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Operations

MISSION ASSURANCE



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This publication implements Air Force Policy Directive (AFPD) 10-24, *Mission Assurance*. It establishes and aligns the United States Air Force (USAF) Mission Assurance (MA) Construct with the Department of Defense (DoD) MA Construct in accordance with (IAW) Department of Defense Instruction (DoDI) 3020.45, *Mission Assurance Construct*. This publication applies to all civilian and uniformed members of the Regular Air Force, the Air Force Reserve, the Air National Guard, the Civil Air Patrol when conducting missions as the official Air Force Auxiliary, and those with a contractual obligation to abide by the terms of Air Force issuances. This publication does not apply to the United States Space Force. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using the Department of the Air Force (DAF) Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Compliance with this publication and attachments are mandatory. The authorities to waive requirements in this publication are identified with a tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the tier numbers. The waiver authority for all non-tiered compliance items in this publication is the responsible installation commander or equivalent. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority.

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Chapter 1

MISSION ASSURANCE

1.1. Overview. Mission Assurance (MA) is a process to protect or ensure the continued function and resilience of capabilities and assets designated as defense critical assets (DCA) or Tier 1 or Tier 2 task critical assets (TCA) in the Department of Defense (DoD) MA system of record. This may include personnel, equipment, facilities, networks, information and information systems, infrastructure, and supply chains, critical to the execution of DoD mission-essential functions (MEFs) in any operating environment or condition. MA focuses on the protection, continued function, and resilience of capabilities and assets critical to supporting mission-essential functions rather than the operational execution of missions themselves. MA is an integrative framework – not a single policy or program – to prioritize protection and resilience efforts and reduce risks from a range of complex threats and hazards.

1.2. Mission Assurance Construct. The MA Construct is the DoD-wide risk management approach that synchronizes and integrates aspects of multiple security, protection, and risk management efforts throughout DoD to manage the risk to the Department’s strategic missions. The MA Construct is made up of four processes: identification, assessment, risk management, and monitoring. MA leverages existing programs as identified in **Table 1.1** to prioritize MA efforts in support of fulfilling critical DoD strategic missions. The synchronization of these programs (i.e. mission assurance-related programs and activities (MARPAs)) through MA results in a more comprehensive understanding of risk to USAF owned DCAs/TCAs supporting DoD strategic missions.

Table 1.1. Mission Assurance-Related Programs and Activities (MARPA).

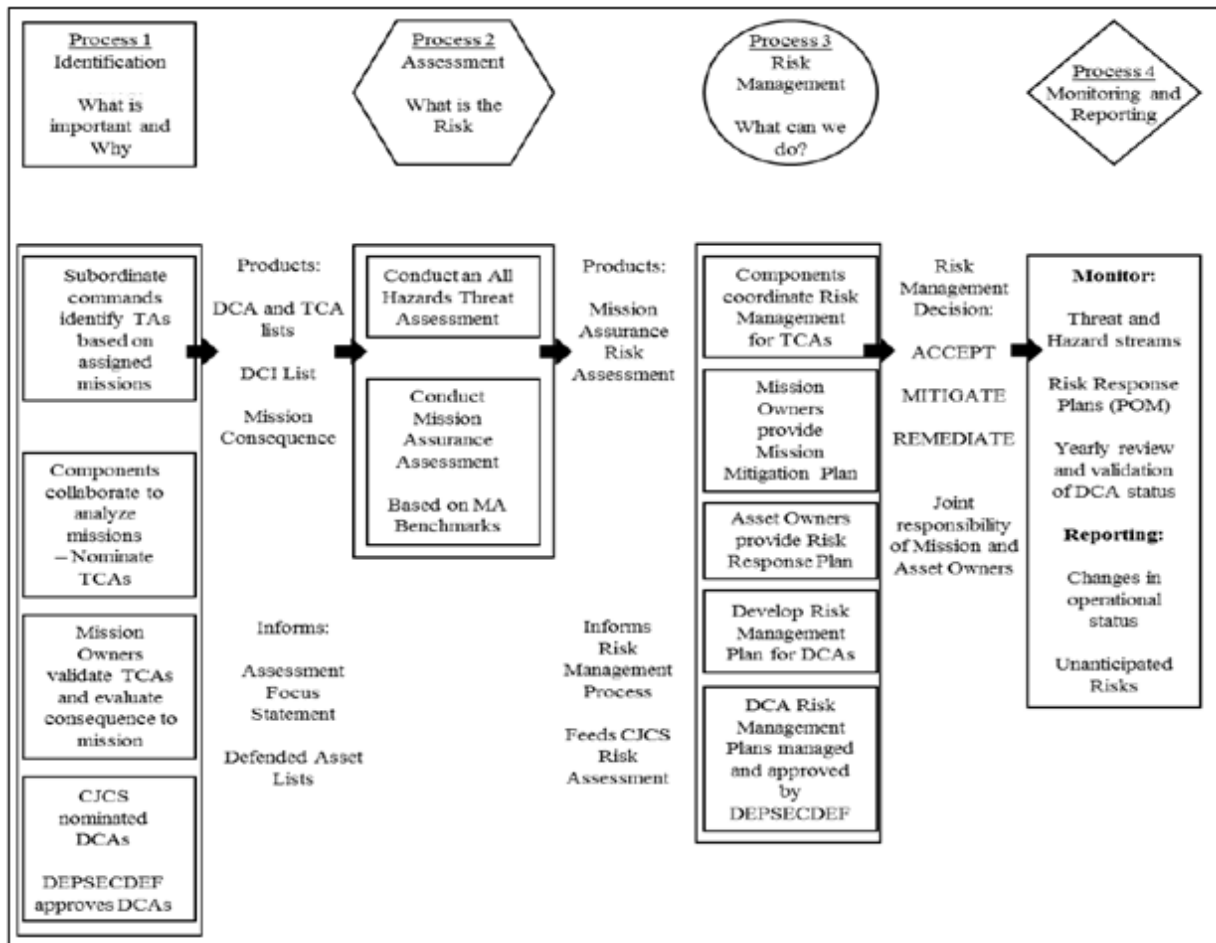
MARPA	OPR
Adaptive Planning	AF/A5/7
Antiterrorism	AF/A4
CBRN Survivability	AF/A10
CBRNE Preparedness	AF/A4
Continuity of Operations	AF/A3
Cybersecurity	SAF/CN
Defense Critical Infrastructure (DCI)	AF/A3
Defense Security Enterprise	SAF/OC
Emergency Management	AF/A4
Energy Resilience	SAF/IE
Fire Prevention and Protection	AF/A4
Force Health Protection	AF/SG
Insider Threat	SAF/OC
Law Enforcement	AF/A4

Munitions Operations Risk Management	AF/SE
Operational Energy	SAF/IE
Readiness Reporting	AF/A3

1.3. Objectives. The USAF supports strategic mission, as defined in DoDI 3020.45, execution by prioritizing and performing capability provider and asset owner activities for DCAs and TCAs for which the USAF has fiscal responsibility. USAF MA objectives consist of the following:

- 1.3.1. Establish and resource a lead office of primary responsibility (OPR) for MA.
- 1.3.2. Implement the DoD MA Construct to identify and manage risks to USAF owned DCAs and TCAs. As detailed in **Figure 1.1**, the four MA processes include:
 - 1.3.2.1. Identification. A common framework that is consistent and repeatable for use in identifying DCAs and TCAs through analysis and appropriate collaboration between mission owners, asset owners, and capability providers. Identification facilitates the remaining processes in the MA Construct.
 - 1.3.2.2. Assessment. Identify and communicate asset risk and vulnerabilities and mission risk to mission owners, asset owners, and capability providers. The assessment process relies upon the identification process to identify what must be assessed.
 - 1.3.2.3. Risk Management. Identify and implement solutions to achieve a level of acceptable risk by mission owners based on a thorough understanding of the limits on USAF resources.
 - 1.3.2.4. Monitoring and Reporting. Maintain situational awareness of the risks related to missions and assets. The monitoring process consists of threat monitoring, operational reporting, and risk management implementation tracking.

Figure 1.1. Mission Assurance Construct.



1.3.3. Establish a USAF MA Forum. The USAF MA Forum will focus on establishing MA priorities, managing risk to identified USAF owned DCAs and TCAs, and addressing evolving threats elevated from major commands (MAJCOMs), direct reporting units (DRUs), field operating agencies (FOAs), and MARPA OPRs.

1.3.4. Increase information sharing. The need to share information through coordination and collaboration is vital to the success of the MA Construct. Information sharing promotes visibility of risk management through the MA Construct. MA activities will share information, USAF policy, and mission requirements, as allowed by law, with internal component MA program lead OPRs; other DoD components and entities; interagency partners; State, local, or tribal officials; foreign governments; and private industry representatives, as necessary to implement the MA Construct.

1.3.5. Conduct MA education, training, and outreach. Education, training, and outreach ensures awareness of MA at all levels. Education provides general knowledge. Training develops skills in relevant methods, processes, systems, and tools. Outreach cultivates information sharing, problem solving, and communication.

1.3.6. Facilitate risk reduction resourcing. Provide prioritization recommendations for MA-related capability gaps and resource requirements supporting Military Construction (MILCON), Facility Sustainment, Restoration, and Modernization (FSRM), USAF Planning, Programming, Budgeting, and Execution (PPBE), Program Objective Memorandum (POM) planning, or other decision support processes. MA participation and perspective in these forums are critical as there are no funding streams directly linked to the MA program.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Office of Administration and Management (SAF/AM):

- 2.1.1. Serves as the DAF MA lead responsible for integrating MA efforts across the DAF and aggregating risk.
- 2.1.2. Assists AF/A3, Deputy Chief of Staff, Operations, with Continuity of Operations (COOP) subject matter expertise and support, as necessary.
- 2.1.3. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF Enterprise Risk Management (ERM) subject matter expert (SME).

2.2. Office of Competitive Activities (SAF/OC):

- 2.2.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the Defense Security Enterprise and insider threat SME.
- 2.2.2. Ensures programs listed under the Defense Security Enterprise are integrated and synchronized with MA.

2.3. Assistant Secretary of the Air Force for Acquisition, Technology, and Logistics (SAF/AQ):

- 2.3.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF defense industrial base supply chain network and related analysis SME.
- 2.3.2. Provides weapon system inputs for risk and remediation efforts to USAF MA lead OPR, as needed.

2.4. Department of the Air Force Chief Information Officer (SAF/CN):

- 2.4.1. Assigns personnel with the necessary security clearance to participate in the appropriate levels of USAF MA Forums to serve as the DAF cybersecurity SME.
- 2.4.2. Coordinates and assists SAF/AQ with strategic MA defense industrial base cybersecurity related issues and software or hardware supply chain issues.
- 2.4.3. Coordinates and assists on DAF information systems related issues.

2.5. Assistant Secretary of the Air Force, Financial Management and Comptroller (SAF/FM):

- 2.5.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF financial management SME.
- 2.5.2. Advises on funding appropriations, programming, financial reporting, accounting, auditing, and financial management issues directly related to mission execution.

2.6. Assistant Secretary of the Air Force for Energy, Installations, and Environment (SAF/IE):

- 2.6.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF energy resiliency and operational energy SME.
- 2.6.2. Identifies and addresses energy resilience and operational energy risk issues directly related to mission execution.
- 2.6.3. As DAF lead for mission sustainment, incorporates applicable MA process generated risks into the mission sustainment risk report process.
- 2.6.4. Integrates generated risk data to include risks identified from mission assurance assessments (MAAs) and correlating risk response plans (RRP) into USAF supporting infrastructure and facilities processes.
- 2.6.5. Coordinates with capability requirement sponsors to ensure energy key performance parameters for weapon systems are derived from an approved energy supportability analysis.

2.7. The Inspector General of the Department of the Air Force (SAF/IG):

- 2.7.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF special investigation and counterintelligence SME.
- 2.7.2. Ensures the Air Force Office of Special Investigations provides intelligence, threat, and counterintelligence support to the USAF MA community stakeholders, as needed.
- 2.7.3. Provides comprehensive and timely reporting of potential foreign threat incidents, events, and trends relevant to the MA Construct processes.

2.8. The Office of the Judge Advocate General (AF/JA):

- 2.8.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the USAF legal SME.
- 2.8.2. Identifies and addresses legal issues directly related to mission execution.

2.9. The Air Force Chief of Safety (AF/SE):

- 2.9.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the DAF safety SME.
- 2.9.2. Identifies and addresses safety management issues related to mission execution.
- 2.9.3. Provides training to risk managers through the Risk Management Application and Integration train-the-trainer course.

2.10. The Air Force Surgeon General (AF/SG):

- 2.10.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the USAF force health protection SME.
- 2.10.2. Identifies and addresses force health protection issues directly related to mission execution.

2.11. The Deputy Chief of Staff, Intelligence, Surveillance, and Reconnaissance and Cyber Effects Operations (AF/A2/6):

- 2.11.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the intelligence, surveillance, and reconnaissance (ISR) and warfighter communications, cybers systems, and cybersecurity SME.
- 2.11.2. Identifies and addresses issues that directly relate to mission execution, intelligence matters, or cybersecurity matters related to DCAs or TCAs.
- 2.11.3. Provides ISR, Joint Worldwide Intelligence Communication System, cyber assurance, threat analysis, and reporting information as needed for operational requirements, which includes the MA process.
- 2.11.4. Provides warfighting communications and cyberspace systems, cybersecurity, communications, and IT (3CIT) related matters and reporting information as requested for the MA process.
- 2.11.5. Identifies, assesses, and manages cyber-related risk endangering strategic mission execution.
- 2.11.6. Coordinates and assists AF/A4 with control system cybersecurity related topics.
- 2.11.7. Ensures an inventory of all hardware, software, and related control systems mapped to USAF owned capabilities supporting strategic missions are accounted for during mission relevant terrain-cyber (MRT-C) efforts. This inventory should be completed to at least the device level (e.g. Siemens programmable logic controller, real-time Linux Version X, etc.).

2.12. The Deputy Chief of Staff, Operations (AF/A3):

- 2.12.1. Serves as the USAF MA OPR for the development, implementation, coordination, and integration of USAF MA guidance, policies, strategies, methodologies, concepts, and overall MA management.
- 2.12.2. Designates a general officer or member of the senior executive service as the USAF MA lead responsible for integrating MA efforts across the USAF.
- 2.12.3. Represents the USAF at the DoD Mission Assurance Coordination Board (MACB) Forums.
- 2.12.4. Establishes USAF MA Forums to address risk and support the execution of MA requirements.
- 2.12.5. Assigns personnel with the necessary security clearance to participate in the appropriate level of USAF MA Forums to serve as the COOP, DCI, readiness reporting, and operation plans (OPLANs) SMEs.
- 2.12.6. Maintains and reviews MA-related security, protection, and risk-management data and provides collected data, as appropriate, to other DoD Component heads.
- 2.12.7. Implements the MA process to identify, assess, manage, and monitor the risk to missions, systems, and assets that support mission execution.

- 2.12.8. Monitors hazard and threat assessments and changes to the hazard and threat environment and integrates assessment information into risk-assessment and risk-management activities.
- 2.12.9. Monitors the results of MA assessments and risk-response actions.
- 2.12.10. In coordination with appropriate DoD Component and/or MAJCOM/DRU/FOA develops all hazards-based risk management plans for DCAs and as requested, other DoD MACB-prioritized DCI that the USAF serves as the mission owner.
- 2.12.11. Develops mission mitigation plans IAW DoDI 3020.45 and Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3209.01A, *Mission Assurance Construct Implementation*, for DCI related to the USAF's MEFs.
- 2.12.12. Conducts MA education, training, and outreach activities.
- 2.12.13. Collects, analyzes, and disseminates MA related hazard and threat assessments and warnings, as appropriate, to MAJCOMs/DRUs/FOAs.
- 2.12.14. In support of the Chairman of the Joint Chiefs of Staff (CJCS) integrated MA assessment program, conducts USAF MAAs on installations with DCA/TCAs IAW DoDI 3020.45.
- 2.12.15. Provides input and guidance to MAJCOM/DRU/FOA risk management plans.
- 2.12.16. Oversees the risk of loss or degradation to DCAs/TCAs and advocates for the prioritization of resources to implement MA decisions.
- 2.12.17. Executes the DoD Components responsibilities as identified in CJCSI 3209.01A.
- 2.12.18. Annually validates all USAF owned DCAs and Tier 1 and Tier 2 TCAs by 1 December each calendar year and submits a memorandum to the CJCS IAW CJCSI 3209.01A.
- 2.12.19. Oversees the status of all open high and significant risk findings to USAF owned DCAs and TCAs and risk response implementation.
- 2.12.20. Maintains the USAF MA system of record and ensures the USAF MA system of record meets the requirements identified in DoDI 3020.45 and CJCSI 3209.01A.
- 2.12.21. Provides MAJCOMs/DRUs/FOAs USAF MA system of record support.
- 2.12.22. Ensures MAJCOMs/DRUs/FOAs complete execution capability analysis to identify task assets (TA) related to those assigned tactical-level universal joint task list (UJTL) tasks or USAF mission-essential task lists (METLs) in the Defense Readiness Reporting System (DRRS) and DRRS-Strategic (DRRS-S).
- 2.12.23. Links mission owner's mission-essential capabilities, standards, and conditions to MAJCOMs/DRUs/FOAs mission execution capability analysis to identify potential TCAs.
- 2.12.24. Verifies MAJCOMs/DRUs/FOAs incorporate DCAs, TCAs, and TAs in appropriate local-level programmatic risk management activities, as applicable.
- 2.12.25. Ensures operational security is integrated and synchronized with MA.

2.13. The Deputy Chief of Staff, Logistics, Engineering, and Force Protection (AF/A4):

2.13.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the antiterrorism (AT), physical security, law enforcement, general engineering, emergency management (EM), chemical, biological, radiological, nuclear (CBRN) preparedness, fire prevention/protection, and control system cybersecurity SMEs.

2.13.2. Identifies and addresses AT, physical security, law enforcement, EM, CBRN preparedness, fire prevention/protection, and control system cybersecurity issues that directly relate to mission execution.

2.13.3. Incorporates MA identified risks into USAF installation investment through the A4 managed Installation Investment Action Plan (I2AP) and associated planning products and other AF/A4 led programmatic policy and guidance.

2.13.4. Provides support during assessment, risk management, and monitoring processes of the MA Construct to ensure terrorism threats are considered.

2.13.5. Provides support during assessment, risk management, and monitoring processes of the MA Construct to ensure CBRN threats are considered, to include coordination with Air Force Medical Command (AFMEDCOM) for addressing medical CBRN concerns.

2.13.6. In coordination with SAF/CN, serves as the Cybersecurity & Resiliency – installation control systems representative for MA.

2.13.7. Addresses MA requirements and MARPA perspectives within the USAF Enterprise and Installation Agile Combat Support Information Technology Common Operating Picture.

2.14. The Deputy Chief of Staff, Air Force Futures (AF/A5/7):

2.14.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the USAF strategy SME.

2.14.2. Participates in appropriate levels of USAF MA Forums to identify and address requirements issues directly related to USAF strategies, capabilities, concepts, and designs.

2.15. The Deputy Chief of Staff, Plans and Programs (AF/A8):

2.15.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as resource, process, and allocation SME.

2.15.2. Ensures MAJCOM/DRU/FOA proposed RRP's align with MAJCOM/DRU/FOA programming before the DoD MACB Forum is provided with a Headquarters Air Force (HAF) endorsed RRP.

2.15.3. Incorporates MA risk findings into the USAF program objective memorandum preparation instructions (PPI), inserting instructions in the PPI for MAJCOMs/DRUs/FOAs and panels to tag new investments.

2.16. The Deputy Chief of Staff, Strategic Deterrence and Nuclear Integration (AF/A10):

2.16.1. Assigns personnel with the necessary security clearance to participate in appropriate levels of USAF MA Forums to serve as the CBRN survivability SME.

2.16.2. Integrates and synchronizes efforts to address CBRN survivability issues that directly impact strategic mission execution.

2.16.3. Ensures appropriate CBRN survivability protective measures are addressed for mission critical systems aligned to identified DCAs/TCAs and report CBRN survivability information for all CBRN mission critical systems IAW DoDI 3150.09, *The Chemical, Biological, Radiological, and Nuclear Survivability Policy*.

2.17. Major Command (MAJCOM)/Direct Reporting Unit (DRU)/Field Operating Agency (FOA):

2.17.1. Designates a MAJCOM/DRU/FOA MA OPR to implement MA and integrate and synchronize MA activities. **Note:** Assigned MA OPR personnel should possess a Top Secret (TS) security clearance and be eligible for Sensitive Compartmented Information (SCI).

2.17.2. Participates in USAF MA Forums, as requested.

2.17.3. Establishes a MA Forum to serve as the commander's advisory and oversight body on MA. To optimize capabilities, MA Forums may be integrated with other similar forums (AT Working Group, EM Working Group, etc.).

2.17.4. Supports asset owner/capability provider in the DoD MA identification process for assets located on their MAJCOM/DRU installations.

2.17.5. Provides support during annual validation of USAF-owned DCAs and TCAs IAW HAF task order/instructions.

2.17.6. Supports mission owner with mission decomposition as tasked.

2.17.7. Maintains awareness of designated DCAs/TCAs under their authority and hosted on their installations.

2.17.8. Ensures installation MA OPR informs the installation commander of all DCAs and/or TCAs located on the installation as directed by [paragraph 2.19.1.2](#).

2.17.9. Reports asset information for all MAJCOM/DRU/FOA supported DCAs and TCAs through the USAF MA system of record as directed by AF/A3O.

2.17.10. Supports MA assessment process by:

2.17.10.1. Providing support during the integrated assessment scheduling, assessment focus statement (AFS) development, pre-assessment site survey (PSS), and MAA.

2.17.10.2. Overseeing installation support for scheduled MAAs by ensuring appointment of a mission assurance assessment coordinator (MAAC) and timely submission of deliverables.

2.17.10.3. As applicable, sharing local-level self-assessments identifying vulnerabilities related to assessed threats and hazards with MAA stakeholders.

2.17.10.4. Coordinating the risk management process to address MAA report findings resulting in high and significant risks to DCAs and/or Tier 1 and Tier 2 TCAs.

2.17.11. Incorporates MA data, information, and risks into resourcing prioritization processes.

2.17.12. MAJCOM/DRU/FOA MA OPR personnel must complete the following courses located on the Joint Knowledge Online website, Mission Assurance (Course Number P-US1401) and Defense Critical Infrastructure Program (Course Number P-US840), and the Air Force Critical Asset Risk Management Overview (Course ID AFCARM001_v2) located on the Air Force myLearning website within thirty days of assuming duties. MAJCOM/DRU/FOA MA OPR personnel should also attend the Defense Threat Reduction Agency Mission Assurance Assessment Course. For course and scheduling information, contact AF/A3OB at AF.A3OB.Workflow@us.af.mil.

2.18. Air Force Installation and Mission Support Center (AFIMSC):

2.18.1. Provides HAF, MAJCOM/DRU/FOA, and/or installation MA OPR with AT, physical security, law enforcement, CBRN preparedness, EM, fire prevention and protection, and general engineering functional support and subject matter expertise.

2.18.2. Participates in appropriate USAF or MAJCOM/DRU/FOA MA Forum(s), as requested.

2.18.3. Supports the development and implementation of RRP's associated with MAA identified risks.

2.18.4. Tracks implementation of MA RRP's in AFIMSC related programs and activities, including MILCON, unspecified minor military construction (UMMC), FSRM, cyberspace systems support, logistics, contracting, and security. Provides implementation status data as requested by AF/A3 and/or MAJCOM/DRU/FOA.

2.18.5. Assists MAJCOMs/DRUs/FOAs in the prioritization of capabilities, gaps, and resource requirements supporting the USAF PPBE process.

2.18.6. Incorporates MA data and processes into AFIMSC and AFIMSC Primary Subordinate Unit enterprise managed programs.

2.18.7. Supports MAJCOMs/DRUs/FOAs and installations in the development of the all-hazards threat assessment (AHTA), as requested.

2.18.8. Conducts Air Force MAAs only when authorized in writing by AF/A3 and in accordance with the Joint Staff integrated assessment schedule (IAS).

2.19. Installation Commander:

2.19.1. Appoints an installation MA OPR to implement the MA Construct and integrate and synchronize MARPAs if there is a DCA(s) and/or TCA(s) located on the installation. Provide a copy of the installation MA OPR appointment letter to the MAJCOM/DRU MA OPR. **Note:** Assigned MA OPR personnel should possess a TS security clearance and be eligible for SCI. The installation MA OPR:

2.19.1.1. Maintains awareness of all DCAs and/or TCAs located on the installation.

2.19.1.2. Ensures the installation commander is aware of all DCAs and/or TCAs located on the installation within 60 days of taking command and within 30 days of any new DCAs and/or TCAs being located on the installation.

2.19.1.3. Participates in USAF and MAJCOM/DRU/FOA MA Forums, as required.

- 2.19.1.4. Establishes an installation MA Forum to serve as the commander's advisory and oversight body on MA. To optimize capabilities, MA Forums may be integrated with other similar forums (AT Working Group, EM Working Group, etc.).
- 2.19.1.5. Supports MAJCOM/DRU/FOA with the identification and prioritization of DCAs/TCAs as required.
- 2.19.1.6. Serves as the MAAC to facilitate MAAs at the installation.
- 2.19.1.7. Disseminates and tracks the implementation of RRP's associated with MAA risk findings.
- 2.19.1.8. Collaborates with MAJCOM/DRU/FOA, AFIMSC, and appropriate functional point of contact (POC) to lead initiatives, positions, and resourcing to resolve issues.
- 2.19.1.9. Completes the following courses located on the Joint Knowledge Online website, Mission Assurance (Course Number P-US1401) and Defense Critical Infrastructure Program (Course Number P-US840), and the Air Force Critical Asset Risk Management Overview (Course ID AFCARM001_v2) located on the Air Force myLearning website within 30 days of assuming duties.
- 2.19.1.10. Integrates MARPA perspectives into installation policies and procedures.
- 2.19.2. Ensures the installation completes an AHTA IAW DoDI 6055.17, *DoD Emergency Management (EM) Program*; DoDI 3020.45; and Department of the Air Force Instruction (DAFI) 10-2501, *Emergency Management Program*.
- 2.19.3. Incorporates MA data, information, and risks into installation resourcing prioritization processes including the installation financial management board and the installation facility board.
- 2.19.4. Reports DCA and/or TCA operational status changes as directed by [paragraph 3.3.4.2](#).
- 2.19.5. On installations that manage DCI, as defined under the MA Construct, records vulnerabilities identified during assessments that will cause the installation or unit to fail its assigned missions in DRRS IAW DoDI 7730.66, *Readiness Reporting Guidance for the Defense Readiness Reporting System*.
- 2.19.6. Collaborates with tenant units to implement the MA Construct for designated DCAs/TCAs located on the installation.

Chapter 3

MISSION ASSURANCE (MA) CONSTRUCT

3.1. General. The USAF protects or ensures the continued function and resilience of capabilities and assets designated as DCAs or Tier 1 or Tier 2 TCAs in the DoD MA system of record by implementing the MA Construct's four processes: identification, assessment, risk management, and monitoring.

3.2. Objectives.

3.2.1. Identify and prioritize USAF-owned critical capabilities, functions, systems, and supporting assets aligned to strategic missions.

3.2.2. Implement a comprehensive and integrated MA risk management construct.

3.2.3. Provide risk information to DAF MA lead and relevant MARPA OPRs, as appropriate, to enable risk-informed decisions to optimize risk-reduction solutions.

3.3. MA Processes.

3.3.1. Identification Process.

3.3.1.1. Step 1 – Conduct Mission Decomposition. Mission owners are responsible for mission decomposition and initiate the identification process. MAJCOMs/DRUs/FOAs will support mission owner's efforts, as required. **(T-1)** Joint Staff may task USAF to participate in mission decomposition.

3.3.1.1.1. Mission owners conduct mission decomposition IAW DoDI 3020.45 and CJCSI 3209.01A. If it is determined the USAF is the capability provider, mission owners task the USAF via the Joint Staff with instructions. Alternatively, combatant commands (CCMD) may directly task the MAJCOM if the MAJCOM is the CCMD's service component command.

3.3.1.1.2. Mission owners record the completed mission decomposition in the DoD MA system of record and provide the analysis to the appropriate capability provider. Mission owners define and provide the standards and conditions necessary for capability success and include any known DCAs and/or Tier 1 or Tier 2 TCAs aligned with the appropriate essential capability. If acceptable standards and conditions are not defined and provided by the appropriate mission owner, AF/A3 will notify the Joint Staff J-3, Operations.

3.3.1.1.3. IAW CJCSI 3209.01A, while conducting the identification process, if mission-essential tasks (METs), MEFs, or DoD primary MEFs are not currently reported in DRRS-S, MAJCOMs/DRUs/FOAs should provide recommendations to their readiness section for potential incorporation into the command's DRRS-S report. DRRS-S is a data entry point for the Mission Assurance Risk Management System (MARMS), which is necessary to assist in the decomposition process.

3.3.1.2. Step 2 – Identify and Nominate TCAs. MAJCOMs/DRUs/FOAs will evaluate mission owner required capabilities and coordinate with installations to identify and generate a list of all task assets required for the USAF to support the required capabilities. **(T-1)** MAJCOMs/DRUs/FOAs will evaluate the task assets identified and required for the execution of assigned missions recorded in DRRS and derived from tactical-level UJTL tasks or USAF METLs and recommend TCAs to AF/A3. **(T-1)**

3.3.1.2.1. A TCA is an asset of such extraordinary importance that its incapacitation or destruction would have a serious, debilitating effect on the ability of one or more DoD or Office of the Secretary of Defense (OSD) Components to execute the capability or MET it supports. TCAs are used to identify DCAs. TCAs will meet one of the following criteria:

3.3.1.2.1.1. No other TA is available to meet the minimum performance standards and conditions of the essential capability resulting in a single point of failure.

3.3.1.2.1.2. Multiple similar and functionally related TAs exist, not necessarily co-located in a single geographic location, that must perform together to meet the requirements of the essential capability's minimum performance standards and conditions. The loss of any of these TAs causes the system to fail or significantly degrade. The system will be recorded as a single TCA.

3.3.1.2.1.3. An alternate TA supporting another essential capability of the same strategic mission is available, but using this alternate TA will cause failure or significant degradation to the other essential capability.

3.3.1.2.1.4. An alternative or workaround to the TA exists that could potentially provide the essential capability, but the alternative has not been operationally tested or validated to do so. Until such time as the alternative is certified to meet mission requirements, the original TA will be considered a TCA.

3.3.1.2.2. A Tier 1 TCA is an asset whose loss, incapacitation, or disruption would result in mission failure at the DoD Component level of a MET or essential capability aligned with strategic missions.

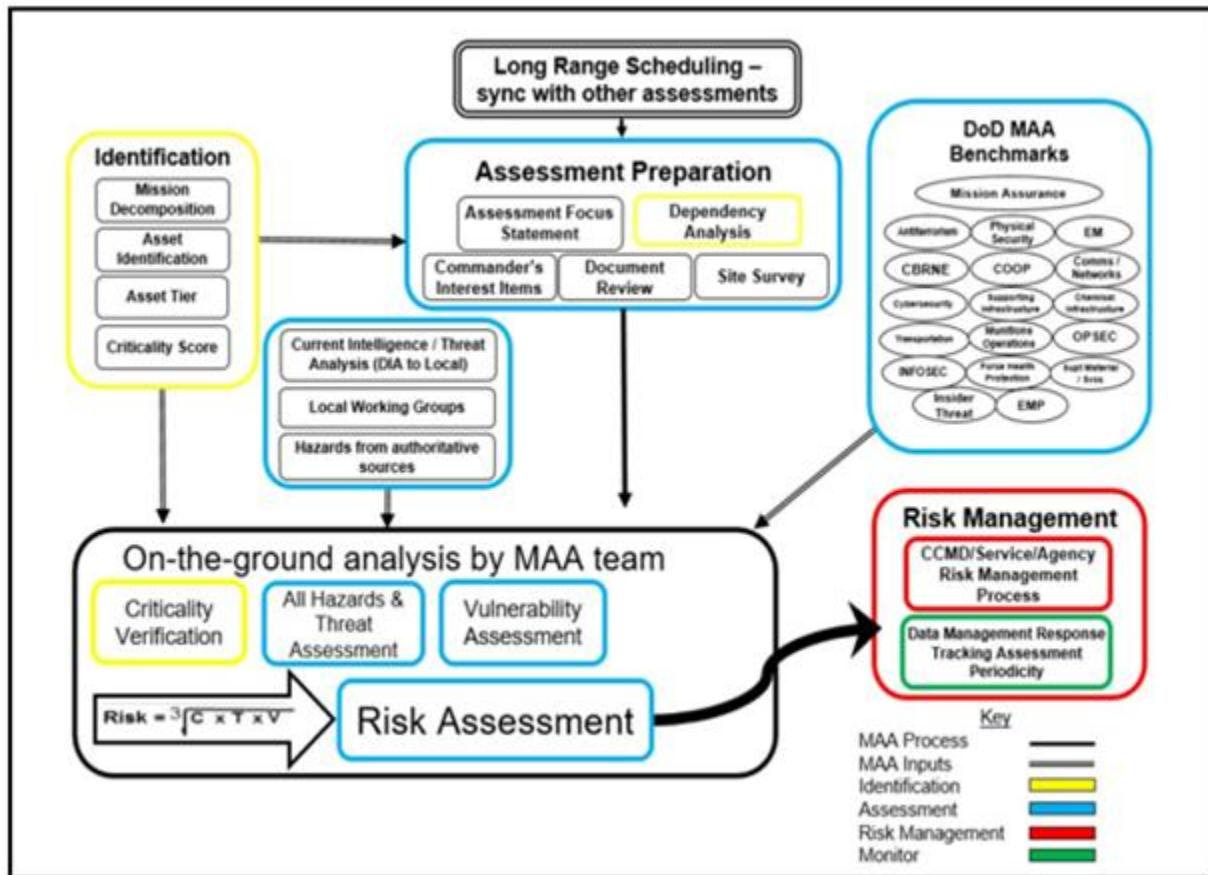
3.3.1.2.3. A Tier 2 TCA is an asset whose loss, incapacitation, or disruption would result in severe mission degradation at the DoD Component level of a MET or essential capability aligned to strategic missions.

3.3.1.2.4. A Tier 3 TCA is an asset not currently assigned to support a strategic mission but will become a Tier 1 or Tier 2 TCA when designated by its parent component to support a strategic mission.

3.3.1.2.5. AF/A3 will evaluate and analyze MAJCOM/DRU/FOA recommendations and determine if the required capability can be provided by another MAJCOM/DRU/FOA or by other means. After the analysis of alternatives, if the asset continues to meet the TCA definition it is eligible to be nominated as a TCA.

- 3.3.1.2.6. MAJCOM/DRU/FOA MA OPRs may nominate assets to be TCAs outside of the mission owner led process by providing AF/A3 the following information: identified strategic mission the asset supports, asset description, detailed capability with proposed impact statement from USAF capability perspective, proof of time to negatively impact the capability and time to restore the capability along with dependency diagrams, and analysis of possible COOP options for the assets. Upon receipt of the information, AF/A3 will follow procedures identified in [paragraph 3.3.1.2.5](#).
- 3.3.1.3. Step 3 – TCA Validation and Submission. TCA nomination submissions will be provided by the respective MAJCOM/DRU/FOA to AF/A3O per the criteria in DoDI 3020.45, CJCSI 3209.01A, and this instruction. **(T-0)** Upon submission, AF/A3O will conduct a review of the nomination and coordinate the nomination with the mission owner prior to submitting to AF/A3 for final validation.
- 3.3.1.4. Step 4 – TCA Designation. AF/A3 reviews the nomination and if approved, validates the nomination. After the nomination is validated by AF/A3, AF/A3O will submit the designated TCA to the Joint Staff J-36 and update the DoD MA system of record IAW DoDI 3020.45.
- 3.3.1.5. USAF will complete the identification process every 3 years for each strategic mission and revalidate USAF owned Tier 1 and 2 TCAs annually. **(T-0)**
- 3.3.1.5.1. AF/A3O conducts annual TCA revalidation. The purpose of annual TCA revalidation is to ensure all USAF owned Tier 1 and Tier 2 TCAs continue to meet defined criteria and to ensure the quality of the data in the DoD and USAF MA systems of record. Annual TCA revalidation will be coordinated with HAF MARPA OPRs and MAJCOMs/DRUs/FOAs, as required.
- 3.3.1.5.2. After the annual revalidation is completed, AF/A3O will submit an annual TCA validation memorandum to AF/A3 for signature to confirm the TCAs have been validated. Once the TCA validation memorandum is signed by AF/A3, AF/A3O will report annual validation of all USAF owned TCAs through the DoD MA system of record and submit the list to the Joint Staff J-36 IAW CJCSI 3209.01A. **(T-0)**
- 3.3.2. Assessment Process. The assessment process ([Figure 3.1](#)) integrates the various MARPAs through an all-inclusive risk management process that determines probabilities and assesses consequences to characterize the risk to assets, systems, and essential capabilities supporting strategic missions. The assessment process integrates information on mission dependencies, asset criticality, asset or area-specific hazards and threats, and vulnerabilities through which those hazards and threats may impact missions.

Figure 3.1. Assessment Process.



3.3.2.1. Integrated Assessment Schedule (IAS). The IAS is an annual DoD-wide MA assessment program schedule coordinated and published by the CJCS in order to integrate, synchronize, and deconflict related assessments across the DoD. The IAS is the authoritative MAA schedule.

3.3.2.1.1. AF/A3 is the USAF coordinating authority for the IAS. AF/A3 coordinates with MAJCOMs/DRUs/FOAs to submit MAA nominations to the CJCS.

3.3.2.1.2. MAJCOM/DRU/FOA MA OPRs review the IAS, validate the periodicity and need for a MAA, and work with installation gatekeepers to identify available dates for the PSS and MAA to be conducted at the installation. **Note:** MAJCOM/DRU/FOA MA OPR may nominate locations or TCAs outside of the periodicity requirements based on real world events and/or mission changes.

3.3.2.1.3. AF/A3 coordinates the IAS with SAF/IG prior to submitting final USAF approval to CJCS in order to minimize duplication of effort and assessment fatigue for installations.

3.3.2.1.4. AF/A3 will notify MAJCOM/DRU/FOA MA OPRs when the IAS is published.

3.3.2.2. The MAAC, see [paragraph 2.19.1.6.](#):

- 3.3.2.2.1. Coordinates the collaboration between the MAA team, MAJCOM/DRU/FOA MA OPR, and installation stakeholders.
 - 3.3.2.2.2. Provides POC information to the MAA team, as required. **Note:** POCs must be available during the entire assessment period.
 - 3.3.2.2.3. Coordinates installation access and controlled/restricted area access for the MAA team.
 - 3.3.2.2.4. Coordinates the MAA team workspace location. **Note:** MAA team workspace location must be cleared to support work, discussion, and material storage at the SECRET level.
 - 3.3.2.2.5. Schedules meetings to include in-briefs, out-briefs, site visits, and SME interviews.
- 3.3.2.3. Assessment Focus Statement (AFS). The AFS adds specificity to the assessment. The intent of the AFS is to outline the core effort of the MAA and includes missions, programs, and assets to be assessed.
- 3.3.2.3.1. The AFS includes the requirements as identified in CJCSI 3209.01A, at a minimum.
 - 3.3.2.3.2. When the USAF is designated as the lead component, AF/A3O is responsible for creating the AFS on behalf of the USAF and coordinating with stakeholders. When the USAF is not the lead component, AF/A3O coordinates with the lead component on USAF equities and initiates coordination with MAJCOMs/DRUs/FOAs as necessary.
- 3.3.2.4. Pre-Assessment Site Survey (PSS). The PSS is an essential element of a MAA that supports the linkage of assets identified in the AFS with the strategic mission. Installations participate and support the MAA team and other stakeholders during PSS activities. A key leader engagement meeting will be conducted prior to the PSS to enhance asset/installation participation and set expectations for the PSS and assessment.
- 3.3.2.4.1. The key objectives of the PSS are:
 - 3.3.2.4.1.1. Receive mission briefs from all relevant units, as identified in the AFS, to establish a thorough understanding of the assets and infrastructure necessary to support mission execution.
 - 3.3.2.4.1.2. Provide the host installation with an overview of the assessment and assessment timeline.
 - 3.3.2.4.1.3. Finalize the list of assets to be assessed and the commander's interest items (CII) list. CIIs can be missions, program areas, or other areas of concern that are of special interest to the assessment stakeholders.
 - 3.3.2.4.1.4. Review the AHTA and criticality scoring from the AFS and recommend changes, as required.
 - 3.3.2.4.1.5. Identify and map asset dependencies.
 - 3.3.2.4.1.6. Obtain required information to finalize the AFS.

3.3.2.4.1.7. Coordinate logistics and MAA team access with the host installation.

3.3.2.4.1.8. Collect information the MAA team will need prior to the MAA to begin analysis (e.g. asset location, drawings, blueprints, etc.).

3.3.2.4.1.9. Establish installation POCs to ensure appropriate personnel are available to discuss asset functionally.

3.3.2.4.1.10. Review assessment schedule.

3.3.2.4.2. AF/A3O will assign a mission analyst as POC for the applicable MAA. The mission analyst and MAJCOM/DRU/FOA MA OPR will attend the PSS. **(T-1)**

3.3.2.5. Mission Assurance Assessment (MAA). MAAs are conducted IAW DoDI 3020.45 and CJCSI 3209.01A. MAAs are on-the-ground vulnerability assessments to determine asset vulnerability to the hazards and threats as identified in the installation AHTA. MAAs are not compliance inspections. Vulnerabilities may exist even when an organization is fully compliant and, conversely, non-compliance may not result in any significant or exploitable vulnerability. The MAA team notes observations of vulnerabilities or other findings. These observations focus on the impacts a vulnerability has on accomplishing the assigned mission and the ability to perform assigned MEFs, joint mission-essential tasks, or plans.

3.3.2.5.1. MAJCOMs/DRUs/FOAs will support the MAA process to enable a successful assessment that highlights vulnerabilities and risk to USAF-owned DCAs/TCAs. **(T-1)**

3.3.2.5.2. MAJCOM/DRUs/FOAs MA OPRs will attend the MAA and act as HAF liaison to the installation. **(T-1)**

3.3.3. Risk Management Process. The USAF employs a risk management process to identify and implement solutions to achieve a level of acceptable risk by mission owners based on a thorough understanding of the limits on USAF resources. Risk management enables decision makers to make risk informed decisions and best decide how to employ resources to reduce risk. MA is a risk management construct used to inform other USAF risk management and funding programs. MA is not a funding program. **Note:** Risk management for non-DoD owned assets will meet the requirements identified in DoDI 3020.45. **(T-0)**

3.3.3.1. MAJCOMs/DRUs/FOAs coordinate the risk management process. The risk management process is a collaboration between all stakeholders of the asset(s) which were assessed during the MAA. After the MAA and receipt of the final mission assurance assessment report (MAAR) in MARMS, the MAJCOM/DRU/FOA MA OPR will:

3.3.3.1.1. Share the MAAR with all stakeholders, lead the review of the MAAR, and provide concurrence/non-concurrence on the findings. **(T-1)**

3.3.3.1.2. Develop risk response recommendations to all MAA identified high and significant risks. There are three authorized risk response recommendations. **Note:** MAJCOMs/DRUs/FOAs are required to coordinate risk response recommendations with the mission owner, AF/A3O, and stakeholders, as necessary, to ensure risk response recommendations achieve a level of acceptable risk by mission owners, based on a thorough understanding of the limits of USAF resources. AF/A3O assists with the coordination of external stakeholders, as required.

3.3.3.1.2.1. Remediation. Actions taken to correct known deficiencies and weaknesses once a vulnerability has been identified.

3.3.3.1.2.2. Mitigation. Actions taken in response to a warning or after an incident occurs that are intended to lessen the potentially adverse effects on a given military operation or infrastructure.

3.3.3.1.2.3. Acceptance. Accept risk as identified. No remediation or mitigation action.

3.3.3.1.3. Develop risk response plans (RRP). Proposed RRP should utilize the full scope of solutions (i.e. doctrine, organization, training, materiel, leadership, personnel, facilities, and policy). RRP will include:

3.3.3.1.3.1. Explanation of how the RRP will reduce risk and the OPR for the implementation of the RRP.

3.3.3.1.3.2. Resourcing strategy to include resources beyond the MAJCOM/DRU/FOA's control, if necessary. **Note:** Resourcing strategy should be coordinated with all stakeholders (e.g. CCMD, AFIMSC, etc.) to ensure executability.

3.3.3.1.3.3. Plan of action and milestones (POAM) with an estimated completion date (ECD).

3.3.3.1.3.4. Proposed RRP requiring long-term plan implementation timelines greater than one year will also include the short-term plan mitigation actions being taken to mitigate risk to the asset(s) prior to the long-term plan being implemented.

3.3.3.1.4. Select RRP. The MAJCOM/DRU/FOA 2-letter, or designee, selects the proposed RRP. MAJCOMs/DRUs/FOAs will incorporate RRP requirements, actions and processes into budgeting activities to advocate for prioritization and funding. **(T-1)**

3.3.3.1.5. Submit RRP. MAJCOMs/DRUs/FOAs will provide the proposed RRP in the USAF MA system of record no later than 120 days after receiving the MAAR. **(T-1)** (**Note:** Due to DoD MACB timelines, AF/A3O may request MAJCOMs/DRUs/FOAs present proposed RRP prior to final MAJCOM/DRU/FOA RRP selection.) Proposed RRP will include:

3.3.3.1.5.1. RRP narrative, timeline and ECD, and current working estimate or programmed amount if funding is required. **(T-1)**

3.3.3.1.5.2. Proposed RRP requiring civil engineering projects will include the requirements listed in [paragraph 3.3.3.1.5.1](#), programming documents, and status to support the MAJCOM/DRU/FOA POAM.

3.3.3.2. Approval of proposed RRP. AF/A3O will review and concur/non-concur with MAJCOM/DRU/FOA submitted RRP and coordinate the RRP for approval with the DoD MACB for DoD MACB prioritized assets and locations or the USAF MA Forum for non-DoD MACB prioritized assets and locations. MAJCOMs/DRUs/FOAs will present proposed RRP to the DoD MACB/USAF MA Forum, as requested. **(T-1)** AF/A3O provides approved RRP to SAF/AM to support the ERM process.

3.3.4. Monitoring and Reporting Process:

3.3.4.1. MAJCOMs/DRUs/FOAs monitor and report risk management activities, remediation and mitigation projects, timelines, and changes to remediation/mitigation status of assigned DCAs/TCAs with identified high and/or significant risk(s) in the USAF MA system of record. **(T-1)**

3.3.4.1.1. Supporting MAJCOMs/DRUs/FOAs and organizations (e.g. AFIMSC) will support MAJCOMs/DRUs/FOAs in tracking the status of risk management activities that fall within their portfolio. **(T-1)**

3.3.4.1.2. MAJCOMs/DRUs/FOAs will immediately report to AF/A3O any changes to implementation status of risk management activities to include changes to the RRP ECD of more than 60 days and any significant change to the RRP. **(T-1) Note:** The DoD MACB approves any significant changes to approved RRP's to DoD MACB prioritized assets and locations.

3.3.4.2. Operational Status Change of a DCA/TCA. Any change impacting a DCA/TCA's operational status, resulting in non-mission-capability or partial mission-capability, will be reported by the asset owner/capability provider IAW CJCSI 3209.01A and Air Force Manual (AFMAN) 10-206, *Operational Reporting*. **(T-0)**

3.3.4.2.1. MAJCOM/DRU/FOA MA OPR will ensure the requirement to report a DCA/TCA operational status change is in the command post operational reporting (OPREP) matrix. **(T-1)**

3.3.4.2.2. Installation commanders will provide the following asset information, at a minimum, in the OPREP:

3.3.4.2.2.1. DCA/TCA name.

3.3.4.2.2.2. DCA or Tier 1 or Tier 2 TCA.

3.3.4.2.2.3. Strategic Mission Assurance Data System (SMADS) identification number.

3.3.4.2.2.4. DCA/TCA description.

3.3.4.2.2.5. Date and time of incident.

3.3.4.2.2.6. Location of incident.

3.3.4.2.2.7. Summary of the incident in narrative form.

3.3.4.2.2.8. Impact to DCA/TCA capability.

3.3.4.2.2.9. Time to impact mission.

3.3.4.2.2.10. Mission owner(s) the DCA/TCA supports.

3.3.4.2.2.11. Estimated time to restore.

3.3.4.2.2.12. Commander or representative reporting: (name, rank, unit, Defense Switched Network (DSN) number).

3.3.4.2.2.13. POC: (name, rank, email address, DSN number).

Chapter 4

UNITED STATES AIR FORCE MISSION ASSURANCE (MA) GOVERNANCE

4.1. Purpose. The USAF MA Forum is the principal advocacy forum for implementing the MA Construct and coordinating USAF MA enterprise efforts. The USAF MA Forum is a hierarchical three-tier structure comprised of the following: USAF MA Council; USAF MA Board; and USAF MA Working Group. The USAF MA Forum focuses on establishing MA priorities, managing risk to identified USAF owned DCAs/TCAs, and addressing evolving hazards and threats elevated from the MAJCOMs/DRUs/FOAs and MARPA leads.

4.2. USAF MA Governance Structure.

4.2.1. USAF MA Council. The primary strategic-level forum responsible for providing senior-level administration, strategy, guidance, and priorities to the USAF MA enterprise in order to maximize effectiveness and efficiency and promote strategic alignment of MA efforts throughout the USAF. The USAF MA Council is chaired by the AF/A3, or designated representative, with membership comprised of HAF MARPA OPRs ([Table 1.1](#)) at the general officer or senior executive service level and MAJCOM/DRU MA OPRs at the 2-letter level.

4.2.1.1. Convenes annually, or as necessary, to support DoD MACB requirements and/or the USAF MA enterprise.

4.2.1.2. Oversees actions or tasks directed by the DoD MACB and focuses MA efforts towards protecting and managing risks to USAF owned DCAs/TCAs.

4.2.1.3. Oversees USAF reporting to the DoD MACB on implementation of approved RRP.

4.2.1.4. Performs regular reviews of approved RRP to determine whether approved RRP are undergoing implementation or require follow on actions.

4.2.2. USAF MA Board. The primary operational-level forum providing an opportunity for MA leaders to raise and discuss challenges affecting the MA enterprise and determine recommended courses of actions regarding a myriad of emergent MA issues. The USAF MA Board is chaired by the AF/A3O, or designated representative, with membership comprised of HAF MARPA OPR ([Table 1.1](#)) functional experts at the O-6/GS-15 level and MAJCOM/DRU/FOA MA OPRs at the O-6/GS-15 level.

4.2.2.1. Convenes semiannually, or as necessary, to support DoD MACB requirements and/or the USAF MA enterprise.

4.2.2.2. Ensures appropriate coordination with HAF MAPRA OPRs ([Table 1.1](#)) and MAJCOM/DRU/FOA representatives on issues and recommendations to be presented to the USAF MA Council.

4.2.2.3. Provides recommendations and assists the USAF MA Council in creating and revising MA strategy and priorities.

4.2.2.4. Oversees implementation of USAF MA Council MA priorities and decisions.

4.2.2.5. Reviews MAA results and MAJCOM/DRU/FOA proposed risk response recommendations and RRP for all MAA identified high and significant risks to USAF-owned DCAs/TCAs.

4.2.2.6. Resolves MA enterprise-level issues or recommends courses of action for USAF MA Council decision.

4.2.3. USAF MA Working Group. The primary tactical-level working advisory forum for the development, vetting, and coordination of MA related policies, procedures, and actions. The USAF MA Working Group is chaired by the Mission Assurance Division (AF/A3OB), or designated representative, with membership comprised of HAF MARPA OPR (**Table 1.1**) SMEs at the O4-O5 or GS13-14 level and MAJCOM/DRU/FOA MA OPRs at the O4-O5 or GS11-14 level.

4.2.3.1. Convenes quarterly, or as necessary, to support DoD MACB and/or USAF MA Forum requirements and MA related priorities and initiatives.

4.2.3.2. Provides recommendations and assists the USAF MA Board in creating and revising MA strategy, policy, and priorities.

4.2.3.3. Ensures implementation of current MA strategic priorities and initiatives as well as assesses alignment of new internal and external priority requirements and initiatives.

4.2.3.4. Resolves MA enterprise-level issues or recommends courses of action for USAF MA Board decision.

4.2.3.5. Reviews MAJCOM/DRU/FOA proposed risk response recommendations and RRP for all MAA identified high and significant risks to USAF-owned DCAs/TCAs.

4.2.3.6. Advocates for resources to support MA priorities and MAA high and/or significant risks RRP.

4.3. Major Command (MAJCOM)/Direct Reporting Unit (DRU)/Field Operating Agency (FOA) Mission Assurance (MA) Forum. MAJCOMs/DRUs/FOAs with validated DCAs or TCAs must establish a MA Forum. **(T-1) Note:** MAJCOMs/DRUs/FOAs may integrate the MA Forum with other similar requirements (e.g. Antiterrorism Working Group, Emergency Management Working Group, etc.). The MAJCOM/DRU/FOA level MA Forum should complement and align with the USAF MA Forum structure to the greatest extent practical.

4.3.1. Provides a command-wide architecture to serve as the focal point for coordinating the MAJCOM/DRU/FOA MA enterprise. MAJCOMs/DRUs/FOAs should prioritize their focus on capabilities impacting strategic missions, as defined in DoDI 3020.45, followed by operational level MA concerns. **(T-2)**

4.3.2. Focuses on establishing MAJCOM/DRU/FOA MA priorities, managing risk to DCAs/TCAs, prioritizing strategic missions, and addressing evolving threats. **(T-2)**

4.3.3. After a MAJCOM/DRU/FOA location receives a MAA, the MAJCOM/DRU/FOA level MA Forum must convene within 60 days after the MAAR is published to address identified risks and vulnerabilities. **(T-1)**

4.3.4. Reviews installation proposed RRP to address each MAAR-identified vulnerability resulting in high and/or significant risk. **(T-1)**

4.3.5. Engages with the necessary functional areas to ensure the MAJCOM/DRU/FOA can implement proposed RRP.

4.3.6. Performs regular reviews of approved RRP to determine whether RRP are undergoing implementation or require follow on actions. **(T-1)**

4.3.7. As needed, establishes functional area working groups to gather common functional area trends, vulnerabilities, threats, and submit high-level issues to the USAF MA Forum.

4.3.8. Elevates unresolved vulnerabilities and/or risks through the appropriate functional chains of command for resolution.

4.4. Installation Mission Assurance (MA) Forum. Installations with validated DCAs or TCAs must establish a MA Forum. **(T-1)** Installation MA Forums will include tenant units that have equity in the DCA(s)/TCA(s) located on the installation to ensure the tenant unit commander's issues are addressed. **(T-1) Note:** Installations may integrate the MA Forum with other similar requirements (e.g. Antiterrorism Working Group, Emergency Management Working Group, etc.). The installation level MA Forum should complement and align with the MAJCOM/DRU/FOA MA Forum structure to the greatest extent practical.

4.4.1. After receiving a MAA, the installation MA Forum must convene within 30 days after the MAAR is published to address identified risks and vulnerabilities. **(T-2)**

4.4.2. The installation MA Forum will develop RRP to address each MAAR-identified vulnerability resulting in high and/or significant risk and provide the RRP to the asset-owning MAJCOM/DRU/FOA. **(T-1)**

ADRIAN L. SPAIN, Lt Gen, USAF
Deputy Chief of Staff, Operations

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

DoDD 3020.40, *Mission Assurance (MA)*, 29 November 2016

DoDI 3020.45, *Mission Assurance Construct*, 14 August 2018

DoDI 3150.09, *The Chemical, Biological, Radiological, and Nuclear Survivability Policy*, 8 April 2015

DoDI 6055.17, *DoD Emergency Management (EM) Program*, 13 February 2017

DoDI 7730.66, *Readiness Reporting Guidance for the Defense Readiness Reporting System*, 10 December 2024

CJCSI 3209.01A, *Mission Assurance Construct Implementation*, 23 August 2023

DAFI 10-208, *Continuity of Operations (COOP) Program*, 12 May 2023

DAFI 10-2501, *Emergency Management Program*, 16 October 2023

DAFMAN 90-161, *Publishing Processes and Procedures*, 18 October 2023

AFPD 10-24, *Mission Assurance*, 5 November 2019

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFMAN 10-206, *Operational Reporting (OPREP)*, 18 June 2018

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*, 15 April 2022

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFIMSC—Air Force Installation and Mission Support Center

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFS—assessment focus statement

AHTA—all-hazards threat assessment

CBRN—chemical, biological, radiological, or nuclear

CBRNE—chemical, biological, radiological, nuclear, and explosives

CCMD—combatant command

CII—commander’s interest items
CJCS—Chairman of the Joint Chiefs of Staff
CJCSI—Chairman of the Joint Chiefs of Staff Instruction
COOP—Continuity of Operations
DAF—Department of the Air Force
DAFMAN—Department of the Air Force Manual
DCA—defense critical asset
DoD—Department of Defense
DoDD—Department of Defense Directive
DoDI—Department of Defense Instruction
DRRS—Defense Readiness Reporting System
DRRS-S—Defense Readiness Reporting System – Strategic
DRU—direct reporting unit
DSN—Defense Switched Network
ECD—estimated completion date
EM—Emergency Management
ERM—Enterprise Risk Management
FOA—Field Operating Agency
FSRM—facility sustainment, restoration and modernization
HAF—Headquarters Air Force
IAS—integrated assessment schedule
IAW—in accordance with
I2AP—Installation Infrastructure Action Plan
ISR—intelligence, surveillance, and reconnaissance
MA—mission assurance
MAA—mission assurance assessment
MAAC—mission assurance assessment coordinator
MAAR—mission assurance assessment report
MACB—mission assurance coordination board
MAJCOM—Major Command
MARMS—Mission Assurance Risk Management System
MARPA—mission assurance-related program and activity

MEF—mission-essential function
MET—mission-essential task
METL—mission-essential task list
MILCON—military construction
MRT-C—mission relevant terrain – cyberspace
OPLAN—operation plan
OPR—office of primary responsibility
OPREP—operational reporting
OSD—Office of the Secretary of Defense
POAM—plan of action and milestones
POC—point of contact
PPBE—Planning, Programming, Budgeting, and Execution
PPI—program objective memorandum preparation instructions
PSS—pre-assessment site survey
RRP—risk response plan
SAF—Secretary of the Air Force
SCI—sensitive compartmented information
SMADS—Strategic Mission Assurance Data System
SME—subject matter expert
TA—task asset
TCA—task critical asset
TS—top secret
UMMC—unspecified minor military construction
UJTL—universal joint task list
USAF—United States Air Force

Office Symbols

SAF/AM—Office of Administration and Management
SAF/AQ—Assistant Secretary of the Air Force for Acquisition, Technology, and Logistics
SAF/CN—Department of the Air Force Chief Information Officer
SAF/FM—Assistant Secretary of the Air Force, Financial Management and Comptroller
SAF/IE—Assistant Secretary of the Air Force, Installations, Environment and Energy
SAF/IG—The Office of the Inspector General of the Department of the Air Force

SAF/OC—Office of Competitive Activities

AF/A2/6—The Deputy Chief of Staff, Intelligence, Surveillance, and Reconnaissance and Cyber Effects Operations

AF/A3—The Deputy Chief of Staff, Operations

AF/A4—The Deputy Chief of Staff, Logistics, Engineering and Force Protection

AF/A5/7—The Deputy Chief of Staff, Air Force Futures

AF/A8—The Deputy Chief of Staff, Plans and Programs

AF/A10—The Deputy Chief of Staff, Strategic Deterrence and Nuclear Integration

AF/JA—The Office of the Judge Advocate General

AF/SE—The Air Force Chief of Safety

AF/SG—The Air Force Surgeon General

AF/A3O—Directorate of Current Operations

AF/A3OB—Mission Assurance Division

Terms

Asset—A distinguishable entity that provides a service or capability. Assets are people, physical entities, or information located either within or outside the United States and employed, owned, or operated by domestic, foreign, public, or private sector organizations. (DoDD 3020.40)

Asset Owner—The DoD Component or subcomponent with PPBE responsibility for a DoD asset, or organizations that own or operate a non-DoD asset. (DoDI 3020.45)

Capability Provider—DoD Components that furnish forces, materiel, and other assets or capabilities to a mission owner to execute a mission. (DoDI 3020.45)

Critical—The designation assigned to a capability, system, or asset that without which will significantly degrade or prevent execution of a supported strategic mission.

Defense Critical Asset—An asset of such extraordinary importance to operations in peace, crisis, and war that its incapacitation or destruction would have a very serious, debilitating effect on the ability of the DoD to fulfill its missions. (DoDD 3020.40)

Defense Critical Infrastructure—Department of Defense and non-Department of Defense networked assets and facilities essential to project, support, and sustain military forces and operations worldwide. Also called DCI. (JP 3-27)

Enterprise Risk Management—An enterprise-wide framework and governance structure that provides a strategically aligned portfolio view of organizational risks, issues, challenges, and potential opportunities to provide insight into how to proactively address performance issues and most effectively prioritize resource allocations to ensure successful mission delivery.

High risk—The vulnerability is exposed and exploitable. There are known weaknesses through which adversaries, natural hazards, or accidental disruptions would be capable of causing the loss of or disruption to the asset's mission functionally. (CJCSI 3209.01A)

Infrastructure—The framework of interdependent physical and cyber-based systems comprising identifiable industries, institutions (including people and procedures), and distribution capabilities that provide a reliable flow of products and services essential to the defense and economic security of the United States, to the smooth functioning of government at all levels, and to society as a whole. (DoDD 3020.40)

Mission Assurance—A process to protect or ensure the continued function and resilience of capabilities and assets, including personnel, equipment, facilities, networks, information and information systems, infrastructure, and supply chains, critical to the execution of DoD mission-essential functions in any operating environment or condition. (DoDD 3020.40)

Mission Assurance Assessment—Assessment of the discipline under the mission assurance umbrella to identify vulnerabilities and gaps that could prevent accomplishment of a unit, installation, or higher authority mission. (DoDD 3020.40)

Mission Assurance Construct—The DoD-wide risk management approach that synchronizes and integrates aspects of multiple security, protection, and risk management efforts throughout DoD to manage the risk to the Department's strategic missions. The MA Construct is made up of four processes: identification, assessment, risk management, and monitoring. (DoDI 3020.45)

Mission Assurance Coordination Board (MACB)—A governance structure co-led by OSD and the Joint Staff focused on issue resolution for DCAs and select TCAs.

Mission Essential Function—Functions that organizations must continue throughout or resume rapidly after a disruption of normal activities to achieve DoD Component missions or responsibilities. Failure to perform or sustain these functions would significantly impact DoD ability to provide vital services or exercise authority, direction and control. (DAFI 10-208)

Mission Owner—The OSD or DoD Component having responsibility for the execution of all or part of a mission assigned by statute or the Secretary of Defense. (DoDD 3020.40)

Mitigation—Actions taken in response to a warning or after an incident occurs that are intended to lessen the potentially adverse effects on a given military operation or infrastructure. (DoDD 3020.40)

Remediation—Actions taken to correct known deficiencies and weaknesses once a vulnerability has been identified. (DoDD 3020.40)

Resilience—The ability to prepare for and adapt to changing conditions and withstand and recover rapidly from disruptions. Resilience includes the ability to withstand and recover from deliberate attacks, accidents, or naturally occurring threats or incidents. (Presidential Policy Directive-21)

Risk—Probability and severity of loss linked to threats or hazards and vulnerabilities. (DoDD 3020.40)

Risk Assessment—A systematic examination of risk using disciplined processes, methods, and tools. A risk assessment provides an environment for decision makers to evaluate and prioritize risks continuously and to recommend strategies to remediate or mitigate those risks. (DoDD 3020.40)

Risk Response Plan—The capability provider/asset owner’s input to the risk management plan that describes those doctrine, organization, training, materiel, leadership, personnel, and facilities actions to be taken to reduce risk to an acceptable level and the timelines to implement these actions. (DoDI 3020.45)

Significant risk—The vulnerability is of significant concern, based on the exposure of the vulnerability and ease of exploitation. There are multiple known weaknesses through which adversaries, natural hazards, or accidental disruptions would be capable of causing the loss of or disruption to the asset’s mission functionality. (CJCSI 3209.01A)

Strategic Mission (for MA)—DoD Component-level MEFs, including, but not limited to, OSD Components, and Combatant Command (CCMD) Unified Command Plan assigned missions, responsibilities, and tasks including campaign plans, operation plans (OPLANs), concept plans (CONPLANs), and core joint mission-essential tasks (JMETs). (DoDI 3020.45)

Task Asset—An asset that is directly used to support execution of one or more operations, tasks, activities, or METs. (DoDI 3020.45)

TCA—An asset that is of such extraordinary importance that its incapacitation or destruction would have a serious, debilitating effect on the ability of one or more DoD or OSD Components to execute the capability or mission-essential task it supports. Task critical assets are used to identify defense critical assets. (DoDD 3020.40)

TCA Tier 1—An asset whose loss, incapacitation, or disruption would result in mission failure at the DoD Component level of a MET or essential capability aligned with strategic missions. (DoDI 3020.45)

TCA Tier 2—An asset whose loss, incapacitation, or disruption would result in severe mission degradation at the DoD Component level of a MET or essential capability aligned to strategic missions. (DoDI 3020.45)

TCA Tier 3—An asset not currently assigned to support a strategic mission but will become a Tier 1 or Tier 2 TCA when designated by its parent component to support a strategic mission. (DoDI 3020.45)

Threat—An adversary having the intent, capability, and opportunity to cause loss or damage. (DoDD 3020.40)

Vulnerability—A weakness or susceptibility of an installation, system, asset, application, or its dependencies that could cause it to suffer a degradation or loss (incapacity to perform its designated function) as a result of having been subjected to a certain level of threat or hazard. (AFPD 10-24)