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**Operations**

**ANTITERRORISM PROGRAM**

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**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This Instruction implements Air Force Policy Directive (AFPD) 10-2, *Readiness*, it defines the policies and procedures for managing the 53 WG antiterrorism/force protection (AT/FP) program and applies to EGLIN UNITS ONLY. Direct any questions and comments on the contents of this instruction through the 53 WG antiterrorism representative (ATR). This instruction is designed to provide guidance for implementing the AT program for the 53 WG. In the event of conflicts between this instruction and other Air Force publications, the higher-level AF publication shall take precedence. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional 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 the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

**1. INTRODUCTION.** This guidance applies to all Air Force military, DoD civilian, and contract personnel. It defines AT/FP procedures for all 53 WG personnel as well as reinforcing the EAFB, ACC, AFMC, AF, and DoD programs. The combined programs are designed to deter terrorist acts against personnel and resources by providing timely guidance on collecting and disseminating threat information.

**2. RESPONSIBILITIES.** The 53 WG is responsible for the following buildings: 65, 68, 249, 250, 351, 430, 510, 614, 985, 986, 1310, 1321, 1337, 1338, 1358, 1377, 1387, 1404, 1429 and

1407. Units in shared facilities will coordinate responsibilities with the owning unit. The ATRs, in conjunction with the unit control centers (UCCs) ensure force protection condition (FPCON) notifications are complete for all buildings/facilities/tenant units assigned. In addition, ATRs ensure procedures outlined in Installation Antiterrorism Plan EAFB Plan 10-245 are implemented. For immediate response, the Wing UCC will activate and coordinate with 53 WG units to ensure compliance.

**3. ANCILLARY TRAINING REQUIREMENTS.** In accordance with DoDI 0-2000.16, Vol 1, *Antiterrorism Program Implementation, July 18 2018*, DoD military and civilian personnel, direct-hire foreign national employees, defense contractor personnel (in accordance with the requirements in their contracts), and all initial-entry personnel will complete AT Level I training annually. Unit training managers will ensure AT/FP training is accomplished and documented in Advanced Distributed Learning Service (ADLS). ATRs will maintain a record of trained individuals and provide a copy of the record when requested by the installation antiterrorism office

3.1. Air Force personnel will receive a threat brief within three months of any deployment, temporary duty, leave, or travel outside the Continental United States (CONUS). Contractors and dependents should be encouraged to receive the briefing before leaving the CONUS for any reason.

**4. RANDOM ANTITERRORISM MEASURES (RAMs).** Unpredictability is the key to deterring terrorist attacks. To maintain unpredictability, RAMs will be incorporated into daily operations at varying times during all FPCONs. 53 WG ATRs will document all RAMs on the spreadsheet provided by the antiterrorism office and report them back no later than the tenth day of the following month.

4.1. The 53 WG ATRs will ensure all personnel conducting RAMs are trained on how to conduct the RAMs as well as understand why they are conducting it.

**5. BOMB THREAT RESPONSE.** We must know the difference between a bomb threat, suspicious package/letter, and unattended item in order to communicate effectively with emergency dispatchers. Response to each varies and is dependent upon what type of situation it is. How you communicate the situation, can affect the way responding forces react to it.

5.1. Bomb threat/received threat is any form of communication (telephone, computer, letter, etc.) indicating some form of explosive device at a given location.

5.2. If a bomb threat is given, an AF Form 440, *Bomb Threat Aid (yellow)*, will be initiated. Ask every question and follow all the steps. Do not hang up the phone; it will make it easier to trace the call. Call 911 on a different line and **STAY ON THE LINE** until the dispatcher gives you the okay to leave.

5.3. Do not change the environment. Leave lights on if they were on, or leave them off if they were off. Do not use electrical devices (radios, cell phones, etc.) and evacuate the facility using the facility evacuation plan. Detailed information is available through the respective facility manager's continuity binder. Ensure the evacuation point is not in close proximity to the facility or the bomb. Ensure the evacuation point is free from objects (cars, trash containers, etc.) in the event a secondary device has been placed or hidden.

5.4. All pertinent personnel (911 caller, recipient of bomb threat) will meet the responding forces once on scene with AF 440 information and answer any questions they may have in order to effectively diffuse the situation.

**Table 1. Terrorist Bomb Threat Stand-Off**



THREAT	THREAT DESCRIPTION	EXPLOSIVES CAPACITY <sup>1</sup> (TNT EQUIVALENT)	BUILDING EVACUATION DISTANCE <sup>2</sup>	OUTDOOR EVACUATION DISTANCE <sup>3</sup>
	PIPE BOMB	5 LBS/ 2.3 KG	70 FT/ 21 M	850 FT/ 259 M
	BRIEFCASE/ SUITCASE BOMB	50 LBS/ 23 KG	150 FT/ 46 M	1,850 FT/ 564 M
	COMPACT SEDAN	500 LBS/ 227 KG	320 FT/ 98 M	1,500 FT/ 457 M
	SEDAN	1,000 LBS/ 454 KG	400 FT/ 122 M	1,750 FT/ 534 M
	PASSENGER/ CARGO VAN	4,000 LBS/ 1,814 KG	640 FT/ 195 M	2,750 FT/ 838 M
	SMALL MOVING VAN/DELIVERY TRUCK	10,000 LBS/ 4,536 KG	860 FT/ 263 M	3,750 FT/ 1,143 M

This card supersedes any previous undated versions 11/99

**6. BUILDING EVACUATION PLANS.** Evacuation of the facilities owned by the 53 WG will meet the distance requirements outlined in table. Detailed evacuation information is available by contacting your respective facility manager.

6.1. Notification will be made using any available method; e.g. email, phone or runners. **DO NOT PULL THE FIRE ALARM.**

**7. PARKING PLANS.** During FPCON Bravo, 53 WG modified measure 3 may be implemented as directed by the UCC. Map and identification of designated parking areas, bollard/barrier plan and 53 WG localized FPCON checklists are located in the ATR/UCC continuity book.

**8. HEATING, VENTILATION and AIR CONDITIONING (HVAC) CONTROLS.** In the event of a chemical or biological attack coordination will be accomplished through the facility manager for shutdown of the systems. Leadership will determine if the situation requires evacuation of the building. Assigned facility managers will determine the methods required to isolate HVAC systems in the event of an incident.

**9. INDIVIDUAL PROTECTIVE MEASURES (IPM).** Upon entering FPCON Bravo or higher, personnel residing and traveling off base will be briefed by the ATRs as directed by the UCC. They will implement as many measures as possible to protect themselves and family members, if any, from becoming the target of terrorist attack.

**10. SITUATIONAL AWARENESS.** Changes in FPCON, to include exemptions, will be forwarded to all 53 WG personnel on Eglin using emails or telephones unless UCCs are activated. UCCs will be responsible for notification using all available systems.

**11. INSTALLATION CONTROL CENTER DIRECTIVE (ICCD) NOTIFICATION.** All FPCON changes will be followed by an ICCD. The directive will be sent to unit commanders and UCCs. Upon receipt of the ICCD, UCCs will distribute to 53 WG personnel using all available systems.

**12. SUSPICIOUS PACKAGE/LETTER.** Any package that is rigid or bulky, lopsided or uneven, wrapped in string, or contains badly written or misspelled labels, generic or incorrect titles, excessive postage or no postage, foreign writing or postage, missing, nonsensical, or unknown return address, or that reveals leaks, stains, powders, protruding materials, ticking, vibrations, or other sounds may be a suspicious package.

12.1. Upon identification of a suspicious package, the person receiving/finding the package or letter must take immediate action and follow guidelines outlined in the suspicious package/letter checklist located in the respective ATR continuity binder.

**13. POSTED DOOR GUARD RESPONSIBILITIES.** Door guards, when activated, will be aware of general information concerning the current situation, FPCON, and post duties. Building Entry Control Guide is maintained by the respective facility manager.

**14. MANNED SINGLE POINT OF ENTRY.** A manned/single point of entry is meant for all visitors and personnel assigned to the unit. Personnel CANNOT enter, exit, or escort anyone into the building through doors other than the manned single point of entry.

**15. UNATTENDED ITEM.** Any object placed in a suspicious location with no obvious owner in the vicinity.

15.1. If you feel an item is suspicious, do not touch it, report it. Treat it as if it were a bomb threat. Do not use any electrical devices, to include phones of any sort, or turn on/off any lights. If necessary, evacuate the facility using the facility evacuation plan. Detailed information is available through your respective facility manager. Notify the appropriate agencies from another building if possible or by cell phone **AFTER YOU HAVE LEFT THE BUILDING.** If you have already handled the item prior to noticing the suspicious nature, place the item down in an area that is easily accessible and identify yourself to first responders. Do not place in a barrel, box, or tub of water!

**16. SHELTERING IN PLACE.** Sheltering in place procedures are outlined in the Shelter in Place Checklist located in the respective UCC binder.

**17. THREAT INFORMATION DISSEMINATION.** When received from approved sources, current threat information will be disseminated using available communication methods to include posting on bulletin boards and in work centers.

**18. TRAVEL BRIEFINGS.** Travel briefings can be downloaded as needed from the below link. <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html>

R. RYAN MESSER, Colonel, USAF  
Commander

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

EAFB PLAN 10-245, *Installation Antiterrorism Plan*, April 2016

AFPD 10-2, *Readiness*, November 6, 2012

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

DoDI 0-2000.16, Volume 1, *Antiterrorism Program Implementation*, July 18 2017

***Prescribed Forms***

None

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

AF Form 440, *Bomb Threat Aid (yellow)*,

***Abbreviations and acronyms***

**ADLS:** Advanced Distributed Learning Service

**AFMAN:** Air Force Manual

**AFPD:** Air Force Policy Directive

**AT:** Antiterrorism

**AT/FP:** Antiterrorism/Force Protection

**ATR:** Antiterrorism Representative

**CONUS:** Continental United States

**EAFB:** Eglin Air Force Base

**FPCON:** Force Protection Condition

**HVAC:** Heating, Ventilation, and Air Conditioning

**ICCD:** Installation Control Center Directive

**OI:** Operating Instruction

**RAM:** Random Antiterrorism Measure

**UCC:** Unit Control Centers