

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

AIR FORCE INSTRUCTION 17-213

28 AUGUST 2017



Cyberspace

**WARFIGHTING INTEGRATION
SATELLITE COMMUNICATIONS
RESOURCE MANAGEMENT**

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RELEASABILITY: There are no releasability restrictions on this publication.

OPR: SAF/A6CW

Certified by: SAF/A6CW
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Supersedes: AFI33-134, 15 January 2015

Pages: 19

This instruction implements Air Force Policy Directive (AFPD) 17-2, Cyberspace Operations, Department of Defense (DoD) Instruction (DoDI) 8100.04, Unified Capabilities, DoDI 8420.02 DoD Satellite Communications (SATCOM), Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 6250.01, Satellite Communications; it supports AFI 17-111 Information Technology (IT) Asset Management (ITAM) and AFI 17-210 Radio Management. It provides procedures for Air Force (AF) personnel who procure and manage Mobile Satellite Services (MSS) and/or Fixed Satellite Service (FSS) resources in support of mission readiness and warfighting capabilities. This instruction applies to all military and civilian Air Force personnel, members of the Air Force Reserve and Air National Guard, and other individuals or organizations as required by binding agreement or obligation with the Department of the Air Force. Refer questions or recommendations for changes on the content of this instruction through appropriate command channels to Secretary of the Air Force Warfighter Systems Integration 1800 Air Force Pentagon, Washington DC 20330-1800, using AF IMT 847, Recommendation for Change of Publication. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, and T-3”) number following the compliance statement. See AFI 33-360, Publications and Forms Management, Table 1.1 for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW the Air Force Records Disposition Schedule (RDS) in the Air Force Records Information Management System (AFRIMS). Contact supporting records managers as

required. 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. See Attachment 1 for a glossary of references and supporting information.

SUMMARY OF CHANGES

This document implements DoDI 8420.02 DoD Satellite Communications (SATCOM) dated Sept 13, 2016, and Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 6250.01, Satellite Communications. This revision is intended to articulate guidance for all Air Force space-based communications, government and commercial satellite communications (SATCOM) systems, and commercial mobile and fixed satellite services.

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1. Overview.

1.1. This AFI replaces AFI 33-134, Warfighting Integration Satellite Communications Resource Management, and expands upon the SATCOM related elements of AFMAN 17-2101 Long-Haul Telecommunications Management, to form a consolidated instruction for Air Force SATCOM resource management. It identifies roles and responsibilities for Air Force organizations in the acquisition, management, and reporting of commercial SATCOM (COMSATCOM) services and commercially procurable SATCOM terminals. It addresses both the equipment and service. DoDI 8100.04 DoD Unified Capabilities (UC) states, "DISA is the preferred UC transport provider for Internet and commercial satellite connections used for voice, video, and/or data services on DoD networks." Exemptions and waiver authority to this policy are detailed in DoDI 8100.04.

1.2. This instruction addresses SATCOM-related elements of the Air Force Information Networks (AFIN) Infrastructure. AFIN Infrastructure is the Air Force cyberspace infrastructure consisting of Air Force-owned/leased and controlled components (hardware, software, networks, systems, equipment, facilities, and services) operated by DoD, Air Force, contractor or other entity on behalf of the Air Force, which stores, transmits, receives, or processes information, regardless of classification or sensitivity.

2. Asset Management.

2.1. All MSS devices are categorized in AFI 17-1203, Information Technology (IT) Asset Management (ITAM), as commodity code "P" assets and will be accounted for in the Air Force Equipment Management System Asset Inventory Management (AFEMS-AIM).

2.1.1. The Surgeon General Managed Equipment Manager will accomplish annual inventory of MSS assets identified as Air Force Medical Service War Reserve Materiel and provide the annual inventory report directly to 38 CYRS.

3. Requirements Management.

3.1. DoDI 8100.04 DoD Unified Capabilities (UC) states, "DISA is the preferred UC transport provider for Internet and commercial satellite connections used for voice, video, and/or data services on DoD networks". Exemptions and waiver authority to this policy are detailed in DoDI 8100.04 paragraph 6b.

3.2. MAJCOM MSS managers will validate all of their MAJCOM MSS requirements in accordance with IAW AFMAN 17-2101 and the Long Haul Communications Requirements Process Guide (LRPG).

4. Satellite Communications Management.

4.1. The Air Force will provide necessary oversight and guidance for the associated AFIN SATCOM infrastructure. The Air Force will implement an enterprise approach to the procurement and use of COMSATCOM.

4.1.1. The Air Force will use the use performance-based strategies and most cost effective method of satisfying SATCOM requirements, to include: the use of MILSATCOM (as the bandwidth provider of first choice), inclined orbit commercial satellites (when feasible), sharing existing bandwidth by implementing the use of Internet Protocol (IP) SATCOM modems. The Air Force will use DISA as the preferred transport provider when procuring commercial SATCOM per DoDI 8100.04.

4.1.2. The Air Force will support the Joint SATCOM Panel IAW DoDI 8420.02 and CJCSI 6250.01. Support the joint community in the development and assessments of SATCOM requirements, architectures, synchronization products (including the National Security SATCOM Systems Synchronization Roadmap (NS4R)) and SATCOM roadmaps. Document and validate all Air Force current and future SATCOM requirements in the Joint Staff's SATCOM Database (SDB) and SATCOM terminals in the NS4R.

4.1.3. The Air Force must maintain subject matter expertise on Air Force SATCOM connectivity requirements and support the annual review and revalidation of those requirements in the Joint Staff's SDB.

4.1.4. Current and future systems must comply with national, military, and appropriate commercial standards and policies published in accordance with CJCSI 6250.01. Implement the Integrated Waveform (IW) on all software upgradable non-processed narrowband SATCOM radios. Assignment to IW or DAMA narrowband networks should be the standard, with dedicated channels being the exception.

4.1.5. Existing and planned software defined radios operating in the UHF SATCOM band should plan to be interoperable with the Mobile User Objective System (MUOS). MUOS terminals should utilize the Joint Enterprise Network Manager (JENM).

4.1.6. In accordance with applicable domestic and international law, the AF will establish guidance and procedures for employing and operating SATCOM systems. Operators will obtain spectrum certification prior to procuring and/or operating SATCOM assets, and will follow the appropriate coordination procedures to gain host nation approval before operating SATCOM assets in overseas locations.

4.1.7. All AF organizations will use the SAF/FM approved Element of Expense Identification Codes (EEICs) to identify commercial SATCOM services and asset expenditures in the AF accounting system. (T-1)

4.1.8. The AF will minimize the number of unique DoD Information Network Entry Point gateways and implement an enterprise approach whenever feasible. (T-2) COMSATCOM users should minimize reliance on major command (MAJCOM) or program unique gateways. Solutions need to leverage DoD or AFIN enterprise solutions. (T-2)

5. Roles and Responsibilities.

5.1. Deputy Chief of Staff of the Air Force, Information Dominance and Chief Information Officer (SAF/CIO A6) general roles and responsibilities are listed in AFPD 17-2, Cyberspace Operations.

5.1.1. Provide oversight, policy and guidance for long-haul telecommunications equipment and services, satellite communications terminals, and military and leased SATCOM services to ensure effective implementation, consistent with net-centric policy, concepts and plans.

5.1.2. Represent the Air Force in Joint fora (e.g., Joint SATCOM Panel) related to satellite communications.

5.1.3. The focal point for developing Air Force SATCOM policy and for coordinating the annual reporting of commercial SATCOM operational usage and associated costs per DoDI 8420.02.

5.1.4. Is the Air Force waiver approval authority when requesting a waiver from using DISA as the preferred transport provider when procuring commercial SATCOM per the policy detailed in DoDI 8100.04. Current and future systems must comply with international and domestic law; national, military, and appropriate commercial standards and policies published in accordance with DoDI 8420.02 and CJCSI 6250.01.

5.2. AFSPC as Core Functional Lead (CFL) for Cyberspace Superiority and Lead Command for Cyberspace organizes, trains, equips and operates cyberspace forces, systems and capabilities. As such, AFSPC will:

5.2.1. Develop and coordinate a Service-level SATCOM enterprise architecture that serves as a roadmap identifying the MILSATCOM and COMSATCOM solutions needed to address known and future AF requirements. The architecture will appropriately reflect the stated AF bandwidth requirements documented in the SDB IAW DoDI 8420.02.

5.2.2. Function as technical lead for maintaining the AF SDB requirements IAW DoDI 8420.02, and present it to SAF/CIO A6 for annual validation. Participate in SDB technical working group meetings. Support the joint community in the development and assessments of SATCOM requirements, architectures, and synchronization products (including the NS4R and SATCOM roadmaps).

5.2.3. In coordination with SAF/CIO A6 and SAF/AQ, define, develop, and deploy the components and systems, to support and sustain the AFIN SATCOM infrastructure. Support SAF/CIO A6 and SAF/AQ in developing and implementing guidance, procedures, technical standards for the AFIN SATCOM Infrastructure and associated information technology (IT) components.

5.2.4. Ensure terrestrial communications and MILSATCOM are employed when appropriate to decrease COMSATCOM leasing. Systems that technically cannot use MILSATCOM will not require AFSPC review for MILSATCOM availability.

5.2.5. Develop policy to ensure new systems or system modifications comply with CJCSI 6250.01.

5.2.6. Develop, coordinate and publish an inspection checklist within six months of publication of this instruction.

5.3. 38th Cyberspace Readiness Squadron.

5.3.1. Acts on behalf of AFSPC as the day-to-day Air Force MSS manager. Serves as the AF MSS representative in requirements and contract discussions with DISA and DITCO concerning award of MSS service and airtime contracts.

5.3.2. Serves as the Air Force a single point of contact for MAJCOM, vendors, and other parties to improve commercial SATCOM support and formulates recommended policy changes for SAF/CIO A6 approval. (T-2)

5.3.3. Consolidates the DISA Annual COMSATCOM report inputs from Air Force MAJCOM/FOA/DRU MSS managers and forwards the report to SAF/CIO A6 for final coordination and submission. (T-0)

5.3.4. Monitor MSS technological advances and changes to identify the types of systems that can best satisfy Air Force requirements and makes recommendations to MSS MAJCOM, Field Operating Agency (FOA), direct reporting unit (DRU) Managers on the various enterprise solutions that will best meet their requirements.

5.3.5. Maintains an aggregated list of all Air Force MSS service contracts to provide baseline for COMSATCOM expense report.

5.3.6. Guides and assists MAJCOM/FOA/DRU MSS Managers in activation/deactivation, procurement of MSS systems and service, and SDB procedures. Acts as the Air Force Component Representative and coordinates with industry and MAJCOM/DRU/FOA MSS managers to submit MSS commissioning packages. Reviews and submits all aeronautical, ground, or maritime Satellite Activation Request Forms (SARFs) from MAJCOM/DRU/FOA MSS managers. Activates, deactivates, places global bars, and requests suspension on Air Force's behalf.

5.3.7. Review MAJCOM/DRU/FOA requested waivers from the requirement to use DISA as the preferred transport provider per DoDI 8100.04 and coordinates with HQ USAF/A6 CIO for DoD CIO approval or disapproval. Maintains a list of all waivers for services not procured through DISA/DITCO for annual expenditure reports. (T-0)

5.3.8. Serves as the Air Force Service Level Manager for vendor dashboards in order to efficiently manage accounts and access. Reviews access requests from MAJCOMs and takes appropriate action for account set-up access to vendor.

5.3.9. Reviews reports of excess equipment from MAJCOMs and coordinates with sister service MSS Managers for possible reuse and transfer if no Air Force requirement can be identified.

5.3.10. Provides initial and annual refresher training for all MAJCOM MSS managers. (See Attachment 2) (T-2)

5.3.11. Advises MAJCOM MSS Managers of OPSEC and COMSEC requirements for use of MSS devices.

5.4. MAJCOM, Management Headquarters (MHQ), and Air Force-level FOA/DRU.

5.4.1. All MAJCOM, MHQ, and Air Force-level FOA/DRUs will appoint a command-level MSS Manager if MSS assets or accounts exist within their organizations (including all subordinate units). For the purpose of this instruction, Air Force-level FOAs/DRUs are considered a MAJCOM/MHQ unless their parent organization serves as the MHQ.

5.4.2. Send command-level MSS appointment letters within 15 days of appointment to 38 CYRS. Appointment letters must include the name, rank, Defense Switched Network (DSN) number, individual and organizational e-mail address. Appointment letters will be digitally signed in a PDF-formatted document to 38CYRS.commercial.satcom@us.af.mil.

5.4.3. Ensure all SATCOM requirements are documented in the SDB for service-level missions in accordance with IAW DoDI 8420.02 and CJCSI 6250.01 (T-0)

5.4.4. When one or more units from one MAJCOM/DRU/FOA are deploying in support of another MAJCOM/DRU/FOA, coordinate to insure equipment availability and funds are available to cover SATCOM airtime expenses in the appropriate Program Designator Code (PDC) account.

5.5. MAJCOM and Air Force FOA/DRU MSS Manager:

5.5.1. Ensures installation and unit compliance with DoD CIO policy on acquisition and use of MSS and forwards waiver requests for not using DISA as the preferred transport provider IAW DoDI 8100.04 paragraph 6b to the 38th CYRS. (T-0) (Note: Waivers to mandates involving the acquisition program execution chain are processed IAW the acquisition chain of authority as specified in AFI 63-101/20-101.)

5.5.2. Works with and forwards MSS requirements to proper MAJCOM/FOA/DRU authority and AFSPC/A5/8/9F for submission into the SDB per CJCSI 6250.01. (T-0)

5.5.3. Approves all MAJCOM MSS activation and deactivation requests in DISA Direct (DD) Storefront and ensures the MAJCOM Circuit Management Office (CMO) is included in the DISA Direct Storefront (DDSF) routing matrix. (T-1)

5.5.4. Serves as the overall manager of MSS assets within the command to ensure terminal assets are at the right place at the right time to ensure MAJCOM/FOA/DRU mission is met.

5.5.5. Coordinates with 38th CYRS and supported users to review and validate MSS commissioning packages. Forwards validated SARFs to 38th CYRS. Requests 38th CYRS activates, deactivates, places global bars, and requests suspension on supported user's behalf. Authorizes the intra-command transfer of MSS terminals to ensure missions are met and consolidates requirements to gain efficiencies of scale. Identifies excess equipment to the 38th CYRS and coordinates asset transfers between MAJCOM/FOA/DRU.

5.5.6. Advise installation MSS Managers of OPSEC and COMSEC responsibilities and requirements for use of MSS devices.

5.5.7. Validate requests for vendor dashboards and forward to (38CYRS.commercial.satcom@us.af.mil).

5.5.8. Obtain Telecommunications Certification Office Support System (TCOSS) MSS Database access and maintain MAJCOM, installation, and unit POC information. Acquire access to Air Force MSS SharePoint site: <https://cs.eis.af.mil/sites/10179/default.aspx>. (T-3)

5.6. Installation:

5.6.1. Communications Systems Officer (CSO) or Designated Representative appoints in writing, a primary and alternate installation MSS manager and forwards a copy of the appointment letter to the MAJCOM/FOA/DRU MSS manager. (T-2)

5.7. Installation MSS Manager:

5.7.1. Sends a copy of the installation MSS Manager Appointment letter to the MAJCOM manager. Complete installation MSS training with MAJCOM MSS manager within 60 days of appointment. (T-3)

5.7.2. Serve as the focal point for all installation MSS requirements and issues, excluding tenant units.

5.7.3. Assists and guide unit MSS managers with the completion of tasks associated with unit MSS manger responsibilities.

5.7.4. Ensures excess installation MSS equipment is identified to the MAJCOM MSS manager for deactivation or potential redistribution before turn in to the installation Defense Reutilization and Marketing Service (DLADS) without receiving

5.7.5. Review and validate installation Iridium SIM cards. Forward completed report to the MAJCOM MSS manger to reconcile Air Force inventory against the MSS database. (T-2)

5.7.6. Forward vendor dashboard access requests and account removal requests to the MAJCOM MSS Manager.

5.7.7. Train unit MSS Managers, provide both initial and refresher training annually. Initial training should occur as soon as possible but not later than 60 days after unit MSS manager has been assigned. (See Attachment 2) (T-2)

5.7.8. Provide assistance to unit MSS Managers to coordinate new/replacement MSS equipment. Provide assistance to unit MSS Managers to establish/discontinue service.

5.7.9. Acquire account and access to Air Force MSS SharePoint site: <https://cs.eis.af.mil/sites/10179/default.aspx>.

5.7.10. Acquire TCOSS account for access to the MSS database.

5.7.11. Advise unit MSS Managers of OPSEC and COMSEC responsibilities and requirements for use of MSS devices

5.8. Unit Commander or Designated Representative:

5.8.1. Appoint in writing a primary and alternate unit MSS manager and forwards a copy to the Installation MSS Manager. Tenant units forward appointment letters to the owning Air Force FOA/DRU/MAJCOM MSS manger. (T-3)

5.8.2. Ensure requirements for MSS equipment and services are procured through DISA per DoDI 8100.04. To purchase MSS assets/services outside DISA a waiver is required. Initiate waiver requests, through the installation MSS Manager IAW DoDI 8100.04 paragraph 6b. Tenant units forward waivers to their Air Force MAJCOM/FOA/DRU MSS Manager.

5.9. Unit MSS Manager:

5.9.1. Send a copy of the unit MSS Manager Appointment letter to the Installation MSS manager. Tenant units will send a copy of the appointment letter to their MAJCOM/FOA/DRU MSS Manager. Complete Unit MSS training with installation MSS Manager within 60 days of appointment. (T-3)

5.9.2. Works with unit-level training manager to ensure qualification and on-the-job training is accomplished for MSS systems. Training must ensure all terminal operators have a working knowledge of the airtime costs involved with operating the device(s).

5.9.3. Ensures excess MSS equipment is identified to the Installation MSS manager for deactivation or potential redistribution before turn in to the base's designated DLADS. (T-3)

5.9.4. Establishes local Preventive Maintenance Inspections and pre- and post-deployment inspections, which will include, at minimum, an operational check for unit MSS equipment. (T-3)

5.9.5. Coordinate with the Wing COMSEC manager and the unit COMSEC Responsible Officer (CRO) on all technical solutions for MSS assets requiring National Security Agency (NSA) Type 1 encryption-endorsed products per National Security Systems guidance. The COMSEC manager and CROs acquire and manage COMSEC material supporting MSS assets containing NSA-approved encryption modules.

5.9.6. Coordinates all activation, deactivation, barring, and transfers requests with Air Force FOA/DRU/MAJCOM MSS Manager.

5.9.7. Coordinate OPSEC and COMSEC training activities with base/unit OPSEC and COMSEC managers per AFMAN 17-1302, Communications Security (COMSEC) Operations, attachment 5, provides reference for secure voice device user training.

5.9.8. Forward vender dashboard access requests and removal requests to the Installation Manager.

5.9.9. Coordinate with Installation MSS Managers for new/replacement MSS equipment and to establish or discontinue service prior to placing a start or discontinue order in DSF to verify if hardware assets or service may be available for use.

5.9.10. Upon receipt of new MSS hardware coordinate with unit ITEC to ensure assets are accounted in AFEMS/AIM IAW AFI 17-1203. (T-2)

5.9.11. Annually validate Iridium SIM card Inventory (active and inactive) and MSS services. Return completed inventory to the Installation Manager. Tenant units forward to their Air Force FOA/DRU/MAJCOM to reconcile Air Force inventory with the MSS database. (T-3)

5.9.12. Acquire DSF account and roles to submit orders for Iridium hardware assets and iridium or Inmarsat services IAW AFMAN 17-2101 and the LPRG. If arrangements are established with the Base Communications Squadron TCF to submit orders on your behalf this is an acceptable alternative.

5.9.13. Acquire account and access to Air Force MSS SharePoint site. <https://cs.eis.af.mil/sites/10179/default.aspx>.

5.9.14. Acquire TCOSS account for access to the MSS database.

5.10. Program Management Offices (PMO). PMOs or PMO-like entities manage the acquisition and sustainment of assets and services when imbedded in Air Force packages. PMOs will:

5.10.1. Ensure that MSS hardware and services installed within Air Force packages comply with current policy and guidance.

5.10.2. Provide all MSS hardware identification information (Manufacturer, Model, Serial number, etc.) to MAJCOM/Installation/Unit MSS managers for them to add assets into AIM/PWCS IAW AFI 17-1203.

5.11. Inmarsat.

5.11.1. Inmarsat is a commercial satellite communications system. Inmarsat owns and operates a fleet of satellites providing mobile voice and data communications capability. The Inmarsat terminal is a radio communications device using a satellite link to interface with terrestrial communications systems or other Inmarsat terminals. Coverage is from approximately 60 degrees north latitude to approximately 60 degrees south latitude.

5.11.2. Acquiring Equipment.

5.11.2.1. The Unit MSS manager will purchase terminal equipment utilizing DISA/DITCO contracts line items or other contract vehicles prescribed by the Director DISA if available; otherwise units are authorized to purchase from any vendor offering the equipment as long as service is not included.

5.11.2.2. All Air Force terminals must be securable per DoD CIO policy. To this end, NSA-approved cryptographic devices must be used when needed. (T-0)

5.11.2.3. Inmarsat Hardware Assets will be shipped to the base ECO IAW AFI 17-111.

5.11.2.4. Iridium assets will be ordered through DSF using the Service Request (SR) process unless an approved MSS Waiver is obtained.

5.11.3. Ordering Service.

5.11.3.1. Order MSS service through DSF.

5.11.3.2. Iridium SIM Cards.

5.11.3.2.1. Iridium SIM card(s) will be shipped to the end user ordering the card(s).

5.11.3.2.1.1. Active SIM cards: Complete a DSF order for each active SIM card required. When placing an order for active SIMS cards in DSF, only one active SIM card is allowed per order.

5.11.3.2.1.2. Inactive SIM cards can be ordered in multiples on a single order. Complete a DSF order for the number of inactive card(s) required.

5.11.3.2.1.3. SIM cards are not required to be entered in the AFEMS-AIM PWCS module for accountability.

5.11.4. Inmarsat SIM cards.

5.11.4.1. Complete a DSF order for each active SIM card required. When placing an order for active SIMS cards in DSF, only one active SIM card is allowed per order.

5.11.4.2. Inmarsat SIM cards are not required to be entered in the AFEMS-AIM PWCS module for accountability.

5.11.5. Deactivation.

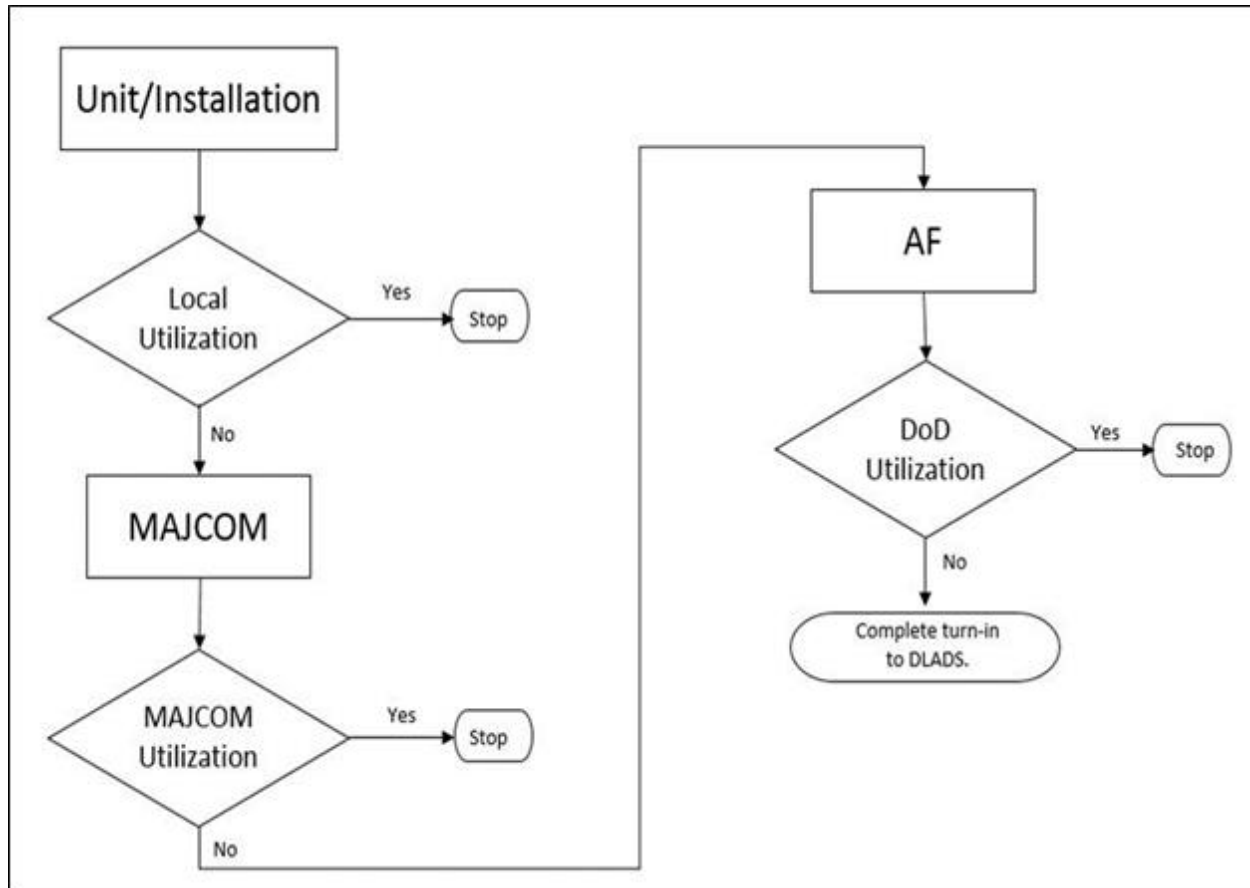
5.11.5.1. When an Inmarsat system is no longer required, or transferred to a new owner outside the MAJCOM/DRU/FOA, the MAJCOM/FOA/DRU MSS manager will deactivate the terminal. Deactivation ends the ability to use an Inmarsat terminal. (T-2)

5.11.5.2. The MAJCOM/FOA/DRU MSS manager will go through the same Point of Service Activation that was used for terminal activation.

5.11.6. Transfer of Iridium and Inmarsat Assets.

5.11.6.1. Units/Installations/MAJCOMs complete transfer documentation if assets are being reutilizing, or complete documentation for turn in to DLADS IAW AFI 17-1203.

5.11.6.2. For reutilization advertising follow directions on the Air Force PWCS Management Share Point site (<https://cs3.eis.af.mil/sites/OO-SC-CA-45/default.aspx>) and the following figure 1 for notification of excess assets for those without an AIM account.

Figure 1. Notification of excess Iridium/Inmarsat assets.**6. Disposition.**

6.1. Installation/Unit MSS manager will dispose of assets IAW AFI-17-1203.

6.1.1. If a terminal is not required, the MAJCOM/FOA/DRU MSS manager will make sure the terminal is deactivated and dis-enrolled from the DITCO contract before turning in to a base's designated DRMO. (T-2)

6.2. The Iridium/Enhanced Mobile Satellite Service (I/EMSS).

6.2.1. Iridium is a commercial satellite communications system, which employs a constellation of 66 satellites. The constellation is accessed by a hand held phone and small low rate data devices that can be used anywhere globally, include the North and South poles.

6.2.2. Iridium Gateway. The DoD's Iridium EMSS Gateway serves as a dedicated portal for the uplink and downlink of voice and data traffic through Iridium satellites for the DoD and other U.S. government users throughout the world.

6.3. Acquiring Non-DoD Authorized Equipment and Service.

6.3.1. Users who require MSS other than Iridium or Inmarsat will work through their MAJCOM/FOA/DRU MSS manager and the 38th CYRS office to request a waiver. (T-0)

6.4. Reporting procedures for the annual commercial SATCOM Cost and utilization report.

6.4.1. MAJCOM MSS MANAGER. Provide a list of MAJCOM MSS service costs for all contracts other than those managed under Commercial Satellite Services (CSS) Blanket Purchase Agreements (BPAs) or EMSS contracts offered by DISA, to the Air Force MSS Office.

6.4.2. MSS lead consolidates all MSS inputs to report and forward to HQ USAF/CIO A6, 1800 Air Force Pentagon, and Washington DC 20330-1800, who submits to the Joint Staff.

6.5. Satellite Communications (SATCOM) Service.

6.5.1. Strategic Command Instruction 714-4 Consolidated Satellite Communications Management Policies and Procedures define policies and detailed procedures, along with associated roles and responsibilities, to perform consolidated SATCOM management.

6.5.2. MAJCOMS/FOA/DRU must have SATCOM service requests approved through the CJCSI 6250.01 process before submitting a Satellite Access Request and /or a DDSF if DISN access is part of the requirement.

6.5.3. MAJCOMS submit SDB approval requests (SDB-772, SDB Offline Submission Tool), indicating a mission requirement for SATCOM.

6.5.3.1. SDB requests made in support of current (start date is less than two years out) Combatant Command (CCDR) missions are captured and maintained by supported CCDRs.

6.5.3.2. SDB requests supporting non-CCDR missions or future (start date is more than two years out) requirements are captured and maintained by AFSPC/ A5/8/9F on behalf of the Air Force.

6.5.3.3. The CCDR or AFSPC enters all SATCOM requirements into the SDB, with technical guidance from the MAJCOM or requirement point of contact.

BRADFORD J. SHWEDO, Lt Gen, USAF
Chief, Information Dominance and Chief
Information Officer

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

CJCSI 6250.01, Satellite Communications

CJCSI 6211.02D, Defense Information System Network (DISN) Responsibilities

AFPD 17-1, Cyberspace Operations

ADPD 17-2 Information Dominance Governance and Management

AFMAN 33-322, Records Management Program

AFMAN 17-2101, Long-Haul Telecommunications Management

AFMAN 17-1203 “Information Technology (IT) Asset Management (ITAM)

DoDI 8420.02, DoD Satellite Communications (SATCOM)

DoDI 8100.04, DoD Unified Capabilities

Strategic Command Instruction (SI) 714-4, Consolidated Satellite Communications Management Policies and Procedures

Adopted Forms

AF IMT 847, Recommendation for Change of Publication

Abbreviations and Acronyms

AFEMS-AIM—Air Force Equipment Management System Asset Inventory System

AFIN—Air Force Information Networks

AFI—Air Force instruction

AFMAN—Air Force manual

AFPD—Air Force policy directive

AFSPC—Air Force Space Command

CIO—Chief information officer

CJCSI—Chairman of the Joint Chiefs of Staff Instruction

CCDR—Combatant Commander

COMSATCOM—Commercial Satellite Communications

CSO—Communications Systems Officer

DAMA—Demand Assigned Multiple Access (DAMA)

DISA—Defense Information Systems Agency

DITCO—Defense Information Technology Contracting Organization

DoD—Department of Defense

DoDI—Department of Defense Instruction
DoDIN—Department of Defense Information Network
DRMO—Defense Reutilization and Marketing Office
DRU—direct reporting unit
EEIC—Element of Expense Investment Code
FSS—Fixed Satellite Service
FOA—field operating agency
JENM—JTRS Enterprise Network Manager
JSP—Joint SATCOM Panel
GHz—Gigahertz
HQ—headquarters
I/EMSS—Iridium/Enhanced Mobile Satellite Service
Inmarsat—a commercial satellite Communications Company
IT—information technology
IP—Internet Protocol
IW—Integrated Waveform
MAJCOM—major command
MILSATCOM—military satellite communications
MUOS—Mobile User Objective System
MSS—Mobile Satellite Services
NS4R—National Security SATCOM Systems Synchronization Roadmap
NSA—National Security Agency
OSD—Office of Secretary of Defense
PDC—Program Designator Code
RDS—records disposition schedule
RUDICS—Router-based unrestricted digital internetworking connectivity solution
SATCOM—satellite communications
SDB—SATCOM database
SI—Strategic Command Instruction
UHF—ultra high frequency
USSTRATCOM—US Strategic Command
USAF—United States Air Force

Terms

Communications and Information System—an integrated system of communications equipment (hardware and software), facilities, personnel, and procedures designed to provide communications and information to its users. This includes the processing of the information by the system. Communications and information systems include base visual information support systems.

Commercial Mobile Satellite Services (MSS)—Provide full-duplex, half-duplex, and simplex communications services, which support any type of digital telephone transmission. These commercial systems complement Department of Defense (DoD) communications resources and are standalone terminals that can only be used on one system; for example, an Iridium phone may only be used in the Iridium system. MSS systems are primarily on-demand, first-come, first-served communications. They often operate, but not exclusively, on frequencies at 3 Gigahertz (GHz) or below. Types of systems include, but are not limited to, Iridium and Inmarsat.

Communications Systems Officer (CSO)—The designated official who has overall responsibility for communications and information support at any given level of the Air Force (base, tenant, MAJCOM, USAF, etc.). At base level, this is the commander of the communications unit responsible for carrying out base communications and information systems responsibilities. At MAJCOM and other activities responsible for large quantities of communications and information systems, it is the person designated by the commander as responsible for overall management of communications and information systems budgeted and funded by the MAJCOM or activity. CSOs are the officer accountable for all automated data processing equipment and Personnel Wireless Communications Systems (PWCS) in their inventory.

Fixed-Satellite Service (FSS)—Official classification geostationary communications satellites used for television, radio stations and networks broadcast feeds, as well as for telephony, telecommunications and data communications. FSSs operate in C band (from 3.7 to 4.2 GHz), Ku bands (from 11.45 to 11.7, and 12.5 to 12.75 GHz in Europe, and 11.7 to 12.2 GHz in the United States), and Ka band (17.3 to 31 GHz) (caveat: for brevity sake this list includes only the most widely used FSS frequency bands). The higher frequency bands tend to have more spectrum and orbital slots available, but more expensive technology and higher rain margin.

Inmarsat—is a commercial satellite communications company, owns and operates a fleet of L- band and Ka-band satellites providing mobile voice and data communications capability. The Inmarsat terminal is a radio communications device using a satellite link to interface with terrestrial telephone systems or other Inmarsat terminals.

Iridium/Enhanced Mobile Satellite Service (I/EMSS)—an L-band satellite constellation which provides a global wireless personnel communications network designed to permit narrow-band wireless transmission, (i.e., voice, data, fax, or paging), to reach its destination with a minimum reliance on land-based infrastructures. Cross-linking between satellites and up/down-linking through the DoD terrestrial satellite gateway at Wahiawa, Hawaii, allows DoD users network and DSN secure global access and coverage through specially designed portable and mobile telephones known as Iridium Subscriber Units (ISU).

RUDICS—uses routers to allow termination and origination of circuit switched data calls to and from a specific IP address via a Telnet protocol. Support applications that have many field devices and one central host application. The service allows field devices to directly call the host application and the host application is able to directly call the field devices.

SATCOM Database (SDB)—A Joint Staff sponsored comprehensive database of network connectivity requirements, which DISA maintains, intended to capture current and future information requirements of warfighter systems and platforms that require SATCOM.

Attachment 2**TRAINING TOPICS FOR UNIT MSS MANAGERS****Figure A2.1. Training Topics for Unit MSS Managers.**

1. General Information
 - a. Points of Contact
 1. Base MSS Manager
 2. DSF officials
 3. Base PWCS Equipment Control Officer (ECO)
 - b. AF PWCS Community Site
 - c. Applicable Publications
 1. AFI 17-210
 2. AFI 17-213
 3. AFMAN 17-1203
 4. AFMAN 17-1201
 - d. MSS Requirements process
 1. Local procedures
 2. DISA Direct
2. Administrative Responsibilities
 - a. Inventories
 1. TCOSS
 2. AIM
 - b. Expenditure reporting
3. Maintenance and Operation Procedures
 - a. General Operating Procedures
 1. Inmarsat
 2. Iridium
 - a. Handsets
 - b. SBD
 - c. DTCS
 - d. Router-based unrestricted digital internetworking connectivity solution (RUDICS)
 - b. EMSS Gateways
 - c. PMIs and Operations checks
 - d. Procedures for processing assets for repair

4. General Administrative tools

- a. Dashboards
- b. TCOSS
- c. MSS SharePoint site

5. COMSEC and OPSEC

- a. User training
- b. COMSEC training requirements
- c. Unit SOPs