security through support to the North Atlantic Treaty Organization (NATO); to promote regional stability and to advance US interests in Europe, Africa and the Middle East.

3.7.9.2. Maintains, equips and trains the USAFE RTF for radiological incidents or accidents within the USEUCOM AOR.

3.7.9.3. Maintains and ensures the USAFE RTF is equipped and trained for response to radiological incidents or accidents. COMUSAFE Functional Plan 4367 outlines USAFE RTF duties and responsibilities.

3.7.10. HQ Air National Guard (ANG).

3.7.10.1. Coordinates with MAJCOMs, FOAs, DRUs, and HQ AFCESA/CEX to ensure ANG personnel are trained, equipped and exercised according to this AFI.

3.7.10.2. Tailors ANG EM programs to meet specific and unique ANG mission requirements.

3.7.11. HQ ACC/SG develops the Air Force EM Medical CONOPS through the HQ ACC/SG Homeland Defense MEFPAK.

3.8. Supported and Supporting Organizations.

3.8.1. United States Northern Command (USNORTHCOM).

3.8.1.1. Plans, organizes, and executes homeland defense and civil support missions within USNORTHCOM's AOR.

3.8.1.2. AFNORTH (1AF) conducts air component planning, execution and assessment of the full spectrum of air and space power required to support USNORTHCOM air and civil support missions.

3.8.2. United States Pacific Command (USPACOM).

3.8.2.1. Plans, organizes, and executes homeland defense and civil support missions for USPACOM's AOR. ***Note:*** Alaska is within USPACOM's AOR, but USNORTHCOM's Joint Task Force Alaska (JTF-AK) at Elmendorf AFB, Alaska, coordinates the land defense of Alaska as well as its DSCA.

3.8.2.2. Incidents occurring in the homeland within the USPACOM AOR are normally organized around the Joint Task Force construct with forces attached from USPACOM assigned forces.

3.8.2.3. Maintains, equips and trains the PACAF RTF for radiological incidents or accidents within the USPACOM AOR.

3.8.2.4. Plans, organizes and executes RTF missions for USPACOM's AOR.

3.8.3. Joint Service.

3.8.3.1. Joint Task Force-Civil Support (JTF-CS):

3.8.3.1.1. Plans and integrates DOD support to the designated primary agency for CBRNE incident management operations through the supported COCOM defense coordinating officer (DCO).

3.8.3.1.2. Deploys to the incident site, establishes C2 of designated DOD forces and provides military assistance to the primary agency for CBRNE events. JTF-CS must be requested by the primary agency, authorized by the Secretary of Defense (SecDef) and directed by USNORTHCOM to respond.

3.8.3.1.3. Serves as USNORTHCOM's primary interface with the environmental radiation ambient monitoring system, the Rapid Response Information System and the Unified Command Suite during CBRNE events.

3.8.3.2. Joint Task Force–Homeland Defense (JTF-HD). In Hawaii and the Pacific territories, JTF-HD accomplishes JTF-CS roles and reports to USPACOM.

3.8.3.3. Joint Nuclear, Biological and Chemical Defense Board (JNBCDB) provides CBRN program oversight and directs the Joint Program Executive Office (JPEO) and JRO subcommittees.

3.8.3.3.1. JPEO coordinates and integrates CBRN Defense science and technology development and acquisition. JPEO also directs logistics readiness and sustainment planning, programming and execution.

3.8.3.3.2. JRO provides joint services' CBRN defense requirements, doctrine and training. JRO also develops the service CBRN program requirements joint priority list and submits it for JNBCDB approval. The JRO Medical Programs Sub-Panel coordinates and integrates joint medical CBRN programs.

3.8.3.3.3. The J8/JRO CBRN Defense office provides a liaison member to the USAF C-CBRN ETE Working Group.

3.8.3.4. HQ United States Army.

3.8.3.4.1. Serves as the DOD Executive Agent for the Chemical Biological Defense (CBD) Program.

3.8.3.4.2. Provides the United States Army Technical Escort Units for Air Force accidents involving chemical weapons or agents.

3.8.3.5. Joint Director of Military Support (JDOMS) serves as the DOD primary contact for Federal departments and agencies during civil emergencies or disaster response according to DOD 3150.8-M, *Nuclear Weapon Accident Response Procedures (NARP)*, DODI 3150.10, and DODD 3150.08, *DOD Response to Nuclear and Radiological Incidents*. The JDOMS is responsible for processing requests for DOD assistance [beyond IRF and RTF response] and preparing an execution order, if required.

3.8.4. Office of the Secretary of Defense (OSD). The OSD approves DSCA that requires forces or equipment assigned to a COCOM IAW DODD 3020.36, *Assignment of National Security Emergency Preparedness Responsibilities to DOD Components*.

3.8.5. Assistant Secretary of Defense for Homeland Defense (ASD(HD)).

3.8.5.1. Provides oversight of DOD HD activities.

3.8.5.2. Develops policies, conducts analyses, provides advice and makes recommendations on DOD HD, CS, emergency preparedness and domestic incident management matters.

3.8.5.3. Keeps the SecDef and senior OSD officials informed of DSCA requests.

3.8.6. Department of Justice (DOJ). The DOJ, through the Federal Bureau of Investigation (FBI), coordinates criminal investigations with the AFOSI. See DOD O-2000.12 H, *DOD Antiterrorism Handbook*, and the NRP.

3.8.7. Department of Homeland Security (DHS). DHS leverages resources within federal, state and local governments, coordinating the transition of multiple agencies and programs into a single, integrated agency focused on protecting the American people and their homeland.

3.8.7.1. Federal Emergency Management Agency (FEMA). As a member of the DHS Emergency Preparedness and Response directorate, FEMA:

3.8.7.1.1. Provides domestic civil emergency planning and response.

3.8.7.1.2. Serves as the designated lead for incident management.

3.8.7.1.3. Directs and coordinates Federal assistance to local and State governments during presidential declared disasters or other civil emergencies.

3.8.7.2. The Homeland Security Operations Center (HSOC). As a member of the DHS Office of Operations Coordination, HSOC:

3.8.7.2.1. Serves as the nation’s nerve center for information sharing and domestic incident management.

3.8.7.2.2. Provides vertical coordination between Federal, State, territorial, tribal, local, and private sector partners.

3.8.7.2.3. Collects and fuses information from a variety of sources daily to help deter, detect, and prevent terrorist acts.

3.9. Field Operating Agencies (FOA) and Direct Reporting Units (DRU).

3.9.1. General Responsibilities of All FOAs and DRUs:

3.9.1.1. Ensure plans reflect EM vulnerabilities and include mission-oriented protective posture (MOPP) provisions appropriate to support the local threat and mission requirements as directed by MAJCOM or host organization.

3.9.1.2. Ensure agreements discussed in **paragraph 2.4.3** meet local, State, Federal and Status-of-Forces Agreement (SOFA) requirements.

3.9.1.3. Participate in EM training and exercises conducted by the host installation.

3.9.2. HQ Air Force Civil Engineer Support Agency (AFCESA).

3.9.2.1. Contingency Support Directorate (HQ AFCESA/CEX) through the Emergency Management Integration Division (HQ AFCESA/CEXR).

3.9.2.1.1. Provides technical expertise on EM program issues to the Air Staff, MAJCOMs, FOAs and DRUs; the research, development, test and acquisition communities and other military services.

3.9.2.1.2. Develops CBRNE, Battlespace Information Management and other EM-related Functional Area Assessment and Functional Needs Analyses (FAA/FNA).

3.9.2.1.3. Coordinates with HQ ACC/A7X, HQ AFMC and HQ 77th Aeronautical Systems Group (77 AESG) to communicate information.

3.9.2.1.4. Monitors JCIDS documents such as CDDs and the Joint Nuclear, Biological and Chemical Defense program objective memorandums to address needs, capabilities and deficiencies.

3.9.2.1.5. Ensures war and contingency plans address EM program requirements.

3.9.2.1.6. Writes War Mobilization Plan (WMP)-1 Annex J, *Full Spectrum Threat Response* (to be retitled *Emergency Management and Response*), and WMP-1 Annex S, *Civil Engineer*.

3.9.2.1.7. Reviews and integrates higher headquarters' policy, guidance and manuals into Air Force EM policy, guidance and manuals for AF/A7CX.

3.9.2.1.8. Reviews submissions of EM-related AFTO Forms 22, *Technical Order System Publication Improvement Report and Reply*.

3.9.2.1.9. Supports EM contingencies through the HQ AFCESA CE Readiness Operations Center, using Air Force Contract Augmentation Program (AFCAP) resources when appropriate.

3.9.2.1.10. Develops Air Force EM program training products.

3.9.2.1.11. Monitors formal training through HQ AETC. Provides guidance on other agencies' and allied forces training courses.

3.9.2.1.12. Conducts studies and analyses of Air Force EM training and exercises.

3.9.2.1.13. Maintains the Air Force Portal EM Community of Practice and provides reach-back capability for MAJCOMs and installations.

3.9.2.1.14. Develops and coordinates draft Air Force EM program and CBRNE policy, guidance and manuals for AF/A7C.

3.9.2.1.15. Serves as the focal point for automated information technology, geographical information systems, GeoBase and related communications systems, ensuring Air Force EM program compatibility and interoperability.

3.9.2.1.16. Provides representatives to HQ NATO NBC Working Groups and members to the Air and Space Interoperability Working Party 84 to coordinate on NBC Defense matters.

3.9.2.2. Operations Directorate, Technology Integration Division (HQ AFCESA/CEOI). HQ AFCESA/CEOI is the Air Force Program Management Office for guidance and resource advocacy to develop, integrate and implement all information resource solutions for the Air Force CE community, to include the Automated Civil Engineer System (ACES) and the Enterprise Environmental, Safety and Occupational Health-Management Information System (EESOH-MIS). Information resource solutions include enhanced integration of modern technology, mission-oriented software systems and program management expertise to provide reliable, valid and timely information to the warfighter.

3.9.3. Air Force Center for Environmental Excellence (AFCEE).

3.9.3.1. Researches technologies to meet HAZMAT acquisition, transportation, storage, use and disposal planning and requirements.

3.9.3.2. Provides technical and contracting support to restore and clean up HAZMAT-contaminated sites.

3.9.4. Air Force Communications Agency (AFCA).

3.9.4.1. Develops and approves Command, Control, Communications, Computers and Intelligence (C4I) systems policy, standards and architecture with the goal of compatible, interoperable and integrated elements.

3.9.4.2. Oversees the Air Force program for C4I and automated information systems.

3.9.4.3. Creates long-term C4I interoperability plans.

3.9.4.4. Chairs the C4I Interoperability Steering Group and provides a forum to discuss issues and share information. See AFI 33-108, *Compatibility, Interoperability and Integration of Command, Control, Communications and Computer (C4) Systems*.

3.9.4.5. Works with the Air Force Readiness Installation Support Division (AF/A7CXO) to ensure emergency response automated communication systems are compatible with other agencies' systems to achieve interoperability.

3.9.5. Air Force Medical Operation Agency (AFMOA).

3.9.5.1. Coordinates with AF/A7C to provide policy and guidance for QNFT implementation.

3.9.5.2. Provides policy and guidance for In-Place Patient Decontamination (IPPD) operations.

3.9.5.3. Reviews program data for trends and indicators of potential health impact.

3.9.6. Air Forces Northern National Security and Emergency Preparedness (AFNSEP) Directorate serves as the Air Force Principle Planning Agency for Air Force DSCA and Continuity of Operations for the Air Staff according to AFI 10-801, *Defense Support of Civilian Authorities (DSCA)*, provides guidance and procedures concerning support for Federal, State and local civilian law enforcement agencies.

3.9.7. Air Force Nuclear Weapons and Counterproliferation Agency (AFNWCA) provides the warfighter CBRN science and technology to ensure effective nuclear stockpile stewardship and operational and technical options for combating Weapons of Mass Destruction (CbtWMD) threats.

3.9.7.1. Supports Air Staff customers and stakeholder agencies in the National Capital Region on all matters concerning stockpiled systems and CbtWMD technologies.

3.9.8. Air Force Office of Special Investigations (AFOSI).

3.9.8.1. Maintains close coordination with civil authorities when threats are made to individuals or property on or in the vicinity of military installations.

3.9.8.2. Incorporates Air Force EM program considerations into counterintelligence and threat assessments.

3.9.8.3. Provides AT training, counterintelligence and terrorism investigations, threat information collection, analysis and assessments, specialized protective services and local threat assessments and briefing.

3.9.8.4. Serves as OPR for crime scene investigation and evidence collection, preservation, and security.

3.9.8.5. Functions as installation POC for liaison with the FBI after terrorist attacks.

3.9.9. Air Force Operational Test and Evaluation Center (AFOTEC) provides OT&E for EM systems. Provides OT&E results to AF/A7CXR, HQ AFCESA/CEX, HQ ACC/DRWC and HQ ACC/ A7XX for implementation.

3.9.10. Air Force Safety Center (AFSC) coordinates with HQ AFCESA/CEX on processes involving EM-related issues.

3.9.11. Air Force Services Agency.

3.9.11.1. Provides technical and specialized assistance at installation or MAJCOM request for sheltering, emergency housing, search and recovery; identification, preparation and disposition of remains; and other mortuary affairs concerns.

3.9.11.2. Provides a template for installations to use for peacetime and wartime shelter stocking.

3.9.12. Air Force Weather Agency (AFWA).

3.9.12.1. Provides a web-based capability, which leverages numerical model data, for weather organizations to generate chemical downwind messages (CDM) and effective downwind messages (EDM) for employment by Air Force installation CBRN Control Center Emergency Managers and Army installation-level Directors of Emergency Services working CBRN detection grid plans and coordinating contamination

avoidance/management operations according to AFMAN 10-2503 and equivalent joint guidance.

3.9.12.2. Makes user selected CDM/EDM generation available to Air Force weather organizations and other AF organizations for CBRN operational use. Parameters selected by the user will include generation using any model employed by Operational Weather Squadron (OWS) forecasters to produce installation terminal aerodrome forecasts.

3.9.12.3. Provides weather data (observations, forecasts, and gridded forecast meteorological data files) to appropriate agencies running DOD-approved CBRN dispersion models for CBRN consequence assessment, consequence management, and contamination avoidance according to AFMAN 10-2503 and equivalent joint guidance.

3.9.12.4. Ensures weather units provide severe weather information for EM-related Operations Status Reports-3 (OPREP-3) according to this instruction; AFI 10-206; AFI 10-229, Responding to Severe Weather Events; and AFI 15-128, Air Force Weather Roles and Responsibilities.

3.9.13. Air Force Battle Laboratories, USAF Agency for Modeling and Simulation, USAF Medical Logistics Office, HQ AFMOA, Air Force Research Laboratory (AFRL), USAF Weather Agency and Air Intelligence Agency coordinate with HQ AFCESA/CEX on any processes involving EM-related issues. AFRL, Human Effectiveness Directorate, Biosciences and Protection Division, Counter Proliferation Branch, Chemical and Biological Defense Office (AFRL/HEPC CBD) acts as an Air Force Science and Technology advisor to the AF C-CBRN ETE WG.

3.9.14. Air Force Institute for Operational Health (AFIOH).

3.9.14.1. Provides consultative reach-back support to AF/SG on medical aspects of EM.

3.9.14.2. Provides analytical services for chemical and biological (CB) agents and radiological hazards.

3.9.14.3. Conducts comprehensive disease surveillance.

3.9.14.4. Identifies deficiencies and defines requirements for new PPE.

3.9.14.5. Coordinates and integrates recovery procedures and personnel protective requirements with other services, the Department of Transportation (DOT) and the Federal Aviation Administration (FAA).

3.9.14.6. Coordinates with HQ AFCESA/CEX to define data requirements for Single Managers to add to T.O. 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information*.

3.9.15. Air Force Security Forces Center (AFSFC).

3.9.15.1. Develops and coordinates integration of EM policy and guidance into AT, FP, IBD, Police Services, and Physical Security instructions.

3.9.15.2. Contributes to the development of new EM and AT technologies.

3.9.15.3. Serves as the primary POC for Air Force AT issues.

3.10. Installation Commander.

3.10.1. Establishes a single, installation-wide (to include Joint Bases) EM program with the R&EM Flight as the OPR according to this Instruction, AFMAN 32-1007 referenced publications, MAJCOM supplements and direction from higher command and Federal agencies.

3.10.1.1. Develops an installation-level IEM program implementation plan that addresses: Establishment and/or review of support agreements, training, exercises, and resource requirements.

3.10.2. Ensures the CE Commander appoints primary and alternate Installation Emergency Managers to facilitate coordination, communication and cooperation between agencies. This appointment must be made in writing to facilitate coordination with civilian agencies.

3.10.3. Ensures all installation units, including tenants, augmenting forces and GSUs, participate in the installation EM program. At Joint Bases where the AF is the lead, all tenant units will participate in emergency management exercises. **Note:** First and Emergency Responders as defined in **Attachment 1** will not be assigned as augmentees or to additional duties that will conflict with their emergency duties.

3.10.4. Provides EM program support to GSUs as directed by MAJCOM.

3.10.5. Organizes installation units under the AFIMS for response and recovery operations and incident management activities.

3.10.6. Appoints an installation representative to the Local Emergency Planning Committee (LEPC) to facilitate coordination, communication and cooperation between agencies. This appointment must be made in writing to facilitate coordination with civilian agencies.

3.10.7. Provides DSCA planning and response and support to DOD and civilian forces engaged in DSCA operations according to AFI 10-801.

3.10.8. Requires installation leaders to plan, coordinate and exercise EM program planning and operations requirements with local communities, municipalities and host nation leadership.

3.10.9. Appoints, in writing, a primary and alternate EOC Director who will establish/activate an emergency operations center that includes the ability to establish/share a common operating picture for emergency responders and local, State, DOD, and Federal authorities.

3.10.10. Appoints in writing, the Readiness and EM officer, Superintendent, Senior Emergency Management Technician (3E9X1), or civilian or contractor equivalent as the EOC Manager.

3.10.11. Assesses how civil support or host nation support can assist in installation EM program efforts.

3.10.12. Assesses intelligence indicators and operational situations to decide which EM program defense measures to implement and when to implement them.

3.10.13. Establishes an Installation Shelter Program IAW this instruction and supporting manuals.

3.10.14. Determines shelter requirements after reviewing the threat. For example, installations located in an area prone to natural disasters must develop a shelter program and evacuation plans to protect personnel and mission-critical assets from the effects of natural disasters.

3.10.15. Ensures that units have threat-based contamination control and shelter management capabilities, including the ability to identify contamination, decontaminate essential resources and mark contaminated areas. Ensures that Transportation, Munitions, CE, Maintenance, and Medical Group units establish CCTs based upon the threat. All units must have the ability to implement expedient contamination control and shelter-in-place procedures if an incident occurs with little or no warning.

3.10.16. Ensures the ability to sustain operations in a contaminated environment based on the threat. Develops collective protection (COLPRO) solutions, such as the use of facilities and transportable shelters, to meet the projected threat. Includes shelter support costs in programming.

3.10.17. Directs alarm conditions to include the type of attack, either anticipated or in-progress.

3.10.18. Declares MOPP level changes based on the situation.

3.10.19. Provides support to the RTF for nuclear/radiological incidents according to DODD 3150.08, DODI 3150.10 and DOD 3150.8-M.

3.10.20. Ensures CBRNE defense training range or area is available to meet demonstration performance requirements listed in **Chapter 6**.

3.10.21. Activates an Emergency Family Assistance Control Center (EFACC) to serve as the focal point for family assistance services when required according to DODI 1342.22, Family Centers and AFI 34-1101, Air Force Warrior and Survivor Care.

3.10.22. In conjunction with unit commanders, prepares for and determines options for all personnel to obtain access to computers to accomplish computer-based training. Many training requirements for Air Force personnel are transitioning to a computer-based training medium.

3.10.23. Appoints the PHEO IAW AFI 10-2603, *Emergency Health Powers on Air Force Installations.*

3.10.24. In conjunction with the PHEO, accomplishes appropriate disease containment measures IAW AFI 10-2603 when a public health emergency has been declared.

3.10.25. Establishes an exercise program according to this Instruction and MAJCOM guidance and directs the actions of subordinate and tenant units in exercise activities. MAJCOMs will identify specific exercise requirements for supported AF units at JB installations in their supplement. Joint bases will, through their supporting MAJCOM, develop waivers and or changes to the exercise requirements per **paragraph 1.4.1**

3.10.26. Joint Bases, where the AF is the supporting component, ensure that the supported Components are included in the installation EM program. The senior Air Force Commander at a Joint Base where the Air Force is not the lead, will ensure Air Force personnel are aware of the supporting service emergency management procedures and exercise accordingly.

3.10.27. Establishes a Recovery Working Group (RWG) early in the recovery phase of every emergency that requires a coordinated effort and resources to complete restoration of the incident site.

3.10.28. Ensures EM capabilities are exercised according to **Chapter 7**.

3.10.29. Ensures the installation is prepared to manage severe weather threats.

3.10.29.1. Ensures all installation personnel are educated on the local severe weather threat and applicable protective measures, as well as on the purpose, applicability, and operating procedures of the watch-warning system (according to AFMAN 15-129, Volume 1 and AFMAN 15-129, Volume 2, *Air and Space Weather Operations – Exploitation*. The training will ensure personnel authorized to issue "back to work" orders following a stop work order are properly equipped to assess weather hazards and appropriate precautions. Educational information can be included in newcomer orientation briefings, base newspaper articles, commander's call briefings, the base web site, and other forums deemed appropriate by the installation commander.

3.10.29.2. Ensures base agencies develop and document pre-severe weather protective measures and post-severe weather response plans as part of the Installation Emergency Management Plan (IEMP 10-2).

3.10.29.2.1. Requirements and support will be documented and recertified annually for each phenomenon in applicable wing instructions, host-tenant support agreements, or similar documents (e.g., base annexes) as appropriate.

3.10.29.2.2. Plans/agreements will include a base warning notification pyramid structure diagram.

3.10.29.2.3. The notification pyramid structure will include all on and off-base agencies requiring support, to include swimming pools, golf courses, child care centers, etc.

3.10.29.3. Ensures sufficient base Weather Flight personnel are available to provide "eyes forward" support to the regionally responsible OWS during severe weather episodes. The Weather Flight will provide back-up weather watch and warning support to their installation on behalf of the OWS according to AFMAN 15-129 Volume 1 and Volume 2.

3.10.29.4. Ensures an appropriate weather alternate operating location is available with necessary workspace, equipment, and communications capability to meet customer-specified required notification timelines.

3.11. Unit Commanders.

3.11.1. Appoint unit EM representatives as designated by the installation EMWG to manage and coordinate unit EM program requirements.

3.11.1.1. Unit EM Representatives must attend training IAW **Chapter 6**.

3.11.1.2. Unit EM Representatives must create and maintain a unit EM program folder, either hard copy or electronic. Contents must include:

3.11.1.2.1. A copy of the unit quarterly EM report, which includes unit EM representative appointments. The format for the report will be provided by the CE Readiness Flight. Update the report at least quarterly, or when a new primary or alternate unit EM representative is identified.

3.11.1.2.2. Current and previous year SAV reports and self-inspection reports.

3.11.1.2.3. Copies of correspondence concerning EM SAV report and self-inspection report observations and corrective actions. Deficiencies should be tracked until closed.

3.11.1.2.4. Other items as required by MAJCOM or installation guidance.

3.11.1.2.5. **(Added-KIRTLANDAFB)** Current unit supporting checklists to the Installation Emergency Management Plan 10-2.

3.11.1.2.6. **(Added-KIRTLANDAFB)** Unit Shelter in Place Plan (see Attachment 8).

3.11.1.3. **(Added-KIRTLANDAFB)** EM representatives will prepare their unit EM quarterly reports and submit them to the 377 MSG/CEX no later than the 15th of January, April, July, and October. Quarterly reports will be signed by the unit commander or equivalent.

3.11.1.4. **(Added-KIRTLANDAFB)** Wing Staff Agency (WSA) Directors will be responsible for all aspects of the Emergency Management program within their Agency, other than scheduling EM training (see para 6.4.3). All WSA will ensure at least one of their personnel is trained to shut down Heating, Ventilation, Air Conditioning (HVAC) in their office area. In joint use buildings (i.e., 20604) WSA will collaborate with the facility manager to select shelter in place locations.

3.11.2. Attend a briefing with the R&EM Flight leadership covering installation EM program policies and responsibilities. The briefing must include unit EM Program responsibilities outlined in this AFI (as supplemented), and local requirements such as those outlined in the IEMP 10-2.

3.11.3. Appoint ESF members to the EOC from within the units as required by the IEMP 10-2.

3.11.3. **(KIRTLANDAFB)** Each unit that represents an Emergency Support Function (ESF) within the EOC must assign at least two primary representatives with the capability of committing unit resources and plan for 24 hour operations for those representatives. Primary EOC members must have completed all required training in accordance with AFI10-2501 upon assignment. Alternate members do not have to be immediately trained but are not allowed to perform ESF duties alone until all required training is completed.

3.11.4. Appoint personnel to specialized teams as required by the EMWG.

3.11.4.1. Appoint EMST (formerly known as Readiness Support Team (RST)) members required to support the installation EM program as determined by the EMWG. Because of the nature and amount of training required:

3.11.4.1.1. Team members must, upon team assignment, have at least two-thirds of time remaining on station at OCONUS and CONUS-isolated assignments.

3.11.4.1.2. Upon team assignment, members must have at least 18 months retention at CONUS non-isolated assignments.

3.11.4.1.3. Team members appointed to the EMST must possess a valid driver's license, have at least a secret security clearance, and meet any local qualifications. Team members must, at a minimum, have normal color vision and a minimum physical profile of "two" under "P," "U," "L," "H" and "E"; "one" under "S" according to AFI 48-123, *Medical Examinations and Standards*, and be able to lift, at a minimum, 50 pounds.

3.11.4.2. Unit commanders will notify the CE Commander when approving the release of a trained team member for reasons other than permanent change of station, retirement, discharge or medical disqualification. The replacement must be trained before releasing the incumbent.

3.11.4.3. **(DELETED)**

3.11.4.4. **(DELETED)**

3.11.5. **(DELETED)**

3.11.6. Develop MAAs with civil agencies or host nation military. Provide justification for support agreements between host and tenant units for CBRNE defense training and EM exercise support and participation. See **paragraph 2.4.3**

3.11.7. Provide the CE Readiness Flight a written reply to EM program SAV observations or findings. Include corrective actions and estimated completion dates.

3.11.8. Participate in installation EM planning and exercises.

3.11.9. Ensure unit personnel are scheduled and trained IAW the Air Force EM program training requirements in **Chapter 6**. Units are responsible for scheduling, tracking and documenting training for their personnel.

3.11.10. **(DELETED)**

3.11.11. Ensure UCC, support, and recovery teams are adequately staffed, trained and equipped to provide 24-hour coverage when activated.

3.11.12. Air Force Global Strike Command (AFGSC).

3.11.12.1. Maintains and ensures the AFGSC RTF is equipped and trained for the response to radiological incidents or accidents involving Air Force controlled assets within the continental United States (CONUS), Puerto Rico, or US Virgin Islands.

3.11.12.2. Develops and implements AFGSC Plan 10-1, Radiological Accident/Incident Response and Recovery Plan, which outlines procedures for the response to nuclear weapon accidents or incidents involving Air Force-controlled assets within the USNORTHCOM Area of Responsibility.

3.11.13. Identify requirements, budget for, obtain, store and maintain unit passive defense operational and training equipment, including IPE, PPE, detection equipment, contamination control materials and shelter supplies for designated installation shelters. For shelter-in-place operations, installations must identify procedures for each facility to turn off their heating,

ventilation and air-conditioning systems. Shelter in-place actions can provide short-term (one-to-two hours) protection to the occupants and are most effective when building occupants plan and practice their actions in advance. Most are simple, low or no-cost actions performed by the occupants or facility manager.

3.11.14. Identify and equip augmentees to support the EM program. See AFPAM 10-243, *Augmentation Duty*.

3.11.15. Ensure interoperable communications and visual information services are available for incident response.

3.11.16. Ensure pre-positioned material is stored and maintained for additive forces IAW theater, installation and joint support plans.

3.11.17. In conjunction with the Installation Commander, prepare for and determine options for all personnel to obtain access to computers to accomplish computer-based training.

3.11.18. **(DELETED)**

3.11.19. Ensure personnel who are inherently deployable to CBRNE defense threat areas can perform mission-essential tasks in a contaminated environment. Do not levy this requirement against personnel who are specifically exempted. Inherently deployable (in) and specifically exempted (out) are defined in AFI 10-401, *Air Force Operations Planning and Execution*.

3.11.20. Ensure that all unit military personnel maintain and use AFPAM 10-100, *Airman's Manual*, during exercises and real world contingencies. Furthermore, determine AFPAM 10-100 requirements for unit emergency-essential civilian and emergency-essential contractor personnel.

3.11.21. Ensure that the unit EM Representatives complete semi-annual self-inspections according to this instruction.

3.11.22. Develop procedures to notify all personnel and agencies in high risk activities and operations (including, but not limited to agencies having aircraft, missiles, spacecraft, explosives, or petroleum; those performing open-air work, recreational activities, and underground utility work) of impending severe weather events and ensure understanding of appropriate weather terminology.

3.11.22.1. Issuance of a weather watch alerts recipients to the "potential" for severe weather. Upon receipt of a weather watch, operations may continue, but personnel in high risk areas should be prepared to implement required protective actions.

3.11.22.2. Issuance of a weather warning alerts recipients that a severe weather event is imminent within a specific time frame. Upon receipt of a weather warning, immediately implement required protective actions to safeguard life and property.

3.11.22.3. Create and document pre-severe weather protective measures, as well as post-severe weather response plans, for their operations. As a minimum, procedures developed will address:

3.11.22.3.1. Actions to safeguard personnel, aircraft, equipment and other supplies stored outdoors, and protect facilities to include severe weather shelter locations.

3.11.22.3.2. Actions to take prior to resuming operations following a severe weather episode.

3.12. Installation and Unit Specialized Teams.

3.12.1. Specialized teams are formed from the existing installation and unit personnel resources to support emergency response operations. Specialized team duty becomes a team member's primary duty during response, exercises and training. Team members should not be assigned conflicting emergency duties. Enough team members must be appointed for 24-hour-a-day operations.

3.12.1.1. Readiness Support Team (RST). The RST is a trained team that augments the CE Readiness Flight. RST members must not be assigned to other additional duties that conflict with RST duties. Commanders and supervisors of RST members must understand that when the RST is recalled, RST becomes an RST member's primary duty.

3.12.1.2. Shelter Management Team (SMT). The SMT is comprised of two elements, unit personnel assigned and trained to perform management duties and sheltered personnel identified by the shelter supervisor to augment trained personnel.

3.12.1.3. Contamination Control Teams (CCT). These teams are comprised of unit personnel who perform contamination control measures specific to the incident. Unit personnel fill all CCT positions. Units that must have threat-based CCTs include Transportation, Maintenance, Munitions, Medical, and Civil Engineers.

3.12.1.4. Post Attack Reconnaissance (PAR) Team. PAR teams are organized, trained and equipped by the unit. The minimum size for a PAR team is two people so one person can watch for hazards, provide security and call for assistance if needed.

3.12.2. Other teams support the installation's emergency response depending upon the installation mission and threat. Teams that support recovery, either on scene or on the installation, may include Search and Recovery, Crash Recovery and IPPD. The IPPD is used at the medical treatment facility to decontaminate casualties and responders. These teams are trained and equipped IAW functional guidance. Teams are activated through the EOC and their UCC when situations require their specialized skills and equipment.

3.13. Installation Functional Support. Installation functional support is listed in **Attachment 2** through **Attachment 4**.

Chapter 4

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM PLANNING, THREATS AND RESPONSE

4.1. Purpose. This chapter provides an overview of the AFIMS phases of incident management. It discusses general information concerning the major EM threats, delineates policy for each type of incident and summarizes the phases of incident management as they apply to that type of incident.

4.2. General. The primary objective of EM program planning is to support Air Force plans by minimizing effects caused by all-hazards incidents. EM program planning addresses a wide range of threats for the Air Force. The Air Force EM program implements the AFIMS based on NIMS methodology and includes the NRP standardized phases of incident management: prevention, preparedness, response, recovery and mitigation. These phases of incident management are discussed in **paragraph 4.5**

4.2.1. Installations, including tenant units, will tailor their response capability to the installation's mission and threat assessment. Commanders must stress both planning and response to provide unity of effort, allocate resources efficiently and identify shortfalls early. Force survivability and mission continuation are the highest priorities for planning.

4.2.2. The planning goals listed below are not in priority order:

4.2.2.1. Decentralize vital operations and mission-critical resources.

4.2.2.2. Disperse, shelter, or cover response and recovery resources.

4.2.2.3. Relocate, evacuate, or shelter all personnel affected or potentially affected by the incident.

4.2.2.4. Provide IPE for FP and PPE for incident response and recovery.

4.2.2.5. Improve protection for buildings used as shelters.

4.2.2.6. Develop MAAs with civilian and host nation authorities.

4.2.2.7. Provide information, notification and warning systems.

4.2.2.8. Implement CBRNE detection, risk assessment, avoidance, control, plotting, predicting, warning and reporting measures.

4.2.2.9. Provide information flow between C2 elements and the general installation populace.

4.2.2.10. Provide recovery actions from effects of EM incidents.

4.2.2.11. Provide survivable, interoperable communications.

4.2.2.12. Ensure seamless operations with other Federal agencies in response to Catastrophic Events or Incidents of National Significance as defined by DODD 3025.15, NIMS and the NRP. Ensure plans support other Federal agencies during Incidents of National Significance.

4.2.3. Planning is based upon a threat assessment that enables commanders to identify minimum standards to train, organize, equip and protect forces. The CBRNE threat areas are shown in **Table 4.1**, Worldwide CBRNE Threat Area Table. This table was based upon the *Threat Compendium: Worldwide Threat to Airbases* and developed under the guidance of AF/A7CXR with support from HQ AFCESA/CEX, in coordination with MAJCOM Civil Engineers and cannot be changed without AF/A7CXR approval. The table is provided to assist with equipment planning and budgeting only. See **6** for training requirements. Installations must evaluate the current operations, intelligence reports, and risk assessments to determine the current local threat. CBRNE High, Medium, and Low Threat Areas are defined in **Attachment 1**

Table 4.1. Worldwide Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) Threat Area Table.

	CBRNE Threat Area	Geographical Location
1.	High Threat Area (HTA)	Bahrain, Balkans Region, Diego Garcia, Egypt, Greece, India, Israel, Jordan, Kingdom of Saudi Arabia, Kuwait, Pakistan, Qatar, Republic of China (Taiwan), Republic of Korea, Somalia, Singapore, Sudan, Thailand, Turkey, and United Arab Emirates
2.	Medium Threat Area (MTA)	Germany, Italy, Japan, and Yemen
3.	Low Threat Area (LTA)	All locations not listed as a high or medium threat area
NOTE: See the *Threat Compendium: Worldwide Threat to Airbases* for further threat-related information.		

4.2.4. The nature of conventional and asymmetrical CBRNE weapons and their delivery systems makes positive identification of the type of attack difficult until after the attack has occurred. Commanders should tailor their forces and employ threat-specific countermeasures that mitigate risk to resources and personnel necessary to sustain operations. Intelligence and counterintelligence activities support EM by assessing enemy order of battle, means of delivery, weapons type, or agent fill and the conditions under which hostile forces may employ these weapons.

4.2.5. The All-Hazards Risk Management Process is comprised of three assessments that provide the installation with a foundation on which to base procedural and resource decisions to enhance emergency preparedness, contingency response, and mission continuation. Installations will use these assessments to tailor and refine their Installation Emergency Management Plan to installation-specific threats and vulnerabilities. The three assessments, which must be performed annually, include the Hazard Assessment, the Vulnerability Assessment, and the Capabilities Assessment. The EMWG will provide oversight of these assessments. The All-Hazards Response Planning Team will conduct these assessments in concert with other installation working groups. See AFMAN 10-2504, for additional Hazard, Vulnerability, and Capability Assessment information.

4.3. Installation Emergency Management Plan (IEMP) 10-2. The IEMP 10-2 provides comprehensive guidance for an emergency response to physical threats resulting from major

accidents, natural disasters, severe weather events, conventional attacks, terrorist attacks, and CBRNE attacks. Using the AF template as a foundation, all installations must develop an IEMP 10-2 that addresses the hazards and physical threats to their base as defined in the All Hazards Risk Management Process. The template is located on the Readiness and Emergency Management CoP.

4.3.1. IEMP 10-2 Elements. IEMP 10-2 assigns responsibilities to organizations and individuals and support areas of pre-incident planning, emergency response, medical and public health needs, traumatic stress response and disaster mental health, equipment, law enforcement, training, intelligence support, weather support, religious support, security, response, and recovery. The IEMP 10-2 must list all required installation specialized teams, their composition, and roles/responsibilities.

4.3.1.1. The IEMP 10-2 must address, as a minimum:

4.3.1.1.1. Mission, goals, and objectives of the IEM Program.

4.3.1.1.2. Functional roles, responsibilities, and lines of authority for all personnel, organizations, and agencies assigned EM response duties.

4.3.1.1.3. Preparedness activities including risk management; prevention planning; mitigation planning; training; exercises; interagency coordination, and equipment requirements.

4.3.1.1.4. Response and recovery planning according to AFMAN 10-2502, *Air Force Incident Management System (AFIMS) Standards and Procedures*. Specific response considerations should include: continuity of operations; evacuation management and mass care planning; volunteer and donations management; Family Assistance Center crisis and mass casualty response that establishes procedures to integrate victim and family services in response to the full spectrum of crisis or catastrophic events; crisis and mass casualty response that integrates religious support in response to the full spectrum of crisis or catastrophic events; Appropriate dynamic protocols to allow non-DoD first responders to access the installation in an emergency.

4.3.1.1.5. Communication through all phases of an emergency.

4.3.1.2. The IEMP 10-2 must be coordinated through all tasked agencies and should be coordinated with all units and agencies, to include tenant units, on the installation. At a minimum, the IEMP 10-2 is updated annually. Incorporate lessons learned and opportunities for improvement identified during exercises and risk management activities during plan updates.

4.3.1.3. The IEMP 10-2 should be coordinated with OPRs of other installation protection-related program plans such as but not limited to the AT Plan, Integrated Defense Plan, Medical Contingency Response Plan (MCRP), ESP, Disease Containment Plan (DCP), and Installation Deployment Plan (IDP), FES, Environmental, and Hazardous Materials Plans. Any conflicts with other plans must be resolved before publication.

4.3.1.4. During deployments, commanders may need to use other plans, such as the ESP prepared according to AFI 10-404, *Base Support and Expeditionary (BAS&E) Site Planning*, to provide EM-specific execution tasks until an IEMP 10-2 is developed.

4.3.1.5. Sufficient resources may not be available early in a deployment to implement a comprehensive EM program. If installations require resources from local authorities, those resources should be identified and how, who, and when those resources will be provided should be addressed in the plan.

4.3.1.6. R&EM Flights will provide an information copy of the IEMP 10-2, unless it is classified, to local civilian agencies as part of their total coordination effort.

4.3.2. Each installation unit, including all DOD and Non-DOD tenants, must use the IEMP 10-2 to develop unit-specific checklists to support the IEMP 10-2 within 60 days of publication. Checklists must tell who, what, when, where and how actions will be accomplished. Each unit must develop checklists for utilization by specialized team members they control. Once checklists are complete and before implementation, they must be coordinated through the R&EM Flight and approved by the unit commander.

4.3.3. Joint Bases (JB) where the AF is the supporting component will provide support to all JB assigned and attached units, located on and off the installation. JB units will be incorporated into the host installation's IEMP 10-2. The units that fell under the supported component must be identified in the JB MOA so the supporting component can include them into their emergency management program and the IEMP 10-2. If the AF is the supported Component, they are not required to develop an IEMP 10-2, but must develop EM operating procedures/checklists and coordinate them with the supporting Emergency Management office/agency. Where possible, the supported Component will integrate response and recovery actions with the supporting Component.

4.3.4. MAJCOM may provide specific EM program guidance for their installations, including MAJCOM instructions for program management, exercise, and administrative information. Response must conform to AFIMS.

4.3.5. DRUs, FOAs, and Numbered Air Forces support the EM Program as directed by their MAJCOM. DRUs, and FOAs that report directly to the Chief of Staff, US Air Force, will maintain a current, executable EM plan and supporting checklists or ensure that they are included in their host installation EM plan and maintain the appropriate checklists.

4.3.6. GSUs are not required to develop an IEMP 10-2, but they must develop EM operating procedures and coordinate them with the host R&EM Flight. MAJCOMs will supplement this Instruction with guidance for host installations to identify specific support requirements for off-base units in the IEMP 10-2.

4.3.6.1. **(DELETED)**

4.3.6.2. **(DELETED)**

4.3.6.3. **(DELETED)**

4.3.7. Review documents that address elements of the Air Force EM program when developing the IEMP 10-2. Documents to review include all hazard assessments, intelligence reports, training and equipment standards, installation plans, MAAs, ESPs, and joint support plans. Integrate the capabilities provided by other documents, or cross-reference them to avoid duplication.

4.3.7.1. Annex A: Major Accidents.

4.3.7.2. Annex B: Natural Disasters.

4.3.7.3. Annex C: Enemy CBRNE Attacks. Unless specifically mandated by MAJCOMs, CONUS bases that determine they have a low threat from this kind of action are not required to write this annex.

4.3.7.4. Annex D: Terrorist Use of CBRNE.

4.3.7.5. Annex Z: Distribution. ***NOTE:*** Disease containment planning has applicability to multiple annexes. Naturally occurring disease outbreaks, such as Severe Acute Respiratory Syndrome or pandemic flu, are considered a natural disaster and are addressed in Annex B. Biological warfare attack can come from a traditional adversary (Annex C) or from a terrorist group (Annex D). Because Air Force disease containment planning is biological attack-focused, it is included in Annex C, CBRNE Attack. Annexes B and D will cross-reference to Annex C when planning for a naturally occurring disease outbreak or terrorist use of biological weapons.

4.3.8. Classify and handle the IEMP 10-2 according to AFI 31-401, *Information Security Program Management*. Three options are available for IEMP 10-2 classification:

4.3.8.1. The plan should be unclassified to ensure maximum distribution, but designated For Official Use Only.

4.3.8.2. If portions of the plan are classified, those portions must receive appropriate handling and should be distributed separately according to AFI 31-401.

4.3.8.3. If the entire plan is classified, follow instructions in AFI 31-401.

4.3.9. The plan lists key actions commanders and tasked agencies must accomplish based on the threat. Annexes should not repeat the main plan. Base the plan on the template located on the Air Force Portal. When EM guidance is included in another plan, such as the ESP or WMP-1, or DCP reference the other plan but do not repeat the guidance. The IEMP 10-2 has five annexes. **Note**: Disease containment planning has applicability to multiple annexes. Naturally occurring disease outbreaks, such as Severe Acute Respiratory Syndrome or pandemic flu, are considered a natural disaster and are addressed in Annex B. Biological warfare attack can come from a traditional adversary (Annex C) or from a terrorist group (Annex D). Because Air Force disease containment planning is biological attack-focused, it is referenced in Annex C, CRBNE Attack. Annexes B and D will cross-reference to Annex C when planning for a naturally occurring disease outbreak or terrorist use of biological weapons.

4.3.9.1. Annex A: Major Accidents.

4.3.9.2. Annex B: Natural Disasters.

4.3.9.3. Annex C: Enemy CBRNE Attacks. Unless specifically mandated by MAJCOM, CONUS bases that determine they have a low threat from this action are not required to write this annex.

4.3.9.4. Annex D: Terrorist Use of CBRNE.

4.3.9.5. Annex Z: Distribution.

4.3.10. The Automated Civil Engineer System Personnel Readiness (ACES-PR) system will be the primary method used to track status, coordination, and inputs to the IEMP 10-2 and Civil Engineer Contingency Response Plan (CRP).

4.4. (DELETED)

4.5. Standard Phases of Incident Management. HSPD-5 and Presidential Policy Directive-8, *National Preparedness*, policy defines a single, comprehensive approach to incident management as prevent, protect against, respond to, and recover from terrorist attacks, major disasters, and other emergencies. The Air Force has established five phases of incident management as prevention, preparedness, response, recovery, and mitigation. These phases of incident management have been incorporated into AFIMS and provide the framework with which the installation DRF responds to all EM events. Comprehensive definitions of these phases are included in **Attachment 1**. Actions that were traditionally considered to be pre-event or pre-attack actions are considered as prevention, preparedness, and mitigation actions under AFIMS. Actions that were traditionally considered to be trans-event or trans-attack actions are considered response or mitigation actions under AFIMS. Actions that were traditionally considered to be event recovery or attack recovery actions are considered recovery or mitigation actions under AFIMS. Under AFIMS, the DRF includes the CAT, CP, ECC, EOC, IC, First Responders, Emergency Responders, UCCs, ESFs, specialized teams, the ROC, and SMRs. The DRF is used to respond to all incidents, although it may be configured differently depending upon the incident.

4.5.1. For AFIMS, prevention includes broad categories of activities such as intelligence collection and analysis, active defense, proliferation prevention, fire prevention, disease prevention and contamination prevention. Prevention also includes more specific tasks such as Safety Mishap Investigations that contribute information to prevent future mishaps.

4.5.2. For AFIMS, preparedness includes actions such as planning discussed in **Chapter 4**, the Air Force EM training covered in **Chapter 6** and the Air Force EM exercise and evaluation covered in **Chapter 7**. Preparedness also includes specific tasks such as identifying augmentation manpower needs or reviewing ESPs.

4.5.3. Under AFIMS, response includes deploying the DRF (see **Chapter 4**), executing the IEMP 10-2 (this chapter) and notification and warning (see **Chapter 9**).

4.5.3.1. Imminently serious conditions resulting from any civil emergency or attack may require immediate action by military commanders to save lives, prevent human suffering, or mitigate great property damage.

4.5.3.2. When such conditions exist and time does not permit prior approval from higher headquarters, local military commanders and responsible officials of other DOD components can respond to civil authorities' requests, with follow-on reporting through the appropriate command chain as soon as possible.

4.5.4. For AFIMS, recovery includes operations such as implementing casualty treatment, unexploded ordnance (UXO) safing, Contamination Control Area (CCA) processing, airfield damage repair and facility restoration. Recovery planning and actions begin as soon as possible to ensure sustainment of crucial missions and restoration of normal operations.

4.5.5. For AFIMS, mitigation includes general measures. Mitigation is an ongoing process and is considered, to some degree, a part of every phase of incident management. In a global sense, mitigation includes all activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. See the NRP for a more detailed discussion of mitigation during all phases of incident management. See also **paragraphs 4.6.6.5.**, **4.7.4.5.**, **4.8.4.5** and **4.9.4.5** for discussions of how mitigation is applied during each type of incident.

4.6. Major Accidents, Including Hazardous Materials (HAZMAT).

4.6.1. The Air Force EM program addresses major accident responses through this instruction, while the Air Force Safety program addresses mishaps through AFI 91-204. Major accidents are defined in **paragraph 4.6.2** Mishaps are defined in **paragraph 4.6.2.2** The differences between major accidents and mishaps are discussed in **paragraph 4.6.3**

4.6.2. A major accident is an accident of such a magnitude as to warrant response by the installation DRF. It differs from day-to-day emergencies and incidents that are routinely handled by base agencies without the DRF. A major accident may involve one or more of the following:

4.6.2.1. Hazardous substances, such as radioactive materials, TIC/TIMs, or explosives.

4.6.2.2. Class A Mishap. A mishap is an unplanned occurrence or series of occurrences that results in damage or injury and meets Class A, B, C, or D mishap reporting criteria IAW AFI 91-204. Specific examples include damage to DOD property, occupational illness to DOD military or civilian personnel, injury to DOD military personnel on- or off-duty, injury to on-duty DOD civilian personnel, damage to public or private property, or injury or illness to non-DOD personnel caused by Air Force operations. Class A mishaps may be categorized as major accidents, depending upon the situation and the need for the DRF.

4.6.2.3. Extensive property damage.

4.6.2.4. Grave risk of injury or death to personnel.

4.6.2.5. Adverse public reaction.

4.6.3. The relationship between major accidents and mishaps may be misleading because the definition of a mishap is broader than the definition of a major accident. A mishap includes all major accidents, plus some minor accidents, plus occupation illnesses and injuries to individuals. Conversely, the scope of an actual major accident may far exceed the scope of an actual mishap. For example, a mishap may occur where only one person is injured in an industrial accident, less than $20,000 of direct cost is involved, or an injury does not result in any loss of time from work. This mishap would not be considered a major accident and would not require a DRF response. Major accidents differ from the minor day-to-day emergencies and incidents that installation agencies typically handle. All major accidents are considered mishaps, but not all mishaps are considered major accidents.

4.6.4. Examples of major accidents include nuclear weapon accidents, HAZMAT spills, aircraft crashes, and fires. Through the IEMP 10-2, the Air Force plans response for specific types of major accidents such as HAZMAT incidents or aircraft accidents.

4.6.5. The DOD must respond to major accidents involving DOD resources or resulting from DOD activities. AFI 10-206 and AFI 91-204 provide reporting requirements for mishaps involving Air Force equipment or personnel.

4.6.5.1. The installation must plan, equip and train to provide immediate, decisive incident response anytime an incident occurs on the installation. Additionally, the installation may respond immediately if the effects of an incident on or off an installation extend to or involve surrounding civilian communities or when the need to save lives, prevent human suffering or mitigate great property damage is a concern.

4.6.5.2. The installation may respond immediately when acting under an immediate response condition, when acting according to an existing MAA, or when civil authorities request assistance and time does not allow prior approval from higher headquarters. The installation must report any assistance provided as soon as possible. The installation should begin tracking all support expenditures as soon as response begins and continue until response ends. See AFI 10-801.

4.6.5.3. For accidents involving nuclear weapons or their components, Installation Commanders must adhere to AF/PA policy according to AFI 35-101, *Public Affairs Responsibilities and Management*. They must provide effective PA activities near the scene of a nuclear weapon accident and speed the flow of information to the public and the internal audience. In the United States, its territories, or its possessions, DOD policy requires the senior ranking military authority on scene, usually the Incident Commander, to confirm the presence of nuclear weapons or radioactive nuclear components in the interest of public safety or to reduce or prevent widespread public alarm. Public authorities must be notified if the public is, or may be, in danger of radiation exposure or other danger posed by the weapon or its components. Statements that confirm the presence of nuclear weapons should clearly address whether or not the possibility exists for exposure to radiation or injury from high explosive (HE) weapon components. Foreign theater commanders who have RTF responsibilities provide planning and exercise requirements for their supporting RTFs. Domestic MAJCOMs with RTF responsibilities, as discussed in **Chapter 3**, provide additional response procedures in their RTF plans.

4.6.5.4. The Initial Response Base (IRB) coordinates directly with local officials until FEMA or host nation officials arrive. The IRB is the nearest military installation having a disaster response capability, regardless of size, to a major accident involving DOD resources. The Air Force IRB responds unless directed otherwise by the MAJCOM, theater, or AFOC. Installations must provide initial response to incidents involving nuclear weapons and must control the scene until relieved by higher authority. For nuclear weapons accidents, the IRB will proceed to the radiological accident or incident scene to render emergency assistance, including maintaining C2 of the accident site until relieved by the RTF. Subject to its capabilities, the IRB may be tasked to do the following: rescue operations, accident site security, fire fighting, initiation of EOD procedures, radiation monitoring, establishing C2 and communications, public affairs activities and casualty management.

4.6.5.5. In accidents involving HAZMAT, the release of public information must comply with the specific instructions given in movement and plans or orders and DOD or overseas-unified command policies.

4.6.5.6. Civil authorities oversee off-base response and recovery operations within the United States, its territories and possessions. DOS, DOD, COCOM, MAJCOM and SOFA describe civil jurisdiction and support for EM in all other areas.

4.6.5.6.1. Involvement of military resources in an off-base response gives the Air Force no specific rights or jurisdiction unless an NDA is established.

4.6.5.6.2. When directed by higher authority, the Air Force will support civil authorities to the maximum extent practical; however, the Air Force's warfighting mission will take priority over support to civilian authorities.

4.6.6. Major Accident Phases of Incident Management.

4.6.6.1. Prevention. Major accident prevention includes many actions covered by Air Force programs such as the Safety Program IAW AFI 91-204. Although the Air Force EM program emphasizes the other phases of incident management, the prevention phase can save lives and minimize the need to use resources to respond and recover from major accidents.

4.6.6.2. Preparedness. Examples of preparedness for major accidents include maintaining and testing the installation notification and warning system, developing and exercising installation recall procedures and certifying equipment. Another example of preparedness is publishing, testing and validating response procedures.

4.6.6.3. Response. Major Accident Response has three overlapping phases – notification, response and withdrawal or evacuation.

4.6.6.3.1. During notification, installation authorities receive notification of an actual or potential accident, C2 initiates response and the installation populace is notified. Typically, installations will use the primary and secondary crash nets to notify the Emergency Responders. Any necessary evacuation or sheltering begins. The command post alerts and recalls the EOC and notifies both higher headquarters and local civil authorities.

4.6.6.3.2. Response begins when the First Responders deploy. First Responders approach the site, preferably from an upwind or crosswind direction, and perform initial lifesaving, rescue, suppression, containment and evacuation. During response, the IC arrives on scene to establish C2 and directs life saving, rescue, containment and mitigation. Response ends with the completion of fire or hazard suppression, emergency rescue, transportation of casualties to medical treatment facilities, securing of classified material or components and isolation of hazards.

4.6.6.3.3. The IC decides whether to evacuate personnel from the hazard area or to shelter-in-place. Withdrawal occurs when response forces are in imminent danger or all response actions have been completed. Withdrawal may be immediate or planned. Evacuate people in immediate danger of a downwind hazard. Move victims away from the scene and away from responders when evacuating personnel.

4.6.6.4. Recovery. Establish a RWG to plan recovery operations. Hazard mitigation is the cumulative set of tasks focused on a specific hazard to reduce the risks and effects associated with that hazard. In addition, commanders use hazard mitigation to plan, prepare, and respond effectively to a given hazard. The mitigation phase, in contrast, is a general series of actions that continue throughout all AFIMS phases to reduce all-hazards risks and effects. Transfer of command to recovery organizations takes place when hazard mitigation is complete. Some emergency response elements may remain on the scene for safety purposes. The recovery phase restores the area and operations to normal conditions. The EOC develops a recovery plan, which is approved by the Installation Commander before it is implemented. The recovery plan must address all items in IEMP 10-2, Annex A, Recovery Operations Checklist, including mishap investigation requirements.

4.6.6.5. Mitigation. Mitigation of risks and effects from major accidents takes two primary forms. First, methodical planning to prepare and respond effectively to major accidents is accomplished by preparing and exercising plans. According to the NIMS, a mitigation plan is considered a subset of preparedness. The Air Force provides mitigation planning through the IEMP 10-2, the Mortuary and Services Search and Recovery Plan, and others. Second, the installation mitigates the effects of major accidents by performing a careful and current hazards analysis considering the population and probable accidents and developing appropriate measures to mitigate the results.

4.6.6.6. All major accidents require the same basic response actions; however, some types of accidents require additional issues be considered. Every accident will present unique challenges. For example, advanced aerospace materials used in some aircraft can release composite fibers that are a known hazard to the respiratory tract, eyes and skin and can cause electrical equipment to arc and short. Safety precautions must be observed during emergency response, handling, cleanup and disposal. All First Responders must be trained on permanently and temporarily assigned installation-specific hazards.

4.6.6.6.1. Temporary storage of government shipments includes DOE and DOT Safe Haven, Safe Parking Shipments and Secure Holding. Safe Haven provides Air Force support of military and military-sponsored shipments. Safe Parking provides temporary storage of DOE shipments of transuranic waste material. Secure Holding provides secure holding areas for commercial carriers transporting Arms, Ammunition and Explosives (AA&E), classified materials and Controlled Cryptographic Items (CCI) in the interest of public safety and national security.

4.6.6.6.2. Accidents involving HAZMAT can cause serious problems for Air Force installations and the local community. Air Force policy is to comply with the emergency planning and notification provisions of the Superfund and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning and Community-Right-to-Know Act (EPCRA). Installations must keep the State Emergency Response Commission (SERC) and LEPC informed of its emergency planning and notification efforts. Actions taken when responding to a HAZMAT emergency are identical to those taken for other major accidents; however, specific processes and emergency notification procedures must be followed during HAZMAT incidents. The core of most HAZMAT teams includes the First Responders from FES supplemented by Bioenvironmental, CE Readiness and EOD.

4.7. Natural Disasters.

4.7.1. Natural disasters can create emergency conditions that vary widely in scope, urgency and degree of damage and destruction. Plan for worst-case scenarios for those natural disasters that could occur on or near the installation. Specific natural disasters will differ in scope and effects. Therefore, response, recovery and mitigation actions will vary. A national-level response will be required to help Air Force installations recover from extensive natural disasters.

4.7.2. Natural disasters include earthquakes, extreme heat or cold, floods and flash floods, hurricanes or typhoons, landslides and mudflows, thunderstorms and lightning, tornadoes, straight-line winds (see **Attachment 1** for definition), cyclones, tsunamis, volcanoes, wildland fires, avalanches, winter storms, and natural outbreaks of disease.

4.7.3. Installations use the CAT and EOC for C2 of resources when responding to and recovering from natural disasters. MAJCOM may deploy personnel and other resources to support installations affected by natural disasters when requested and directed. Commanders must be able to maintain the primary installation mission, account for all personnel according to AFI 36-3803, *Personnel Accountability in Conjunction with Natural Disasters or National Emergencies,* save lives, mitigate damage, and restore mission-essential resources and infrastructure after a natural disaster. Base the level of response and actions on the magnitude of the disaster and degree of damage. Additional natural disaster guidance is defined in AFMAN 10-2504.

4.7.4. Natural Disaster Phases of Incident Management.

4.7.4.1. Prevention. Most natural disasters cannot be prevented. Vaccination of personnel or the use of mass prophylaxis may prevent the spread of naturally occurring disease to installation personnel. For other disasters, installations can only take measures aimed at mitigating the effects of natural disasters. These measures are addressed under preparedness or mitigation.

4.7.4.2. Preparedness. Natural disaster preparedness includes any actions taken in anticipation of a natural disaster such as implementing the IEMP 10-2, Annex B, and appropriate Appendices. Training and exercises are critical elements of natural disaster preparedness and should be emphasized at all levels. Commanders and staff agency chiefs must ensure procedures are developed for personnel notification, recall, and accounting. They also must implement actions to protect resources and report injuries and damage. Units should integrate protective measures into the installation's overall preparedness for a natural disaster. Examples of actions to take include implementing weather watch, advisory and warning notifications and resulting protective actions, initiating treatment activities during natural outbreaks of disease, preparing installation housing residents to evacuate, and developing MAAs with local civil authorities. The EM information program makes an important contribution to preparedness by emphasizing actions that installation personnel can take on their own such as hardening, securing, dispersing, and evacuation preparations.

4.7.4.3. Response. As with major accidents, natural disaster response has three overlapping phases: notification, response and evacuation.

4.7.4.3.1. The notification phase consists of actions taken in anticipation of a natural disaster. Actions may not be executable if a natural disaster occurs with little or no warning. During the notification phase, establish C2, notify the installation populace and response agencies, protect materials and facilities, consider sheltering or evacuating personnel, coordinate with civil authorities and begin collecting data for reports.

4.7.4.3.2. During response, maintain C2, assess damage, conduct fire fighting, conduct search and rescue, prevent illness and injury, care for casualties, establish cordons, protect property, restore utilities and communications and continue collecting data for reports.

4.7.4.3.3. Evacuation is defined in **Attachment 1**. Evacuation of aircraft before a hurricane often precedes the evacuation of installation personnel due to the arrangements that must be made at the receiving installation for the evacuating aircraft. People are also evacuated due to floods, forest fires and other natural disasters.

4.7.4.4. Recovery. The recovery phase for natural disasters consists of actions taken after emergency actions have been implemented and lifesaving actions have been completed. All installation agencies may be involved in installation recovery following natural disasters. Recovery efforts restore the area and operations to normal conditions. Recovery may involve dividing the installation into sectors and assigning each unit a sector for recovery actions if a natural disaster affects the entire installation. The EOC develops and implements a recovery plan that the Installation Commander approves. Desired outcomes of the recovery phase are to reestablish mission capability, prepare to handle personnel and claims actions, return to normal operations and provide necessary reports.

4.7.4.5. Mitigation. Natural disasters can create emergency conditions that vary widely in scope, urgency and degree of damage. Installations must establish procedures and identify or obtain material to protect their resources from susceptible threats. Installations should pre-plan to isolate or shut off utilities, fuel and electrical and water systems that are affected by the natural disaster on or near the installation.

4.7.5. Specific natural disaster responses will be required for the natural disasters listed in **paragraph 4.7.2** Natural disaster responses may be modified during expeditionary operations.

4.7.5.1. Consider the overall situation and threat when responding to natural disasters during expeditionary operations. Mission requirements and available resources will dictate procedures and priorities. Use the minimum resources possible to respond to the natural disaster and its effects without impairing mission capability. See **Attachment 1** for definitions of expeditionary operations and expeditionary units.

4.7.5.2. The Installation Commander decides whether to evacuate or to shelter-in-place.

4.7.5.3. Commanders of expeditionary operations must coordinate evacuation planning at the local, theater and DOS levels.

4.8. Contingency and Wartime Attack with Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) Weapons (referred to hereafter as CBRNE Attack).

4.8.1. All units must develop contingency plans and conduct training and exercises for both their home station and their deployment location. They must develop plans, training, contingency response checklists and exercises based upon a realistic threat and assessment of resources that will be available in a contingency. Naturally occurring disease outbreaks, such as pandemic influenza, may create operational challenges similar to those of a biological attack, while also presenting unique circumstances. Response actions will be similar for both situations. Plans, training, and response checklists and exercises must take these circumstances into account. Deliberate plans that rely upon in-place resources, such as a hardened facility or collective protection facilities, may not be executable at austere locations, especially during the response and recovery phases. Units must train and exercise their forces to develop alternate methods or work-around procedures if critical resources are destroyed or if mutual-aid resources, host nation support or incoming forces are unavailable.

4.8.2. The CBRNE attack threat may come from traditional CBRNE weapons or may be new compounds and organisms. Military involvement to advance and protect US interests may include war operations, peace operations, homeland defense and civil support, foreign humanitarian assistance and other DSCA. Commanders must consider the impacts of a potential adversary's CBRNE abilities in the geographic region. Attacks can come from a wide array of conventional or asymmetrical threats, including missiles, artillery, mortar, unmanned aerial vehicles, Vehicle-Borne Improvised Explosive Devices (VBIED), IEDs, vehicle sprayers, backpack sprayers, aircraft, or ground forces. Adversaries may use CBRNE weapons and other materials in a widespread manner or in a limited, focused manner to achieve specific effects.

4.8.2.1. The AFOSI and intelligence communities conduct local threat assessments annually, when significant threat changes occur and before deployments.

4.8.2.2. Each installation must conduct vulnerability assessments IAW AFI 10-245. Forces that are deployed as part of a fragmented UTC should be briefed on the most recent deployed location vulnerability assessment.

4.8.2.3. Annual reviews of the passive defense and consequence management programs may require adjustments to installation operations. Changes in threats or vulnerability assessments may also require revisions in planning and operations.

4.8.2.4. JP 3-11, *Joint Doctrine for Operations in Nuclear, Biological and Chemical (NBC) Environments*, provides a framework to assess the threat posed by an adversary possessing, or suspected of possessing, CBRN weapons.

4.8.3. Installation Commanders must provide the maximum possible protection for assigned personnel, materiels, equipment and facilities against the effects of enemy attacks.

4.8.3.1. Commanders must develop a plan appropriate to their mission and threat, such as the installation In-Garrison Expeditionary Support Plan (IGESP) or the IEMP 10-2. For example, during an increased alert, unit commanders recall or provide instructions to personnel away from their home duty station. Commanders must develop plans that allow them to complete that recall in the most effective manner possible.

4.8.3.2. CBRNE passive defense measures are designed to improve the capability of personnel to survive and sustain operations in CBRNE environments. The major elements are contamination avoidance, protection and contamination control.

4.8.3.3. Protective actions are taken in stages equal to the immediacy and nature of the threat. Use MAJCOM and local instructions and the installation notification and warning systems to direct the proper protective posture. When there is strategic warning of an increased attack threat, forces will increase defense readiness IAW declared theater alert states and stages.

4.8.4. CBRNE Attack Phases of Incident Management.

4.8.4.1. Prevention. The EM Program cannot prevent CBRNE attacks. The only measures that help mitigate the consequences of CBRNE attacks are more appropriately addressed under preparedness, recovery, response and mitigation.

4.8.4.2. Preparedness. Responders must be trained within their areas of responsibility to employ PPE, determine the extent of contamination, control entry and exit to contain the spread of contamination, decontaminate their own personnel and equipment, conduct mass decontamination, evacuate casualties and initiate recovery operations. They must participate in training and exercises to incorporate CBRNE response capabilities into ongoing operations. The Installation Commander should ensure that existing base shelters and facility shelter plans are evaluated to implement shelter in-place protection. Another example of preparedness for terrorist use of CBRNE is to inspect and maintain CBRNE response equipment and supplies to ensure they are ready for immediate use.

4.8.4.2.1. Many actions help prepare forces for operations in CBRNE threat areas. Such actions require a readiness strategy designed to train, equip and exercise forces to counter the expected threats. This strategy includes training and equipping personnel, identifying shortfalls and limiting factors and developing or reviewing installation and joint support plans.

4.8.4.2.2. The EM program must integrate with other efforts, such as physical security, critical infrastructure protection and preventive medicine, to provide the total force preparedness against all threats. Other examples of necessary steps include assigning areas of responsibility for PAR teams or establishing environmental and medical baselines for the installation such as those required by AFI 41-106, *Medical Readiness Program Management*; and AFI 48-102, *Medical Entomology Program*.

4.8.4.3. Response. Actions taken before, during and after the attack are critical to force survivability and mission continuation. All personnel must know the meanings of the alarm conditions and MOPP levels; actions to take; where and how to take cover, how to report enemy sightings, provide owner-user security and wear IPE. They must perform self monitoring for signs and symptoms of chemical or biological exposure. Specific plans and procedures may be required to continue mission operations and must be coordinated with and supported by EM plans.

4.8.4.4. Recovery. Successful recovery efforts require a coordinated and integrated approach. The recovery concept involves a combined effort from personnel trained to operate as a team, using specialized equipment. The EOC will provide C2 for recovery operations and direct team efforts for damage assessment after an attack. The commander must direct actions that determine the extent of contamination and damage. Teams will not be released until the EOC Director and Defense Force Commander have ensured the installation is free of hostile activities. With advice from the EOC, the CAT must

establish, prioritize, and direct recovery actions to restore mission capability and protect personnel. Only personnel involved in the recovery actions should be allowed outside until hazards have been identified and marked. Each unit and facility will assign and control PAR teams. These teams will report to their UCC, who in-turn will provide the reported information to the EOC.

4.8.4.5. Mitigation. Mitigation measures against CBRNE attack include actions such as vulnerability and threat assessments. Mitigation also includes developing and testing the shelter program to provide the best available physical protection for personnel from the effects of an attack. As with all incidents, an important form of mitigation includes developing and implementing response plans, checklists and operating instructions. Also common to all mitigation efforts is the requirement to train and equip personnel, including specialized teams.

4.8.4.6. The AFIMS structure will be used for a CBRNE incident response by Air Force units at home station and expeditionary operating locations. The IEMP 10-2 provides checklists for shelter operations. The CBRNE attack checklist provides common tasks for the CBRNE material and conventional attack response.

4.9. Terrorist Use of Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE) Materials, Including Toxic Industrial Chemicals or Toxic Industrial Materials (TIC/ TIM).

4.9.1. Terrorism, IAW the NRP, is "...any activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources; and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States. This act appears to be intended to intimidate or coerce a civilian population; to influence the policy of a government by intimidation or coercion; or to affect the conduct of a government by mass destruction, assassination, or kidnapping".

4.9.2. Terrorist use of CBRNE materials is separated from CBRNE warfare because of the legal requirements for handling the terrorist incident as a crime scene and preserving evidence. All responders will be under close scrutiny and must be aware of evidence collection and preservation requirements. They must also be aware of the need to follow peacetime rules and regulations such as OSHA standards.

4.9.3. Each installation is required to conduct vulnerability assessments annually IAW AFI 10-245. The assessment must include the installation's vulnerability to terrorist use of CBRNE materials.

4.9.4. Terrorist Use of CBRNE Phases of Incident Management.

4.9.4.1. Prevention. The EM Program cannot prevent terrorist use of CBRNE. The only measures that help mitigate the consequences of such attacks are more appropriately addressed under preparedness, recovery, response and mitigation..

4.9.4.2. Preparation. Preparation for terrorist use of CBRNE parallels those actions listed in **paragraph 4.8.4.2** Terrorist use of CBRNE materials is separated from CBRNE warfare because of the legal requirements for handling the terrorist incident as a crime scene and preserving evidence. This separation must be accounted for during planning, training, and equipping activities.

4.9.4.3. Response. Response to terrorist use of CBRNE requires many of the same response actions as other types of incidents; however, responders must also establish and maintain a chain of custody for evidence preservation as directed by the IC. Responders must be alert for physical indicators and other outward warning signs of additional CBRNE events, including armed assault. Also, they must consider the potential for secondary attack, such as chemical dispersal devices, secondary explosive devices or booby traps.

4.9.4.4. Recovery. Throughout the recovery phase, responders must continue to ensure that evidence is preserved. They may need to relinquish authority to the FBI or other authority for evidence collection or crime scene preservation, although lifesaving activities will always have priority over these actions. A mission recovery plan will be developed according to the IEMP 10-2. Recovery plans and programs include mitigation components designed to avoid damage from future incidents. Long-term recovery may include cleanup and restoration.

4.9.4.5. Mitigation. Mitigation occurs throughout preparedness, prevention, response and recovery. Responders must develop operational and tactical safety and security plans. The installation must conduct and update the vulnerability assessment IAW AFI 10-245. The EOC must be prepared to deploy resources in response to specific threats or potential incidents. Another form of mitigation is ongoing educational activities designed to reduce loss of life and destruction of property.

4.10. Chemical, Biological, Radiological, Nuclear (CBRN) Control Center. The CBRN Control Center is managed under ESF 5, Emergency Management. The control center is subordinate to the EOC director and serves as an advisory element to the EOC and the Installation Commander. The control center directs CBRN reconnaissance activities to shape the hazards and advises the commander on hazards, countermeasures and protective actions. The CBRN Control Center plots and maintains CBRN hazards status on the airbase, in off-base areas of operational concern and at potential recovery bases. The CBRN Control Center also conducts CBRN and release other than attack (ROTA) plotting and reporting activities according to AF Tactic, Technique, Procedure (Interservice) (AFTTP(I)) 3-2.56, *Multi-service Tactics, Techniques and Procedures for CBRN Contamination Avoidance* or according to MAJCOM guidance. These activities facilitate force survivability and mission continuation for forces on and off the installation, both in the hazard area and in the downwind hazard area. The CBRN Control Center manages SMT, CCA and CCT operations and supports installation warning and reporting and operations with United States joint service, coalition and host nation forces. CBRN Control Center personnel coordinate with medical, bioenvironmental, intelligence, and weather representatives to provide advice to the commander. The control center may include host nation CBRN defense specialists and may provide reciprocal manning at the host nation control center.

Chapter 5

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM LOGISTICS

5.1. Purpose. This chapter provides Air Force EM program logistics information. Information includes policy and guidance for funding, obtaining, and maintaining equipment and supplies to support the Air Force EM program. It also provides information specific to use of AS, installation EM response equipment, IPE, PPE, equipment storage and equipment funding, and reporting.

5.2. General Information. Equipment must be available to mitigate incidents, restore, and sustain mission operations, and train for EM situations. COCOM, MAJCOM, and installation plans will identify types and quantities of EM equipment and supplies needed for each employment area. Equipment is required for installation response functions such as the EOC and UCCs, specialized teams, and individuals. Equipment, including communications equipment, should be compatible with and interoperable with on-base and off-base agencies.

5.3. Allowance Standards (AS). An AS lists prescribed items and quantities of equipment that can be purchased and made available for EM. Expendable and supply catalog items are not listed in allowance standards. In addition, some CBRNE defense equipment items are being processed into AS and are not yet listed. The UTC Equipment and Supply List (ESL) identifies the prescribed equipment items and quantities authorized to support home-station and deployed AF EM Program. **Table 5.1,** lists primary AS that prescribe equipment items and quantities authorized to support the Air Force EM programs. Applicable Medical AS listed in the 886-series, are located on the Air Force Medical Logistics web site **https://medlog.detrick.af.mil** under Medical Readiness. The MEFPAK Responsible Agent maintains the AS for medical emergency response equipment.

Table 5.1. Non-Medical Allowance Standards (AS) for Emergency Management (EM) Supplies and Equipment.

	Allowance Standard	Title
1.	AS 016C	Chemical Warfare Defense Equipment (clothing and textiles)
2.	AS 019	Vehicles
3.	AS 459	CBRN equipment
4.	AS 538	Small Arms and SF equipment
5.	AS 660	Communications equipment

5.3.1. To determine equipment needs, evaluate the installation or unit mission and threat; then purchase only the material needed to respond to that threat. Maintain spare parts for user-level maintenance. Base stock levels on anticipated consumption during scheduled maintenance, EM operations, training, and exercises.

5.3.2. Needs may fall into various categories such as mobility, C2, EOC, UCC, team, and individual capabilities such as shelter management or detection. Installations may not stock

supplies solely for the purpose of DSCA, as directed in DODD 3025.15, unless otherwise directed by the SecDef.

5.4. Installation Emergency Management (EM) Response Equipment. The Installation Commander will ensure that all responders have adequate EM response equipment to respond to any incident that threatens the installation. MAJCOMs, FOAs, and DRUs may specify minimum equipment requirements for subordinate units. Installations must budget for, acquire, and maintain equipment for natural disasters, major accidents or incidents, and response on or off base.

5.4.1. The CE Readiness Flight and the CBRNE Medical Defense Officer will address the status of installation EM response equipment, both medical and non-medical, at the EMWG meeting. Before the meeting, the CE Readiness Flight will review the consolidated list of non-medical EM response equipment requirements, then present this list to the EMWG. The EMWG will then prioritize the list for approval and inclusion in installation budget submissions. The EMWG will monitor funding allocation and acquisition to ensure the installation EM capability is subsequently established.

5.4.2. The CBRNE Medical Defense Officer will provide a consolidated, prioritized list of EM medical equipment requirements through the EMWG to the installation FPEC. The medical list will be submitted to MAJCOM SG for coordination.

5.4.3. The Installation Comptroller will coordinate the disbursement of EM program funding received from MAJCOM budget allocations through the EMWG to ensure funding is applied against the EMWG-approved consolidated non-medical EM priority equipment requirements list prescribed in **paragraph 5.4.1**

5.4.4. Team Equipment. Some personnel assigned to teams may require additional specialized protective equipment for their EM missions. Use the AS or 4F9WM UTC ESL to validate these requirements.

5.4.5. Command and Control Vehicles. AF installations must have mobile communications capabilities to support AFIMS mobile incident response command and control. Level 1, the minimum standard, capability would be thru assigned First Responder (Medical, Security Forces, and Fire and Emergency Services) vehicles with assigned tactical communications equipment. The Emergency Management office, as follow-on emergency responders, will also designate an assigned emergency response vehicle identified and equipped according to AFMAN 32-1007. Additional capability, if required, will be supported at the installation level. Emergency response command and control vehicles are considered priority vehicles according to AFI 24-301, Vehicle Operations.

5.4.6. CBRNE Incident Response Equipment. 4F9W-series UTCs support typical non-medical CBRNE incident equipment requirements for a response to terrorist use of CBRNE events. UTC 4F9WM is designed for home station CBRNE response, as such the UTC should not be palletized or tasked to deploy for inspections or exercises. The equipment listed in each UTC ESL builds upon existing HAZMAT team equipment. This equipment allows response teams to continue limited mission operations and to restore mission capabilities following a terrorist use of CBRNE event. Assigned UTC equipment must be properly inventoried and accounted for using supply accountability procedures outlined in AFMAN 23-110. Detailed guidance for accountability will be contained in supporting

manuals to this AFI. Medical UTC CBRNE Incident Response Equipment detailed guidance and accountability procedures are outlined in AFI 41-106 and AFI 41-209, *Medical Logistics Support*.

5.4.7. War reserve materiel (WRM) can be used to support domestic incidents, but approval will be obtained from the WRM releasing authority IAW AFI 25-101, *War Reserve Materiel (WRM) Program Guidance and Procedures*. When WRM is used to support domestic incidents, notify the approving authority as soon as possible.

5.5. Unit Emergency Management (EM) Response Equipment. Unit commanders must identify requirements then budget for, obtain, store, and maintain material needed to accomplish their specific functional EM tasks in support of response plans. Unit emergency response equipment includes items to support unit EM missions such as shelter management, PAR, and CCA team taskings. Unit equipment does not include items issued to individuals, such as IPE. Units will maintain the minimum materials needed for tasked response and support. Supplement or rotate consumable supplies and shelf-life-coded equipment with day-to-day operating stocks.

5.5.1. Unit commanders must ensure unit material, including material in bulk storage, is properly maintained and inventoried. Units must budget to repair and replace equipment and consumables based on shelf-life expiration, service-life expiration, and unserviceable condition. Supplement or rotate this material with day-to-day operating stocks.

5.5.2. Units must identify and mark training equipment IAW T.O.s. Do NOT store training equipment with operational equipment.

5.6. Program Element (PE) Codes. Units will use the PE codes in **Table 5.2**, EM-Related Program Elements, to purchase authorized EM response equipment and supplies.

Table 5.2. Emergency Management (EM)-Related Program Elements (PE).

	Title	Force	Type Equipment	Assigned PE
1.	CBRN Defense	Active Duty	Wartime mobility (non-medical) CBRNE defense equipment	PE 27593
2.	CBRN Defense	Air National Guard	Wartime mobility (non-medical) CBRNE defense equipment	PE 55165
3.	CBRN Defense	Air Force Reserve	Wartime mobility (non-medical) CBRNE defense equipment	PE 55166
4.	WMD Threat Response	Total Force	WMD Threat Response	PE 27574F
5.	Medical CBRNE	Medical	Medical CBRNE equipment	PE 28036F

5.7. Individual Protective Equipment (IPE) and Personal Protective Equipment (PPE).

5.7.1. IPE is personal clothing and equipment required to protect an individual from chemical, biological, and some nuclear effects in a CBRN-warfare environment. The protective mask also protects the respiratory tract from radioactive particles. IPE items may,

but do not necessarily, meet the requirements of PPE for emergency response where Occupational Safety and Health Administration (OSHA) or Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH) standards apply.

5.7.2. C-1 Bag Authorizations. The R&EM Flight will use both **Table 5.4,** or **Table 5.5,** as applicable to consolidate information provided by the logistics plans and force support organizations and determine the total C-1 bag authorization. The R&EM Flight will provide the C-1 bag authorizations to the responsible logistics organization annually by 1 February. The logistics organization will use the authorizations to update C-1 bag authorizations in the Mobility Inventory Control and Accountability System (MICAS). According to AFI 10-403, add 10% to the C-1 bag authorization in **Table 5.4,** or **Table 5.5,** to identify the total C-1 bag authorization. Installations will procure and maintain the C-1 bag contents identified in **Table 5.6**

5.7.2.1. C-1 Bag Authorizations for Active Duty Organizations. Determine the total active duty installation C-1 bag authorization by consolidating all AF assigned, supported, tenant and geographically separated active duty units and personnel regardless of MAJCOM or other unit of assignment. Use **Table 5.4,** for installations located in a CBRNE LTA. Use **Table 5.5,** for installations located in a CBRNE MTA or HTA. If additional authorizations are identified in COCOM guidance or reporting instruction, use the most stringent authorization.

Table 5.3. Air Force-Wide UTC Posturing Codes, (P-Code Authorized C-1 Bags)

P – Code	A/DWX	A/DWS	DXS	A/DXX	AXS	DPS/DPX
C-1 Bag Authorized	YES	YES	NO	NO	NO	NO

5.7.2.1.1. Active Duty LTA Installation. C-1 bags are authorized for military and emergency-essential civilian positions assigned Posturing Code A/DWX and A/DWS and for institutional forces available for sourcing in the Military Personnel Data System (see AFI 10-403). C-1 bags are authorized for DOD contractors that are deployable to MTA or HTA locations. Logistics organizations will maintain 100% of the authorized quantity of protective masks and 60% of the authorized quantity of the remaining C-1 bag contents, as listed in **Table 5.4,** and according to AFMAN 23-110.

5.7.2.1.2. Active Duty MTA or HTA Installation. C-1 bags are authorized for all assigned AF military and emergency-essential DOD civilian and contractor personnel. Host-nation foreign nationals working on AF installations are authorized C-1 bags when identified in a Host-Nation Support Agreement or equivalent. Logistics organizations will maintain 100% of the authorized quantity of all C-1 bag contents, as listed in **Table 5.4,** and according to AFMAN 23-110.

5.7.2.2. C-1 Bag Authorizations for ANG and AFRC Organizations. Use **Table 5.4,** to determine the total C-1 bag authorization for ANG and AFRC units. C-1 bags are authorized for military positions assigned Posturing Code A/DWX and A/DWS. Logistics organizations will maintain 100% of the authorized quantity of protective masks and 60% of the authorized quantity of the remaining C-1 bag contents, as listed in **Table 5.4,** and according to AFMAN 23-110.

5.7.2.3. Personnel deploying for Air and Space Expeditionary Force (AEF) deployments to MTAs or HTAs: C-bag items may be pre-positioned. Personnel will deploy IAW specific location and AOR reporting instructions. Personnel that will be TDY for 20 days or longer to a MTA or HTA, other than AEF locations, will bring a complete operational C-1 bag and related field gear, including helmet and body armor. Personnel participating in an MTA or HTA operations readiness exercise or inspection will bring training IPE components and a protective mask.

5.7.2.4. MAJCOM A4 and A7 staffs, in coordination with MAJCOM/JA, will review host nation support agreements to determine if valid requirements exist to issue IPE to foreign nationals working on foreign Air Force installations. If valid requirements exist, MAJCOM A4 staffs will direct their installations' LRS to determine and stock appropriate quantities of IPE. MAJCOM A4 staffs will also direct their installations to issue required IPE.

5.7.2.5. Provide IPE to each United States government civilian and DOD contractor identified as emergency-essential and deployable to HTA or MTA areas. See DODI 1400.31, *Civilian Work Force Contingency and Emergency Planning and Execution*, and DODI 3020.37, *Continuation of Essential DOD Contractor Services During Crisis.*

5.7.2.6. LRS (or equivalent) will maintain a supply of chemical protective overgarments, gloves, inserts, and overboots for training and exercise purposes for participating Air Force military and civilian members. Use the same operational protective mask for both training and real-world operations. Individuals declared hard-to-fit by the Bioenvironmental Engineering Flight personnel during QNFT will be issued an M-45 or other DOD mask and spare parts for deployment.

5.7.3. PPE is equipment designed to protect individuals exposed to hazards from injury or illness in non-military unique occupational environments where OSHA or AFOSH standards apply, including emergency response to CBRNE incidents in the United States.

5.7.3.1. At foreign locations, PPE for emergency response operations that meets OSHA or AFOSH standards may be required IAW Final Governing Standards, Overseas Environmental Baseline Guidance, and MAJCOM or COCOM policy.

5.7.3.2. PPE used by Air Force emergency responders must be approved by the installation bioenvironmental engineer or Safety personnel (IAW AFOSH standards) before procurement and use. Where IPE meets appropriate PPE standards, the bioenvironmental engineer may approve IPE use as PPE for emergency response operations. Conversely, responders may use PPE when MOPP conditions are declared if the PPE meets or exceeds IPE protection and its use has been coordinated with the installation bioenvironmental engineer.

5.7.3.3. Each installation DRF team or function will determine the incident response PPE requirements based on supported operations and types of hazards.

5.8. Funding and Reporting. PE 27593 funding for groundcrew chemical warfare defense equipment is centrally managed by AF/A7CX beginning in FY13. NGB/A7X manages PE 55165 and AFRC/A7X manages PE 55166 funding for their subordinate units. C-1 bag funding is provided based on the authorizations and requirements established according to **Paragraph 5.7.2,** and annual funding guidance established by AF/A7CX. Installations provided funding will

execute purchases using the Standard Base Supply System (see AFMAN 23-110). Logistics organization provide quarterly MICAS C-1 bag reports according to AFMAN 23-110.

Table 5.4. C-Bag Authorization for Installations/Units Located in a CBRNE Low Threat Area.

Rule	Authorization	Installation Source	Reference	Total[1]
1	Military/Civilian Assigned to Posturing Code A/DWX	LRS/FSS	AFI 10-2501, Table 5.3 and Paragraph 5.7.2.1.1. and 5.7.2.1.2.	
2	Military/Civilian Assigned to Posturing Code A/DWS	LRS/FSS	AFI 10-2501, Table 5.3 and Paragraph 5.7.2.1.1. and 5.7.2.1.2.	
3	Institutional Forces	LRS/FSS	AFI 10-403,	
4	DOD Contractors identified as emergency essential and deployable to CBRNE MTA or HTA installations	FSS	AFI 10-2501, Paragraph 5.7.2.5	
Total Low Threat Installation C-1 Bag Requirement				
Note 1: Insert installation authorization for each Rule to determine total installation authorization.				

Table 5.5. C-Bag Authorizations for Installations/Units Located in a CBRNE Medium or High Threat Areas

Rule	Authorization	Installation Source	Reference	Total[1]
1	All Assigned Military Personnel	FSS	AFI 10-2501, Paragraph 5.7.2.1.2	
2	All Assigned Emergency Essential Civilian Personnel	FSS	AFI 10-2501, Paragraph 5.7.2.1.2	
3	All DOD Contractors assigned to the installation and identified as emergency essential	Chief of Contracting	AFI 10-2501, Paragraph 5.7.2.1.2.	
4	Host-nation Foreign Nationals working on Foreign AF installations when identified in Host-nation Support Agreements	FSS	AFI 10-2501, Paragraph 5.7.2.1.2.	
Total Medium or High Threat Installation C-1 Bag Requirement				
Note 1: Insert installation authorization for each Rule to determine total installation authorization.				

Table 5.6. Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) Individual Protective Equipment (IPE)

	Nomenclature	C-1 Bag [1,7,9]	Training [2]
1.	Protective Mask [3,5,7]	1	
2.	Overgarment [4,5,7,10]	2	1
3.	Overboots [4,5,7,10]	2	1
4.	Rubber Gloves [4,5,7,10]	2	1
5.	Cotton Glove Inserts [4,5,10]	2	1
6.	Second Skin [5,10]	2	1
7.	Filter Set or Canister [4,5,10]	2	1
8.	M8 Detector Paper [4,5]	1	1
9.	M9 Detector Paper [4,5]	1	1
10.	Reactive Skin Decontamination Lotion (RSDL) (Joint Service Personnel/Skin Decontamination	1	0
11.	M295 Decontamination Kit [5, 8,]	1	0
12.	Canteen Cap for Protective Mask Issued [3,5]	1	0
13.	Spectacle Inserts [3,5]	1	
14.	AFPAM 10-100 [3]	1	
15.	Other specialized IPE [6]		
16.	Aircrew Chemical Defense Equipment	See AFI 11-301 Volume 1, *Aircrew Flight Equipment (AFE) Program*.	

Note 1. AFS 3E7X1 on 4FPF* UTCs must maintain the Joint Firefighters Integrated Response Ensemble (JFIRE) C-1 Bag instead.

Note 2. A whole-body protective system includes a protective mask, second skin, C2 filter or canister set, protective gloves with cotton inserts, overgarments, and overboots.

Note 3. These are dual use (training and operational) items.

Note 4. Use these items for training purposes after their shelf life expires. Do NOT open operational assets for training use.

Note 5. Listed items may be replaced as newer capabilities are added to the AF inventory.

Note 6. Specialized IPE identified in AOR reporting instructions such as JFIRE components for FES and EOD personnel.

Note 7. LRS will maintain quantities and sizes according to AFI 10-2501, Para 5.7; AFMAN 23-110, *USAF Supply Manual*, Volume 2, Part 2, Chapter 25, Paragraph 26.46; and AFI 10-403, *Deployment Planning and Execution*, Paragraph 2.26.

Note 8. RSDL is classified as a medical item and will be issued by Medical Logistics.

Note 9. Aircrew Flight Equipment and EMST members may be issued additional suits if working in a CCA.

Note 10. These items are necessary to sustain contamination control area operations. Each installation in medium and high threat areas will develop procedures to take one-half of these items from personnel arriving to centrally store for CCA operations. Procedures must also be implemented to ensure these assets are returned to members prior to their departure back to home station.

5.8.1. Use unit operations and maintenance (O&M) funds to pay for A- and B-bags. Centrally fund C- and D-bags using PEs 27593, 55165, and 55166. MAJCOM/A7CX will coordinate funding with MAJCOM/A4RS. MAJCOM/FM will disperse funds to subordinate bases using the MAJCOM/A7 disbursement list. MAJCOM/LRS will disperse bags to bases. See AFI 23-110 and 23-226 for additional information.

5.8.2. All assigned, attached, and tenant active duty units report their C- and D-bag funding requirements to their assigned bases. Units report requirements to the host MAJCOM, not the owning MAJCOM.

5.8.3. Funding requirements for ANG and Reserve forces. ANG and Reserve units will report their requirements through their headquarters. HQ ANG and HQ AFRC will direct funding for their forces' C- and D-bags, CBRNE and EM UTC equipment, and CBRNE defense course support equipment and materials.

5.8.4. Once CMBCC assets are forward-deployed, MAJCOM/A4R will establish accountability of CWDE assets. Gaining commanders will assume the accountability for these assets.

5.8.5. The deployed LRS function will:

5.8.5.1. Take control of CMBCC UTCs upon arrival at the deployed location and ensure capability to move assets to the designated Contamination Control Area (CCA) location exists following attacks.

5.8.5.2. Coordinate with CE Readiness personnel to determine pre-designated CCA locations.

5.8.5.3. Import CWDE assets into the Mobility Inventory Control and Accounting System (MICAS) database. If MICAS is not used, use a manual accounting system.

5.8.5.4. Ship assets with MICAS electronic and paper inventories.

5.8.5.5. Establish the capability to disperse and protect CWDE assets from CBRNE effects.

Chapter 6

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM EDUCATION AND TRAINING

6.1. Purpose. This chapter provides Air Force EM program education and training policy and guidance including objectives, responsibilities, requirements, and courses. Air Force EM education and training applies to the all-hazards concept of integrating cross-functional education and training into the Air Force EM program.

6.2. Training Objective. The objective of Air Force EM training is to provide the required knowledge and skills to prevent, protect against, respond to, recover from, and mitigate contingencies or emergencies requiring Air Force response. AETC formal courses and installation-level training increase knowledge and proficiency for response operations. Also, Air Force EM education and training complies with Federal, DOD, Joint, and national consensus standards in meeting training levels, frequency, and comprehensiveness.

6.3. Air Force Emergency Management (EM) Education and Training Policy. The target audience for Air Force EM education and training includes personnel specified in **Table 6.1,** Air Force Incident Management System Education and Training Requirements, **Table 6.2,** Air Force Emergency Management (EM) Program Education and Training Courses, and **Table 6.4,** HAZMAT Minimum Training and Certification Requirements. Personnel will attend the courses listed in the tables to meet the level of proficiency needed to accomplish their assigned tasks.

6.4. Air Force Emergency Management (EM) Program Education and Training Requirements.

6.4.1. Only military, civilian, or contractor personnel who complete the AETC Readiness Apprentice Course or CE Readiness Flight Officer Course may instruct courses listed in **paragraph 6.6**, unless otherwise specified. These instructors must be task certified and the certification documented annually by a CE Readiness Technician IAW AFI 36-2201, Volume 3. Military task certification is documented on AF Form 1098, *Special Task Certification and Recurring Training* and placed in the trainee's AF Form 623, *OJT Record*. Civilian task certification will be documented in the employee's records IAW AFI 36-401, *Employee Training and Development*, and contractors' task certification will be documented IAW their contract or corporate requirements. New contracts for contracted CE Readiness Flight positions that include instructor duties must require completion of the AETC Readiness Apprentice Course or CE Readiness Flight Officer Course. Newly hired contractors must complete training before instructing or as soon as possible. Contractors hired prior to the effective date of this requirement must obtain this training as soon as possible to continue instructing.

Table 6.1. Air Force Incident Management System Education and Training Requirements

Position/Title **X = Required** **O = Recommended** **M = MAJCOM Directed**	**AERO-Introduction[2]**	**AERO-Command and Control[2]**	**ICS 300/400**	**Air Force Incident Management Course**	**Commander and Staff Nuclear Accident Response Seminar (CASNARS)[7]**	**Nuclear Emergency Teams Operations (NETOPS)[6]**
DISASTER RESPONSE FORCES MEMBER						
First or Emergency Responder	X	O				
EOC Director		X	O	X		
EOC Manager		X	X	X		
ESF Staff (Primary and Alternates)		X	O	O		
IC for incidents handling multi-functional resources (FEMA Incident Types 1-3)		X	X	O		
IC for incidents handled by single functional available resources		X	O			
Recovery Operations Chief		X	O	O		
CAT members (MAJCOM and Installation)		X				
Unit Control Center		X				
Response Task Force (RTF) CC		X	M	X	X	
RTF Team Leader		X	M	M	M	M[4]
RTF Member	X	M			M	M[4]
Survey Team	X					O[3]
EMST	X					O[3]
SMTs	X					
CCTs	X					O[3]
PAR	X					
DRF Support and Recovery Teams	X					
Missile Mishap Response Team (MMRT)	X	O				
CIVIL ENGINEER						
Base Civil Engineer		X	O	X		
Chief of Operations	X	O		O		
Programs and Operations Superintendents	X	O		O		
Explosive Ordnance Disposal Technicians (All Skill Levels)	X					M[4]
EOD RTF Team Leader	X	M	M	M	M	M[4]

Position/Title X = Required O = Recommended M = MAJCOM Directed	AERO-Introduction[2]	AERO-Command and Control[2]	ICS 300/400	Air Force Incident Management Course	Commander and Staff Nuclear Accident Response Seminar (CASNARS)[7]	Nuclear Emergency Teams Operations (NETOPS)[6]
EOD RTF Team Member	X	M			M	M[4]
Readiness and Emergency Management (R&EM)						
R&EM Officer/Chief	M	X	X[1]	X[1]		O
R&EM Superintendent	M	X	X	X		O
R&EM Craftsman	M	X				X[5]
Fire Emergency Services						
Fire Chief and Deputy		X	X	X[8]		
Assistant Chiefs for OPS and Station Chiefs		X	X	O		
HAZMAT Officers and other A/Cs		X	O			
Company Officers		X	O			
Emergency Communications Center (ECC) controllers	X					
All other FES personnel	X	O				
Security Forces						
Chief of Security Forces		X	O	O		
Operations Officer		X	O	O		
Operations Superintendent		X	O	O		
SF Standardization Evaluation		X	O	O		
SF Manager		X		O		
Convoy Commander	X	M	M	M		
Flight Sergeant and Flight Commander		X	O	O		
Patrol Leader/SRT Leader	X					
Patrolman/SRT Member	X					
BDOC/ECC Controllers		X				
ESF Representative		X	O	O		
Medical						
Medical Readiness Officer	X	O	X	O		
Public Health Emergency Officer	X	O	O	O		
Public Health Officer	X	O	O	O		
Public Health Technician	X					
Bioenvironmental Team Chief and Alternate		X	O	O		O
Bioenvironmental Staff	X					O

Position/Title **X = Required** **O = Recommended** **M = MAJCOM Directed**	**AERO-Introduction[2]**	**AERO-Command and Control[2]**	**ICS 300/400**	**Air Force Incident Management Course**	**Commander and Staff Nuclear Accident Response Seminar (CASNARS)[7]**	**Nuclear Emergency Teams Operations (NETOPS)[6]**
Ambulance Service (Not assigned to FES)	X					
Triage Team	X					
Medical Manpower/Security Team	X					
Field Response Team	X					
Medical Control Center Team	X	O				
Medical Treatment Facility Emergency Manager	X	O	X	O		
Others						
MSG/CC and CD		X		X[1]		
MSG Squadron Commanders		X		X[1]		
MAJCOM Command Centers		X				
SAF and MAJCOM IG		O	O			

Note 1. Required when filling the role as EOC Director or Manager.
Note 2. Local policies and procedures briefing provided by the R&EM Flight.
Note 3. Training is optional and may be required by the installation when part of a nuclear accident response team.
Note 4. Instead of NETOP, EOD attends the Joint Nuclear EOD Course sponsored by the Defense Threat Reduction Agency (Course #DNWS-R006).
Note 5. Readiness and Emergency Management Craftsmen will attend NETOP every 5 years.
Note 6. Complete NETOP-Primer distance learning course (DNWS IR-101DL) prior to attending NETOP (DNWS-IR-201).
Note 7. Weapons of Mass Destruction, Command, Control, and Coordination (WMDC3) course (DNWS-ICC-101-DL) may also be attended. WMDC3 replaced the previously named Radiological Accident Command, Control, and Coordination (RAC3) course.
Note 8. Fire Chief and Deputy Chiefs will attend AFIMC every five years.

Table 6.2. Air Force Emergency Management (EM) Program Education and Training Courses

	Course	Target Audience	Recurring Frequency (In Months)			Delivery Format[1]
			LTA	MTA	HTA	
1.	CBRN Defense Orientation	All newly Enlisted personnel and newly Commissioned Officers	N/A	N/A	N/A	Individual knowledge and demonstration-performance obtained through Basic Military Training (BMT)(Warrior Week)) for newly enlisted personnel
2.	CBRN Defense Awareness	See **paragraph 6.6.4.2.**	**Note**[2]	**Notes**[2,3]	**Notes**[2,3]	Web-Delivered
3.	CBRN Defense Survival Skills	See **paragraph 6.6.5.2.**	**Note** [2]	**Notes**[2,3]	**Notes**[2,3]	Classroom
4.	Contamination Control Area (CCA) Management and Operations[4]	Members appointed by Unit Commander	**Note**[5]	**Note**[5]	12	DPP
5.	Post-Attack Reconnaissance (PAR) Team[4]	Members appointed by Unit Commander	**Note**[5]	**Note**[5]	12	DPP conducted by the R&EM Flight
6.	Unit Control Center (UCC) Operations[4]	Members appointed by Unit Commander	12	12	12	Web-Delivered
7.	Air Force Emergency Response Operations (AERO) Introduction[4]	See **Table 6.1.**	**Note**[6]	**Note**[6]	**Note**[6]	Web-Delivered

	Course	Target Audience	Recurring Frequency (In Months)			Delivery Format[1]
			LTA	MTA	HTA	
8.	Air Force Emergency Response Operations (AERO) Command and Control[4]	See **Table 6.1.**	**Note**[7]	**Note**[7]	**Note**[7]	Web-Delivered
9.	Incident Command System (ICS) 300	See **Table 6.1.**	N/A	N/A	N/A	Classroom or In-Residence
10.	Incident Command System (ICS) 400	See **Table 6.1.**	N/A	N/A	N/A	Classroom or In-Residence
11.	Air Force Incident Management Course (AFMIC)	See **Table 6.1.**	**Note**[8]	**Note**[8]	**Note**[8]	In-Residence
12.	Emergency Management Support Team (EMST)[4]	Members appointed by Unit Commander	4	4	4	Classroom or DPP every quarter
13.	Shelter Management Team (SMT)[4]	Members appointed by Unit Commander	**Note**[9]	**Note**[9]	12	DPP
14.	Contamination Control Team (CCT)[4]	Members appointed by Unit Commander	**Note**[9]	**Note**[9]	12	DPP
15.	Unit EM Program Representative[4]	Members appointed by Unit Commander	12[10]	12[10]	12[10]	Web-Delivered plus DPP
16.	Base Emergency Preparedness Orientation (BEPO)[4,11]	All Personnel	N/A	N/A	N/A	Determined by EMWG

	Course	Target Audience	Recurring Frequency (In Months)			Delivery Format[1]
			LTA	MTA	HTA	

Note 1. Duration is based on student samples of behavior and lesson objectives, local procedures, and requirements. It is affected by student proficiency levels.
Note 2. Recurrent CBRN Defense training frequencies are defined in AFI 36-2201.
Note 3. Complete theater-specific training within 30 days after arrival.
Note 4. Complete training within 60 days after appointment.
Note 5. LTA and MTA installations only educate and train when threat posture increases.
Note 6. Recurrent training is not required for the AERO-Introduction Web-based Training (WBT) Course.
Note 7. Recurrent training is only required for the local procedures portion of AERO-C2 upon PCS or new position assignment.
Note 8. Recurrent training and re-attending AFIMC is only required for personnel who have not performed DRF duties in 5 or more years and have been placed in a position requiring the course.
Note 9. LTA and MTA installations only educate and train SMT and CCT when threat posture increases. LTA installations will teach natural disaster topics for natural disaster SMT members.
Note 10. Members participate in their unit annual SAV in lieu of recurring training requirements.
Note 11. Members receive information on local threats at least quarterly through their unit EM program representative.

6.4.2. Supervisors must document completion of Air Force EM education and training on an AF Form 1098 in the individual's education and training record IAW AFI 36-2201, Volume 3. Record applicable training in individual mobility folders. Some personnel are not required to maintain an AF Form 623; however, if these personnel are deployable, the supervisor must document deployment-related training on AF Form 1098 and place the AF Form 1098 in the unit mobility folders.

6.4.3. Installation and tenant unit training schedulers will use the Automated Civil Engineers System – Personnel Readiness (ACES-PR), Unit Scheduler Module to schedule personnel for Air Force EM education and training courses listed in **paragraph 6.6** or in **Table 6.3** Each unit is responsible for tracking completion and currency of their assigned personnel for all courses listed in this AFI.

6.4.3. **(KIRTLANDAFB)** 377 CPTS will be the primary unit scheduler for EM training for all 377 ABW Staff Agencies.

6.4.3.1. **(Added-KIRTLANDAFB)** Due to class size restrictions for the Chemical, Biological, Radiological, Nuclear, and High Yield Explosives (CBRNE) Defense Survival Skills course, any student who has not been scheduled through Automated Civil Engineering System (ACES) may not be allowed to attend the class. Accommodations will be made if the class size does not exceed regulatory requirements.

6.4.4. MAJCOM and responsible contracting offices must ensure service contracts that support personnel include training requirements. The required training must be commensurate with the training required of each individual's military and Federal civilian employee counterparts. The equivalent training is required only for equivalent positions, not contractors who fulfill only some of the duties equivalent to the military or Federal civilian counterpart.

6.4.5. EET evaluators should not evaluate personnel who are serving in any position listed in **Table 6.1**, **Table6.2**, or **Table 6.3** until the evaluator has completed the same training required of the person being evaluated.

6.4.6. Personnel assigned to the positions or functions listed in **Table 6.2** must accomplish the appropriate HAZMAT training.

6.4.7. CBRNE defense courses meet Air Force proficiency standards based on two international standardization agreements: NATO STANAG 2150 and Air Standardization Coordinating Committee (ASCC) Air Standard 84/8, *Initial, Continuation and Unit NBC Training Standards*.

6.4.8. This AFI addresses aspects of passive CBRNE defense education and training. MAJCOMs, ANG, FOAs, and DRUs may tailor their Air Force EM education and training programs to their specific mission requirements by supplementing this AFI.

6.4.9. Personnel going Permanent Change of Station (PCS) or Temporary Duty (TDY) more than 20 days, to an MTA or HTA must be current in CBRN Defense Awareness and CBRN Defense Survival Skills at the time of departure and will be considered current for the duration of the assignment (less than 24 months) or TDY (regardless of length). They will receive local conditions training when they arrive at the PCS or TDY or deployment location within 30 days of arrival.

6.4.10. Aircrew members receive CBRNE defense education and training from several functional areas. Aircrew Life Support provides education and training on aircrew IPE and processing personnel through the aircrew contamination control area (ACCA). Flight Medicine provides training on agent toxicology and pharmacology. The CE Readiness Flight provides education and training on ground crew CBRNE operations and standards on a 20-month cycle.

6.4.11. Personnel must be proficient in the wear of the protective mask before attending weapons qualification through the Air Force Qualification Course or the Tactical Rifle Qualification Course conducted by Air Force Combat Arms Training and Maintenance (CATM) instructors.

6.5. Education and Training Program Formats. Most courses in this chapter are currently conducted and evaluated in a traditional instructor-led classroom or field environment. However, Air Force EM education and training is transitioning to blended learning. Blended learning includes two distinctive parts: individual knowledge-based objectives and individual demonstration-performance objectives. The use of blended learning standardizes education and training objectives and increases student retention and comprehension.

6.5.1. Individual knowledge-based objectives use Learning Management System (LMS) technologies via the web to deliver consistent, up-to-date education and training. This format

allows academic self-paced learning and provides students increased access to course materials. Use of these technologies also allows for critical education and training data analysis at the installation and Air Force levels. Until each course is fielded, instructors will use the course proficiency standards for knowledge and performance outlined in the Air Force Readiness Training Packages (RTP).

6.5.1.1. Completion of computer-based Air Force EM education and training products for courses discussed in this chapter becomes mandatory as they are fielded and IAW the accompanying product implementation guidance.

6.5.1.2. Current CD-formatted Air Force EM education and training products are mandatory to complete until products are transitioned to a web-delivered format.

6.5.1.3. A listing of fielded EM education and training products is located on the Air Force Portal. Web-delivered products can be found at **https://golearn.csd.disa.mil**/.

6.5.1.4. **(DELETED)** .

6.5.1.5. Each individual must create an account on the Air Force EM program LMS site from a computer with military internet access. Once an account is created, EM education and training products can be accessed and completed from any computer with internet access.

6.5.1.6. Personnel who need assistance determining course requirements, accessing course material, addressing technical issues, or have questions concerning EM training products should contact their Unit EM Representative, CE Readiness Flight or the HQ AFCESA Reach Back Center at DSN 523-6995 or 1-888-AFCESA1 (888-232-3721). Frequently asked questions concerning EM training products can be found on the Air Force Portal or on the Air Force EM program LMS site.

6.5.1.7. Individual knowledge-based objectives must be completed within 15 consecutive days of start by active duty military, civilian, or contract personnel or within two Unit Training Assemblies (UTA) by ARC personnel. Group or team completion of individual knowledge-based objectives is not authorized.

6.5.2. Individual demonstration-performance objectives focus on common core skills. After a student completes the knowledge-based objectives, CE Readiness Flight instructors will train and evaluate individual demonstration-performance objectives.

6.5.2.1. Some courses listed in this chapter do not contain individual demonstration-performance objectives; however they contain localized procedures that must be presented to the individual by the CE Readiness Flight or other functional areas as identified in this chapter.

6.5.2.2. Unit commanders must ensure personnel complete individual demonstration-performance objectives no later than 60 days after completing individual knowledge-based objectives.

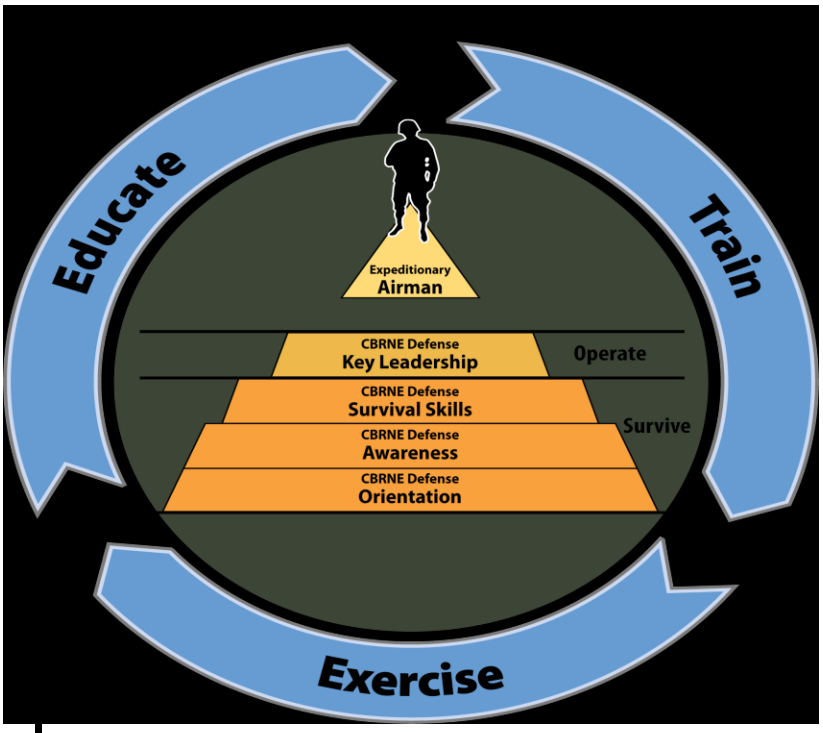
6.5.2.3. Duration for the demonstration-performance portion of education and training is approximate, based on covering Air Force standard demonstration-performance objectives, local procedures, and requirements. Duration is affected by student proficiency levels.

6.5.3. Unless otherwise noted in this chapter, personnel do not receive credit for completing a course until both individual objectives have been completed.

6.6. Emergency Management Training Courses.

6.6.1. CBRN Defense Course Overview. Provides an in-depth knowledge of CBRN defense hazards, protective actions, and the knowledge and skills needed to inspect, use, and properly wear CBRN IPE, identify CBRN threats, and perform threat mitigation and post-attack reconnaissance.

Figure 6.1. CBRNE Defense Education and Training Process.



6.6.1.1. Personnel will receive local conditions training when they arrive at the PCS, TDY, or deployment location. Additionally, members must deploy with the mask that they accomplished training or re-accomplish with currently issued mask.

6.6.1.2. The target audience and training frequency for the CBRN Defense Awareness course defined by AFI 36-2201.

6.6.1.2.1. **(DELETED)**

6.6.1.2.2. **(DELETED)**

6.6.1.2.3. **(DELETED)**

6.6.1.2.4. **(DELETED)**

6.6.1.2.5. **(DELETED)** .

6.6.1.2.6. **(DELETED)**

6.6.1.2.7. **(DELETED)**

6.6.1.3. **(DELETED)**

6.6.1.3.1. **(DELETED)**

6.6.1.3.2. **(DELETED)**

6.6.1.3.3. **(DELETED)**

6.6.1.3.4. **(DELETED)**

6.6.1.3.5. **(DELETED)**

6.6.1.3.6. **(DELETED)**

6.6.1.3.7. **(DELETED)**

6.6.1.4. **(DELETED)**

6.6.1.5. **(DELETED) .**

6.6.1.6. **(DELETED) .**

6.6.1.7. **(DELETED) .**

6.6.1.8. **(DELETED) .**

6.6.1.8.1. **(DELETED) .**

6.6.1.8.2. **(DELETED) .**

6.6.1.8.3. **(DELETED) .**

6.6.1.9. **(DELETED) .**

6.6.1.9.1. **(DELETED) .**

6.6.1.9.2. **(DELETED) .**

6.6.1.10. **(DELETED) .**

6.6.1.11. **(DELETED) .**

6.6.1.12. **(DELETED) .**

6.6.1.12.1. **(DELETED)** .

6.6.1.12.2. **(DELETED)** .

6.6.1.12.3. **(DELETED)** .

6.6.1.13. **(DELETED)**

6.6.1.13.1. **(DELETED)** .

6.6.1.13.2. **(DELETED)** .

6.6.1.13.3. **(DELETED)** .

6.6.1.13.4. **(DELETED)** .

6.6.1.13.5. **(DELETED)** .

6.6.1.14. **(DELETED)** .

6.6.1.14.1. **(DELETED)** .

6.6.1.14.2. **(DELETED)** .

6.6.1.14.3. **(DELETED)** .

6.6.1.15. **(DELETED)**

6.6.1.15.1. **(DELETED)**

6.6.1.15.2. **(DELETED)**

6.6.1.15.3. **(DELETED)**

6.6.1.15.4. **(DELETED)**

6.6.1.15.5. . **(DELETED)**

6.6.1.16. **(DELETED)**

6.6.1.16.1. **(DELETED)** .

6.6.1.16.2. **(DELETED)** .

6.6.1.16.3. **(DELETED)** .

6.6.2. CBRN Defense Orientation Overview. Provides basic knowledge about a CBRN threat, protective equipment, and actions to survive a CBRN attack or event, and prepares enlisted Airmen for the CBRN Defense Awareness Course.

6.6.2.1. Prerequisites. None.

6.6.2.2. Target Audience. Basic Trainee. See **paragraph 6.6.3**, for newly commissioned officers.

6.6.2.3. Training Frequency. Onetime requirement taught during Basic Military Training School.

6.6.2.4. Delivery Format. Individual knowledge and demonstration-performance.

6.6.2.5. Full Credit Requirements. Successful completion of Basic Military Training.

6.6.3. CBRN Defense Awareness Course Overview. Provides information about multiservice tactics, techniques, and procedures for CBRN defense operations. * Note 1: See paragraph 6.4.9., for the PCS or TDY CBRN Defense Awareness training requirements to a MTA or HTA. * Note 2: AFS 3E9X1 personnel, whose training and certification requirements exceed the CBRN Defense Awareness Course, are exempt from taking the course.

6.6.3.1. Prerequisites. None.

6.6.3.2. Target Audience. See AFI 36-2201.

6.6.3.3. Training Frequency. See AFI 36-2201.

6.6.3.4. Delivery Format. Web-based training on the Advanced Distributed Learning System (ADLS).

6.6.3.5. Unit Deployment Managers (UDMs), Unit Training Managers (UTMs), or Unit Schedulers will ensure each student completes the CBRN Defense Awareness Course before being scheduled for the CBRN Defense Survival Skills Course.

6.6.3.6. A course completion certificate is provided upon successful completion of the course. This certificate must be given to the UDM, UTM or Unit Scheduler before the student can be scheduled for and attend the CBRN Survival Skills Course. UDMs, UTMs or Unit Schedulers will record completion according to **paragraph 6.4.2**.

6.6.3.7. AF emergency-essential (E-E) civilians and civil service personnel who volunteer for deployment will complete their training according to according to 36-2201. Additionally, emergency-essential civilian personnel must complete the CBRN Defense Awareness Course every 24 months if they are stationed in a HTA or MTA; deploying to a HTA or MTA; or identified as deployable to a HTA or MTA.

6.6.3.8. Air Force civilian, contract, and host nation personnel will complete this course as defined in **paragraph 6.6.4**, or every 24 months, when it is a requirement or condition of employment, the governing contract or agreement; addressed in a host nation support agreement; or when the installation or senior Air Force official deems this training essential for performing their duties.

6.6.3.9. Air National Guard and Reserve units are approved to use the following means in priority order to accomplish this training until their installation infrastructure supports individualized training with the ADLS; (1) Use the ADLS or ANG Virtual Learning Center (VLC); (2) Stand-alone computer based training using a standalone CD-ROM (provided to ANG and AFRC); (3) Instructor-led class of no more than 30 students using the AFCEC approved PowerPoint presentation.

6.6.4. CBRN Defense Survival Skills Course Overview. Provides hands-on training and evaluation of knowledge gained during the CBRN Defense Awareness Course about multiservice tactics, techniques, and procedures for CBRN defense operations. ***Note 1***: See **paragraph 6.4.9,** for the PCS or TDY CBRN Defense Survival Skills training requirements to a MTA or HTA. ***Note 2:*** AFS 3E9X1 personnel, whose training and certification requirements exceed the CBRN Defense Survival Skills Course, are exempt from taking the course.

6.6.4.1. Prerequisites. Completion of CBRN Defense Awareness Course.

6.6.4.2. Target Audience. All Airmen. Defined by AFI 36-2201.

6.6.4.3. Training Frequency. Defined by AFI 36-2201.

6.6.4.3.1. Air Force emergency-essential civilian personnel, must complete the CBRN Defense Survival Skills Course every 24 months if they are stationed in a HTA or MTA; deploying to a HTA or MTA; or identified as deployable to a HTA or MTA. Civil service personnel who volunteer for deployment will complete their training on a just-in-time basis when identified and tasked to deploy.

6.6.4.3.2. Air Force civilian, contract, and host nation personnel will complete this course as defined in **paragraph 6.6.4,** or every 24 months if they do not fall within an AEF Band, when it is a requirement or condition of employment, the governing contract or agreement; addressed in a host nation support agreement; or when the

installation or senior Air Force official considers this training essential for performing their duties.

6.6.4.3.3. Individuals medically exempt from duty according to AFI 48-123 are temporarily excused from the CBRN Defense Survival Skills Course. Personnel must complete training no later than 60 days after medical exemptions or waivers have expired.

6.6.4.3.4. Personnel will comply with the requirements in **Table 6.3,** CBRN Defense Survival Skills Course Requirements.

6.6.4.3.4. **(KIRTLANDAFB)** Students will arrange pick-up of training C-Bag through their unit deployment manager, which includes M50 protective mask with filters and carrier, and canteen w/cap.

6.6.4.3.5. EOD personnel are not required to complete EOR or C-IED Tier Computer Based Training. EOD personnel need to accomplish the CBRN Defense Awareness Course and will receive CBRN Defense Survival Skills training only on CBRN threat-specific procedures. See AFI 32-3001, *Explosive Ordnance Disposal (EOD) Program*.

Table 6.3. CBRN Defense Survival Skills Course Requirements

Actions Required of Each Trainee (Before attending the CBRN Defense Survival) Skills	
1.	Be current in QNFT through Bioenvironmental Engineering Flight.
2.	Complete all individual knowledge-based objective requirements. See **paragraphs 6.6.1.2.** and **6.6.1.2.1.**
3.	Remove contact lenses.
4.	Remove earrings.
5.	Remove elaborate hairpieces or hairstyles that interfere with proper size, fit, and wear of the protective mask. Remove pins, combs, headbands, elastic bands, and barrettes to allow hair to hang freely and naturally (according to T.O. standards).
6.	Be clean-shaven.
7.	Military personnel wear Battledress Uniform/Airman Battle Uniform/Flight Suits
8.	Civilian and contract personnel wear attire appropriate for field training.
Equipment Each Trainee Required to Bring to CBRN Defense Survival Skills Training	
1.	Protective mask with carrier, outsert, and filter/filter set (inspected and proper size).
2.	Chemical Protective Overgarment (training).
3.	Butyl rubber protective gloves.
4.	Protective glove inserts.
5.	Overboots.
6.	Mask spectacle inserts, as required.
7.	Protective mask and second skin (if applicable).
8.	Canteen and appropriate canteen cap for protective mask worn.
9.	AFPAM 10-100.

6.6.4.3.6. Tasked personnel must attend CBRN Defense Survival Skills to demonstrate protective mask proficiency before attending weapons qualification through the Air Force Qualification Course or the Tactical Rifle Qualification Course.

6.6.4.4. Delivery Format. Individual and team demonstration-performance. The R&EM Flight administers the course.

6.6.4.5. Full Credit Requirements. Successful completion of all GO/NO-GO demonstration performance objectives.

6.6.4.6. Unit commanders will ensure unit CBRN Defense training statistics are reported according to AFI 10-201, *Status of Resources and Training System (SORTS)*. See **paragraph 6.6.1.1**, for the PCS or TDY CBRN Defense Survival Skills training requirements to a MTA or HTA.

6.6.4.7. **(Added-KIRTLANDAFB)** Unit schedulers/unit deployment managers are responsible for using the ACES to show proof of CBRNE Survival Skills course completion. If ACES is not working, a class roster showing student attendance may be obtained from 377 MSG/CEX.

6.6.5. CBRN Defense Functional Area Task Qualification Training (TQT) Overview. Provides personnel the ability to demonstrate proficiency in performing mission-critical tasks in a CBRN environment. **Note 1**: All Air Force Career Field Managers (CFMs) will add specific requirements for CBRN Defense Functional Area TQT to their respective AFS CFETP.

6.6.5.1. Prerequisites. CBRN Defense Survival Skills Course.

6.6.5.2. Target Audience. All Airmen, as directed by their CFETP.

6.6.5.3. Training Frequency. After CBRN Defense Awareness and Survival Skills courses.

6.6.5.4. Delivery Format. Individual supervisors and trainers will train and evaluate individual demonstration-performance objectives identified in each CFETP.

6.6.5.5. Full Credit Requirements. Successful completion of each individual demonstration- performance objective.

6.6.6. Joint Senior Leaders Course (JSLC) Overview. Informs leaders about CBRN defense and provides a knowledge level operational and strategic foundation while emphasizing joint CB defense fundamentals and doctrine. **Note 1**: Managed by AETC; training requirements must be submitted through the MAJCOM. Allocations are sent to the MAJCOM CE training manager.

6.6.6.1. Prerequisites. Senior leaders from all services and components with the rank of Lieutenant Colonel (or O-5 service equivalent) and above, Sergeant Major (or E-9 service equivalent), DOD civilians and other interagency personnel, and coalition partners interested in CBRN defense and response. Exceptions will be considered on a case by case basis.

6.6.6.2. Target Audience. Senior Leaders.

6.6.6.3. Training Frequency. One time requirement conducted at the United States Army Chemical School, Fort Leonard Wood, Missouri.

6.6.6.4. Delivery Format. In-resident, seminar format conducted at the United States Army Chemical School, Fort Leonard Wood, Missouri.

6.6.6.5. Full Credit Requirements. Successful completion of course requirements.

6.6.7. Contamination Control Area (CCA) Management and Operations Course Overview. Provides the knowledge and skills needed to manage a CCA. Topics include team member roles and responsibilities; planning considerations; equipment and supply requirements; setup procedures; activating, and managing a CCA.

6.6.7.1. Prerequisites. Appointment by the unit commander.

6.6.7.2. Target Audience. Personnel assigned as members of a CCA team.

6.6.7.3. Training Frequency. See **Table 6.2**

6.6.7.4. Delivery Format. WBT on the ADLS and localized demonstration-performance procedures.

6.6.7.5. Full Credit Requirements. Successful completion of each individual demonstration performance objective.

6.6.8. The Post-Attack Reconnaissance (PAR) Course provides unit PAR team members the knowledge and skills to pre-position detection equipment, disperse and maintain unit assets, post incident surveying for hazards and implement contamination avoidance measures.

6.6.8.1. Prerequisites, AERO – Introduction.

6.6.8.2. Target Audience. Personnel assigned as members of a PAR team.

6.6.8.3. Training Frequency. See Table 6.2. Note: Documented participation in exercises or actual responses may be credited toward completion of recurring demonstration-performance objectives. Documentation is accomplished by the PAR team leader and maintained by the unit using localized procedures.

6.6.8.4. Delivery Format. Localized demonstration-performance procedure.

6.6.8.5. Full Credit Requirements. Successful completion of individual demonstration performance objective.

6.6.9. Unit Control Center (UCC) Operations Course Overview. Provides UCC members the knowledge and skills to manage information, personnel, and resources during incident responses. It explains the Common Operating Picture (COP) and information flow to other C2 entities. Note 1: Security Forces personnel that are certified to perform duties in the BDOC are not required to complete the UCC Operations Course. Their training and certification for the BDOC exceeds the UCC training requirement. The training requirements for this duty position are taken from the 3P0X1 CFETP. While SF personnel in these positions maintain currency according to locally prescribed Standardization Evaluation Qualification requirements, they are not required to complete the UCC training. Note 2: FES personnel who have completed and are certified in Telecommunicator I & II are not required UCC training.

6.6.9.1. Prerequisites. AERO-C2 (Knowledge and Demonstration Performance), also an orientation conducted by the UCC OIC or NCOIC is required for all new personnel.

6.6.9.2. Target Audience. Personnel assigned as members of a UCC.

6.6.9.3. Training Frequency. Recurring training is not required for knowledge-based training. Required every 12 months for the demonstration-performance training.

6.6.9.3.1. Documented participation in exercises or responses may be credited toward completion of recurring demonstration-performance objectives.

6.6.9.3.2. Documentation is accomplished and maintained by the unit using localized procedures.

6.6.9.4. Delivery Format. WBT on the ADLS and localized demonstration-performance procedures.

6.6.9.5. Full Credit Requirements. Must complete training within 60 days after appointment.

6.6.10. AERO Introduction Overview. Includes an introduction to the Air Force EM program, AFIMS, phases of incident management, roles and responsibilities of First Responders and Emergency Responders, ESF application, ICS, response, and recovery policies. Describes how the CAT, EOC, UCCs, and the IC interface with one another. ***Note 1:*** MAJCOMS may direct specific follow-on AERO training requirements. ***Note 2:*** Those personnel who have completed the Emergency Response Operations (ERO) WBT and the ERO ICS Part II classroom presentation or ERO WBT and IS-200 are grandfathered into the AERO Introduction WBT. ***Note 3:*** Additional DRF courses are located in **Table 6.1**

6.6.10.1. Prerequisites. None.

6.6.10.2. Target Audience. Newly assigned (first time) personnel to select installation DRF elements (see **paragraph 2.5.1**) to include First Responders and ICs (functional resources only), Emergency Responders, and Specialized Teams. Personnel not assigned to the DRF; these include newly assigned personnel to; Inspector General DRF evaluators, EET, AF and MAJCOM FES, EOD, and EM functional representatives, RTF, or as directed by MAJCOM or unit commander.

6.6.10.3. Training Frequency. Recurrent training is not required for the AERO-Introduction WBT Course.

6.6.10.4. Delivery Format. Individual knowledge and localized procedures.

6.6.10.5. Full Credit Requirements. Must complete WBT on the ADLS and the follow on demonstration-performance within 60 days after appointment. Demonstration-performance should address local policies and procedures and other objectives as directed by career-field or functional area managers.

6.6.10.5.1. After successfully completing this course, Air Force members will have met the NIC requirements for FEMA Independent Study (IS): IS-100, Introduction to Incident Command System, IS-200, ICS for Single Resource and Initial Action Incident, IS-700, National Incident Management System, an Introduction, and IS-800, National Response Framework, an Introduction courses.

6.6.10.5.2. The Emergency Management career field is required to complete FEMA IS-100, 200, 700, and 800 courses.

6.6.11. AERO–Command and Control (C2) Course Overview. Incorporates the AERO-Introduction Course and describes air force emergency response operations with an emphasis on command and control during incident response and recovery. Includes a summary of the Air Force EM program, AFIMS, phases of incident management, roles and responsibilities of First Responders and Emergency Responders, ESF application, ICS basics, and how the EOC staff supports emergency response and recovery operations. Describes the interface between the CAT, EOC, UCCs, IC (multiple functions or agencies resources) and expands on the functions of the IC, Command and General Staff, and EOC management and operations. ***Note 1:*** Those personnel that have completed the Emergency Response Operations (ERO) WBT, the ERO ICS Part II classroom presentation and FEMA IS-775 or ERO WBT, IS-200, IS-775, or ICS 300 and 400 are grandfathered into the AERO-C2 WBT. ***Note 2:*** MAJCOMS may direct specific follow on AERO training requirements. The R&EM Flight provides local policies and procedures training. ***Note 3:*** Additional DRF courses are located in **Table 6.1**.

6.6.11.1. Prerequisites. None.

6.6.11.2. Target Audience. Newly assigned personnel to select DRF C2 positions to include; EOC Director, EOC Manager, ESF OPR/OCR, CP controllers, Installation Crisis Action Teams, UCC, ICs and Command and General Staff. Others include a limited number of personnel not assigned to the DRF but have an emergency response C2 role, including newly assigned personnel such as EET Team Chief and EET members. Outside agencies or functions with command and control functions providing support to emergency response operations are also encouraged to complete this course: Civil Air Patrol, AFNSEP/Emergency Preparedness Liaison Officers, Federal, State, and Local Government Agencies. ***Note 1:*** MAJCOMS or Combatant Commanders may also specify target audience for this course.

6.6.11.3. Training Frequency. Recurrent training is only required for the local procedure's portion of AERO-C2 upon PCS or new position assignment. Recurrent training is not required for the AERO-C2 WBT Course.

6.6.11.3.1. Documented participation in exercises or responses may be credited toward completion of the recurring demonstration-performance objectives.

6.6.11.3.2. Documentation is accomplished by the supervisor according to **paragraph 6.4.2**.

6.6.11.4. Delivery Format. Individual knowledge and localized procedures.

6.6.11.5. Full Credit Requirements. Must complete WBT on the ADLS and the follow-on demonstration-performance within 60 days after appointment. Demonstration-performance should address local policies and procedures and other objectives as directed by career-field or functional area managers.

6.6.11.5.1. After successfully completing this course, Air Force members will have met the NIC requirements for FEMA Independent Study IS-100, 200, 700, 775, EOC

Management and Operations, and 800 courses. The Emergency Management career field is required to complete FEMA IS-100, 200, 700, and 800 courses.

6.6.12. Incident Command System (ICS) 300, Intermediate ICS for Expanding Incidents Overview. Provides training and resources for personnel who require advanced application of the Incident Command System. Designed to assist those individuals that assume supervisory roles during expanding incidents where multiple functions and agency resources are needed to ensure life safety, incident stabilization, and property preservation. ***Note:*** Personnel must contact their MAJCOM functional representative to obtain a class allocation to attend the DOD Fire Academy.

6.6.12.1. Prerequisites. AERO Introduction, or AERO C2, or FEMA Independent Study Courses: IS-100, Introduction to the Incident Command System, IS-200, Basic Incident Command System, IS-700, National Incident Management System, and IS-800, National Response Framework, an Introduction.

6.6.12.2. Target Audience. See **Table 6.1**. All others by direction of the Installation Commander upon completion of prerequisite courses.

6.6.12.3. Training Frequency. One time requirement.

6.6.12.4. Delivery Format. Local classroom or in-residence and taught by personnel that have completed the ICS 300 and 400 Train-the-Trainer courses or the DOD Fire Academy.

6.6.12.4.1. FEMA recommends two instructors teach the course: identified as one primary and one adjunct.

6.6.12.4.2. Equally suggested is to use an FES mentor to instruct ICS 300 and an EM mentor to instruct ICS 400.

6.6.12.5. Full Credit Requirements. Successful completion of individual demonstration performance objective.

6.6.13. Incident Command System (ICS) 400, Advanced ICS Command and General Staff–Complex Incidents Overview. Provide training and resources for personnel that require advanced application of the Incident Command System. Designed for individuals who perform in a management capacity within a Multiagency Coordination System.

6.6.13.1. Prerequisites. ICS 300, AERO Introduction, or AERO C2, or FEMA Independent Study courses: IS-100, Introduction to the Incident Command System, IS-200, Basic Incident Command System, IS-700, National Incident Management System and IS-800, National Response Framework, An Introduction.

6.6.13.2. Target Audience. See **Table 6.1**. All others by direction of the Installation Commander upon completion of prerequisite courses.

6.6.13.3. Training Frequency. One time requirement.

6.6.13.4. Delivery Format. Local classroom or in-residence and taught by personnel that have completed the ICS 300 and 400 Train-the-Trainer courses or the DOD Fire Academy.

6.6.13.5. Full Credit Requirements. Successful completion of individual demonstration performance objective.

6.6.14. Air Force Incident Management Course (AFIMC) Overview. Prepares members for incident management duties by providing emergency response education to DRF representatives, senior members of the response force, senior installation fire officials, command inspection team chiefs. ***Note:*** Personnel will work through their MAJCOM Functional to obtain a class slot.

6.6.14.1. Prerequisites. AERO-C2, or FEMA IS-100, IS-200, IS-700, and IS-800.

6.6.14.2. Target Audience. Selected Air Force officers, senior NCOs, and equivalent civilians.

6.6.14.3. Training Frequency. Recurrent training and re-attending AFIMC is only required for personnel who have not preformed DRF duties for five or more years and have been placed in a position requiring the course.

6.6.14.4. Delivery Format. In-residence taught at or by instructors from Air University's College of Professional Development, Maxwell AFB, Alabama.

6.6.14.5. Full Credit Requirements. Must complete course.

6.6.15. Emergency Management Support Team (EMST) Course Overview. Provides EMST members the knowledge and skills needed to augment the R&EM Flight. Training includes a summary of the Air Force EM program, EMST roles and responsibilities, emergency response operations based on the primary threats to the base.

6.6.15.1. Prerequisites. AERO-Introduction.

6.6.15.2. Target Audience. Personnel assigned as primary and alternate EMST members.

6.6.15.2.1. Primary and alternate EMST members must each take part in at least one exercise, response, or event each year. Documented participation in exercises or responses may be credited toward completion of recurring demonstration-performance objectives.

6.6.15.2.2. Documentation is accomplished and maintained by the R&EM Flight using localized procedures; however, R&EM Flights will use ACES-PR as the primary method to document EMST training.

6.6.15.3. Training Frequency. Must complete both the individual knowledge-based and demonstration-performance objectives every 120 days.

6.6.15.4. Delivery Format. Individual knowledge and demonstration-performance.

6.6.15.5. Full Credit Requirements. Must complete training within 60 days after appointment.

6.6.16. Shelter Management Team (SMT) Course Overview. Provides the knowledge and skills personnel need to conduct shelter operations. Topics include team member roles and responsibilities for shelter activities, protective shelter standards, in-place sheltering, and COLPRO systems operations as applicable. ***Note 1:*** Depending on the shelter, CE may provide training on shelter systems such as power generation, filter changes, and owner-user maintenance. COLPRO system training is included in the shelter management training if the

installation has COLPRO systems. R&EM Flights must include the CE power production and Heating Ventilation and Air Conditioning personnel in the training to instruct on generator startup and shutdown procedures, adjusting the air system, and changing filters.

6.6.16.1. Prerequisites. AERO-Introduction.

6.6.16.2. Target Audience. Personnel assigned as Shelter team members.

6.6.16.2.1. Educate and train SMTs appointed as natural disaster shelter team members on natural disaster shelter topics. Provide "Just-In-Time" (JIT) training for other types of shelters when the threat posture increases. For other than natural disaster shelter topics, LTA installations only educate and train when threat posture increases.

6.6.16.3. Training Frequency. See **Table 6.2**

6.6.16.3.1. Documented participation in exercises or responses may be credited toward completion of recurring demonstration-performance objectives.

6.6.16.3.2. Documentation is accomplished and maintained by the R&EM Flight using localized procedures.

6.6.16.4. Delivery Format. Individual knowledge and demonstration-performance.

6.6.16.5. Full Credit Requirements. Must complete training within 60 days after appointment.

6.6.17. Contamination Control Team (CCT) Course Overview. Provides the knowledge and skills needed to conduct contamination control operations, including team member roles and responsibilities, contamination avoidance, and decontamination of resources such as equipment, aircraft, vehicles, facilities, and personnel. ***Note 1:*** Additional AFS-specific contamination control education and training may be required based on functional area operations. ***Note 2:*** Educate and train LTA CCTs only when threat posture increases. ***Note 3:*** CCT members may receive education and training at the HAZMAT awareness and operations level when appropriate.

6.6.17.1. Prerequisites. AERO-Introduction.

6.6.17.2. Target Audience. Personnel assigned as a CCT member.

6.6.17.3. Training Frequency. See **Table 6.2**.

6.6.17.4. Delivery Format. Individual knowledge and demonstration-performance.

6.6.17.5. Full Credit Requirements. When JIT training is required, the appointed personnel must complete both the individual knowledge and demonstration-performance objectives.

6.6.18. Unit EM Representative Course Overview. Provides the knowledge and skills needed to manage a Unit EM program. Emphasizes unit EM representative roles and responsibilities, unit education and training, equipment requirements, planning responsibilities, and emergency response at the unit level. ***Note 1:*** Both primary and alternate unit EM Representatives must complete the Unit EM Representative Course on the ADLS. ***Note 2:*** Unit EM Representatives participate in the annual unit EM program SAV (two years for ANG and AFRC units) instead of recurring education and training.

6.6.18.1. Prerequisites. Appointment by the unit commander.

6.6.18.2. Target Audience. Personnel assigned as a primary or alternate Unit EM Representative.

6.6.18.3. Training Frequency. Annually or participation in unit EM Program SAV.

6.6.18.3.1. Documentation is accomplished and maintained by the R&EM Flight using localized procedures.

6.6.18.4. Delivery Format. Classroom instruction about functional-specific requirements.

6.6.18.5. Full Credit Requirements. Must complete both the individual knowledge-based and demonstration-performance objectives, and the web-based Unit EM Representative Course located on the ADLS within 60 days after appointment.

6.7. Air Force Emergency Management (EM) Information Program. The Air Force EM Information Program provides all personnel assigned to the installation with the knowledge to protect themselves from effects of and to support unit response to the all-hazard threats to their installation. Information is provided through two forums: the installation Base Emergency Preparedness Orientation (BEPO) and unit support of the program.

6.7.1. BEPO provides an initial orientation to newly assigned members and their dependents on the hazards and threats that could be encountered at their assignment location. Topics, approved by the EMWG, should include disaster planning, major accidents, natural disasters, hazardous materials, and terrorism. All newly assigned uniformed personnel must complete orientation training within 60 days after arrival. AFRC personnel will complete within two UTAs of arrival.

6.7.1.1. Localized information, including response procedures and guidance, is provided to personnel during a briefing conducted by the R&EM Flight typically during "Right Start" attendance.

6.7.1.2. Dependents are highly encouraged to attend this briefing.

6.7.1.2.1. **(DELETED)**

6.7.1.2.2. **(DELETED)**

6.7.1.2.3. **(DELETED)**

6.7.2. Unit support of the information program consists of, but is not limited to, unit EM Representatives disseminating EM information provided by the CE Readiness Flight to assigned personnel.

6.7.2.1. Media such as visual aids, handouts, posters, base bulletins, electronic media, and base newspapers should be used. HQ AFCESA will develop standard AF visual aids as new publications are created. Until these standard visual aids are published MAJCOMs or installations are authorized to create their own and use for their specific threat requirements.

6.7.2.2. The CE Readiness Flight disseminates this information at least quarterly to unit EM Representatives.

6.7.2.3. Using localized procedures, the R&EM Flight will record what information was distributed and when it was provided. The unit EM Representative will record who received the information.

6.8. Hazardous Materials (HAZMAT) Education and Training.

6.8.1. Personnel must meet the training requirements specified in **Table 6.4**. The DOD HAZMAT certification program is based on the 2008 Edition of National Fire Protection Association Standard 472, Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents and consists of HAZMAT Awareness, HAZMAT Operations with Mission Specific Competencies (MSCs), Technician and IC training. **Note**: Security Forces and Medical emergency responders will use 29 CFR 1910.120q training requirements to train their personnel to respond to CBRNE incidents. They do not require DOD certification but are eligible to become DOD certified if they complete the required DOD training courses.

Table 6.4. HAZMAT Minimum Training and Certification Requirements

#	Assigned Personnel	HAZMAT Awareness[3]	HAZMAT Operations	HAZMAT Technician	HAZMAT IC
1.	EOC Director and Alternates	O			
2.	EOC Manager	X			
3.	Senior Fire Officials	X	X/C	O	X/C
4.	HAZMAT Emergency Response Team	X	X	X	O
5.	Contamination Control Team	O	O		
6.	FES	X	X/C	O	O
7.	Emergency Management	X	X/C	X/C[1]	K/O
8.	EOD	X	O	O	
9.	Ambulance Service (not assigned to FES)	X[4]	X/O		
10.	Bioenvironmental Engineering Team	X	X		
11.	Patient Decontamination Team/Manpower/ Security Team/Triage Team	X[2]	X[2]		
12.	All other Medical Contingency Response Plan Teams	X[2]	X/O[2]		
13.	Security Forces	X	O		

#	Assigned Personnel	HAZMAT Awareness[3]	HAZMAT Operations	HAZMAT Technician	HAZMAT IC
14.	EOC Representatives	O			
15.	MMRT	X			
X – Designates mandatory training.					
X/C – Designates mandatory training with DOD HAZMAT Certification.					
O – Designates optional training.					
K – Designates knowledge of tasks outlined in requirements; does not require DOD					
X/O – Course training depends on team duties. When a team operates in a warm zone because of mission requirements, train to (Operations), such as medical staff performing security team duties outside the MTF to support In-Place Patient Decontamination (IPPD).					
K/O – Designates knowledge of tasks outlined in requirements; does not require DOD certification/ Designates optional training.					
Note 1: Mandatory for 3E9X1 (TSgt and below) to include civilian and contract equivalents. MSgt and above will be by exception.					
Note 2: Course training depends on team duties. If a team operates in a warm zone because of mission requirements, train to the Operations level. All other MCRP teams, to include Manpower/Security team members, not performing duties in the patient decontamination warm zone require only Awareness-level training.					
Note 3: HAZMAT Awareness is completed through computer based training. Upon individual completion DOD certification obtained.					
Note 4: Ambulance Services (Field Response Team) not assigned to FES require Enhanced Awareness-level training.					

6.8.2. The Air Force, as the employer, have two approved training methods to satisfy the HAZMAT training and DOD certification levels listed in National Fire Protection Association (NFPA) Standard 472. These two methods are:

6.8.2.1. Web-Based Training.

6.8.2.1.1. HAZMAT Awareness Training: Students can access and complete this course using the AFCEC VLC at **https://afcesa.csd.disa.mil/kc/login/login.asp**. This course is considered complete when the student finishes the required course training modules and passes the required computer-based final exam and completes the performance tests that are built right into the course. Any DOD employee who completes this training course will become DOD certified at the HAZMAT Awareness level.

6.8.2.1.2. HAZMAT Operations with MSCs, Technician, and IC Training: These courses require the employee to formally enroll and complete the Career Development Courses (CDC) through the Air University Directorate of Education Logistics and Communication, A4/6 (formerly the Air Force Institute for Advanced Distributed Learning). Enrollment procedures are listed in the course catalog located at **http://www.au.af.mil/au/afiadl**/. The course numbers for these courses are 47202W for HAZMAT Operations with the MSCs, 47203W for HAZMAT Technician and 47205W for the HAZMAT IC course. Once the student enrolls in the

course, they can access and complete the applicable course using the GoLearn web site powered by the ADLS at **https://golearn.csd.disa.mil/kc/login/login.asp**. These courses are considered complete when the student completes the required course training modules, takes and passes the required CDC final exam at an official A4/6 test control facility, completes the required performance test evaluations at the local level and becomes DOD certified. The Air Force FES Flight administers all performance test evaluations for the HAZMAT Operations, Technician and IC certification levels. Any DOD employee who completes these training courses is eligible to become DOD certified. **Note**: HAZMAT Awareness is a prerequisite for the HAZMAT Operations level and HAZMAT Operations is a prerequisite for the HAZMAT Technician and/or HAZMAT IC levels.

6.8.2.1.3. HAZMAT Operations MSCs: In the 2008 Edition of NFPA Standard 472 there are eight MSCs: Technical Decontamination, Mass Decontamination, Product Control, Air Monitoring and Sampling, Victim Rescue and Recovery, Evidence Preservation and Sampling, Response to Illicit Laboratories and PPE. Completion of all, some, or none of these MSCs is left solely up to the employer or based on the expected tasks and duties the employee is expected to perform. In the DOD, the HAZMAT Operations Core course includes the PPE MSC. The PPE MSC was incorporated into the DOD core course because emergency responders cannot perform their required hands-on HAZMAT Operations tasks without first having a basic knowledge and understanding of the PPE they are required to wear. Additionally, PPE is a required prerequisite for the other seven MSCs. The HAZMAT Operations CDC final exam covers only the HAZMAT Operations Core and PPE portions of the course. Employees deciding to complete some, or all the MSCs will take the applicable MSC final exam(s) using the FES Flight or Emergency Management Flight's version of the Certification Test (CerTest) computer-based testing program before completing the required performance tests.

6.8.2.1.4. HAZMAT Operations MSCs: DOD employees who are already HAZMAT Operations certified and want or need to specialize in one, some, or all the HAZMAT Operations MSCs; can access and complete the applicable MSCs using the AFCEC VLC at **https://afcesa.csd.disa.mil/kc/login/login.asp** without formally enrolling in the course as stated above in **paragraph 6.8.2.1.2**. The applicable MSCs are considered finished when the student completes the required course-training module, takes and passes the required CerTest computer-based final exam, and completes the required performance test evaluations at the local level and becomes DOD certified.

6.8.2.2. Reciprocity. The DOD certification program recognizes and accepts certification certificates from any entity accredited by the International Fire Service Accreditation Congress (IFSAC) or the Pro-Board only when the DOD employee has satisfied the required prerequisite certification level(s). Employees who have completed IFSAC or Pro-Board accredited training programs may request DOD equivalent certification certificates under the reciprocity provision of the certification program. The certificates being submitted for reciprocity must have the appropriate IFSAC or Pro-Board seal on them. The DOD certification program does not issue DOD certification certificates for completing non-accredited training.

6.8.2.3. **(DELETED)**

6.8.2.4. **(DELETED)**

6.8.3. According to 29 CFR 1910.120q, HAZMAT training is based on the duties and functions to be performed by each emergency responder. The required training is defined in **Table 6.4**

6.8.3.1. Each course requires initial skills and annual refresher training. To comply with federal regulations, annual refresher training requires the employee to demonstrate competency and/or maintain proficiency at least annually.

6.8.3.1.1. Refresher training can be satisfied by completing formal training courses, in-service training, participating in real-world emergency responses, or by participating in training exercises or a combination of these methods.

6.8.3.1.2. When refresher training is accomplished through real-world emergency responses or exercises, the training documentation must include a summary of the person's response that meets the criteria for the appropriate training level, including each competency training level listed in 29 CFR 1910.120q.

6.8.3.1.3. Supervisors and specialized team chiefs must document annual HAZMAT refresher training at the local level in the employee's training record and certify that the employee is competent to perform their assigned duties.

6.8.3.1.4. **(DELETED)**

6.8.3.1.5. **(DELETED)**

6.8.3.2. **(DELETED)**

6.8.4. All contractors assigned to the installation will attend the same training required of military or government civilian employees filling equivalent positions, and as defined by the contract. Contractor training is determined as specified in the contract statement of work or specifications. DOD contractors are eligible to take the DOD web-based training courses and become DOD certified while they work directly for the federal government.

6.8.5. Unless exempted in **paragraph 6.8.1**, initial HAZMAT training will use the DOD HAZMAT certification program.

6.8.5.1. **(DELETED)**

6.8.5.2. **(DELETED)**

6.8.6. Personnel responding to a HAZMAT or CBRNE incident must be trained and current for the positions identified in **Table 6.4**.

6.9. When a function is not covered by this Instruction the installation will contact their MAJCOM Office of the Civil Engineer for resolution. The MAJCOM Office of the Civil Engineer is the central point for all Emergency Management Program training.

Chapter 7

*AIR FORCE EMERGENCY MANAGEMENT (EM) EXERCISE REQUIREMENTS

7.1. Purpose. This chapter provides Air Force EM program exercise requirements that must be integrated into the installation level exercise program.

7.2. Objectives. Emergency Management exercises must evaluate the installation's capability to respond to incidents using an all-hazards approach. The Installation Commander will ensure the following core capabilities in **Table 7.1,** are exercised annually to assess the installation DRF ability to respond to adversarial/human-caused, technological/accidental, natural threats outlined in IEMP 10-2. Commander's are also responsible to exercise the ability to conduct both home station or deployed combat operations for any unit with a wartime mission.

7.2.1. **(DELETED)**

7.2.2. **(DELETED)**

7.2.3. **(DELETED)**

7.2.3.1. **(DELETED)**

7.2.3.2. **(DELETED)**

7.2.3.3. **(DELETED)**

7.2.3.4. **(DELETED)**

7.2.3.5. **(DELETED)**

7.2.3.6. **(DELETED)**

7.2.3.7. **(DELETED)**

7.2.3.8. **(DELETED)**

7.3. Considerations.

Table 7.1. Emergency Management Exercise Core Capabilities

1.	Establish On-Scene Incident Command System
2.	Provide medical response
3.	Employment of First-responders and first-receivers
4.	On-Scene Security and Protection
5.	Activation of local support agreements to include mutual aid/assistance agreements (e.g., MAAs, MOUs, MOAs, SOFAs)
6.	Provide Defense Support to Civil Authorities
7.	Activation of mass warning and notification (Integrate periodic testing of the local primary and back-up weather watch, advisory, and warning dissemination systems)
8.	Execution of notification protocols, both internal (installation personnel only, to include tenant organizations) and external (with Higher Headquarters, State, local, and tribal governments, other Military Department(s), and host-nation partners)
9.	Operations of the Emergency Communications Center.
10.	Establish command, control, and communication for the CAT, EOC and UCCs.
11.	Situational assessment and Common Operating Picture development
12.	Activate Public Information and Warning
13.	Maintain and restore critical facility, utility, communication and transportation infrastructure
14.	Provide Mass Care Services
15.	Establish Fatality Management Services
16.	Execute Mass Search and Rescue Operations
17.	Monitor environmental health and safety
18.	Traumatic stress response (includes disaster mental health)
19.	Establish resource management during contingencies
20.	Provide Religious Support Response
21.	Provide Family Assistance Response
22.	Provide Legal Assistance Response
23.	Installation's ability to implement Mission Oriented Protective Postures; inspect and don their IPE within specified time criteria; implement CBRN passive defense measures to include contamination control, avoidance, and decontamination for personnel in or deploying to CBRN high threat areas
24.	Resource management to expeditiously issue and replace Chemical Protective Overgarment (CPO) equipment to personnel in the increased event of a CBRN attack.
25.	Execution of shelter procedures for applicable shelter types that apply to the installation
26.	Shelter-in-place and lock-down procedures
27.	Conduct base-wide exercises applicable to the installation's natural disaster and severe weather notification and response plans and procedures tailored to upcoming seasonal severe weather threats and other environmental concerns specific to the region.
28.	Integration of weather-related exercises with other installation disaster response force exercises (e.g., other Natural Disasters, Major Accidents, CBRNE events, etc.).

7.3.1. AF EM exercise requirements and scenarios must meet the intent of the Department of Homeland Security 15 National Planning Scenarios in order to meet a capabilities-based planning process.

7.3.1.1. **(DELETED)**

7.3.1.2. **(DELETED)**

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Chapter 8

CAPABILITY ASSESSMENT AND REPORT PROCEDURES

8.1. Purpose. This chapter establishes guidance for assessing and reporting Air Force EM capabilities on a routine, pre-incident basis and reporting of actual response when incidents occur. Reporting is mandated by AFI 10-201, AFI 10-204, Participation in Joint and National Exercises; and AFI 10-206. Some units use the AEF Reporting Tool (ART), following guidance in AFI 10-244, Reporting Status of Aerospace Expeditionary Forces, to report Unit Type Code (UTC) status reporting and AEF certification.

8.2. Air Force Emergency Management (EM) Capability Reports. The Installation Commander uses monthly SORTS reports and annual Radiological Response Capability Reports to report the installation's overall capability to respond to the installation deployment mission or support a radiological response. The commander must assess installation resources, augmenting resources, and critical capabilities available through MAAs or commercial sources. The combination of these resources should assist the installation in more closely achieving maximum response capability.

8.2.1. SORTS Reporting. Commanders at all levels must use measurement tools for assessing the strength and effectiveness of their EM program. Although SORTS reports are not EM-specific, the data needed to complete the SORTS reports make SORTS reporting a tool that can be used to support the Air Force EM program. SORTS reporting is based on continuous monitoring of changes in the overall unit level, resource category levels, and unit locations. Units must report no later than every 30 days or when changes affect the unit's overall rating. To obtain the resources necessary for successful mission accomplishment, personnel at every level must report the program status with specific justifications. AFI 10-201 provides the requirements for reporting this information and further details.

8.2.2. Interagency Combating WMD Database of Responsibilities, Authorities, and Capabilities Report (INDRAC).

8.2.2.1. The Defense Threat Reduction Agency, along with USSTRATCOM, is responsible for maintaining a listing of organization records of Combating Weapons of Mass Destruction responsibilities, authorities, and capabilities.

8.2.2.2. INDRAC website serves as the central repository for vital information on DOD Combating Weapons of Mass Destruction capabilities, assets, and units to assist in planning and conducting DOD CBRN-CM operations.

8.3. Reports. The Installation Commander uses OPREP-3 and Situation Report (SITREP) reports to report the installation's overall EM response to incidents such as terrorist use of CBRNE and DSCA support and severe weather events. See AFI 10-206 for the required reporting procedures.

8.3.1. Event/Incident Report (OPREP-3). OPREP-3 reports use command post channels to immediately notify commanders of any event or incident that may attract international, national, US Air Force, or significant news media interest. Submit the OPREP-3 regardless of whether or not the event is being reported through other channels. AFI 10-206 details eight

categories of OPREP-3 reports to help users determine the type of report to submit. CBRNE incidents, including HAZMAT releases, are reported using OPREP-3 reports.

8.3.2. Commander's SITREP. SITREP reports keep the Joint Staff, Services, and SecDef apprised of existing political, military, and operational situations and plans. SITREPS also advise commanders of a units ability to meet requirements outlined in approved plans. DSCA is reported through SITREP reports whether or not the support was covered by an MAA.

8.3.3. Installation Emergency Managers will notify their respective MAJCOMs and AFCEC/CXR within 24 hours whenever the installation EOC is activated for a real-world incident or event. Information will be up channeled using ICS Form 213, General Message Form.

8.4. After-Action Reports. Procedures for after-actions reports are provided in AFI 10-204. Commanders must send an installation-wide lessons-learned report to their MAJCOM, FOA, or DRU for all emergency responses. After-action reports should include actions implemented and any lessons learned during actual incident response and exercises.

8.4.1. Reports must be submitted within 14 days after the incident. The report must include dissemination and notification successes and shortfalls, installation-wide response checklists, deficiencies, deficiency correction plans, required training, dates of implementation, or corrective action, follow-up actions, and lessons learned. See AFI 10-204 for guidance on reportable actions, as well as preparing, and submitting the report.

8.4.2. After-action reports are also required by the Air Force After-Actions Reporting System (AFAARS) when Air Force elements participate in the Chairman of the Joint Chiefs of Staff Exercise Program, other joint exercises, Air Force exercises, and real-world operations. AFAARS reporting is required on humanitarian, base closure, peacekeeping, and Noncombatant Evacuation Operations (NEO). Air Force, MAJCOMs, FOAs, and DRUs must establish internal after-action reporting procedures that ensure AFAARS objectives are met, problems are solved and results are disseminated.

Chapter 9

AIR FORCE EMERGENCY MANAGEMENT (EM) PROGRAM NOTIFICATION AND WARNING SYSTEMS

9.1. Purpose. This chapter establishes policies for standardized signals and requirements for installation notification and warning signals.

9.2. General Information. Every Air Force installation must have the capability to disseminate rapidly and effectively the emergency information to warn all personnel immediately, but no longer than 10 minutes after incident notification and verification. This includes signals or messaging appropriate to Force Protection Conditions, watches, warnings, evacuation routes, and other alerting information to meet DOD and Federal warning requirements. This must give response direction and should incorporate all available resources such as an intelligible voice communications, visible signals, text, text messaging, computer notification, tactile cable override, reverse 911, or Network Broadcast System. The incorporated resources compose the INWS, as detailed in **paragraph 9.3**

9.2.1. Air Force Visual Aid (AFVA) 10-2510, *USAF Emergency Notification Signals*, and AFVA10-2511, *USAF Standardized Attack Warning Signals for the United States, Its Territories and Possessions*, provide standardized signals that must be used. These signals can be supplemented with signals compatible with local, national, host nation, or theater systems. Follow command and theater guidance when more than one system applies. Signals used within the United States, its territories, and possessions are compatible with those established by FEMA and the Homeland Security Advisory System.

9.2.2. Display local visual aids or posters in work and rest areas. To incorporate local information, the overprint of AFVAs 10-2510 and 10-2511 is authorized.

9.2.3. Deployable units should consult plans for specific signals used at the deployed locations they support. For deployments to bare base locations, the communications unit must provide notification and warning systems.

9.2.4. Consider unique populations, such as the visually or hearing impaired, to ensure effective warning systems are in place to provide for their safety. Planners also consider the environment in which the system operates and ensure that all personnel can immediately hear or see status changes and take action. For example, voice warnings must be audible to personnel inside facilities and over background noise such as air conditioning units. Use visual warnings when audio signals interfere with operational security.

9.2.5. Use DOD-required individual building Mass Notification Systems (MNS) to disseminate EM information. MNS will be installed in most new and renovated buildings to meet DOD AT requirements. Comply with DOD Unified Facilities Criteria (UFC) 4-010-01, *DOD Minimum Antiterrorism Standards for Buildings* and UFC 4-021-01, *Design and O&M: Mass Notification Systems*.

9.3. Installation Notification and Warning System (INWS). The INWS is a combination of methods using audible and visual signals, verbal messages, and electronic communication. Communication modes include sirens, horns, radio tone alerting, MNS, unaided voice systems, public and broadcast address systems, local area network messaging, telephone alert

conferencing, pagers, television, radio, flags, signs, and other electronic or mechanical methods. See UFC 4-021-01 for details about warning standards.

9.3.1. CE and Communications Squadrons will design warning systems for operation throughout disaster conditions. The system must be redundant, hardened, or splinter-protected, and operate using both commercial and emergency power. Incorporate existing networks into this system.

9.3.2. The INWS must:

9.3.2.1. Provide installation-wide coverage of outdoor areas, indoor facilities, housing, and separated sites.

9.3.2.2. Reach off-base facilities that are controlled or owned by the installation to ensure coverage for personnel working or billeted in those areas.

9.3.2.3. Incorporate DOD-required MNS into the indoor coverage.

9.3.2.3.1. Design outdoor INWS voice signals to be intelligible to personnel.

9.3.2.3.2. Consider the use of directional-type loudspeakers to minimize the distortion caused by overlapping voice signals.

9.3.2.4. Incorporate systematic and coordinated standard to support the AFIMS, including protocols for:

9.3.2.4.1. Initial and follow-on emergency responder and senior leader incident notification.

9.3.2.4.2. Coordinated action for single or multiple incidents.

9.3.2.4.3. Initiation of pre-planned and incident-specific actions by units, teams and individuals, and off-base responders.

9.3.2.4.4. Alert, notification, and warning of 100 percent of units and personnel and units under installation responsibility.

9.3.2.4.5. Operating under differing FPCONs and Alarm Conditions.

9.3.2.4.6. Integration of crisis and consequence management functions.

9.3.2.5. Provide mechanisms for vertical and horizontal coordination, communications, and information sharing in response to threats or incidents.

9.3.3. Domestic locations must use installation notification and warning systems that comply with DHS, FEMA, and National Weather Service's Emergency Managers Weather Information Network and the Emergency Alerting System alerting methods, requirements, and capabilities. Off-base systems are the responsibility of the city or county EM office.

9.3.4. Foreign locations must use warning systems and signals that are compatible with local, host nation, or theater systems. Follow COCOM or DOS guidance when more than one notification and warning system may be applied or is in operation. Alert, notification, and warning methods must provide both overt and covert notification capability. Warning systems in foreign countries should broadcast voice messages in English and the predominant language of the local personnel working on base.

9.4. Installation Notification and Warning System (INWS) Responsibilities.

9.4.1. Installation Commander through the CAT. The Communications Squadron ensures testing, activation, and maintenance are accomplished to ensure the installation populace can be warned of impending or occurring events. The CAT is responsible to activate and the CE Operations Flight is responsible for testing and maintaining individual building MNS when designated as real property installed equipment (RPIE). The owner or user must test, maintain, and activate systems that are not designated RPIE.

9.4.2. The Installation Commander, incident commander, or other designated individual directs use of the system to ensure personnel safety.

9.4.3. Command post personnel will test the INWS daily and weekly. They will also ensure a procedure is in place to verify each INWS location is operational. The command post will maintain a record of the test results. The methodology to verify the INWS can be heard at all locations outdoors on base must be coordinated between the command post, Communications Squadron, and the CE Squadron. This must be a locally developed procedure due to the differences in INWS systems and base topography.

9.4.4. The Communications Squadron is responsible for coordinating new INWS requirements and tracking maintenance requirements on existing INWS components. The command post is responsible for identifying, reporting, and tracking INWS outages. The CE Operations Flight is responsible for maintaining existing power requirements. The Communications Squadron installs and maintains the INWS components that activate, generate, and transmit the INWS signal including speakers, sirens, and amplifiers. The CE Operations Flight installs and maintains individual building MNS when designated as RPIE.

9.4.5. **Prescribed Forms. (DELETED)**

9.4.6. **(DELETED)**

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Commander

Attachment 1

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Abbreviations and Acronyms

(Added-KIRTLANDAFB) 377 ABW—377 Air Base Wing

(Added-KIRTLANDAFB) 377 MSG/CC—377 Mission Support Group/Commander

(Added-KIRTLANDAFB) 377 MSG/CEX—377 Mission Support Group/Civil Engineer Readiness and Emergency Management

AA&E—Arms, Ammunition, and Explosives

ACC—Air Combat Command

ACCA—Aircrew Contamination Control Area

ACES—Automated Civil Engineer System

ACES—PR—Automated Civil Engineer System-Personnel and Readiness

ACS—Agile Combat Support

ADLS—Advanced Distributed Learning System

AEF—Air and Space Expeditionary Force

AETC—Air Education and Training Command

AFAARS—Air Force After-Actions Reporting System

AFCA—Air Force Communications Agency

AFCAP—Air Force Contract Augmentation Program

AFCEE—Air Force Center for Environmental Excellence

AFCESA—Air Force Civil Engineer Support Agency

AFCFM—Air Force Career Field Managers

AFDD—Air Force Doctrine Document

AFEM—Air Force Emergency Management

AFEP—Air Force Exercise Program

AFI—Air Force Instruction

AFIOH—Air Force Institute for Operational Health

AFIMS—Air Force Incident Management System

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFMOA—Air Force Medical Operations Agency

AFNSEP—Air Forces Northern National Security and Emergency Preparedness Directorate

(Added-KIRTLANDAFB) AFNWC—Air Force Nuclear Weapons Center

AFOC—Air Force Operations Center

AFOSH—Air Force Occupational and Environmental Safety, Fire Protection, and Health

AFOSI—Air Force Office of Special Investigations

AFOTEC—Air Force Operational Test and Evaluation Center

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

AFRL—Air Force Research Laboratory

AFS—Air Force Specialty

AFSC—Air Force Safety Center

AFSFC—Air Force Security Forces Center

AFSOC—Air Force Special Operations Command

AFSPC—Air Force Space Command

AFTO—Air Force Technical Order

AFVA—Air Force Visual Aid

AFWA—Air Force Weather Agency

AFWUS—Air Force-Wide UTC Availability and Tasking Summary

ALS—Aircrew Life Support

AMC—Air Mobility Command

ANG—Air National Guard

AOR—Area of Responsibility

APS—Aerial Port Squadron

ART—AEF Reporting Tool

AS—Allowance Standards

ASCC—Air Standardization Coordinating Committee

ASD (HD)——Assistant Secretary of Defense for Homeland Defense

AT—Antiterrorism

ATP—Allied Tactical Publication

ATSO—Ability to Survive and Operate

BDO—Battle Dress Overgarment

BDOC—Base Defense Operations Center

BEPO—Base Emergency Preparedness Orientation

BW—Biological Warfare

C4—Command, Control, Communications, and Computer

C4I—Command, Control, Communications, Computer, and Intelligence

CASRAR—Commander and Staff Radiological Accident Response Workshop

CAT—Crisis Action Team

CATM—Combat Arms Training and Maintenance

CB—Chemical Biological

CBD—Chemical Biological Defense

CBDP—Chemical, Biological Defense Plan

CBRN—Chemical, Biological, Radiological, and Nuclear

CBRNE—Chemical, Biological, Radiological, Nuclear, and High-Yield Explosives

CBT—Computer-based Training

CbtWMD—Combating Weapons of Mass Destruction

CCA—Contamination Control Area

C-CBRN—Counter-Chemical, Biological, Radiological, and Nuclear

CCI—Controlled Cryptographic Items

C-CW—Counter-Chemical Warfare

CCS—Contamination Control Station

CCT—Contamination Control Team

CDC—Center for Disease Control

CDD—Capability Development Document

CDM—Chemical Downwind Message

CE—Civil Engineers

CerTest——Certification Test

(Added-KIRTLANDAFB) CEX—Readiness and Emergency Management office

CFETP—Career Field Education and Training Plan

CFM—Career Field Manager

CFR—Code of Federal Regulations

CIP—Critical Infrastructure Protection

CMBCC—Consolidated Mobility Bag Control Center

COCOM—Combatant Commander

COLPRO—Collective Protection

CONOPS—Concept of Operations

CONUS—Continental United States

COP—Common Operating Picture

CPD—Capability Production Document

CPO—Chemical Protective Overgarment

CRAF—Civil Reserve Air Fleet

CS—Civil Support

CSAF—Chief of Staff, United States Air Force

CWDE—Chemical Warfare Defense Equipment

DAG—Data Authentication Group

DCI—Defense Counterinformation

DCO—Defense Coordinating Officer

DHS—Department of Homeland Security

DOD—Department of Defense

DODD—Department of Defense Directive

DODI—Department of Defense Instruction

DODM—Department of Defense Manual

DOE—Department of Energy

DOI—Department of Interior

DOJ—Department of Justice

DOS—Department of State

DOT—Department of Transportation

DRF—Disaster Response Force

DRU—Direct Reporting Unit

DSCA—Defense Support of Civil Authorities

DSWA—Defense Special Weapons School

DT—Developmental Test

DTRA—Defense Threat Reduction Agency

ECC—Emergency Communications Center

ECP—Entry Control Point

EOP—Emergency Operations Plan

EDM—Effective Downwind Message

EESOH—MIS—Enterprise Environmental, Safety and Occupational Health-Management Information System

EET—Exercise Evaluation Team

EFACC—Emergency Family Assistance Control Center

EM—Emergency Management

EMPB—Emergency Management Program Board

EMS—Emergency Medical Services

EMWG—Emergency Management Working Group

EOC—Emergency Operations Center

EOD—Explosive Ordnance Disposal

EOR—Explosive Ordnance Reconnaissance

EMST—Emergency Management Support Team

EPCRA—Emergency Planning and Community-Right-to-Know Act

EPLO—Emergency Preparedness Liaison Officer

ERO—Emergency Response Operations

ESF—Emergency Support Function

ESL—Equipment and Supply List

ESP—Expeditionary Support Plan

ETE—Education, Training, Exercise

FAA—Federal Aviation Administration

FAA/FNA—Functional Area Assessment and Functional Needs Analysis

FACC—Fire Alarm Communications Center

FAO—Functional Area Organization

FBI—Federal Bureau of Investigation

FCC—Federal Coordinating Center

FEMA—Federal Emergency Management Agency

FES—Fire Emergency Services

FESCRE—Fire Emergency Services Credentialing

FM—Financial Management

FOA—Field Operating Agency

FP—Force Protection

FPSG—Force Protection Steering Group

FPCON—Force Protection Condition

FPEC—Force Protection Executive Council

FPWG—Force Protection Working Group

FSS—Force Support Squadron

GCE—Ground Crew Ensemble

GSU—Geographically Separated Unit

HAT—Hazard Assessment Team

HAZMAT—Hazardous Materials

HD—Homeland Defense

HE—High Explosives

HSOC—Homeland Security Operations Center

HSPD—Homeland Security Presidential Directive

HTA—High Threat Area

(Added-KIRTLANDAFB) HVAC—Heating, Ventilation, and Air Conditioning

I&KPT—Instructor and Key Personnel Training

IAW—In Accordance With

IBD—Integrated Base Defense

IC—Incident Commander

ICBM—Intercontinental Ballistic Missile

ICD—Initial Capabilities Document

ICS—Incident Command System

IDO—Installation Deployment Officer

IED—Improvised Explosive Device

IEMP—Installation Emergency Management Plan

IG—Inspector General

ILSP—Integrated Logistics Support Plan

IMP—Information Management Plan

INDRAC—Interagency Combating WMD Database of Responsibilities, Authorities, and Capabilities Report

INWS—Installation Notification and Warning System

IPE—Individual Protective Equipment

IPPD—In-Place Patient Decontamination

IPT—Integrated Process Team

IRB—Initial Response Base

IRF—Initial Response Force

ISP—Installation Security Plan

JCIDS—Joint Capabilities Integration and Development System

JDOMS—Joint Director of Military Support

JFC—Joint Force Commander

JIT—Just-In-Time

JNBCDB—Joint Nuclear, Biological, and Chemical Defense Board

JP—Joint Publication

JPEO—Joint Program Executive Office

JRO—Joint Requirements Office

JSLC—Joint Senior Leaders Course

JTF—CS—Joint Task Force–Civil Support

JTF—HD—Joint Task Force–Homeland Defense

(Added-KIRTLANDAFB) KAFB—Kirtland Air Force Base

KPP—Key Performance Parameters

LE—Law Enforcement

LEPC—Local Emergency Planning Committee

LIMFAC—Limiting Factors

LMD—Logistics and Maintenance Demonstration

LMS—Learning Management System

LOGDEMO—Logistics Demonstration

LRS—Logistics Readiness Squadron

LTA—Low Threat Area

LUT—Limited User Test

MAA—Mutual Aid Agreement

MAJCOM—Major Command

MANPRINT—Manpower and Personnel Integration

MCRP—Medical Contingency Response Plan

MCC—Mobile Communication Center

MCS—Multiagency Coordination System

MDA—Milestone Decision Authority

MEDRED—C—Medical Report for Emergencies, Disasters, and Contingencies

MEFPAK—Manpower and Equipment Force Packaging

MEOC—Mobile Emergency Operations Center

MFM—MAJCOM Functional Manager

MFP—Materiel Fielding Plan

MICAS—Mobility Inventory Control and Accounting System

MNS—Mass Notification System

MOPP—Mission-Oriented Protective Posture

MRA—MEFPAK Responsible Agency

MTF—Medical Treatment Facility

MTA—Medium Threat Area

NATO—North Atlantic Treaty Organization

NBC—Nuclear, Biological, and Chemical

NDA—National Defense Area

NDMS—National Disaster Medical System

NEO—Noncombatant Evacuation Operations

NET—New Equipment Training

NFPA—National Fire Protection Association

NIC—National Integration Center

NIMS—National Incident Management System

NIOSH—National Institute of Occupational Safety and Health

NORAD—North American Aerospace Defense Command

NRP—National Response Plan

NWS—National Weather Service

OA—Operational Assessment

OAT—Operations Analysis Team

OCONUS—Outside the Continental United States

OCR—Office of Collateral Responsibility

OCS—Officer Candidate School

ODP—Office of Domestic Preparedness

OEH—Occupational and Environmental Health

OEHSA—Occupational and Environmental Health Site Assessments

O&M—Operations and Maintenance

OPR—Office of Primary Responsibility

OPREP—Operational Status Reports

ORM—Operational Risk Management

OSD—Office of the Secretary of Defense

OSHA—Occupational Safety and Health Administration

OT&E—Operational Test and Evaluation

OT—Operational Test

OTA—Operational Test Agency

OWS—Operational Weather Squadron

P-Code——Posturing Codes

PA—Public Affairs

PACAF—Pacific Air Forces

PAR—Post Attack Reconnaissance

PATS—Protection Assessment Test System

PBSA—Performance-Based Services Acquisition

PCS—Permanent Change of Station

PE—Program Element

PEM—Program Element Monitor

PHEO—Public Health Emergency Officer

PHO—Public Health Officer

PMD—Program Management Directive

POM—Program Objective Memorandum

PPBS—Planning Programming and Budgeting System

PPE—Personal Protective Equipment

PWG—Policy Working Group

QNFT—Quantitative Fit Test

RAC3—Radiological Accident Command, Control, and Coordination

RAM—Radioactive Material

RAP—Remedial Action Program

RD&A—Research, Development and Acquisition

R&EM—Readiness and Emergency Management

RDS—Records Disposition Schedule

RETOPS—Radiological Emergency Team Operations

ROC—Recovery Operations Chief

ROTA—Release Other Than Attack

RPIE—Real Property Installed Equipment

RST—Readiness Support Team

RSO—Radiation Safety Officer

RTF—Response Task Force

RTP—Readiness Training Package

RWG—Recovery Working Group

SAM—Support Agreement Manager

SARA—Superfund Amendments and Reauthorization Act

SAV—Staff Assistance Visit

SECAF—Secretary of the Air Force

SECDEF—Secretary of Defense

SERC—State Emergency Response Commission

SF—Security Forces

SFS—Security Forces Squadron

SIP—Shelter In-Place

SITREP—Situation Report

SJA—Staff Judge Advocate

SME—Subject Matter Expert

SMR—Senior Military Representatives

SMT—Shelter Management Team

SOF—Special Operations Forces

SOFA—Status-of-Forces Agreement

SORTS—Status of Resources and Training System

STANAG—Standardization Agreement (from NATO)

STRAP—System Training Plan

TDY—Temporary Duty

TEMP—Test and Evaluation Master Plan

TF—Task Force

TFA—Toxic Free Area

TIC—Toxic Industrial Chemical

TIM—Toxic Industrial Material

TQT—Task Qualification Training

TRL—Test Resource Plan

TTP—Tactics, Techniques, and Procedures

TWG—Threat Working Group

U&TW—Utilization and Training Workshop

UCC—Unit Control Center

UDM—Unit Deployment Manager

(Added-KIRTLANDAFB) UEMR—Unit Emergency Management Representative

UFC—Unified Facilities Criteria

USAF—United States Air Force

USAFE—United States Air Forces in Europe

USEUCOM—United States European Command

USNORTHCOM—United States Northern Command

USPACOM—United States Pacific Command

USSOCOM—United States Special Operations Command

UTA—Unit Training Assembly

UTC—Unit Type Code

UTM—Unit Training Manager

UXO—Unexploded Ordnance

VBIED—Vehicle-Borne Improvised Explosive Devices

WBT—Web-Based Training

WG—Working Group

WMD—Weapons of Mass Destruction

WMP—War Mobilization Plan

WRM—War Reserve Materiels

(Added-KIRTLANDAFB) WSA—Wing Staff Agency

WVA—Water Vulnerability Assessments

Terms

Active Shooter—An armed person who has used deadly force with a projectile producing weapon on other persons and continues to do so while having unrestricted access to additional victims.

Air Force Career Field Managers (AFCFM)—Enlisted AFCFMs are typically CMSgts serving at Headquarters Air Force who are responsible for organizing and managing one or more enlisted career fields. Their responsibilities include establishing career field entry requirements, managing trained personnel requirements and manning, as well as developing and managing career-long training plans' requirements and programs.

Air Force Emergency Management (EM) Program—The single, integrated Air Force program to coordinate and organize efforts to prepare for, prevent, respond to, recover from, and mitigate the direct and indirect consequences of an emergency or attack. The primary missions of the Air Force EM program are to (1) save lives, (2) minimize the loss or degradation of resources, and (3) continue, sustain, and restore combat and combat support operational capability in an all-hazards physical threat environment at Air Force installations worldwide. The ancillary missions of the Air Force EM program are to support homeland defense and civil support operations and to provide support to civil and host nation authorities IAW DOD directives and through the appropriate Combatant Command. The Air Force EM program is managed by the Office of The Civil Engineer, AF/A7C.

Air Force Incident Management System (AFIMS)—A methodology designed to incorporate the requirements of HSPD-5, the NIMS, the NRP, and OSD guidance while preserving the unique military requirements of the expeditionary Air Force. AFIMS provides the Air Force with an incident management system that is consistent with the single, comprehensive approach to domestic incident management. AFIMS provides the Air Force with the coordinating structures, processes, and protocols required to integrate its specific authorities into the collective framework of Federal departments and agencies for action to include mitigation, prevention, preparedness, response, and recovery activities. It includes a core set of concepts, principles, terminology, and technologies covering the incident command system, EOCs, incident command, training, identification and management of resources, qualification and certification, and the collection, tracking and reporting of incident information and incident resources. The AFIMS methodology is incorporated into current operating practices through revised instructions and manuals, training products, and exercise and evaluation tools.

Antiterrorism (AT)—Defensive measures used to reduce the vulnerability of individuals and property to terrorist acts, to include limited response and containment by local military and civilian forces. See also AFI 10-245.

Area of Responsibility (AOR)—The geographical area associated with a COCOM within which a combatant commander has authority to plan and conduct operations.

Avoidance—Individual and/or unit measures taken by individuals or units to avoid or minimize CBRN attacks and reduce the effects of CBRN hazards.

Awareness—The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Bare Base—A base having minimum essential facilities to house, sustain, and support operations to include, if required, a stabilized runway, taxiways, and aircraft parking areas. A bare base must have a source of water that can be made potable. Other requirements to operate under bare base conditions form a necessary part of the force package deployed to the bare base.

Biological Agent—A microorganism that causes disease in personnel, plants, or animals or causes the deterioration of material.

Biological Threat—A threat that consists of biological material planned to be deployed to produce casualties in personnel or animals or damage plants.

Biological Warfare (BW)—Voluntary use of living organisms or their toxic products with the intent of killing or harming persons, useful animals or plants.

Biological Weapon (BW)—An item of material that projects, disperses, or disseminates a biological agent including arthropod vectors.

CBRN—Operations that include chemical, biological, radiological, and nuclear, either individually or in combination. Collectively known as WMD, CBRN replaces — "NBC" when used in reference to operations or incidents limited to NBC-only issues. TIC/TIM and HAZMAT are considered part of the — "C" in —"CBRN".

CBRNE—Operations or incidents involving chemical, biological, radiological, nuclear, and high-yield explosives, either individually or in combination. — "CBRNE" is used anytime that reference is not being made to WMD operations or incidents.

CBRNE Environment—Condition of warfare in which an adversary possesses or uses chemical, biological, radiological, nuclear, or high-yield explosive weapons, by-products, infrastructure, and associated delivery methods.

CBRNE Hazard—Those CBRNE elements that pose or could pose a hazard to individuals. CBRNE hazards include those created from accidental realizes, TIM (especially air and water poisons), biological pathogens, radioactive matter, and high-yield explosives. Also included are any hazards resulting from the deliberate employment of WMD during military operations.

CBRNE High Threat Area (HTA)—Friendly forces in these areas are at high risk for attack with CBRNE weapons by states and non-state actors, such as terrorists and criminals also known as transnationals. Potential adversaries within the region either possess or are likely to possess a substantial stockpile of CBRNE weapons and weapons systems and may have special operations forces capable of conducting sustained attacks on airbases. Actual or potential transnational threats exist during peacetime or wartime. Forces are within immediate strike range of adversary theater missiles, and CBRNE strikes using these weapons are assumed to be likely to occur. Air Force personnel and units in or deployed to these locations will be organized, trained, exercised, and equipped to survive CBRNE attacks and conduct sustained combat operations in CBRNE environments.

CBRNE Low Threat Area (LTA)—Friendly forces in these areas are at risk for attack with CBRNE weapons by transnationals. Actual or potential transnational threats exist during peacetime or wartime. Select personnel identified in IEMP 10-2 are organized, trained, and

equipped to continue critical missions and restore the primary mission. All other personnel in these locations are trained to survive attacks.

CBRNE Medium Threat Area (MTA)—Friendly forces in these areas are at medium risk for attack with CBRNE weapons by states and non-state actors, such as terrorists and criminals also known as transnationals. Potential adversaries within the region either possess or are likely to possess CBRNE weapons and weapons systems and may also have special operations forces capable of conducting limited attacks on airbases. Actual or potential transnational threats exist during peacetime or wartime. Forces may be within the extended range of adversary theater missiles, but it is assessed that CBRNE strikes using these weapons are less likely to occur. Air Force personnel and units in or deployed to these locations will be organized, trained, exercised, and equipped to survive CBRNE attacks and to conduct limited combat operations in CBRNE environments.

Chemical Agent—Any toxic chemical intended for use in military operations.

Chemical Operations—Employment of chemical agents to kill, injure, or incapacitate for a significant period of time, personnel or animals, and deny or hinder the use of areas, facilities or material; or defense against employment of chemical agents.

Chemical Warfare (CW)—All aspects of military operations involving the employment of lethal and incapacitating munitions or agents and the warning and protective measures associated with such offensive operations. Because riot control agents and herbicides are not considered chemical warfare agents, those two items will be referred to separately or under the broader term **—** "chemical", that will be used to include all types of chemical munitions or agents collectively.

Chemical Weapon (CW)—Together or separately, (a) a toxic chemical and its precursors, except when intended for a purpose not prohibited under the Chemical Weapons Convention; (b) a munition or device specifically designed to cause death or other harm through toxic properties of those chemicals specified in (a) which would be released as a result of the employment of such munitions or devices; (c) any equipment specifically designed for use directly in connection with the employment of munitions or devices specified in (b).

Chemical, Biological, and Radiological Operation—A collective term used only when referring to a combined chemical, biological, and radiological operation.

Chemical, Biological, Radiological, Nuclear, and High—Yield Explosive (CBRNE) Incident—An emergency resulting from the deliberate or unintentional, release of nuclear, biological, radiological, or toxic or poisonous chemical materials, or the detonation of a high-yield explosive.

Civil Disturbance—Group acts of violence and disorder prejudicial to public law and order.

Cold Zone—This area contains the command post and such other support functions as are deemed necessary to control the incident. The zone encompassing the warm zone used to carry out all other support functions of the incident. Workers in the cold zone are not required to wear personal protective clothing because the zone is considered safe. The MEOC, the IC staging area, and the triage or treatment area are located within the cold zone.

Combating Terrorism—Actions, including AT (defensive measures taken to reduce vulnerability to terrorist acts) and counterterrorism (offensive measures taken to prevent, deter, and respond to terrorism), taken to oppose terrorism throughout the entire threat spectrum.

Command and Control (C2)—The exercise of authority and direction by a properly designated commander over assigned and attached forces in the accomplishment of the mission. C2 functions are performed through an arrangement of personnel, equipment, communications, facilities, and procedures employed by a commander in planning, directing, coordinating, and controlling forces and operations in the accomplishment of the mission.

Command Post (CP)—A unit or sub-unit's headquarters where the commander and the staff perform their activities. In combat, a unit or sub-unit's headquarters is often divided into echelons.

Commander's Senior Staff—A C2 function normally activated for a specific incident to oversee the mission operation of the installation. The Commander's Senior Staff is scalable to support the incident and coordinate with the EOC. (**Note:** Do not abbreviate as "CSS").

Common Operating Picture (COP)—A single identical display of relevant information shared by more than one command. A COP facilitates collaborative planning and assists all echelons to achieve situational awareness.

Confirmatory Identification—The determination of a CBRNE material or pathogen's identity to the specificity and confidence required to meet all objectives of the incident recovery.

Consequence Management (CM)—Actions taken to maintain or restore essential services and manage and mitigate problems resulting from disasters and catastrophes, including natural, manmade, or terrorist incidents.

Contamination—1. The deposit, absorption, or adsorption of radioactive material or of biological or chemical agents on or by structures, areas, personnel, or objects, or in aerosolized clouds. 2. (DOD only) Food or water made unfit for consumption by humans or animals because of the presence of environmental chemicals, radioactive elements, bacteria, or organisms, the by-product of the growth of bacteria or organisms, the decomposing material (to include the food substance itself) or waste in the food or water.

Contamination Control Area—An area in which contaminated IPE is removed; people, equipment, and supplies are decontaminated to allow processing between a toxic environment and a toxic free area; the last area an individual can safely don IPE before moving into a contaminated area.

Contamination Control Station—An area specifically designated for allowing ingress and egress of personnel and equipment to or from the hazards area. The outer boundary of the CCS is the CCL, and the inner boundary is the line segment labeled the hot line.

Contingency—An emergency involving military forces caused by natural disasters, terrorists, subversives, or by required military operations. Due to the uncertainty of the situation, contingencies require plans, rapid response and special procedures to ensure the safety and readiness of personnel, installations, and equipment.

Contingency Operations Costs—These are the incremental costs that would not be incurred if the contingency operation were not being carried out.

Continuity of Operations (COOP)—The degree or state of being continuous in the conduct of functions, tasks, or duties necessary to accomplish a military action or mission in carrying out the national military strategy. It includes the functions and duties of the commander as well as

the supporting functions and duties performed by the staff and others acting under the authority and direction of the commander.

Control Zones—The areas at a HAZMAT incident that are designated based upon safety and the degree of hazard.

Conventional Explosive Attack—Conventional explosives are compounds or mixtures (such as ammonium nitrate, TNT, or plastic explosives) that create blast and cause fragmentation when detonated. Military munitions and IEDs use conventional explosives. The vast majority of attacks involving conventional explosives are simply conventional explosive attacks. —High-Yield "Explosive" (HYE), is a term used to further delineate conventional explosives and is defined by DOD as: any conventional [explosive] weapon or device that is capable of a high order of destruction or disruption and/or of being used in such a manner as to kill or injure large numbers of people. (HYE is the E in CBRNE.). "Note that HYE is similar to the term —"WMD"– it refers to a weapon or device, and the method in which it is used so that it kills a large number of people. The key for HYE is how the device is constructed and employed. For purposes of planning protective measures, the CJCS (CJCSI 3435.01) further clarified HYE as a device or incident involving: (1) the use of a conventional explosive weapon in conjunction with a CBRN component or (2) the terrorist use of a conventional weapon or explosive device in such a manner to inflict a large number of casualties. Examples include a vehicle-borne IED parked adjacent to a hospital, or an explosive device placed strategically on an aircraft. The term "explosive" or "conventional explosive" includes the term "HYE" unless specifically noted.

Conventional Weapon—A weapon that is not chemical, biological, radiological, or nuclear.

Cordon—A physical barrier surrounding the incident scene where controls are established to preclude unauthorized entry.

Critical Infrastructures—Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety or any combination of those matters.

Decontamination—The process of making any person, object, or area safe by absorbing, destroying, neutralizing, making harmless, or removing chemical or biological agents, or by removing radioactive material clinging to or around it.

Decontamination Corridor—The area usually located within the warm zone where decontamination procedures take place. (Also known as the contamination reduction corridor.) (NFPA Standard 471).

Defense Support of Civil Authorities (DSCA)—Refers to DOD support, including Federal military forces, DOD civilians and DOD contractor personnel, and DOD agencies and components, for domestic emergencies and for designated law enforcement and other activities.

Deployment—1. In naval usage, the change from a cruising approach or contact disposition to a disposition for battle. 2. The movement of forces within operational areas. 3. The positioning of forces into a formation for battle. 4. The relocation of forces and material to desired operational areas. Deployment encompasses all activities from origin or home station through destination, specifically including intra-continental United States, inter-theater, and intra-theater movement legs, staging, and holding areas.

Detection—In CBRNE environments, the act of locating CBRNE hazards by use of CBRNE detectors or monitoring or survey teams.

Disaster Response Force (DRF)—The Air Force structure that responds to disasters or accidents, establishing C2 and supporting disaster operations.

Dispersal—Relocation of forces for the purpose of increasing survivability.

DOD Resources—Military and civilian personnel, including National Guard members and Reservists of the Military Services, and facilities, equipment, supplies, and services owned by, controlled by or under the jurisdiction of a DOD component.

Domestic Emergencies—Emergencies affecting the public welfare and occurring within the 50 States, District of Columbia, Commonwealth of Puerto Rico, US possessions, and territories or any political subdivision thereof, as a result of enemy attack, insurrection, civil disturbance, earthquake, fire, flood, or other public disasters or equivalent emergencies that endanger life and property or disrupt the usual process of government. The term domestic emergency includes any or all of the emergency conditions defined below:

a. Civil defense emergency. A domestic emergency disaster situation resulting from devastation created by an enemy attack and requiring emergency operations during and following that attack. It may be proclaimed by appropriate authority in anticipation of an attack.
b. Civil disturbances. Riots, acts of violence, insurrections, unlawful obstructions or assemblages, or other disorders prejudicial to public law and order. The term civil disturbance includes all domestic conditions requiring or likely to require the use of Federal Armed Forces pursuant to the provisions of Chapter 15 of Title 10, USC.
c. Major disaster. Any flood, fire, hurricane, tornado, earthquake, or other catastrophe which, in the determination of the President, is or threatens to be of sufficient severity and magnitude to warrant disaster assistance by the Federal Government under Public Law 606, 91st Congress (42 USC 58) to supplement the efforts and available resources of State and local governments in alleviating the damage, hardship, or suffering caused thereby.
d. Natural disaster. All domestic emergencies except those created as a result of enemy attack or civil disturbance.

Emergency Decontamination—The physical process of immediately reducing contamination of individuals in potentially life-threatening situations with or without the formal establishment of a decontamination corridor. (NFPA 471) ***Note:*** The EPA does not require runoff control when a process is used to save lives or reduce injury.

Emergency Operations Center (EOC)—For the purposes of AFIMS, the EOC is the C2 support elements that directs, monitors, and supports the installation's actions before, during, and after an incident. The EOC is activated and recalled as necessary by the Installation Commander. The EOC updates the ICC with ongoing incident status and seeks support through the ICC when on-scene requirements surpass the installation's inherent capability and the installation's cumulative capabilities acquired through MAAs. EOCs may also support MCS and joint information activities. According to the NRP, the EOC is defined as —"The physical location at which the coordination of information and resources to support attack response and incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines such

as fire, law enforcement, and medical services, by jurisdiction such as Federal, State, regional, county, city, tribal, or by some combination there of".

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Emergency Responders—The response elements of a DRF that deploy to the accident scene after the First Responders to expand C2 and perform support functions. Emergency Responders include follow-on elements such as firefighters, law enforcement personnel, security personnel, and emergency medical technicians, as well as emergency management personnel, EOD personnel, physicians, nurses, medical treatment providers at medical treatment facilities, public health officers, bioenvironmental engineering personnel, and mortuary affairs personnel. Emergency Responders also include specialized teams such as the EMST or SMT. Not all Emergency Responders are First Responders, but all First Responders are Emergency Responders. Emergency Responders are not assigned to additional duties that will conflict with their emergency duties.

Emergency Support Function (ESF)—ESFs are groupings of capabilities into an organizational structure that provides the support, resources, program implementation, and services that are most likely to be needed during an incident. ESFs also serve as the primary operational-level mechanism that provides support during an incident.

Evacuation—1. The process of moving any person who is wounded, injured, or ill to and/or between medical treatment facilities. 2. The clearance of personnel, animals, or materiel from a given locality. 3. The controlled process of collecting, classifying, and shipping unserviceable or abandoned materiel, US or foreign, to appropriate reclamation, maintenance, technical intelligence, or disposal facilities. 4. The ordered or authorized departure of noncombatants from a specific area by Department of State, DOD, or appropriate military commander. This refers to the movement from one area to another in the same or different countries. The evacuation is caused by unusual or emergency circumstances and applies equally to command or non-command sponsored family members.

Expeditionary Operation—An expeditionary operation is a military operation conducted by an armed force to accomplish a specific objective in a foreign country. The missions of military expeditions may vary widely. Examples of missions of military expeditions include providing humanitarian assistance in times of disaster or disruption; establishing and keeping peace in a foreign country; protecting US citizens or commerce abroad; retaliating for an act of aggression

by a foreign political group; and destroying an enemy government by defeating its armed forces in combat.

Expeditionary Units—These designated units are formed to conduct a specific mission of limited duration in support of a combatant commander requirement. Because a standing wing, group, or squadron does not normally deploy intact, UTCs from multiple units are deployed to create an expeditionary unit.

Explosive Ordnance—All munitions containing explosives, nuclear fission or fusion materials, and biological and chemical agents. This includes bombs and warheads; guided and ballistic missiles; artillery, mortar, rocket, and small arms ammunition; all mines, torpedoes and depth charges; demolition charges; pyrotechnics; clusters and dispensers; cartridge and propellant actuated devices; electro-explosive devices; clandestine and IEDs; and all similar or related items or components explosive in nature.

Facility—A real property entity consisting of one or more of the following: a building, a structure, a utility system, pavement, and underlying land.

Federal Emergency Management Agency (FEMA)—The Federal agency tasked to establish Federal policies for and coordinate civil defense and civil emergency planning, management, mitigation, and assistance functions of Executive agencies.

First Receivers—Healthcare workers at a medical facility that may receive contaminated victims for treatment.

First Responders—The DRF elements that deploys immediately to the disaster scene to provide initial C2, to save lives, and to suppress and control hazards. Firefighters, law enforcement security personnel, Explosive Ordnance Disposal (EOD) during Improvised Explosive Device (IED) and nuclear accident response operations, and key medical personnel provide the initial, immediate response to a CBRNE incident. All First Responders are Emergency Responders, but not all Emergency Responders are First Responders. First Responders are not assigned as augmentees or to additional duties that will conflict with their emergency duties.

Force Protection (FP)—Actions taken to prevent or mitigate hostile actions against Department of Defense personnel (to include family members), resources, facilities, and critical information. These actions conserve the force's fighting potential so it can be applied at the decisive time and place and incorporate the coordinated and synchronized offensive and defensive measures to enable the effective employment of the joint force while degrading opportunities for the enemy. Force protection does not include actions to defeat the enemy or protect against accidents, weather, or disease. Also called FP. (JP 1-02) [An integrated application of offensive and defensive actions that deter, detect, pre-empt, mitigate, or negate threats against or hazards to Air Force air and space operations and assets, based on an acceptable level of risk.] (Definition in brackets applies only to the Air Force and is offered for clarity.). See also AFI 10-245.

Functional Area Analysis (FAA)—The FAA identifies the operational tasks, conditions, and standards needed to achieve military objectives. It uses the national strategies, the Family of Joint Future Concepts, UCP-assigned missions, CONOPS, joint tasks, the capabilities list (e.g., Universal Joint Task List), the anticipated range of broad capabilities that an adversary might employ and other sources as input. The FAA identifies the scenarios against which the capabilities and attributes will be assessed. Scenario sources include, but are not limited to, the Defense Planning Scenarios (DPS) published by the Office of the Secretary of Defense (OSD).

The FAA produces a prioritized list of capabilities and tasks across all functional areas necessary to achieve the military objectives. The capabilities and their attributes should be traceable to the Family of Joint Future Concepts and any other supporting information used to develop the capabilities. These capabilities form the basis for integrated architectures and will be reviewed in the follow-on functional needs analysis (FNA).

Functional Needs Analysis (FNA)—The FNA assesses the ability of the current and programmed warfighting systems to deliver the capabilities the FAA identified under the full range of operating conditions and to the designated measures of effectiveness. Using the capabilities and tasks identified in the FAA as primary input, the FNA produces a list of capability gaps that require solutions and indicates the time frame in which those solutions are needed. It may also identify redundancies in capabilities that reflect inefficiencies. The FNA will also provide the relative priority of the gaps identified. The FNA serves to further define and refine the integrated architectures. The FNA must assess the entire range of doctrine, organization, training, materiel, leadership and education, personnel, and facilities and policy, as an inherent part of defining capability needs.

Gross Decontamination—(Also known as Hasty or Expedient decontamination.) The start of the decontamination process during which the amount of surface contaminants is significantly reduced. ***Note:*** This process typically includes as a minimum completely flushing with water and the removal of most or all of a person's clothing while continuing to flush. When warranted, decontamination soap or other products may be provided. The EPA does not require runoff control when this decontamination process is used to save lives or reduce injury.

Hazardous Materials (HAZMAT)—Any material that is flammable, corrosive, an oxidizing agent, explosive, toxic, poisonous, etiological, radioactive, nuclear, unduly magnetic, a chemical agent, biological research material, compressed gases, or any other material that, because of its quantity, properties, or packaging, may endanger life or property.

Hazardous Material Incident—A situation in which a hazardous material is or may be released into the environment.

High Threat Area (HTA)—See CBRNE High Threat Area.

High—Yield Explosive (HE)—Any conventional weapon or device that is capable of a high order of destruction or disruption or of being used to kill or injure large numbers of people.

Homeland Defense—The protection of United States sovereignty, territory, domestic population, and critical infrastructure against external threats and aggression or other threats as directed by the President. The Department of Defense is responsible for homeland defense. Homeland defense includes missions such as domestic air defense. The Department recognizes that threats planned or inspired by — "external" actors may materialize internally. The reference to — "external threats" does not limit where or how attacks could be planned and executed. The Department is prepared to conduct homeland defense missions whenever the President, exercising his constitutional authority as Commander in Chief, authorizes military actions.

Homeland Security Presidential Directive—5 (HSPD-5)—A Presidential directive issued on February 28, 2003 and intended to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive National Incident Management System (NIMS).

Homeland Security—Homeland security, as defined in the National Strategy for Homeland Security, is a concerted national effort to prevent terrorist attacks within the United States, reduce America's vulnerability to terrorism, and minimize the damage and recover from attacks that do occur. The Department of Defense contributes to homeland security through its military missions overseas, homeland defense, and support to civil authorities.

Host Nation (HN)—A nation that receives the forces or supplies of allied nations, coalition partners, or NATO organizations to be located on, to operate in, or to transit through its territory.

Hot Zone—The area immediately surrounding a HAZMAT incident, extending far enough to prevent adverse effects from HAZMAT releases to personnel outside the zone.

Identification—In CBRNE operations, the determination of which CBRNE material or pathogen is present.

Incident Commander (IC)—The command function is directed by the IC, who is the person in charge at the incident and who must be fully qualified to manage the response. Major responsibilities for the IC include: performing command activities, such as establishing command; protecting life and property; controlling personnel and equipment resources; maintaining accountability for responder and public safety, as well as for task accomplishment; and establishing and maintaining an effective liaison with outside agencies and organizations, including the EOC when it is activated.

Incident Command System (ICS)—ICS is the model tool for command, control, and coordination of a response and provides a means to coordinate the efforts of individual agencies as they work toward the common goal of stabilizing the incident and protecting life, property, and the environment. ICS uses principles that have been proven to improve efficiency and effectiveness in a business setting and applies the principles to emergency response.

Incident—An occurrence or event, natural or human caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, HAZMAT spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incidents of National Significance—An actual or potential high-impact event that requires a coordinated and effective response by an appropriate combination of Federal, State, local, tribal, nongovernmental, or private-sector entities to save lives and minimize damage and provide the basis for long-term community recovery and mitigation activities.

Individual Protection—Actions taken by individuals to survive and continue the mission under nuclear, biological, and chemical conditions.

Individual Protective Equipment (IPE)—In nuclear, biological, and chemical warfare, the personal clothing and equipment required to protect an individual from biological and chemical hazards and some nuclear effects.

Initial Actions—The actions taken by those responders who are first to arrive at an incident site.

Initial Detection—Procedures performed by emergency responders to determine the presence of HAZMAT. Initial detection is a field test using detection equipment to provide a reasonable basis for acceptance of the presence of hazards.

Initial Isolation Zone—This defines an area surrounding the incident in which persons may be exposed to dangerous upwind and life-threatening downwind concentrations of material.

Initial Response—Resources initially committed to an incident.

In—place Patient Decontamination (IPPD)—The capability at a medical treatment facility to decontaminate patients arriving at the facility with potential contamination from a CBRN incident.

Installation Commander—The individual responsible for all operations performed by an installation.

Joint Force—A general term applied to a force composed of significant elements, assigned or attached, of two or more military departments, operating under a single joint force commander.

Law Enforcement Agency—Any of a number of agencies (outside the DOD) chartered and empowered to enforce US laws in the following jurisdictions: the United States, a State or political subdivision of the United States, a territory or possession of the United States, or within the borders of a host nation.

Limiting Factor—A factor or condition that, either temporarily or permanently, impedes mission accomplishment. Illustrative examples are transportation network deficiencies, lack of in-place facilities, malpositioned forces or material, extreme climatic conditions, distance, transit or overflight rights, or political conditions.

Local Emergency Planning Committee (LEPC)—A committee established by the State commission for each emergency planning district to plan and coordinate local emergency response actions.

Lock down—An announced emergency protocol used as a security measure to confine and restrict movement. Included are all military uniformed services, federal employees, contractor personnel, dependents, or other people on an installation as a guest. Because of extenuating circumstances, all personnel must remain confined inside the nearest vehicle, structure, or building that provides a measure of protection. During lock-down, no person may enter or exit another area until the "All Clear" is broadcast; unless a movement is required to escape from a dangerous place or situation. Freedom to move within a vehicle, structure, or building providing a measure of protection may be authorized regardless whether an "All Clear" has not been sounded or not, but only when notification from wing leadership through the installation warning and notification system is received that a specific location is not within the danger zone. Once "All Clear" is announced, freedom to move around, exit, or enter is authorized. "All Clear" is announced through the installation warning and notification system or through verbal communication by wing leadership through Fire Emergency Services or Security Forces.

Low Threat Area (LTA)—See CBRNE Low Threat Area.

Major Accident—An accident involving DOD materiel or DOD activities that is serious enough to warrant response by the installation DRF. It differs from the minor day-to-day emergencies and incidents that installation agencies typically handle.

Major Disaster—As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood or explosion, in any part of the United States, which in the determination of the President

causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mass Decontamination—(or, Mass Casualty Decontamination) The physical process of rapidly reducing or removing contaminants from multiple persons (victims and responders) in potentially life-threatening situations with or without the formal establishment of a decontamination corridor. ***Note:*** The EPA does not require runoff control when this process is used to save lives or reduce injury.

Medium Threat Area (MTA)—See CBRNE Medium Threat Area.

Mission—Oriented Protective Posture (MOPP)—A flexible system of protection against nuclear, biological, and chemical contamination. This posture requires personnel to wear only that protective clothing and MOPP equipment appropriate to the threat level, work rate imposed by the mission, temperature, and humidity.

Mitigation—Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed IAW lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, flood plain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Monitoring—The process of sampling over time to identify changes in conditions.

Mutual Aid Agreement (MAA)—Written agreement between agencies, organizations, or jurisdictions that they will assist one another on request by furnishing personnel, equipment, or expertise in a specified manner. Reciprocal assistance by local government and an installation for emergency services under a prearranged plan. Mutual aid is synonymous with — "mutual assistance", — "outside aid", — "memorandums of understanding", — "memorandums of agreement", — "letters of agreement", — "cooperative assistant agreement", — "intergovernmental compacts", or other similar agreements, written or verbal, that constitute an agreed reciprocal assistance plan for sharing emergency services. MAAs between entities are an effective means to obtain resources and should be developed whenever possible. MAAs should be in writing, be reviewed by legal counsel, and be signed by a responsible official.

Mutual Support—That support which units render each other against any enemy because of their assigned tasks, their position relative to each other and to the enemy and their inherent capabilities.

National Defense Area (NDA)—An area established on non-Federal lands located within the United States, its possessions, or territories for the purpose of safeguarding classified defense information or protecting DOD equipment or material. Establishment of an NDA temporarily places such non-Federal lands under the effective control of the DOD and results only from an emergency event. The senior DOD representative at the scene will define the boundary, mark it with a physical barrier, and post warning signs. The landowner's consent and cooperation will be

obtained whenever possible; however, military necessity will dictate the final decision regarding location, shape, and size of the NDA.

National Disaster Medical System (NDMS)—The NDMS is an integrated Federal, State, local, and private sector medical response system for medical support during wartime or major United States domestic disasters. NDMS provides DOD with medical care resources from the civilian sector to back up the Veterans Administration and DOD medical contingency arrangement.

National Emergency—A condition declared by the President or Congress by virtue of powers previously vested in them that authorize certain emergency actions to be undertaken in the national interest. Action to be taken may include partial, full, or total mobilization of national resources.

National Incident Management System (NIMS)—A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification, and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response System (NRS)—Pursuant to the National Contingency Plan, the mechanism for coordinating response actions by all levels of government for oil and hazardous substances spills and releases.

Natural Disaster—An emergency situation posing significant danger to life and property that results from a natural cause.

Nuclear Weapon Accident—An unexpected event involving nuclear weapons or nuclear components that results in any of the following:

a. Accidental or unauthorized launching, firing, or use by US forces or US—supported allied forces of a nuclear-capable weapons system.

b. Nuclear detonation.

c. Non—nuclear detonation or burning of a nuclear weapon or radiological weapon component.

d. Radioactive contamination.
e. Seizure, theft, loss, or destruction of a nuclear weapon or radiological nuclear weapon component, including jettisoning.
f. Public hazard, actual or implied.

Passive Defense—Measures taken to reduce the probability of and to minimize the effects of damage caused by hostile action without the intention of taking the initiative. [To protect US, allied, and coalition forces against NBC effects, including measures to detect and identify NBC agents, individual and collective protection equipment, NBC medical response, vaccines for BW defense, and NBC decontamination capabilities.] {Words in brackets apply only to the Air Force and are offered for clarity.}

Personal Protective Equipment (PPE)—Personal Protective Equipment (PPE) is equipment designed to protect individuals exposed to hazards from injury or illness in non-military-unique occupational environments where OSHA or applicable AFOSH standards apply, including emergency response to CBRNE incidents in the United States.

Point Detection—The use of detection equipment to evaluate suspicious material at a particular point.

Preparedness—The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Presumptive Identification—The tentative determination of a CBRNE material or pathogen's identity with sufficient specificity and confidence to make expedient, risk-based control decisions until confirmatory identification can be completed.

Prevention—Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Primary Federal Agency—A Federal department or agency with special expertise in a functional area that is designated by the Secretary of Homeland Security to manage operations in a specific functional area.

Program Element (PE)—An element of the DOD defense program representing a combination of personnel, equipment, and facilities which together constitute a specific identifiable military capability or support activity.

Program Management Directive (PMD)—The official Air Force document used to direct acquisition responsibilities to the appropriate major commands, agencies, program executive office, or designated acquisition commander. All acquisition programs require PMDs. **Protective Action Zone—**This defines an area DOWNWIND from the incident in which persons may become incapacitated and unable to take protective action or incur serious or irreversible health effects.

Public Health Emergency—An occurrence or imminent threat of an illness or health condition caused by biological warfare or terrorism, epidemic or pandemic disease, or highly fatal infection agent or biological toxin, that poses a substantial risk of a significant number of human casualties.

Public Health Emergency Officer (PHEO)—The PHEO will be a Medical Corps officer with experience in preventive medicine or emergency response such as the assigned Chief of Aerospace Medicine (SGP) or Chief of Medical Services (SGH). Every Installation Commander will designate, in writing, the installation PHEO and an alternate PHEO to provide EM

recommendations (to include medical or public health recommendations) in response to public health emergencies.

Radiological Response Capabilities Listing—A listing of DOD and DOE installations, facilities, or activities with nuclear response and radiation detection capabilities.

Recovery—The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Regional Response Teams (RRT)—Regional counterparts to the National Response Team, the RRTs comprise regional representatives of the Federal agencies on the NRT and representatives of each State within the region. The RRTs serve as planning and preparedness bodies before a response and provide coordination and advice to the Federal IC during response actions. **Response—**Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and specific law enforcement operations aimed at preempting, interdicting or disrupting illegal activity and apprehending actual perpetrators and bringing them to justice.

Response Task Force (RTF)—A DOD response force appropriately staffed, trained, and equipped to coordinate actions necessary to control and recover from a radiological accident. The specific purpose of the RTF is to recover weapons and provide radiological accident assistance. RTFs are organized and maintained by those Combatant Commanders whose Component Commands have custody of nuclear weapons or radioactive nuclear weapon components. RTFs are not structured to respond to terrorist use of CBRNE or radiological dirty bombs. HQ ACC, HQ AFSPC, HQ USAFE and HQ PACAF maintain MAJCOM RTFs for specific roles and responsibilities. See **paragraphs 3.7.1.**, **3.7.7.**, **3.7.8**, and **3.7.9**

Safe Haven—1. Designated areas to which noncombatants of the United States Government's responsibility and commercial vehicles and materiel may be evacuated during a domestic or other valid emergency. 2. Temporary storage provided to DOE classified shipment transporters at DOD facilities to assure safety and security of nuclear material or nonnuclear classified material. Includes parking commercial vehicles containing Class A or B explosives.

Safe Parking—DOD and DOE agreement that covers the temporary storage of DOE shipments of transuranic waste material.

Sampling—The process of collecting a representative amount of gas, liquid, solid, or a characteristic of one of these, such as gamma or ph, to analyze.

Special Weather Statement—A weather product that provides long-range, advanced notice of widespread hazardous weather conditions offering potential to affect military installation(s) in a specified geographic area. Special Weather Statements are provided for USAF installations by USAF OWSs to improve situational awareness and facilitate risk management activities by military decision makers.

Specialized Teams—The teams formed from the existing installation and unit personnel resources to support emergency response operations. For the purposes of this AFI, emergency response support teams that are part of the DRF include the EMST, SMTs, CCTs, and PAR teams. Other teams that support emergency response, but have functional responsibilities beyond emergency response, are not considered part of the DRF. Examples of such teams are Search and Recovery or Crash Recovery.

Standardization Agreement (STANAG)—The record of an agreement among several or all of the member nations to adopt like or similar military equipment, ammunition, supplies and stores, and operational, logistic and administrative procedures. National acceptance of a NATO allied publication issued by the Military Agency for Standardization may be recorded as a STANAG.

Status—of-Forces Agreement (SOFA)—An agreement which defines the legal position of a visiting military force deployed in the territory of a friendly state. Agreements delineating the status of visiting military forces may be bilateral or multilateral. Provisions pertaining to the status of visiting forces may be set forth in a separate agreement or they may form a part of a more comprehensive agreement. These provisions describe how the authorities of a visiting force may control members of that force and the amenability of the force or its members to the local law or to the authority of local officials. To the extent that agreements delineate matters affecting the relations between a military force and civilian authorities and population, they may be considered as civil affairs agreements.

Straight—line Wind—Generally, any wind that is not associated with rotation, used mainly to differentiate them from tornadic winds. The National Weather Service defines a strong straight-line wind as a wind of 50 knots or higher. Also called a derecho.

Superfund Amendments and Reauthorization Act (SARA)—This law required, among other things, the local emergency response planning efforts in every State through its Title III — "Emergency Planning and Community Right to Know Act" of SARA.

Technical Decontamination—(also known as thorough or nine-step process decontamination) The physical or chemical process of deliberate decontamination to achieve a thorough cleansing and removal of contaminants from personnel and equipment. ***Note:*** Unlike decontamination, EPA requires run-off control for this type of process.

Threat—An indication of possible violence, harm, or danger.

Toxic Industrial Chemicals (TIC)—Any chemicals manufactured, used, transported, or stored by industrial, medical, or commercial processes. For example: pesticides, petrochemicals, fertilizers, corrosives, or poisons.

Toxic Industrial Materials (TIM)—All toxic industrial materials (TIMs) manufactured, stored, transported, used in industrial or commercial processes. It includes toxic industrial chemicals, toxic industrial radiologicals, and toxic industrial biologicals. TIMs produce toxic impacts to personnel, materials, and infrastructure.

Unexploded Ordnance (UXO)—Explosive ordnance that has been primed, fused, armed or otherwise prepared for action and then fired, dropped, launched, projected, or placed in such a manner as to constitute a hazard to operations, installations, personnel, or material, and remains unexploded either by malfunction or design or for any other cause.

Vulnerability Assessment—A DOD, command or unit-level evaluation (assessment) to determine the vulnerability to terrorist attack of an installation, unit, exercise, port, ship, residence, facility, or other site. Identifies areas of improvement to withstand, mitigate, or deter acts of violence or terrorism.

Vulnerability—a. The susceptibility of a nation or military force to any action by any means through which its war potential or combat effectiveness may be reduced or its will to fight diminished. b. The characteristics of a system that cause it to suffer a definite degradation (incapability to perform the designated mission) as a result of having been subjected to a certain level of effects in an unnatural (manmade) hostile environment. c. In information operations, a weakness in information system security design, procedures, implementation, or internal controls that could be exploited to gain unauthorized access to information systems.

Warm Zone—The area where personnel and equipment decontamination and hot zone support take place. It includes control points for the access corridor and thus assists in reducing the spread of contamination.

Water Vulnerability Assessment (WVA)—A method that provides a tool to understand the risk of operations and pinpoint areas where security improvements might reduce risk. The assessments focus on the effectiveness of existing countermeasures, mitigation, and recovery capabilities.

Weather Warning—a short-range, installation-specific weather product/notice alerting designated agencies to the imminent or actual occurrence of weather conditions of such intensity as to pose a hazard to life or property for which the agency must take immediate protective actions. Weather Warnings are issued for a USAF installation by a regionally responsible USAF OWS or the installation USAF Weather Flight. The National Weather Service (NWS) issues weather warnings for the surrounding civilian populace outside of the installation.

Weather Watch—a medium-range, installation-specific weather product that provides advanced notice to designated installation agencies of potential for weather conditions of such intensity as to pose a hazard to life or property. The weather watch can be thought of as a "heads up", at which time agencies should begin to consider implementing required protective actions should a subsequent weather warning be issued. Weather Watches are issued for a USAF installation by a USAF OWS or the installation USAF Weather Flight. The National Weather Service (NWS) issues weather watches for the surrounding civilian populace outside of the installation.

Weapon of Mass Destruction (WMD)—Weapons that are capable of a high order of destruction or of being used in such a manner as to destroy large numbers of people. WMD can be high explosives or nuclear, biological, chemical, and radiological weapons, but exclude the means of transporting or propelling the weapon where such means is a separable and divisible part of the weapon.

WMD Civil Support Team (or National Guard Civil Support Team)—DOD has maintained full-time Guard forces in Weapons of Mass Destruction Civil Support Teams that are dedicated to homeland security missions. These teams are comprised of 22 full-time personnel and are

maintained at the highest readiness levels and can respond rapidly to support civil authorities in an event involving a weapon of mass destruction. Their role is to assist local officials in determining the nature of the attack, provide medical and technical advice and help to identify follow-on Federal and State assets that might be needed. Congress has authorized at least one team for each State and territory. These teams are Federally funded and trained but perform their mission under the command and control of the State governor.

Attachment 2

EMERGENCY SUPPORT FUNCTIONS (ESF)

A2.1. ESFs are groupings of capabilities that provide the support, resources, program implementation, and services that are most likely to be needed during an emergency response. ESFs serve as the primary operational-level mechanism that provides support during an incident. These ESFs are modified from the NIMS/NRF construct to implement AFIMS. AFIMS specifies that all phases of incident management will be the same regardless of the type of incident; therefore, no unique wartime ESFs exist. See **Table A2.1,** Emergency Support Functions – Offices of Collateral Responsibility (OCR).

A2.2. Each ESF has an OPR and one or more OCRs. The OPR for each ESF is identified on the basis of authorities, resources, and capabilities. The OCRs provide additional capabilities within each ESF. More detailed guidance, including the scope of each ESF is contained in AFMAN 10-2502. Depending upon the scope and magnitude of the incident, the EOC Director activates the appropriate ESFs to mobilize assets and deploy resources to support the incident. ESFs are expected to support one another in carrying out their respective roles and responsibilities. OPRs and OCRs should use the requirements of this AFI and the IEMP 10-2 to carry out their responsibilities. OPRs are not functionally responsible for all specified ESF tasks, but will coordinate the efforts of the OCRs in support of any given activity within the scope of that ESF.

Table A2.1. Emergency Support Functions – Offices of Collateral Responsibility (OCR) Matrixed by Functional Alignment

ESF	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Functional Capability	Transportation	Communication	Public Works & Engineering	Firefighting	Emergency Management	Mass Care, Emergency Assistance, Housing & Human Services	Logistics Management and Resource Support	Public Health & Medical Services	Search & Rescue	Oil & Hazardous Materials Response	Agriculture & Natural Resources	Energy	Public Safety & Security	Long Term Community Recovery	External Affairs
OPRs	LRS	CS	CE	CEF	CEX	FSS	LRS	MDG	CE	CE	MDG	CE	SFS	CE	PA

OCRs															
AFOSI		X											X		
APS	X									X					
CE	X	X			X	X	X	X			X		X		
CONS	X					X	X		X	X		X		X	
CP					X										
CS			X		X										
EOD					X										
FM					X		X					X		X	
HC						X		X							
JA	X				X	X	X						X	X	X
LRS			X				X			X		X			
MDG	X		X		X	X		X	X	X				X	X
FSS					X	X	X	X	X					X	X
MX							X			X					
OSS		X	X		X				X						
PA					X										
SE			X		X			X		X					
SFS	X				X					X					
XP					X										

Table A2.2. (DELETED)

Attachment 3

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, AND HIGH-YIELD EXPLOSIVE (CBRNE) INCIDENT SITE ROLES AND RESPONSIBILITIES

This attachment provides specific functional responsibilities for an integrated CBRNE Response Program. These roles and responsibilities apply to terrorist use of CBRNE, CBRNE attack, peacetime incidents involving CBRN, and naturally occurring disease outbreaks.

Table A3.1. Assumptions

1.	"CBRNE Incident" includes the full spectrum of hazards, from industrial accidents to terrorist and enemy combatant attacks. In the early stages of CBRN incidents, the type of incident--accident, terrorist attack, or enemy combatant attack--may be unknown.
2.	Roles and responsibilities listed in this attachment apply to terrorist use of WMD, CBRNE attack, and peacetime incidents involving CBRNE.
3.	Home station and expeditionary roles, responsibilities, and basic capabilities should be seamless whenever possible to maximize proficiency in the CBRN response mission.
4.	First Responders and Emergency Responders need HAZMAT training and certification commensurate with their roles and responsibilities to comply with domestic requirements. These requirements are outlined in **Chapter 6**, **Attachment 5** and **Attachment 6**.
5.	Training and equipment gaps between current capabilities and capabilities outlined in this instruction will be identified to MAJCOMs for oversight and resolution.
6.	The CE Environmental Officer is OPR for HAZMAT cleanup and site restoration operations in CBRN hazard environments. Incident site control will not be transferred to cleanup and restoration operations until adequate capability is in place for safe and healthy operations.
7.	Roles and responsibilities outlined in the following tables represent tasks performed in support of the IC through any designated OPR agency.
8.	All responders will be trained that a CBRN incident site may be a crime scene. Scene preservation, evidence handling, and chain of custody procedures will be included in training, evaluation, planning, response, and recovery.
9.	There is no single OPR for monitoring operations.

Table A3.2. Bioenvironmental Engineer.

NOTE: Activities listed are for health risk assessment.

1.	Incident Command (IC)	May assume IC for recovery operations where health risk assessment is the primary mission.
		Supports IC throughout a CBRN event.
2.	Detection	Supports planning for deployment of detection network.
		Supports CE Readiness with active and passive CBRN detection when additional manpower or equipment is required or as requested.
		Supports contamination footprint definition and hazard location when additional manpower or equipment is required or requested.
3.	Identification	Conducts planning, sampling, and analysis operations to identify CBRN materials and pathogens in support of health risk assessment and health hazard control, but not for risk assessment.
		Performs presumptive CBRN agent identification.
4.	Quantify (Hazard Concentrations)	Quantifies CBRN materials, pathogens, and hazardous conditions to support health risk assessment and health hazard control.
5.	Monitoring	Conducts active and passive monitoring to determine contamination extent, hazard conditions changes and personnel dose estimates to support health risk assessment and health hazard control.
6.	Decontamination	Supports decontamination planning through health risk assessment of procedures.
		Provides real-time monitoring if assets are available.
7.	Sampling	Collects samples from an incident site including packaging, preserving, and transporting to support health risk assessment and health hazard control with CE Readiness assistance.
8.	Hazardous Waste Collection and Removal	Supports CE in waste disposal through health risk assessment and health hazard control to maximize force health protection.
9.	PPE Determination	Conducts PPE determination.
		Evaluates and certifies PPE planned for use in any HAZMAT operation.
		Advises IC or safety officer on appropriate PPE for incident operations based on health risk assessment and operational risk management (ORM).
10.	IPE Determination	Provides health risk assessment to support MOPP reduction.
		Collaborates with CE Readiness before providing recommendation to command authority.
11.	Downwind Hazard Areas Determination	Provides sampling, identification, and quantification input to hazard models.

12.	Evacuation Plans Development	Supports evacuation plan development and provides risk-based control recommendations.

Table A3.3. CE Readiness.

NOTE: Activities listed are for operational risk assessment.

1.	Incident Command (IC)	Supports IC with technical advice and response team management.
2.	Detection	Conducts CBRN detection planning and establishes threat detection grid.
		Performs active and passive CBRN detection via established detection tools and networks, such as M8, DFUs, M22, or Portal Shield.
		Defines initial contamination footprint to include declaring CCA and CCS areas contamination-free.
		Establishes initial hazard perimeter.
3.	Identification	Performs initial CBRN identification as part of initial detection operations.
		Conducts planning, sampling, and analysis to identify CBRN materials in support of operational risk assessment.
4.	Quantify (Hazard Concentrations)	Gathers CBRN hazard concentration data and establishes COP.
		Provides CBRN hazard concentration readings from chemical detectors to BE for health risk assessments.
5.	Monitoring	Leads active and passive monitoring to shape hazard footprints and conducts hazard monitoring in CCA and CCS.
6.	Decontamination	OPR for CCA and CCS operations.
		Advises decontamination teams on CBRN decontamination after attack.
		Supports HAZMAT decontamination operations.
7.	Sampling	Supports BE in collection of the sample from an incident site including packaging, preserving, and transporting.
8.	Hazardous Waste Collection and Removal	Supports CE in development of the chemical warfare agent section of the hazardous waste collection and disposal plan.
9.	PPE Determination	No specified role in determining PPE.
10.	IPE Determination	Advises on MOPP decisions.
11.	Downwind Hazard Areas Determination	Plans and executes hazard modeling, plotting, and reporting.
		Establishes CBRN Warning and Reporting network.
		Provides isolation zones, hazard areas plotting, responder safe routes, protective action zones, and split MOPP zone status.
		Directs CBRN reconnaissance and coordinates bioenvironmental teams to appropriate downwind hazard areas.
12.	Evacuation Plans Development	Coordinates evacuation planning.

Table A3.4. Emergency Medical Services.

1.	Incident Command (IC)	Establishes IC if first on scene at a CBRN event.
		Relinquishes IC to more appropriately trained and experienced responder upon arrival and proper debrief.
		Retains IC for operations primarily involving patient care.
		Supports IC throughout a CBRN event.
2.	Detection	Provides observation data to enhance detection.
3.	Identification	Provides scene and patient observations to support identification.
4.	Quantify (Hazard Concentrations)	No specified role in quantification.
5.	Monitoring	No specified role in monitoring.
6.	Decontamination	No specified role in decontamination.
7.	Sampling	Medical personnel may collect biological clinical samples from casualties.
8.	Hazardous Waste Collection and Removal	No specified role in hazardous waste.
9.	PPE Determination	No specified role in determining PPE.
10.	IPE Determination	No specified role in IPE determination.
11.	Downwind Hazard Areas Determination	No specified role in downwind hazard area determination.
12.	Evacuation Plans Development	No specified role in plan development.

Table A3.5. Explosive Ordnance Disposal (EOD).

1.	Incident Command (IC)	Supports IC with technical advice and EOD response team management.
2.	Detection	Performs initial on-site detection and point detection at the assumed source for known CBRN materials during IED, suspect package, bomb threat and munitions responses when CBRN hazards are indicated. CE Readiness will perform any follow-on support for CBRN detection necessary after explosive hazard is negated.
3.	Identification	Provides scene observations and information to support identification.
		Performs initial on-site presumptive identification of suspected CBRN materials during IED, suspect package, bomb threat and munitions responses when CBRN hazards are indicated.
4.	Quantify (Hazard Concentrations)	Provides CBRN hazard concentration readings to BE for use in health risk assessments.
5.	Monitoring	No specified role in monitoring.
6.	Decontamination	May perform gross decontamination on munitions and IED after safed and leak sealed.
		Will not perform technical decontamination.
7.	Sampling	No specified role in sample collection; however, may assist in minimizing exposure and spread of contamination.
8.	Hazardous Waste Collection and Removal	No specified role in hazardous waste.
9.	PPE Determination	Collaborates with appropriate authorities to determine explosive versus CBRN ORM PPE determinations.
10.	IPE Determination	Collaborates with appropriate authorities to determine explosive versus CBRN ORM IPE determinations.
11.	Downwind Hazard Areas Determination	Performs rudimentary plotting only when other agencies are unavailable.
12.	Evacuation Plans Development	Provides explosive expertise in fragmentation and blast withdrawal distances as required.

Table A3.6. Public Health Emergency Officer (PHEO).

1.	Incident Command (IC)	May assume IC for pandemic, epidemic, or public health emergencies.
2.	Detection	Ascertain the existence of cases suggesting a public health emergency.
3.	Identification	Collaborate with Public Health to develop a case definition of the outbreak.
4.	Quantify (Hazard Concentrations)	Investigate all public health emergency cases for sources of infection.
5.	Monitoring	Define the distribution of the illness or health condition.
6.	Decontamination	Direct the decontamination of any facility or material contributing to a public health emergency.
7.	Sampling	No specified role in sampling.
8.	Hazardous Waste Collection and Removal	Coordinate to ensure the safe disposal of remains to prevent the spread of disease.
9.	PPE Determination	No specified role in PPE determination.
10.	IPE Determination	No specified role in IPE determination.
11.	Downwind Hazard Areas Determination	No specified role in downwind hazard areas determination.
12.	Evacuation Plans Development	No specified role in evacuation plans development

Table A3.7. Fire Emergency Services (FES).

13.	Incident Command (IC)	Establishes IC once on scene.
		If incident is not Fire- or HAZMAT-specific, FES supports other agencies.
14.	Detection	Performs initial detection for radiation, combustibility, O2, pH, H2S, CO, VOCs (when CE Readiness and BE are not immediately available) to determine initial PPE levels for first responder personnel and to determine initial protective actions.
15.	Identification	Supports initial CBRN identification (when CE Readiness and BE are not immediately available).
16.	Quantify (Hazard Concentrations)	Provides CBRN hazard concentration readings from direct reading instruments to BE for use in health risk assessments.
17.	Monitoring	Determines hazardous exposure levels for first responders and initial public protection actions for chemical and radiological hazards when CE Readiness and BE are not immediately available.
18.	Decontamination	Provides incident emergency, gross, technical, and mass decontamination at home station and in non-attack CBRN expeditionary responses until BE and CE Readiness respond to complete their tasks as listed in **Table A3.2.** and **Table A3.3.**
19.	Sampling	Provides samples collected at initial entry to BE.
20.	Hazardous Waste Collection and Removal	No specified role in hazardous waste.
21.	PPE Determination	Provides initial PPE determination for first responder personnel to limit hazardous exposure levels.
22.	IPE Determination	No specified role in IPE determination.
23.	Downwind Hazard Areas Determination	Provides initial downwind hazards or toxic corridors for responder safe routes; establishes initial isolation and protective action zones.
24.	Evacuation Plans Development	Establishes control zones and downwind distances for decisions with sheltering in place or evacuation by IC during initial phase of the incident.

Table A3.8. Security Forces

1.	Incident Command (IC)	Establishes IC if first on scene to a CBRN event.
		Relinquishes IC to a certified IC after proper debrief.
		Retains IC for incidents involving primarily security and law enforcement operations.
		Supports IC throughout a CBRN event.
		During incidents that require two or more response agencies, FES personnel will serve as the IC.
2.	Detection	Provides observation data to enhance detection. Observation includes monitoring radiation equipment placed at installation entry points (such as commercial vehicle gate inspection points).
3.	Identification	Provides scene observations and information to support identification.
4.	Quantify (Hazard Concentrations)	No specified role in quantification.
5.	Monitoring	No specified role in monitoring.
6.	Decontamination	No specified role in decontamination.
7.	Sampling	No specified role in sample collection.
8.	Hazardous Waste Collection and Removal	Provides oversight of perimeter security and site entry until released by appropriate authority.
9.	PPE Determination	No specified role in determining PPE.
10.	IPE Determination	No specified role in IPE determination.
11.	Downwind Hazard Areas Determination	No specified role in downwind hazard area determination.
12.	Evacuation Plans Development	Supports evacuation plan development and provides information to the IC and/or Installation Commander on Security Forces capabilities to implement evacuation.

Attachment 4

INSTALLATION FUNCTIONAL SUPPORT.

This attachment provides general functional responsibilities for an integrated Air Force EM program. See the specific functional publications for more details.

Table A4.1. Aerospace Medicine.

1.	Provide medical support for the installation operational mission.
2.	Collaborate with base operations and mobility planners to incorporate preventive medicine activities into the war mobilization plan.
3.	Emphasize health maintenance and health management programs for early detection of a biological attack.
4.	If first on scene to a CBRNE event, establishes ICS. May retain Incident Command (IC) for operations primarily involving patient care. Will relinquish IC to appropriate official such as FES or SF if multiple agencies are involved in events involving more than patient care.
5.	Supports IC throughout a CBRNE event.
6.	Provides data to enhance detection.
7.	Provides scene and patient observations to support identification.
8.	Supports CBRN monitoring by providing data as requested.

Table A4.2. Aerial Port Squadron.

1.	Serves as OCR for the Transportation ESF (ESF 1).
2.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).

Table A4.3. Aircraft and Missile Maintenance.

1.	Develops procedures to disperse and protect aircraft, munitions, and support equipment when directed.
2.	Provides prioritized comprehensive plans to evacuate aircraft and equipment.
3.	Serves as the OPR for aircraft, support equipment, and munitions equipment contamination control. Provides contamination control capability for aircraft, missiles, support equipment, and munitions equipment for nuclear weapons accident response and natural disaster response.
4.	Trains personnel to maintain a contamination control capability, including ability to identify contamination, to decontaminate aircraft and aerospace ground equipment within their capabilities and to mark contaminated areas as appropriate.
5.	Provides wreckage removal teams and equipment.

Table A4.4. Aircrew Life Support.

1.	Maintains a deployable aircrew contamination control area (ACCA) capability.
2.	Plans, trains, and equips aircrews for deployment locations susceptible to Aircrew Chemical Defense operations. Implements aircrew processing.
3.	Before deployment, learns processing procedures, capabilities, and other operational aspects of deployment location COLPRO systems.
4.	Supervises ACCA during passive defense operations. Co-locates the ACCA operations with base populace CCA operations if possible.
5.	Uses logistics, security, chemical detection, hazard predictions, and site selection to improve aircrew processing.
6.	Initiates ECP identification system to identify personnel, vehicles, and equipment entering or leaving a CBRNE environment.

Table A4.5. Airfield Management.

1.	Coordinates contingency operations that affect airfield or airdrome flight operations.

Table A4.6. Antiterrorism Officer.

1.	Ensures AT program direction and guidance are included in operations orders, plans, directives, support agreements, and other installation planning documents.
2.	Integrates AT procedures into the installation Air Force EM program.
3.	Reviews MAAs with functional experts, at a minimum annually. Assesses MAA adequacy to ensure the installation can respond to terrorist threats or attacks.
4.	Organizes and conducts installation vulnerability assessments with functional experts IAW AFI 10-245 and DOD AT requirements.
5.	Organizes the installation FPWG, analyzes and tracks installation vulnerabilities and coordinates vulnerability mitigation measures.
6.	Participates in the TWG along with personnel from AFOSI, IN, SF, and CE.

Table A4.7. Bioenvironmental Engineering Flight

1.	Retrieves, uses, exploits, and drives compilation of intelligence on occupational and environmental health (OEH) hazards with potential for causing incidents requiring emergency response within the theater, local area, and installation.
2.	Evaluates relative OEH risks related to potential operating locations to assist in site selection process and minimize risk of incidents requiring emergency response.
3.	Collects information on OEH hazards with potential for causing incidents requiring emergency response within the theater, local area, and installation.
4.	Executes SG vulnerability assessments (such as water or TIC/TIM) with the support of other functional experts and recommends prioritized measures to the Antiterrorism Working Group to reduce risk through vulnerability reduction or consequence reduction.
5.	Evaluates OEH risks and recommends control options for HAZMAT procurement, storage, use, and disposal on the installation to reduce risk of incidents requiring emergency response.
6.	Trains and evaluates Airmen ability to achieve proper protective mask and respirator fit QNFT to prevent deployment or response of inadequately protected personnel.
7.	Develops background hazard information for emergency response situational awareness through Occupational and Environmental Health Site Assessments.
8.	Educates installation emergency responders on OEH risks and appropriate control options according to requirements of the Occupational and Environmental Health Program.
9.	Evaluates and certifies emergency responder personal protective equipment.
10.	Evaluates, approves, and monitors drinking water to identify conditions requiring emergency response actions.
11.	Assesses the potential OEH effects of directed energy, CBRNE, non-lethal, and thermobaric weapons.
12.	Provides the Threat Working Group OEH risk consultation for establishing appropriate force protection conditions and measures.
13.	Establishes pre-coordinated procedures for laboratory analysis of CBRN incident samples.
14.	Responds to incident sites to provide the Incident Commander OEH risk assessment and control consultation for emergency responders and affected populations.
15.	Assists and provides incident site sampling, identification, and quantification of OEH hazards.
16.	Provides input to hazard models and uses model output to support OEH risk assessment processes.
17.	Provides health risk assessment and control recommendations to the Installation Commander in coordination with the CBRN Control Center.
18.	Provides exposure and contamination control recommendations for sheltered populations.
19.	Captures OEH hazard exposure information from emergency response activities for inclusion in the service members' longitudinal exposure record.
20.	Advises commanders on long-term OEH risks of recovery operations and recommends control options.
21.	Supports EOC operations in multiple ESFs when needed as a Medical Group subject matter expert.

Table A4.8. CE Commander

1.	Implements the installation EM program.
2.	Participates in installation threat and vulnerability assessments with the AFOSI, SF, and the TWG according to AFI 10-245, *Antiterrorism (AT)*.
3.	Determines shelter requirements based upon the threat. Identifies shelters, determines shelter capacities, and lists shelters in the CE Contingency Response Plan or the IEMP 10-2.
4.	Identifies resource dispersal sites. Provides dispersal information in the CE Contingency Response Plan.
5.	Assesses vulnerabilities, with SF and the installation Antiterrorism Officer, to the installation's operational capability to operate in a terrorist CBRNE environment.
6.	Directs CE response elements and integrates them into the installation's EM program.
7.	Provides a contamination control capability for buildings, roads, and areas for response to nuclear weapons accidents and natural disasters.
8.	Assists communications personnel to install the INWS.
9.	Executes the EPCRA program according to Air Force guidance.
10.	Assigns the Environmental Flight as OPR for: - EPCRA, Sections 301-304 and 311-313. - The Pollution Prevention Act.
11.	Provides and maintains potable water, electrical and sanitary sewage capabilities for Ground Support CCA and Aircrew Flight Support facilities including ACCA locations.
12.	Serves as OPR for the Public Works and Engineering ESF (ESF 3).
13.	Serves as OPR for the Search and Rescue ESF (ESF 9).
14.	Serves as OPR for the Oil and HAZMAT Response ESF (ESF 10).
15.	Serves as OPR for the Energy ESF (ESF 12).
16.	Serves as OPR for the Long-term Community Recovery ESF (ESF 14).
17.	Serves as OCR for the Transportation ESF (ESF 1).
18.	Serves as OCR for the Communications ESF (ESF 2).
19.	Serves as OCR for the Mass Care, Emergency Assistance, Housing, and Human Services ESF (ESF 6).
20.	Serves as OCR for the Logistics Management and Resource Support ESF (ESF 7).
21.	Serves as OCR for the Agriculture and Natural Resources ESF (ESF 11).
22.	Serves as OCR for the Public Safety and Security ESF (ESF 13).

Table A4.9. Asset Management Flight

1.	Prepares and submits environmental release reports to State, Federal, and host nation agencies as required by law or host nation agreement.
2.	Ensures compliance with State and local HAZMAT emergency planning and response requirements.
3.	Serves as OPR for: - EPCRA, Sections 301-304 and 311-313. - The Pollution Prevention Act. For example, provides information for the LEPC and SERC.
4.	Reviews installation emergency response plans and advises on compliance with State and local HAZMAT emergency planning and response requirements.
5.	Develops and coordinates storm water pollution prevention and integrated HAZMAT plans in IEMP 10-2.
6.	Develops HAZMAT response checklists for IEMP 10-2.
7.	Collects, prepares, transports, and manages results for environmental compliance samples sent to approved testing laboratories.
8.	Coordinates collection, management, sampling, and disposal of hazardous waste according to State, Federal, and host nation requirements.
9.	Advises the IC or EOC director on environmental impacts from HAZMAT incidents or emergency operations and recommends environmental impact prevention and control strategies.

Table A4.10. CE – Explosive Ordnance (EOD) Flight.

1.	Establishes and maintains an EOD capability to respond to terrorist incidents involving CBRNE threats.
2.	Establishes a CBRNE detection capability that meets the EOD equipment and supply list (ESL) requirements.
3.	Participates in installation terrorist CBRNE threat planning and response working groups tasked to develop plans, exercises, and evaluations.
4.	Participates in annual terrorist CBRNE threat response exercises, assessments, and inspections.
5.	Serves as team chief on initial entry team; clears and marks a hazard-free path for Emergency Responders during nuclear weapons accident responses and accidents involving explosive ordnance or devices.
6.	Advises commanders concerning weapons hazards in nuclear accidents.
7.	Coordinates and participates in nuclear weapons recovery.
8.	Identifies, detects, contains, and eliminates explosives; controls radiological hazards resulting from accidents or incidents.
9.	Determines nuclear weapon condition during nuclear weapons accidents.
10.	Assesses munitions and explosives hazards at accidents or incidents. Performs render safe procedures.

Table A4.11. CE - Fire Emergency Services (FES) Flight.

1.	Establishes a HAZMAT response capability for CBRNE incidents.
2.	Establishes initial contamination control capability for responders and victims.
3.	Establishes a safe route for responders to the accident scene. Plots the entry control point (ECP).
4.	Relays information from the Fire Alarm Communications Center (FACC) to dispatched units.
5.	Relays ECP location to command post. Notifies SF of designated ECP location. Relays ECP grid coordinates to the EOC.
6.	Briefs EOC Director on significant incident factors.
7.	Identifies and establishes a triage area. Assigns supervision to initially assess, care, package, and transport or transfer patients to medical staff.
8.	Designates a HAZMAT Officer for assistance during HAZMAT and CBRNE incidents.
9.	Serves as the OPR for Fire fighting ESF (ESF 4).

Table A4.12. Readiness and Emergency Management Flight

1.	Manages the installation EM program.
2.	Informs commanders and their staffs on EM program policies, structure, planning, and response.
3.	Ensures EM program direction and guidance are included in operations orders, plans, directives, support agreements, and other installation planning documents.
4.	Helps unit EM representatives develop EM operational procedures.
5.	Manages passive defense for the CE Commander and Installation Commander.
6.	Assists in passive defense plans and checklists development.
7.	Helps units determine CBRNE defense avoidance, protection, and contamination control requirements.
8.	Develops and administers a CBRN incident detection and monitoring plan with bioenvironmental engineering and agencies the EMWG identifies.
9.	Establishes the installation CBRN detection, survey, marking, plotting, prediction, and reporting capabilities and associated equipment requirements.
10.	Provides capability to collect and manage samples of HAZMAT and CBRN materials within an incident site, facility, or area.
11.	Integrates the HAZMAT program into the installation EM program. Ensures compliance with State and local HAZMAT emergency planning and response requirements.
12.	Reviews MAAs regarding EM response at least annually during an EMWG or when a new MAA is developed.
13.	Advises the Installation Commander on the need to establish CCTs for the installation based upon the mission and the threat. Minimum units to consider for CCTs are LRS, Maintenance, Munitions, Medical, and CE.
14.	Maintains publications according to AFI 33-360.
15.	Reviews AFTO Forms 22 concerning CBRNE defense T.O.s and equipment submitted at the installation. Sends AF Forms 22 to the MAJCOM Emergency Management staff.
16.	Develops, publishes, and maintains the IEMP 10-2.
17.	Reviews unit EM checklists. Helps units ensure their checklists and MAAs support the plan. Reviews unit EM checklists for policy, structure, responsibility, and other passive defense initiatives.
18.	Inserts CBRNE defense guidance into installation operations orders, plans, directives, and similar documents.
19.	Establishes and maintains the CBRN Control Center before and during CBRNE responses.
20.	Coordinates with the bioenvironmental engineer and fire chief on HAZMAT issues.
21.	Coordinates with CE Asset Management and Bioenvironmental Engineering on contaminated waste material.
22.	Provides response functions with current on-base and off-base maps.
23.	Provides classes for Air Force EM program courses. Documents training according to Air Force directives.
24.	Organizes training for and provides criteria to equip specialized teams.
25.	Provides CBRNE defense training for specialized teams.
26.	Provides individual CBRNE defense training for required personnel.
27.	Helps develop CBRNE defense equipment maintenance and use procedures.

28.	Maintains and operates the appropriate MEOC to respond to EM incidents.
29.	Provides input on COLPRO facilities and protective shelters.
30.	Budgets for CBRNE defense materials and equipment, including training requirements.
31.	Assists installation units to plan for, maintain, and develop procedures to meet passive defense equipment needs.
32.	Advises units on equipment acquisition, maintenance, and use of specialized CBRNE defense equipment.
33.	Establishes a CBRN detection plan at deployed locations.
34.	Clears area to establish the CCS for radiological detection operations.
35.	Advises the EOC and IC during response and recovery operations.
36.	Prepares detailed plumes for CBRN events.
37.	Supervises CCS and CCA operations during CBRN incidents.
38.	Advises specialized teams during contingency operations.
39.	Establishes and maintains a response capability for terrorist use of CBRNE. Detects and identifies CBRN hazards and determines extent of contamination hazard in hot zone. Recommends reduction or expansion of cordon to allow continuation of critical mission operations.
40.	Provides expertise to commanders concerning hazards during CBRNE accidents and terrorist threats.
41.	Advises the Installation Commander on conducting sustained operations in a contaminated environment.
42.	R&EM Flight will conduct annual SAVs on units identified by the installation EMWG.
43.	Conducts self-inspections according to command guidance.
44.	Helps compile data for reports listed in **paragraphs 8.3.,** and **8.4.**
45.	Coordinates with the CE Asset Management to submit the CBRN incident-related environmental release reports to State and Federal agencies.
46.	Employs resource management activities to coordinate the prioritization and allocation of resources at the installation.
47.	Develops resource management objectives that address EM personnel, equipment, training, facilities, funding, expert knowledge, materials, technology, information, intelligence, and the timeframe within which they are needed.
48.	Determines quantity, response time, capability, limitations, cost, and liability connected with using EM resources.
49.	Develops resources and partnership arrangements essential to the Emergency Management program (e.g., MAAs, MOUs, and MOAs).
50.	Chairs the All Hazards Response Planning Team EMWG Sub-working Group.
51.	Serves as the OPR for Emergency Management ESF (ESF 5) and EOC Manager.

Table A4.13. Chaplain.

1.	Determines religious affiliation of victims and assists in comforting the afflicted.
2.	Assists with control and assurance of family members of deceased and injured.
3.	Ministers to military personnel, their family members and other authorized personnel during contingencies.
4.	Serves as OCR for the Mass Care, Housing, and Human Services ESF (ESF 6).
5.	Serves as OCR for the Public Health and Medical Services ESF (ESF 8).

Table A4.14. Command Post

1.	Activates INWS daily and tests the INWS weekly. Reports status to CE and the Communications Squadron.
2.	Assists in directing installation EM and response actions: Maintains notification rosters. Provides information to and collects information from UCCs and shelters. Coordinates report information with the CAT and EOC.
3.	Directs actions to support the installation's assigned mission according to AFI 10-207, *Command Posts*.
4.	Serves as the focal point for installation-wide notification and warning operations. Receives and sends task-relevant orders, information, and requests.
5.	Until the EOC is operational, maintains notification rosters, notifies EOC members, and activates the INWS.
6.	Serves as OCR for the Emergency Management ESF (ESF 5).

Table A4.15. Communications and Information

1.	Develops procedures to reduce the impact on communications-computer systems during contingencies. Develops procedures to protect communications and computer systems from CBRNE attack.
2.	Procures, funds, installs, and maintains the INWS. In addition, serves as OPR for the INWS siren, GIANT VOICE components, and audible footprint map.
3.	Advises the commander and staff on communications assets available for disaster operations and for CBRNE defense operations.
4.	Ensures units and staff offices identify and establish procedures to protect or remove vital records during contingencies. Ensures vital records are protected according to AFI 33-332, *Air Force Privacy Program*, and AFI 33-364, *Records Dispositions—Procedures and Responsibilities*.
5.	Installs and maintains the communications equipment in the installation MEOC. Ensures the equipment meets host installation and MAA capability requirements. Applies spectrum management to provide dedicated radio frequencies for integrated CBRN detection.
6.	Ensures primary and back-up communication systems are available to disseminate timely weather information to supported customers and agencies.
7.	Provides communications and computer systems to support Air Force EM program operations. The Installation EMWG will approve installation-specific requirements.
8.	Incorporates communication requirements into installation plans and unit checklists to support on- or off-base CCA or toxic free area operations.
9.	Serves as OPR for the Communications ESF (ESF 2).
10.	Serves as OCR for the Public Works and Engineering ESF (ESF 3).
11.	Serves as OCR for the Emergency Management ESF (ESF 5).

Table A4.16. Comptroller.

1.	Establishes accounting procedures for reimbursable material and services used for DSCA IAW AFI 65-601, Volume 1, *Budgeting Guidance and Procedures*.
2.	Assigns an accounting classification, or fund cite, IAW AFI 65-601, Volume 1, for contingency operations costs. Provides it to affected unit resource advisers to use in accounting for incrementally incurred costs.

Table A4.17. Contracting.

1.	Provides contracting advice and alternatives for private sector support to the commander and staff, including deployed elements.
2.	Maintains on-call, 24-hour emergency contracting support for civil emergency and natural disaster relief operations.
3.	Provides contracting and procurement support for locally procured supply items.
4.	Ensures contracts cover DOD requirement for HAZMAT training when employees will be required to perform HAZMAT response duties.
5.	Ensures contracting officers are involved early in the acquisition process to support and assist the customer in ensuring all contract performance work statements comply with the requirements of this instruction.
6.	Serves as OCR for the Transportation ESF (ESF 1).
7.	Serves as OCR for the Mass Care, Housing, and Human Services ESF (ESF 6).
8.	Serves as OCR for the Resource Support ESF (ESF 7).
9.	Serves as OCR for the Urban Search and Rescue ESF (ESF 9).
10.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).
11.	Serves as OCR for the Energy ESF (ESF 12).
12.	Serves as OCR for the Long-term Community Recovery and Mitigation ESF (ESF 14).

Table A4.18. Emergency Medical Service (EMS).

1.	Provides Incident Command (IC) if first on scene to a CBRNE event. May remain IC for operations primarily involving patient care. Will relinquish IC to appropriate official such as FES or SF if multiple agencies are involved in events involving more than patient care.
2.	Provides scene and patient observations to support identification.
3.	Provides data as requested to support CBRN monitoring and detection.

Table A4.19. Financial Management.

1.	Serves as OCR for the Emergency Management ESF (ESF 5).
2.	Serves as OCR for the Resource Support ESF (ESF 7).
3.	Serves as OCR for the Energy ESF (ESF 12).
4.	Serves as OCR for the Long-term Community Recovery and Mitigation ESF (ESF 14).

Table A4.20. Intelligence.

1.	Shares information with AFOSI, SF, and other authorities AFI 14-303, *Release of Intelligence to US Contractors*, and AFI 14-104, *Oversight of Intelligence Activities*.
2.	Monitors the threat environment for possibility of CBRNE threats.
3.	Identifies CBRN-capable nations or groups near deployment locations, assesses capabilities of potential enemies, and gathers information to help develop baseline data.

Table A4.21. Logistics Readiness Squadron.

1.	Serves as OPR for the Resource Support ESF (ESF 7).
2.	Serves as OCR for the Public Works and Engineering ESF (ESF 3).
3.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).
4.	Serves as OCR for the Energy ESF (ESF 12).

Table A4.22. Maintenance Control.

1.	Serves as OCR for the Resource Support ESF (ESF 7).

Table A4.23. Maintenance Group.

1.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).

Table A4.24. Medical Treatment Facility Commander

1.	Arranges for medical response to emergency events.
2.	Directs the development of, approves, and publishes the MCRP.
3.	Ensures the MCRP addresses all medical responsibilities outlined in the IEMP 10-2.
4.	Develops MAAs with Federal, civilian, and installation agencies to support MCRP and medical portions of the IEMP 10-2.
5.	Appoints, in writing, the following personnel to support specific emergency response requirements and ensures they are adequately trained: Medical EOC (ESF 8 & 11) Representative Medical Representative identified in DODI 6200.03 Public Health Emergency Officer
6.	Advises commanders of best employment of medical assets in emergency environments, LIMFACs of those assets and installation operating support requirements.
7.	Assigns a Bioenvironmental Engineer and a Public Health officer (or NCO) to the installation AT vulnerability assessment team. Ensures medical aspects of the AT program are addressed.
8.	Establishes, organizes, and maintains the Medical Control Center.
9.	Establishes and operates threat- or vulnerability-based disease early warning and surveillance. Reports finding's to Installation Commander and higher headquarters.
10.	Manages assigned shelters. Assists with and advises on medical requirements at other unit shelters.
11.	Directs and provides health-based CBRN risk assessments to Installation Commander and Incident Command.
12.	Directs baseline and ongoing sampling, analysis, identification, and diagnosis.
13.	Serves as OPR for the Public Health and Medical Services ESF (ESF 8).
14.	Serves as OPR for the Agriculture and Natural Resources ESF (ESF 11).
15.	Serves as OCR for the Transportation ESF (ESF 1).
16.	Serves as OCR for the Public Works and Engineering ESF (ESF 3).
17.	Serves as OCR for the Emergency Management ESF (ESF 5).
18	Serves as OCR for the Mass Care, Emergency Assistance, Housing, and Human Services ESF (ESF 6).
19.	Serves as OCR for the Search and Rescue ESF (ESF 9).
20.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).
21.	Serves as OCR for the Long-term Community Recovery ESF (ESF 14).
22.	Serves as OCR for the External Affairs ESF (ESF 15).

Table A4.25. Mission Support Squadron.

1.	Serves as OCR for the Emergency Management ESF (ESF 5).
2.	Serves as OCR for the Mass Care, Housing, and Human Services ESF (ESF 6).
3.	Serves as OCR for the Resource Support ESF (ESF 7).
4.	Serves as OCR for the Public Health and Medical Services ESF (ESF 8).
5.	Serves as OCR for the Urban Search and Rescue ESF (ESF 9).
6.	Serves as OCR for the Long-term Community Recovery and Mitigation ESF (ESF 14).
7.	Serves as OCR for the External Affairs ESF (ESF 15).

Table A4.26. Air Force Office of Special Investigations (AFOSI).

1.	Serves as OCR for the Communications ESF (ESF 2).
2.	Serves as OCR for the Public Safety and Security ESF (ESF 13).

Table A4.27. Operations Support Squadron.

1.	Serves as OCR for the Communications ESF (ESF 2).
2.	Serves as OCR for the Public Works and Engineering ESF (ESF 3).
3.	Serves as OCR for the Emergency Management ESF (ESF 5).
4.	Serves as OCR for the Urban Search and Rescue ESF (ESF 9).
5.	Serves as OCR for the Public Safety and Security ESF (ESF 13).

Table A4.28. Personnel.

1.	Establishes personnel availability and strength reporting for contingencies.
2.	Establishes the Augmentation Duty program, identifies personnel forces by contingency tasking, and manages the mobilization of the civilian work force.
3.	Consolidates personnel accountability reporting from UCCs and reports status.

Table A4.29. Plans and Programs.

1.	Serves as OCR for the Emergency Management ESF (ESF 5).

Table A4.30. Public Affairs.

1.	Makes an initial news release of incidents, after approval from the Incident or Installation Commander.
2.	Handles news media requests for photographing.
3.	Serves as OPR for the External Affairs ESF (ESF 15).
4.	Serves as OCR for the Emergency Management ESF (ESF 5).

Table A4.31. Public Health Emergency Officer (PHEO).

1.	Serves as the central point of contact and clearinghouse for health-related information during a suspected or declared public health emergency.
2.	Assesses risks, capabilities, and capacity to adequately respond to a potential public health emergency, including a terrorist attack using biological agents, in conjunction with the Medical Intelligence and CBRNE Medical Defense Officers (MDO).
3.	Immediately upon declaration of a public health emergency by the commander, reports the declaration to AF/SG through appropriate channels via Medical Report for Emergencies, Disasters, and Contingencies (MEDRED-C) and to the Center for Disease Control (CDC) and appropriate State and local public health agencies.
4.	Establishes rules and orders for commander-directed quarantine or isolation. Establishes quarantine or isolation premises. Provides guidelines regarding contact with any person not subject to quarantine or isolation. Establishes criteria to terminate quarantine or isolation.
5.	Notifies the installation Antiterrorism Officer (ATO) and appropriate law enforcement authorities through military channels of information indicating a possible terrorist incident or other crime.
6.	Maintains close contact and seeks close coordination with the local and State health departments and the CDC concerning actions taken, to include seeking mutual aid agreements (MAA). In foreign locations, the PHEO will coordinate with appropriate host nation and, if applicable, other allied forces' public health officials.
7.	Fulfills the PHEO roles and responsibilities requirements listed in AFI 10-2603.
8.	Directs the response to the emergency, to include the diagnosis, treatment, and isolation/ quarantine measures.

Table A4.32. Safety.

1.	Serves as a member of the EOC to assist in the Public Safety and Security ESF.
2.	Advises the Incident Command (IC) on appointing an on-scene safety officer for technical support and consultation on peacetime disaster situations.
3.	Serves as OCR for the Public Safety and Security ESF (ESF 13).

Table A4.33. Security Forces.

1.	Establishes procedures to notify local civil authorities and coordinate off-base evacuation.
2.	Escorts the EOC to the accident site.
3.	Conducts visual surveillance for indications of CBRNE attack.
4.	Provides materials to mark and cordon the NDA.
5.	Establishes and marks ECPs specified by the Incident Command (IC).
6.	Assists in evacuation notification of non-essential personnel.
7.	Initiates ECP identification system to identify personnel in a CBRNE threat environment or incident.
8.	Provide cordon security and entry control point (ECP) management.
9.	Refrain from responding into a CBRN/HAZMAT war or hot zone, except to counter armed assault when the DOD CBRN ensemble will provide personnel protection.
10.	Incorporates CCA security requirements into installation plans and unit checklists.
11.	Serves as IC for events involving non-CBRN IEDs.
12.	Uses Military Working Dog Team and explosive detection equipment to search for explosives.
13.	Supports CBRN monitoring by providing data as requested.
14.	Coordinates installation Integrated Base Defense program. Briefs the Installation Commander and staff semiannually on program status.
15.	Serves as OPR for the Public Safety and Security ESF (ESF 13).
16	Serves as OCR for the Transportation ESF (ESF 1).
17.	Serves as OCR for the Emergency Management ESF (ESF 5).
18.	Serves as OCR for the Oil and HAZMAT Response ESF (ESF 10).

Table A4.34. Services.

1.	Plans shelter operations IAW AFMAN 10-2502.
2.	Serves as OPR for humanitarian services such as feeding, housing, and clothing for disaster survivors, DRF members, and incoming forces.
3.	Develops plans with CE to bury or dispose of contaminated IPE and duty uniforms.
4.	Develops plans for mortuary affairs to support decontamination and handling of contaminated remains in overseas areas during wartime. See JP 4-06, *Mortuary Affairs in Joint Operations*, for further in-theater operational guidance. (Does not apply to domestic CBRN incidents.)
5.	Provides search and recovery team support IAW AFI 34-242, *Mortuary Affairs Program*.
6.	Incorporates services requirements into installation plans and unit checklists to support CCA operations.
7.	Responsible for domestic Mortuary Affairs IAW AFI 34-242.
8.	Serves as OPR for the Mass Care, Housing, and Human Services ESF (ESF 6).
9.	Serves as OCR for the Public Health and Medical Services ESF (ESF 8).
10.	Serves as OCR for the Urban Search and Rescue ESF (ESF 9).
11.	Serves as OCR for the Agriculture and Natural Resources ESF (ESF 11).
12.	Serves as OCR for the Long-term Community Recovery and Mitigation ESF (ESF 14).

Table A4.35. Staff Judge Advocate

1.	Provides legal advice to the commander and staff (including deployed elements) concerning DSCA, support to civilian law enforcement, establishing an NDA, investigations involving aircraft or missile accidents, and relief operations for civil emergencies and natural disasters. Provides legal advice on other topics as needed.
2.	Initiates processing of legal claims when the situation requires.
3.	Advises on use of Air Force personnel according to the Posse Comitatus Act.
4.	Reviews IEMP 10-2 for legal sufficiency.
5.	Maintains contact with appropriate local attorneys, State attorneys, and law enforcement
6.	Serves as OCR for the Transportation ESF (ESF 1).
7.	Serves as OCR for the Emergency Management ESF (ESF 5).
8.	Serves as OCR for the Mass Care, Emergency Assistance, Housing, and Human Services ESF (ESF 6).
9.	Serves as OCR for the Logistics Management and Resource Support ESF (ESF 7).
10.	Serves as OCR for the Public Safety and Security ESF (ESF 13).
11.	Serves as OCR for the Long-term Community Recovery ESF (ESF 14).
12.	Serves as OCR for the External Affairs ESF (ESF 15).

Table A4.36. Supply Readiness.

1.	Determines tariff-sizing requirements and issues IPE to installation personnel through the mobility equipment unit.
2.	Addresses CBRNE equipment responsibilities in a deployed scenario.
3.	Requisitions, stores, maintains, and inspects CBRNE IPE IAW T.O.s.
4.	Establishes procedures to issue base supply's CBRNE equipment stocks quickly.
5.	Incorporates logistics requirements into installation plans and unit checklists to support CCA operations.
6.	Issues serviceable masks based on caliper measurement IAW T.O.s. Caliper measurement and TDA-99M or Joint Service Mask Leak Tester (JSMLT) testing will be completed before issuing the mask.
7.	Establishes procedures to ensure each individual deploying has a mask that is the same sized mask and type used during QNFT.
8.	Establishes a bench stock of spare parts in the Bioenvironmental Engineering Flight to support the QNFT program. Programming, budgeting, and reimbursing procedures will be determined locally.
9.	Provides access to different types and sizes of available masks to the Bioenvironmental Engineering Flight for use in conducting QNFT and training.
10.	Provides and supports CBRNE equipment for CBRNE defense training.
11.	Takes control and accountability of CMBCC UTCs upon arrival at a deployed location.
12.	Ensures capability to move CCA assets to the designated CCA location after attack.
13.	Plans CCA location sustainment capabilities.
14.	Coordinates with CE Readiness to determine pre-designated CCA locations.
15.	Establishes the capability to disperse and protect CMBCC UTC assets from CBRN and CBRNE effects.
16	Upon receipt of Protective Mask Support Kit UTCs, ensures entire UTC equipment package is provided to deployed forces IAW the operational TPFDD.
17.	Serves as OPR for the Resource Support ESF (ESF 7).

Table A4.37. Transportation.

1.	Develops, coordinates, and provides training to implement a vehicle disbursement plan and other protective measures for mitigation.
2.	Provides thorough contamination control capability for vehicles and associated equipment for response to nuclear weapons accidents and natural disasters.
3.	Provides transportation support during EM incidents.
4.	Incorporates transportation requirements into plans and checklists to support CCA operations.
5.	Provides search and recovery team support IAW AFI 34-242.
6.	Establishes a dedicated covered transportation capability to support aircrew and flight operations.
7.	Establishes procedures and certification requirements for driving while wearing IPE.
8.	Serves as OPR for the Transportation ESF (ESF 1).

Table A4.38. Weather

Installation Air Force Weather Flight	
1.	Coordinates weather services to support EM operations requirements.
2.	Assists the Installation Commander and EM personnel in educating installation agencies on the purpose, applicability, and operating procedures of the warning and watch system and types of severe weather threats to the local area.
3.	Capture weather support to EM operations in IEMP 10-2, according to applicable guidance contained in AFI 10-229, AFI 15-128, and AFMAN 15-129 Volume 1 and Volume 2.
4.	Provides mission weather products to support EM and response operations.
5.	Provides meteorological parameters, data, and subject matter expertise to installation DRF elements and EOC ESF.
6.	Partners with the Civil Engineering Squadron R&EM Flight, FES, installation Medical Group's Bioenvironmental Engineering Flight, and National Guard Civil Support Teams for ANG weather organizations, as the weather SME responsible for optimizing weather data input to CDMs, EDMs, and CBRN hazard-prediction models used by these ESFs for decision assistance in the EOC, CBRN Control Center, and at the incident site.
7.	Advises and provides the optimal (i.e., most accurate and representative) observed and/or forecast alphanumeric and gridded meteorological data type appropriate to a particular CBRN event to users employing CBRN hazard-prediction (i.e., "plume") models resident in the Joint Warning and Reporting Network, Joint Effects Model, and Joint Operational Effects Federation architecture according to AFMAN 10-2503 and equivalent joint guidance, to ensure consistency between CBRN hazard area predictions and the installation forecast.
8.	Provides real-time observations, forecast alphanumeric data, and gridded weather model data files used to generate the affected installation's Terminal Aerodrome Forecast as primary weather input data for users generating automated or manual CDMs and EDMs to ensure consistency between CBRN hazard area predictions and the installation forecast.
9.	Provides or arranges for delivery of CDMs and EDMs generated from AFWA or OWS web pages.
10.	Coordinates weather watch, advisory, and warning support requirements according to AFI 10-229, AFI 15-128, and AFMAN 15-129 Volume 1 and Volume 2.
11.	Issues weather warnings for forecast phenomena when imminent weather conditions pose a hazard to life or property, and immediate coordination with the supporting OWS is not possible.
12.	Establishes procedures to manage severe weather threats, to include recalling of personnel according to AFI 10-229, AFI 15-128, and AFMAN 15-129 Volume 1 and Volume 2.
13.	Provides severe weather information for EM-related Operations Status Reports-3 (OPREP-3) according to this Instruction; AFI 10-206, AFI 10-229, AFI 15-128, and AFMAN 15-129 Volume 1 and Volume 2. At a minimum, data provided should include: actual severe weather conditions; valid forecast at event time, watches and warnings; and operational status of meteorological equipment at event time.
14.	Performs formal reviews of severe weather events according to AFI 10-229 and AFMAN 15-129 Volume 1 and Volume 2.

15.	Conducts and documents periodic severe weather refresher training for weather organization personnel according to AFI 15-128 and AFMAN 15-129 Volume 1 and Volume 2.
16.	Attend the Installation EMWG to review installation severe weather preparedness, capabilities, requirements, and procedures.
Regionally Responsible Air Force Operational Weather Squadron (OWS)[1,2]	
1.	Produces, disseminates, and amends weather statements, watches, advisories, and forecast/observed weather warnings to inform supported installations/sites about potential and observed weather conditions that pose a hazard to life or property and require protective actions.
2.	Provides severe weather information for EM-related Operations Status Reports-3 (OPREP-3) according to this Instruction and AFI 10-206, AFI 10-229, AFI 15-128, and AFMAN 15-129 Volume 1 and Volume 2.
3.	Hosts AFWA produced numerical models on their web page for supported organizations to generate CDMs and EDMs.
4.	Upon request from installations without a supporting Weather Flight, executes items 5-9 of Weather Flight section of this table.
Note 1. See AFVA 15-136, *Air Force Operational Weather Squadron Areas of Responsibility*, for OWS-specific regions and contact information, **Note 2**. See AFVA 15-137, *Air Force Operational Weather Squadron Areas of Responsibility—CONUS*, for OWS-specific regions and contact information,	

Attachment 5 (DELETED)

Attachment 6 (DELETED)

Attachment 7

UNITED STATES AIR FORCE CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR (CBRN) EQUIPMENT MODERNIZATION ROLES AND RESPONSIBILITIES.

A7.1. Joint Requirements Office (JRO) and Joint Program Executive Office for CB Defense (JPEO). The following references delineate JRO responsibilities.

A7.1.1. *Implementation Plan for the Management of the Chemical, Biological Defense Plan (CBDP)*, 22 Apr 03.

A7.1.2. *Chemical, Biological Defense Program Research, Development, and Acquisition Plan*, FY 2005.

A7.1.3. *Charter for the Joint Requirements Office for Chemical, Biological, Radiological, and Nuclear Defense*, 4 Feb 03.

A7.2. AF/A7CX will:

A7.2.1. Provide Air Force representation to the JRO.

A7.2.2. Brief other key AF functionals on meetings and key decisions either individually or at the C-CBRN PWG.

A7.2.3. Serve as OCR IAW **Table A7.1**, USAF CBRN Equipment Modernization Roles and Responsibilities, and serve as OCR to:

A7.2.3.1. Compile system capabilities need requirements submitted by the MAJCOMs to include into initial capabilities documents (ICD).

A7.2.3.2. Review final system requirement document to ensure compatibility with CBRN doctrine and policies.

A7.2.3.3. Review initial CONOPS to ensure system development meets Air Force applications.

A7.2.3.4. Review and coordinate with HQ ACC on key performance parameters (KPP).

A7.2.3.5. Review and coordinate with HQ AFCESA for non-medical systems and AF/SGO for medical systems on the prioritized system distribution plan.

A7.2.3.5.1. Review and coordinate with HQ AFCESA on Air Force TTP.

A7.2.3.6. Approve the material fielding plan (MFP).

A7.2.3.7. Provide new equipment training (NET) system support to formal schools. Support will include monies for expendable items and will continue until AETC POMs for life cycle costs, typically two years.

A7.2.3.8. Approve deployable UTC packages.

A7.2.3.9. Review and provide comments to HQ AFCESA and serves as signatory on CBRN policy and publications.

A7.2.4. Solicit input from Air Force Medical SME at AFMOA/SGXH and provide to the JRO.

A7.2.5. Partner with AF/SGR to address non-expeditionary (DHP-Funded) medical modernization issues.

A7.2.6. Partner with AF/SGO to address all expeditionary, non-DHP, medical modernization issues. A7.2.7. Secure and coordinate manpower support for testing and training requirements with MAJCOMs and 77 AESG.

A7.3. AF/SGRT will:

A7.3.1. AF/SGR has primary responsibility for all non-expeditionary medical (DHP-Funded) modernization. For all such modernization items AF/SGR will serve as OPR for all items marked "P" asterisked items in **Table A7.1**

A7.3.2. HQ ACC/SGR works as an integral part of the HQ ACC/A8 Combat Developer which is the Agile Combat Support CONOPS Lead for Expeditionary Modernization. As such HQ ACC/SGR is OPR for all items marked "P" in **Table A7.1** for expeditionary medical (DHP Funded) items. HQ ACC/SGR will serve as OCR.

A7.3.3. AF/SGR will serve as OCR for all non-expeditionary medical items and HQ ACC/SGR will serve as OCR for all expeditionary medical items that are asterisked in **Table A7.1** or listed below:

A7.3.3.1. Compile the system capabilities need requirements submitted by the MAJCOMs for inclusion into the capabilities documents.

A7.3.3.2. AF/SGR reviews and coordinates KPP with AFMC/HSG; HQ ACC/SGR reviews and coordinates KPP with HQ ACC to AFMC/HSG.

A7.3.3.3. Monitor system development, in coordination with 77 AESG, to ensure KPP are met.

A7.3.3.4. Develop and coordinate all requirements documents (including ICD, CDD and CPD) throughout the material development lifecycle.

A7.3.3.5. Review and provide comments to the Air Force Enclosure or Annex to the System Training Plan of the capabilities document to determine the location of system training.

A7.3.3.6. Coordinate final system requirement document with AF/SGO to ensure integration is compatible with current doctrine and policies. Review and coordinate with AFMOA/SGX on the developed Air Force TTP.

A7.3.3.7. Monitor events throughout system development.

A7.3.3.8. Review and provide comments on the DT and OT plans to the USAF Lead Test Manager.

A7.3.3.9. Review the TEMP and monitor events throughout system development.

A7.3.3.10. Review and provide comments to the Operational Test Agencies (OTA) on the TEMP.

A7.3.3.11. Assist in the development of realistic scenarios for system use in the Operational Assessment (OA) and Operational Test and Evaluation (OT&E) events.

A7.3.3.12. Coordinate test participant attendance and monitor system use and performance during OA and OT&E events.

A7.3.3.13. Provide feedback to the Operational Test Agency, Material Developer and the Combat Developer on observations noted during the OA.

A7.3.3.14. AF/SGR provides representation at LMD to ensure logistics program manager has included appropriate maintenance levels within technical publications (work packages).

A7.3.3.15. AF/SGR reviews and provides comments to the ILSP (including organic maintenance requirements, manning requirements and technical publications).

A7.3.3.16. AF/SGR provides voting membership to the Data Authentication Group (DAG) for test scoring during OT&E for non-expeditionary (DHP funded) medical systems.

A7.3.3.17. Serve as the user representative to the Source Selection Board.

A7.3.3.18. Review and coordinate with AFMOA/SGX and AF/SGO on the prioritized system distribution plan.

A7.3.3.19. Transition systems to AF/SGO once system becomes operational.

A7.3.3.20. Coordinate with AFMC/HSG and AF/SGO on the Materiel Fielding Plan (MFP)

A7.3.3.21. Review initial TTP provided by AF/SGO to ensure system development meets Air Force applications.

A7.4. AF/SGOX will:

A7.4.1. Provide AF Medical SME to the AF-appointed lead to the JRO, AF/A7CX.

A7.4.2. Serve as OCR to:

A7.4.2.1. Review and provide comments to AFMOA/SGX on medical CBRN policy and publications.

A7.4.2.2. Review initial CBRN CONOPS to ensure system development meets Air Force applications.

A7.4.2.3. Validate Air Force Annex or Enclosure content of capability documents to determine if the capabilities require the development of new TTP or incorporation into existing TTP.

A7.4.2.4. Review requirement documents to determine to ensure that systems are compatible with current CBRN doctrine and policies.

A7.4.2.5. Develop and coordinate initial concept for system employment on the Air Force Annex or Enclosure to requirements documents.

A7.4.2.6. Review, coordinate and validate the System Training Plan (STRAP) to determine system training locations.

A7.4.2.7. Secure and coordinate manpower support for testing and training requirements with MAJCOMs and 77 AESG.

A7.4.2.8. Monitor the New Equipment Training being provided by the JPM before OT&E.

A7.4.2.9. Certify NET.

A7.4.2.10. Provide SME support for OT&E and provide advice to AFOTEC, ACC and 77 AESG on current CBRN policy and guidance for test scenarios.

A7.4.2.11. Validate Air Force Annex and/or Enclosure of capability documents for content and determine if the capabilities require the development of new TTP or incorporation into existing TTP.

A7.4.2.12. Incorporate policy documents and publications into TTP.

A7.4.2.13. Ensure instructors and key personnel are provided to support I&KPT.

A7.4.2.14. Monitor and observe the Instructor and Key Personnel Training (I&KPT)

A7.4.2.15. Coordinate with ACC to construct, develop and coordinate deployable UTCs.

A7.4.2.16. Approve deployable UTC packages.

A7.4.2.17. Establish AS.

A7.4.2.18. Review and coordinate with 77 AESG and AFMS Formal Schools including USAF Schools of Aerospace Medicine during the development of MFP.

A7.4.2.19. Develop and coordinate with 77 AESG and AFMS Formal Schools including USAF Schools of Aerospace Medicine the prioritized system distribution plan to be included in the MFP.

A7.4.2.20. Approve the MFP.

A7.4.2.21. Develop informal skills training as transition between NET and Formal School training.

A7.4.2.22. Assist CFM with schedule and conduct career field formal training Utilization and Training Workshop (U&TW).

A7.4.2.23. Assist CFM during review of formal course material. Coordinate for Air Force end-user reach back system sustainment technical support.

A7.4.2.24. Provide system support (monies for expendables) to formal schools for training on new equipment items (typically a 2-year period) until responsible MAJCOM (AETC or AFMC) POMs for lifecycle costs.

A7.4.2.25. Assist AF/A7CX in validation of MAJCOM requests for sustainment funding through the use of the automated POM tool.

A7.5. HQ ACC – Combat Developer will:

A7.5.1. Develop and coordinate capabilities documents, such as ICD, CDD, and CPD, throughout the material development life cycle.

A7.5.2. Develop and coordinate initial concept for system employment as the Air Force annex to capabilities documents.

A7.5.3. Serve as OCR IAW **Table A7.1**, and serve as OCR to:

A7.5.3.1. Compile MAJCOM-submitted system capabilities to incorporate into capabilities documents.

A7.5.3.2. Monitor system development, with 77 AESG, to ensure KPP are met.

A7.5.3.3. Review and coordinate with HQ AFCESA on the prioritized system distribution plan.

A7.5.3.4. Represent the Air Force Combat Developer as the user representative to the Source Selection Board.

A7.5.3.5. Review and provide comments on the developmental test (DT) and operational test (OT) plans.

A7.5.3.6. Monitor events throughout system development.

A7.5.3.7. Review and provide comments to HQ AFCESA on Air Force TTP.

A7.5.3.8. Review and provide comments to the operational test agencies (OTA) on the Test and Evaluation Master Plan (TEMP).

A7.5.3.9. Review and provide comments to the Air Force Enclosure to the System Training Plan. Determine system training locations.

A7.5.3.10. Represent the Combat Developer at Logistics and Maintenance Demonstration (LMD).

A7.5.3.11. Assist in developing scenarios for system use.

A7.5.3.12. Assist in monitoring the Operational Assessment (OA) and Operational Test and Evaluation (OT&E) events, including participant execution.

A7.5.3.13. Review and provide comments to the ILSP, including organic maintenance requirements, manning requirements, and technical publications.

A7.5.3.14. Monitor and observe the Instructor and Key Personnel Training (I&KPT)

A7.5.3.15. Monitor NET provided by the Joint Program Manager before system operational use.

A7.5.3.16. Provide voting membership to the Data Authentication Group (DAG) for test scoring during OT&E.

A7.5.3.17. Coordinate MFPs with 77 AESG.

A7.5.4. Partner with HQ ACC/SGR for all non-expeditionary medical modernization efforts.

A7.6. HQ AFCESA – CBRN Functional Program Sustainment Manager will:

A7.6.1. Develop and coordinate the prioritized distribution plan to include in MFPs.

A7.6.2. Develop and coordinate TTP with HQ ACC and 77 AESG.

A7.6.3. **(DELETED) .**

A7.6.4. Certify NET.

A7.6.5. Develop informal skills training.

A7.6.6. Construct, develop, and coordinate deployable UTCs.

A7.6.7. Establish AS.

A7.6.8. Incorporate TTP into CBRN policy documents and publications.

A7.6.9. Provide Air Force end-user reach back system sustainment technical support.

A7.6.10. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.6.10.1. Review requirement documents to determine system integration is compatible with CBRN doctrine and policies.

A7.6.10.2. Validate Air Force annex content and determine capabilities required to develop new TTP or update existing TTP.

A7.6.10.3. Review and coordinate with HQ ACC on KPP.

A7.6.10.4. Review and provide comments to the USAF Lead Test Manager on the OT plan. Monitor events throughout system development.

A7.6.10.5. Review the TEMP and monitor events throughout system development.

A7.6.10.6. Review, coordinate, and validate the System Training Plan (STRAP) to determine system training locations.

A7.6.10.7. Represent HQ AFCESA at LMD to ensure the logistics program manager has included appropriate maintenance levels in technical publications, such as work packages.

A7.6.10.8. Coordinate test participant attendance, assist in developing system use scenarios, and monitor OA events and participants.

A7.6.10.9. Provide feedback to the OTA, Material Developer, and Combat Developer, or AF/ SGR, on OA observations.

A7.6.10.10. Review and coordinate the ILSP, including organic maintenance requirements, manning requirements, and technical publications.

A7.6.10.11. Ensure I&KPT support instructors and key personnel are provided.

A7.6.10.12. Monitor NET provided by the JPM before OT&E.

A7.6.10.13. Provide SME support for OT&E.

A7.6.10.14. Advise AFOTEC, ACC, and 77 AESG on CBRN policy and guidance for test scenarios.

A7.6.10.15. Review and coordinate with 77 AESG during MFP development.

A7.6.10.16. Assist the CFM to schedule and conduct U&TWs.

A7.6.10.17. Assist the CFM to review formal course material.

A7.6.10.18. Assist AF/A7CX to validate MAJCOM sustainment funding requests using the automated POM tool.

A7.7. AFMC/77 AESG – Material Developer will:

A7.7.1. Provide comments to HQ ACC and HQ AFCESA and AF/SGR on system KPP. Ensure system design meets contractual requirements.

A7.7.2. Assign Air Force Program Manager.

A7.7.3. Assign Air Force Item Manager, as needed.

A7.7.4. Represent the Air Force Material Developer as a voting member to the Source Selection Board.

A7.7.5. Plan, budget, fund, and conduct system DT.

A7.7.6. Develop, coordinate, and implement TEMP. Monitor events throughout system development.

A7.7.7. Develop and coordinate the Air Force Enclosure to the STRAP.

A7.7.8. Ensure Air Force participation in LMD.

A7.7.9. Develop ILSP.

A7.7.9.1. Develop and coordinate organic maintenance requirements.

A7.7.9.2. Identify and coordinate system manning requirements.

A7.7.9.3. Develop and coordinate system technical publications.

A7.7.10. Ensure Air Force participation in I&KPT events.

A7.7.11. Ensure NET is provided by system developer to meet Air Force requirements.

A7.7.12. Develop, coordinate, and implement the MFP with HQ ACC, HQ AFCESA, and AF/SGO.

A7.7.13. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.7.13.1. Review and provide comments to the capabilities document to ensure the proposed solution adequately meets mission needs.

A7.7.13.2. Review initial Air Force annex to ensure system development meets Air Force applications.

A7.7.13.3. Review and coordinate with HQ AFCESA and AF/SGO on the prioritized system distribution plan.

A7.7.13.4. Review and coordinate with HQ AFCESA and AF/SGO on Air Force TTP.

A7.7.13.5. Coordinate with HQ AFCESA, AF/SGO, and AFOTEC to determine the number of training or test participants needed for each event.

A7.7.13.6. Coordinate TDY funding for training and test participants.

A7.7.13.7. Assist in developing scenarios for system use.

A7.7.13.8. Provide voting membership to the DAG for test scoring during OT&E.

A7.7.13.9. Assist in provide end-user reach back system sustainment technical support.

A7.7.13.10. Provide developmental systems life cycle cost estimates.

A7.7.13.11. Provide manpower and personnel integration (MANPRINT) analysis for each capability.

A7.8. HQ AETC will:

A7.8.1. Serve as OCR IAW **Table A7.1**

A7.8.2. Serve as OCR to:

A7.8.2.1. Review and provide comments to the Air Force training lead on the STRAP to determine system training requirements.

A7.8.2.2. Host and provide representation during U&TWs.

A7.8.2.3. Certify that course material meets instructional system development requirements.

A7.9. HQ PACAF will:

A7.9.1. Serve as the primary agent to coordinate Air Force EM program cold weather operations.

A7.9.2. Provide logistics support to the Air Force Operational Test and Evaluation Center (AFOTEC) for cold weather field OT&E.

A7.9.3. Serve as OCR IAW **Table A7.1**

A7.10. 366 TRS/Det 7 will:

A7.10.1. Adapt training deliverables from system developers into formal, non-medical training.

A7.10.2. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.10.2.1. Review and coordinate with HQ AFCESA on the prioritized system distribution plan.

A7.10.2.2. Provide key personnel to the I&KPT events before system fielding.

A7.10.2.3. Provide personnel requested to support the NET.

A7.10.2.4. Review the MFP and submit the completed pre-site visit checklist to 77 AESG.

A7.10.2.5. Provide representation during the U&TW.

A7.10.2.6. Review and provide comments to HQ AFCESA on informal skills training.

A7.11. USAF Schools of Aerospace Medicine will:

A7.11.1. Adapt training products from system developer into formal, medical training.

A7.11.2. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.11.2.1. Adapt training product deliverables received from system developer into formal (medical) system training.

A7.11.2.2. Serve as OCR for all asterisked items in **Table A7.1** and serve as OCR to:

A7.11.2.2.1. Review and coordinate with AF/SGO, HQ AFCESA, and HQ ACC on the prioritized system distribution plan.

A7.11.2.2.2. Provide key personnel to the I&KPT events ahead of system fielding as necessary.

A7.11.2.2.3. Provide personnel to support the NET as requested.

A7.11.2.2.4. Review the MFP and complete (included) pre-site visit checklist for submission to HSG.

A7.11.2.2.5. Provide representation during the career field formal training U&TW.

A7.12. Air Force Operational Test and Evaluation Center (AFOTEC) will:

A7.12.1. Plan, coordinate, budget, fund, and conduct system OA and OT&E.

A7.12.2. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.12.2.1. Develop a test plan, establish critical operational issues, and determine if the KPP are testable and measurable.

A7.12.2.2. Develop, coordinate, and implement the OT plan. Monitor events throughout system development.

A7.12.2.3. Provide comments to the Air Force Program Manager on the TEMP.

A7.12.2.4. Coordinate with HQ AFCESA, AF/SGR, and 77 AESG to determine the number of training and test participants needed for each event.

A7.12.2.5. Ensure NET events are scheduled and conducted before system operational use.

A7.12.2.6. Coordinate the Test Resource Plan (TRL) with HQ ACC, HQ AFCESA, AF/SGR, and 77 AESG.

A7.13. MAJCOMs will:

A7.13.1. Submit system capability requirements to HQ ACC/A7X (non-medical) and AF/SGR (medical).

A7.13.2. Program for system sustainment funding.

A7.13.3. Develop and coordinate informal skills training conducted at contingency training sites.

A7.13.4. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.13.4.1. Validate MAJCOM requirements are reflected in capabilities documents.

A7.13.4.2. Review the Air Force annex to ensure system development meets MAJCOMs employment capabilities.

A7.13.4.3. Review and coordinate with HQ ACC on KPP.

A7.13.4.4. Review and coordinate with HQ AFCESA and AF/SGR on the prioritized system distribution plan.

A7.13.4.5. Review and coordinate with HQ/ACC, AF/A7CX, AF/SGR, and AFCESA on Air Force TTP.

A7.13.4.6. Provide training or test participants in coordination with HQ AFCESA, AF/SGR, and 77 AESG.

A7.13.4.7. Provide key personnel to HQ AFCESA, AF/SGR, and 77 AESG on I&KPT events before system fielding.

A7.13.4.8. Provide personnel to HQ AFCESA, AF/SGR, and 77 AESG for NET.

A7.13.4.9. Review the MFP and submit the completed pre-site visit checklist to 77 AESG.

A7.13.4.10. Provide representation during the U&TW.

A7.13.4.11. Review and provide comments to HQ AFCESA and AF/SGR on informal skills training.

A7.13.4.12. Coordinate and sponsor deployable UTCs.

A7.13.4.13. Review and coordinate on AS.

A7.13.4.14. Review and provide comments to HQ AFCESA and AF/SGR on CBRN policy and publications.

A7.13.4.15. Coordinate end-user requests for system sustainment technical support with HQ AFCESA and AF/SGR.

A7.14. Career Field Managers (CFM) will:

A7.14.1. Schedule and conduct U&TWs.

A7.14.2. Provide decisions concerning career field-related modernization roles and responsibilities.

A7.14.3. Serve as OCR IAW **Table A7.1** and serve as OCR to:

A7.14.3.1. Review, coordinate, and validate the STRAP to determine system training locations.

A7.14.3.2. Ensure participants are available for each training or testing event.

A7.14.3.3. Review and coordinate with formal schools to develop formal course material.

A7.14.3.4. Ensure needed informal skills training is developed.

Table A7.1. Air Force CBRN Equipment Modernization Roles and Responsibilities.

	TASK	AF/A7CX	AF/SGR	AF/SGO	AFCESA	ACC	AFMC (77 AESG)	AFOTEC	AETC	PACAF	SCHOOLS	MAJCOMS	CFM
	Identify Capability Needs	*	*	*	*	*						P	
	Capabilities Documents	*	*	*	*	P	*					*	
	Air Force Annex	*	*	*	*	P	*					*	
	KPP	*	*	*	*	P	*	*				*	
	Acquisition Program/ Item Management						P						
	Prioritized Distribution Plan	*	*	P	P	*	*				*	*	
	Source Selection					*	P						
	DT		*	*	*	*	P	*					
	Technology Transition Plan	*	*	P	P	*	*					*	
	TEMP		*	*	*	*	P	*					
	STRAP		*	*	*	*	P				*		*
	Manpower support (Test/Training)		*	*	P		*	*				*	*
	LMD		*	*	*	*	P						
	OA		*	*	*	*	*	P					
	ILSP		*	*	*	*	P						
	Maintenance Requirements		*	*	*	*	P						*
	Manning Requirements	*		P	*	*	P						*
	Technical Publications		*	*	*	*	P						
	I&KPT		*	*	*	*	P				*		

	TASK	AF/A7CX	AF/SGR	AF/SGO	AFCESA	ACC	AFMC (77 AESG)	AFOTEC	AETC	PACAF	SCHOOLS	MAJCOMS	CFM
	NET		C	C	C	*	P	*			*	*	
	OT&E		*	*	*	*	*	P		*			
	MFP	*	*	*	*	*	P				*	*	
	U&TW		*	*	*				*		*	*	P
	Develop formal training	F		F*	*				*		P		*
	Develop skills training			P	P						*	*	*
	Build/register UTCs	*		P	P							*	
	Establish AS			P	P							*	
	Incorporate into AFI AFMANs	*		P	P							*	
	Provide system technical support		P	P	P		*					*	
	Sustainment funding	F	*	*F	*		*					P	

LEGEND	
P	Primary OPR
C	Certifier
F	Funding
*	Task Participant

Attachment 8 (Added-KIRTLANDAFB)

SHELTER IN PLACE (SIP) PROGRAM

A8.1. (Added-KIRTLANDAFB) Scope and Purpose

A8.1.1. **(Added-KIRTLANDAFB)** KAFB does not have a natural disaster threat that requires the implementation of common shelters. Instead, KAFB implements a shelter in place program when personnel cannot be evacuated from a hazardous area. When required to shelter in place, personnel will shut off HVAC systems, proceed to predesignated shelters, and implement unit plans that seal off the room (doors, vents, etc) from airborne contamination.

A8.1.2. **(Added-KIRTLANDAFB)** SIP tactics are used most often when a toxic substance is released in the outside environment, and staying indoors affords some measure of protection. SIP plans can be used when there is no toxic substance present, if the Incident Commander deems this is appropriate.

A8.1.3. **(Added-KIRTLANDAFB)** SIP tactics are designed to provide minimal protection for a short period (up to two hours) of time when evacuation may place personnel in greater harm than sheltering in place. To effect SIP tactics, units must be able to shut off HVAC systems. In addition, units will develop plans to move personnel to locations where measures can be taken to mitigate the introduction of toxic materials.

A8.1.4. **(Added-KIRTLANDAFB)** SIP execution is announced from the KAFB Command Post using the Installation Notification and Warning System (INWS).

A8.1.5. **(Added-KIRTLANDAFB)** Individual units will develop SIP plans that meet requirements of this supplement but are tailored to the needs of the individual unit. Units residing in joint use facilities will work with facility managers to ensure shelters and equipment are available for their personnel.

A8.2. (Added-KIRTLANDAFB) Unit Commander/Agency Director Responsibilities

A8.2.1. **(Added-KIRTLANDAFB)** Develop written plans for shutting off HVAC and occupying shelters when SIP is directed (see paragraph 3.11.13.). Format of localized plan is at the discretion of the unit commander/director. Pre-cut plastic will be used to seal off windows and vents. Wet towels will be used to seal door jambs.

A8.2.2. **(Added-KIRTLANDAFB)** If units are unable to shut off HVAC systems, the unit must submit a work order to 377 Civil Engineering to request training, access, or a change in the switching of the HVAC system.

A8.2.3. **(Added-KIRTLANDAFB)** If the licensed Civil Engineering Technician determines HVAC shut down plans present an Arc Flash hazard, the unit, with technical assistance from 377 MSG/CE and 377 ABW/SE as required, will conduct a risk assessment and submit to the appropriate level of command for risk acceptance. This risk assessment will need to be coordinated by 377 ABW/SE. Based on the risk assessment, 377 ABW/SE can determine if control measures are adequate, or if additional training or a more detailed plan is necessary for the unit to safely shut down their systems.

A8.2.4. **(Added-KIRTLANDAFB)** Ensure all facilities have SIP shelters unless the construction of the facility prevents SIP operations. If the construction of a facility precludes SIP operations, a nearby shelter must be available for personnel to evacuate to.

A8.2.5. **(Added-KIRTLANDAFB)** Ensure all unit personnel are trained or exercised in SIP at least annually.

A8.2.6. **(Added-KIRTLANDAFB)** Develop plans to account for personnel in shelters.

A8.2.7. **(Added-KIRTLANDAFB)** Appoint a SIP manager for each of their shelters (a single person can manage multiple shelters). Appointment will be made in writing. The quarterly UEMR report can be used to appoint SIP managers. SIP managers are responsible for unit training, stocking shelters, and ensuring proper plans are developed per this plan and the unit commander/director requirements.

A8.2.8. **(Added-KIRTLANDAFB)** Determine the need to visibly label shelter locations. Templates for localized shelter signs are available from 377 MSG/CEX.

A8.2.9. **(Added-KIRTLANDAFB)** Ensure all unit personnel know what emergency response zone (depicted on base map) their facility is in.

A8.2.10. **(Added-KIRTLANDAFB)** Clearly mark or tag any switch or lever used to shut down the heating, ventilation, and air conditioning system.

A8.2.11. **(Added-KIRTLANDAFB)** Maintain a kit of equipment in each shelter. Ensure the kit contains at least:

A8.2.11.1. **(Added-KIRTLANDAFB)** Towels and water for sealing door jambs.

A8.2.11.2. **(Added-KIRTLANDAFB)** Tape and pre-cut plastic to seal windows, sills, and vents.

A8.2.11.3. **(Added-KIRTLANDAFB)** Flashlights with working batteries.

A8.2.11.4. **(Added-KIRTLANDAFB)** Pen/pencil and paper for tracking accountability.

A8.2.11.5. **(Added-KIRTLANDAFB)** Rosters of phone numbers deemed necessary by unit commander/director. The roster must have Command Post (6-3777) and EOC (6-5653) phone numbers.

A8.2.11.6. **(Added-KIRTLANDAFB)** The unit's shelter in place localized plan or supporting checklist.

A8.2.11.7. **(Added-KIRTLANDAFB)** Landline telephone. Any other communication equipment (AM radio, Land Mobile Radio) deemed necessary by the unit commander/director.

A8.3. (Added-KIRTLANDAFB) KAFB Command Post Responsibilities

A8.3.1. **(Added-KIRTLANDAFB)** Use the INWS to inform personnel of required actions.

A8.3.2. **(Added-KIRTLANDAFB)** When SIP is requested by the Incident Commander or directed by higher authority, use the INWS to state: "Zone X Shelter In Place"

A8.3.3. **(Added-KIRTLANDAFB)** When evacuation is requested by the Incident Commander or directed by higher authority, use the INWS to state: "Building (provide number) Evacuate."

A8.3.4. **(Added-KIRTLANDAFB)** Repeat appropriate sheltering message every 10 minutes to reinforce the presence of a hazard.

A8.3.5. **(Added-KIRTLANDAFB)** Use the INWS to state, "All Clear" when the incident is terminated and unrestricted movement is safe for all personnel.

A8.4. (Added-KIRTLANDAFB) 377 MSG/CEX Responsibilities:

A8.4.1. **(Added-KIRTLANDAFB)** Train all shelter-in-place managers.

A8.4.2. **(Added-KIRTLANDAFB)** Conduct staff assistance visits on those units determined by the Emergency Management Working Group.

A8.4.3. **(Added-KIRTLANDAFB)** Assist any unit with the development of their shelter-in-place program.

A8.4.4. **(Added-KIRTLANDAFB)** CEX will post an electronic map on the CEX UEMR site. This site address will be shared with all Unit Emergency Management Representatives via the Emergency Management Information Program.

A8.4.5. **(Added-KIRTLANDAFB)** Provide localized signage for marking shelter in place locations when requested by units.