COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements Department of the Air Force Policy Directive (DAFPD) 13-1, *Command and Control Enterprise (C2 Enterprise)* and DAFPD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems*. This manual provides guidance for Battle Control Center (BCC) operations in the Continental United States (CONUS) and Indo-Pacific Command (INDOPACOM) (Korea, Japan, Alaska, and Hawaii). This manual applies to all Regular Department of the Air Force military and civilian personnel, members of the Air National Guard (ANG), and assigned Canadian forces. This manual does not apply to the United States Space Force (USSF), Air Force Reserve Command (AFRC), or Air Education Training Command (AETC) but may be used by AETC units as reference. This publication may be supplemented at any level, but all direct supplements must be routed to the office of primary responsibility (OPR) of this publication for coordination prior to certification and approval. See **paragraph 1.4.1** for additional guidance. The authorities to waive wing/unit level requirements in this publication are identified with a tier number ("T-0, T-1, T-2, T-3") following the compliance statement. See DAFI 33-360, *Publications and Forms Management*, 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 requestor's commander (CC) for non-tiered compliance items. See **paragraph 1.4.2** for additional guidance. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFI 33-322, *Records Management and*

Information Governance Program, and disposed of IAW the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate chain of command. Reference to forms within this manual also equates to electronic products when authorized. The reports in this manual are exempt from licensing according to AFI 33-324, *The Air Force Information Collections and Reports Management Program*. 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.

Compliance with **Attachment 1** is not mandatory.

SUMMARY OF CHANGES

This manual has been completely revised and rewritten to reflect the evolving operational environment. This manual must be completely reviewed due to the extent of the operational and administrative changes.

Chapter 1

BATTLE CONTROL CENTER OVERVIEW

1.1. Overview. This manual describes the Battle Control Center (BCC), the tactical level command and control (C2) node that conducts defensive counterair operations in the North American Aerospace Defense Command/United States Northern Command (NORAD/USNORTHCOM) and INDOPACOM areas of responsibility. Headquarters Air Combat Command (HQ ACC) organizes, trains, and equips the units within the Continental United States (CONUS). Headquarters Pacific Air Forces (HQ PACAF) organizes, trains, and equips units that operate the BCC within Alaska, Hawaii and Guam, and the theater air control system (TACS) units that operate fixed sites within the Republic of Korea and Japan.

1.2. Threat Environment. America and our deployed forces confront a greater diversity of threats and challenges than ever before. While the traditional, strategic threat to our deployed forces and Homeland remains, terrorist and asymmetric threats have become preeminent. In addition to long-range military strategic aviation, commercial aircraft (e.g., airliners, charter, cargo, and business jets), general aviation aircraft, unconventional aircraft (e.g., crop dusters, unmanned aerial vehicles, and ultralights), and cruise missiles (.i.e., both air and sea launched) have been included in the overall threat profile.

1.3. Purpose.

1.3.1. This manual standardizes the structure, functions, and responsibilities for each of the ACC and PACAF units listed below.

1.3.2. CONUS. Within the CONUS, the Eastern and Western Air Defense Sectors are equipped with the BCC for the Homeland Defense mission. The Sector Commanders are responsible to the Commander, NORAD/USNORTHCOM through the Commander, CONUS NORAD Region (CONR)/Air Forces NORTHERN (AFNORTH) for air sovereignty and aerospace control during peacetime and air superiority during wartime. Where Air Force Specialty Codes (AFSC) are annotated, the Canadian Forces equivalent is implied.

1.3.3. Alaskan Battle Control Center (ABCC). The ABCC is responsible to the NORAD/NORTHCOM Commander through the Alaska NORAD Region (ANR) Commander for homeland defense, air defense, air sovereignty, and aerospace warning and control of their assigned area of operation. Where AFSCs are annotated, the Canadian Forces equivalent is implied.

1.3.4. Hawaii Battle Control Center/Pacific Air Defense Sector (PADS). The PADS is responsible to the INDOPACOM commander through the area air defense commander (AADC) for homeland defense, air defense, air sovereignty, and aerospace control and warning of their assigned area of operation.

1.3.5. United States Air Force (USAF) TACS elements in Korea are responsible to the 7th Air Force (7 AF) commander for planning, directing, and coordinating the execution of military air operations throughout the Republic of Korea (in time of hostility, USAF TACS elements are responsible the commander, Air Component Command).

1.3.6. The USAF TACS elements in Japan are responsible to the 5th Air Force (5 AF) and 613th Air and Space Operations Center (AOC) for providing limited battle management, weapons control, and exercise support.

1.4. Roles and Responsibilities.

1.4.1. ACC/A3C is the Office of Primary Responsibility (OPR) for this volume, the Lead Command for the Battle Control Center weapon system and:

1.4.1.1. Coordinates all changes to the volume with applicable MAJCOM/A3s.

1.4.1.2. Forwards change recommendations to AF/A3TY.

1.4.1.3. Coordinates Air Force Guidance Memorandums and Interim Changes with NGB and PACAF OPRs prior to approval.

1.4.2. PACAF Theater Air Control System C2 Branch (A310):

1.4.2.1. Uses MAJCOM-specific supplements for unique mission considerations/requirements and establishes individual unit tasking as required.

1.4.2.2. As the theater OPR for MAJCOM-level training matters, provides assistance, guidance, and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.4.2.3. Provides courtesy copy of all approved waivers affecting PACAF BCC units to ACC and National Guard Bureau (NGB).

1.4.2.4. Reviews and approves subordinate unit directives (as required) to ensure compliance with published directives.

1.4.3. National Guard Bureau Airfield Operations and Command and Control Forces Division (NGB/A2/3/6/10Y) functions as the NGB OPR, and uses supplements for unique ANG considerations/requirements.

1.4.4. Numbered Air Force (NAF):

1.4.4.1. Provides assistance, guidance, and resources to subordinate units for the implementation, direction, and monitoring of the training program to include use of the courseware and the Learning Management System (LMS).

1.4.4.2. Monitors/coordinates actions to correct training deficiencies.

1.4.4.3. Conducts SAVs to subordinate units when requested by the unit CC to monitor and assist with implementation of unit training programs.

1.4.5. Unit Commanders:

1.4.5.1. Ensure personnel/crews are trained to a level of mission/combat readiness that meets the unit's operational requirements.

1.4.5.2. Request waivers in accordance with guidance provided in this volume.

1.4.5.3. Ensure adequate continuity and supervision of crew/individual training needs, experience, as well as the proficiencies of assigned and attached crewmembers.

1.4.5.4. Determine utilization of Basic Mission Capable (BMC) crewmembers.

1.4.6. Flight Commanders and Supervisors:

1.4.6.1. Ensure crew members are CMR/BMC in the duty position they are performing, or supervised by an instructor.

1.4.6.2. Ensure event objectives are briefed, debriefed, and assessed to determine successful accomplishments.

1.5. Supplements/Waiver Authority.

1.5.1. Supplements.

1.5.1.1. Major Commands (MAJCOMs) will coordinate their supplement to this manual with HQ ACC, Command and Control, Intelligence, Surveillance, and Reconnaissance (C2ISR) Division (ACC/A3C) before publication and forward one copy to AF/A3O-CS after publication. MAJCOM/A3s will approve MAJCOM supplements. Supplements will not contain procedures that are contrary to this manual. **(T-2)** After publication, approved MAJCOM-level supplements are distributed by the issuing MAJCOM to Headquarters Air Force, Command and Control Policy Operations Systems (AF/A3O-CS), ACC/A3C, the user MAJCOM, and National Guard Bureau C2ISR (NGB/A3Y) OPRs.

1.5.1.2. Units will coordinate unit-level supplement with the next higher Group or Numbered Air Force, as applicable, prior to MAJCOM approval. **(T-3)** MAJCOM OPRs will approve unit supplements. ANG units will coordinate their supplement with NGB/A3Y who in-turn will forward to MAJCOM OPRs for approval coordination. **(T-2)**

1.5.1.2.1. Supplementary guidance will not be less restrictive than the basic publication, but can be more restrictive. **(T-2)**

1.5.1.2.2. Supplemental guidance will not contradict the basic publication. **(T-2)**

1.5.2. Waivers.

1.5.2.1. Waiver authority for requirements of this volume will be IAW DAFI 33-360. Waiver requests must come from CCs (or civilian directors) of the affected unit seeking relief from compliance through the command chain up to the appropriate tier approval authority (i.e., Tier 0, 1, 2, 3) (or publications approval authority if non-tiered). **(T-2)** See DAFI 33-360 for definition of tier ratings. Tier 3 waiver authorities for this AFMAN are as follows: (1) 1 AF/AFNORTH/A3 for 224th and 225th Air Defense Squadrons (ADS); (2) 611 AOC/CC for 176 ADS; (3) PACAF A3/6CX for 169 ADS; (4) 607 AOC/CC for 621st Air Control Squadron (ACS); (5) 35 FW/CC for 610th Air Control Flight; and (6) 18 WG/CC for 623 ACS.

1.5.2.2. Waiver requests may be sent via email or memorandum, and must include the following:

1.5.2.2.1. Reference and text of the specific requirement for which the CC or director is requesting a waiver.

1.5.2.2.2. Rationale for the waiver: Explain which of the following three reasons IAW DAFI 33-360 apply and describe why:

1.5.2.2.2.1. The cost of compliance creates unacceptable risk to a higher priority task;

1.5.2.2.2.2. The expected cost of compliance outweighs the benefit;

1.5.2.2.2.3. Personnel cannot comply with the requirement due to a lack of resources (e.g., training, funds, equipment, facilities, guidance or manpower).

1.5.2.2.3. Time period or circumstance for which the waiver is required. **(T-2)**

1.5.2.2.4. Risk mitigation measures the requesting CC implements during the waiver period. **(T-2)**

1.5.2.2.5. Impact if waiver is disapproved. **(T-2)**

1.5.2.2.6. Approved waivers will be uploaded into the unit's management internal control toolset for inspection activity review and publication OPR's situational awareness/filing. **(T-2)**

1.5.3. PACAF/A3/6CX and NGB/A3Y will forward a copy of all approved waivers for their units to ACC/A3C. ACC/A3C will, in turn, forward a copy of all approved waivers for their units to PACAF/A3/6CX, NGB/A3Y, and AF/A3O-CS. Units will forward all approved waivers and report all deviations, or exceptions without waiver, through their chain of command, to MAJCOM OPR. **(T-2)**

1.5.4. Duration of waivers may be approved for a period not to exceed the requested waiver period or 30 calendar days after the approving CC's tour length, whichever is shorter.

1.5.5. File a copy of approved written waivers with this volume IAW DAFI 33-360.

Chapter 2

CONTINENTAL UNITED STATES (CONUS) BATTLE CONTROL CENTER (BCC)

2.1. Mission. The CONUS NORAD Region (CONR) has been subdivided into two geographic air defense sectors, Eastern Air Defense Sector and Western Air Defense Sector (EADS and WADS respectively). Tactical execution of defensive counterair, support to counterdrug operations and homeland security is the responsibility of the units that operate the respective BCCs. The BCCs fuse sensor data and additional information into a common tactical air picture and distribute the air picture to the 601 AOC and the NORAD/USNORTHCOM Command Center. EADS and WADS maintain the capability to assume the mission essential operational functions of the other sector, commonly called expansion operations. **Note:** The National Military Command Center and interagency partners responsible for homeland security at the National Capital Region Coordination Center, though outside the chain of command of the BCCs, also receive the tactical air picture.

2.2. Battle Staff (BS).

2.2.1. The BS is complementary to the BCC mission crew and functions as operations tempo dictates. It provides both operational and unit level administrative support to the mission crew. Members of the BS are not separate personnel authorizations. The BS is composed of members from the operations, mission support and CC's staff. The unit CC may form the BS as necessary due to changes in the threat or directed missions from higher headquarters (HHQ). The BS may be activated for an indefinite period of time. When the BS is fully formed, the commander assumes overall responsibility for the unit's activities and determines which responsibilities are assumed by the BS and which remain with the mission crew.

2.2.2. BS Composition. The commander, based on the mission tasking, may tailor the BS. The CC may also tailor and selectively man positions within the BS for specific operations.

2.2.3. The BS normally consists of the CC and/or director of operations (DO), intelligence officer, battle management superintendent (BMS) and the communications focal point (CFP). The commander adds additional personnel as the operational mission and support activities dictate.

2.2.3.1. CC. The commander is responsible to the 601 AOC for the unit's overall execution of the mission, directing, managing, and supervising the mission crew and the supporting work centers. In the absence of the CC, the designated battle commander (BC) assumes the duties.

2.2.3.2. DO. In addition to assuming the role of BC when required, the DO is responsible for providing AOC direction to the mission crew.

2.2.3.3. Intelligence Officer/Non-commissioned Officer (IN). The IN is responsible for receiving operational intelligence assessments and intelligence data and providing tactical intelligence updates to the BS and the mission crew. The IN also coordinates with HHQ intelligence sources.

2.2.3.4. Battle Management Superintendent (BMS). The BMS assists in managing the unit's activities, facilitating the interaction between the BS, mission crew and mission support functions.

2.2.3.5. Communications Focal Point (CFP). The CFP is a consolidation of all support activities within the BCC. The CFP functions in direct support of the unit's operational mission and includes, but is not limited to, maintenance control, telephone administration desk, and traditional network help desk. The CFP collects data from internal and external sources (such as unit work centers, the Defense Information Systems Agency, and Air Force Network Operations). In addition, the CFP monitors and coordinates scheduled and unscheduled maintenance, maintaining visibility of equipment and systems metrics and indicators.

2.3. Battle Control Center Mission Crew Function. The BCC mission crew performs the functions of battle management, weapons control, surveillance, identification, tactical data link operations and management and track reporting. The mission crew also provides airspace management.

2.4. Battle Control Center (BCC) Mission Crew Composition. The BCC mission crew is the focal point for operations. Supervised by a mission crew commander (MCC), the mission crew is tasked to execute the mission on a continuous basis and is manned by a number of personnel, tailored to meet mission requirements. Some duty positions serve as prerequisites to others and these prerequisites are located AFMAN 13-1BCC Volume 1, *Battle Control Center Training*. The mission crew will consist of the duty positions identified in **Figure 2.1** as described in the following sections. **(T-2)** Additionally, the mission crew may have personnel certified to augment and assist the battle management, weapons, and tactical data links functional areas. See **paragraph 2.9** for certification positions.

Figure 2.1. Combat Mission Crew Composition–CONUS BCC.

COMBAT MISSION CREW COMPOSITION CONUS BCC[1]	
Crew Position	**Crew Total**
Mission Crew Commander (MCC)	2
Mission Technician* (MT)[2, 2c]	2
Senior Director (SD)	2
Air Weapons Officer/Weapons Director (AWO/WD)	6
Weapons Technician* (WT)[2, 2a]	2
Air Surveillance Officer (ASO)	2
Air Surveillance (AST)	2
Surveillance Technician (ST)	9
Interface Control Watch Officer* (ICWO)[2, 2b]	1
Interface Control Technician (ICT)	2
Total	**30**
Notes: 1. The complexity of mission or additional battle management areas may require additional crew members. 2. The "*" denotes a mission certification position. See **paragraph 2.9** for further information.	

a. WT will be qualified in a 1C5 duty position (e.g., ST, ICT, AST). **(T-3)**
b. ICWO will be a qualified ICT. **(T-3)**
c. The unit commander will determine the need for MT to maintain a qualification in a 1C5 duty position (e.g., ST, ICT, AST, WD). **(T-3)**

2.5. Common Mission Crew Duties and Responsibilities.

2.5.1. While each crew position has specific duties and responsibilities, the following responsibilities are common to all mission crew positions. All mission crew members will:

2.5.2. Have working knowledge of, and comply with, applicable governing directives and agreements. **(T-3)**

2.5.3. Conduct internal and external communication and coordination. **(T-3)**

2.5.4. Attend crew changeover brief. **(T-3)**

2.5.5. Conduct positional changeover briefs. **(T-3)**

2.5.6. Conduct mission planning. **(T-3)**

2.5.7. Conduct expansion procedures. **(T-3)**

2.5.8. Conduct evacuation procedures. **(T-3)**

2.5.9. Understand system capabilities and limitations, to include weapons platforms and surveillance assets, and apply them to mission accomplishment. **(T-3)**

2.5.10. Adhere to communications security (COMSEC), information security (INFOSEC), and operations security (OPSEC) procedures as well as "OPEN LINE and SECURE CALL" procedures. **(T-3)**

2.5.11. Conduct work station and communication system checkout. **(T-3)**

2.5.12. Report malfunctioning equipment to section supervisor who, in turn, passes information to ASO or AST. **(T-3)**

2.5.13. Report link issues to section supervisor who, in turn, passes information to ICT. **(T-3)**

2.5.14. Comply with guidance in positional checklists. **(T-3)**

2.5.15. Ensure current DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, is filed prior to performing any operational duties. **(T-3)**

2.5.16. Read and initial (either electronically or via hardcopy) local information files prior to performing operational duties. **(T-3)**

2.6. MCC (13B).

2.6.1. The MCC is responsible for overall battle management and all operations execution and reporting within the BCC. MCCs will:

2.6.2. Conduct changeover and exercise briefings. **(T-3)**

2.6.3. Conduct mission planning with the BS, as required. **(T-3)**

2.6.4. Ensure shift manning requirements are met. **(T-3)**

2.6.5. Implement force protection procedures. **(T-3)**

2.6.6. Execute battle plans and operations orders (OPORDs) and contingency plans (CONPLANs). **(T-3)**

2.6.7. Coordinate with applicable search and rescue agency as required. **(T-3)**

2.6.8. Oversee air sovereignty, drug interdiction and contingency operations. **(T-3)**

2.6.9. Implement rules of engagement (ROE). **(T-3)**

2.6.10. Monitor emergency action board for accuracy and status changes. **(T-3)**

2.6.11. Implement dangerous military activity (DMA) procedures. **(T-3)**

2.6.12. Apply applicable directives to include the air tasking order (ATO), airspace control order (ACO), exercise instructions, CONPLAN, operating instructions (OIs), operating standards, and special instructions (SPINS). **(T-3)**

2.6.13. Oversee the interface with external units via voice communications and data link. **(T-3)**

2.6.14. Enforce air defense identification zone procedures, special flight restricted area (SFRA) procedures, temporary flight restrictions (TFR) IAW SPINS and Federal Aviation Authority (FAA) Notice to Airmen (NOTAM). **(T-3)**

2.6.15. Monitor status of assets (e.g., sensors, links, and aircraft). **(T-3)**

2.6.16. Initiate recall procedures when directed. **(T-3)**

2.6.17. Ensure personnel safety. **(T-3)**

2.6.18. Coordinate with HHQ, internal and external agencies. **(T-3)**

2.6.19. Ensure safety of flight during all phases of the mission. **(T-3)**

2.6.20. Determine mission capabilities and limitations of operational equipment and approve or disapprove preventive maintenance activities. **(T-3)**

2.6.21. Interpret weather information and coordinate accordingly. **(T-3)**

2.6.22. Identify aircraft availability and allocate alert aircraft. **(T-3)**

2.6.23. Coordinate and/or implement actions to be taken during fire, bomb threat, and natural disaster situations. **(T-3)**

2.6.24. Monitor status of fire alarm systems. **(T-3)**

2.6.25. Summon medical assistance as required. **(T-3)**

2.6.26. Summon assistance during duress or intruder situations. **(T-3)**

2.6.27. Direct expansion procedures. **(T-3)**

2.6.28. Direct evacuation procedures. **(T-3)**

2.6.29. Notify HHQ of commander's availability and responsible individual. **(T-3)**

2.6.30. Ensure response to White Pinnacle exercises. **(T-3)**

2.6.31. Oversee track reporting procedures. **(T-3)**

2.6.32. Implement aerostat breakaway or derelict airborne objects procedures. **(T-3)**

2.6.33. Implement defense condition (DEFCON) procedures. **(T-3)**

2.6.34. Report missile launches. **(T-3)**

2.6.35. Recommend amber warning and/or flush bases. **(T-3)**

2.6.36. Scramble alert assets as required. **(T-3)**

2.6.37. Ensure fidelity drills are coordinated with HHQ. **(T-3)**

2.6.38. Direct reclassification of tracks. **(T-3)**

2.6.39. Meet situation report (SITREP) requirements. **(T-3)**

2.6.40. Coordinate aircraft emergency procedures. **(T-3)**

2.7. Weapons Section.

2.7.1. The weapons section is responsible for managing and employing the assigned weapons systems IAW OPORD, ATO/ACO, SPINS and/or publications. Weapons control procedures and techniques are contained in Air Force Tactics, Techniques and Procedures (AFTTP) 3-3, *Integrated Planning and Employment (IPE)*; AFI 11-214, *Air Operations Rules and Procedures* and local directives. Weapons positions will be senior director (SD) and air weapons officer/weapons director (AWO/WD). **(T-2)**

2.7.1.1. Senior Director (SD) (13B). The SD is responsible to the MCC for management of the weapons section, battle management, force employment and status reporting in the assigned operational area. The SD executes aircraft scrambles and commits, target selection, and weapons assignment and supervises the AWO/WD employment of resources. SDs will:

2.7.1.2. Conduct weapons portion of changeover and exercise briefings. **(T-3)**

2.7.1.3. Know the performance and ordnance characteristics of all assigned weapons systems. **(T-3)**

2.7.1.4. Commit assets to counter the threat. **(T-3)**

2.7.1.5. Assign control of missions to AWO/WD. **(T-3)**

2.7.1.6. Monitor assigned missions to ensure effective mission accomplishment and flight safety. **(T-3)**

2.7.1.7. Assign radio frequencies and specific consoles commensurate with mission requirements. **(T-3)**

2.7.1.8. Coordinate aircraft transfer points where control is passed to other controlling agencies. **(T-3)**

2.7.1.9. Apply ROE. **(T-3)**

2.7.1.10. Coordinate aircraft scramble and airborne orders. **(T-3)**

2.7.1.11. Ensure all missions are briefed and debriefed. **(T-3)**

2.7.1.12. Apply applicable directives to include the ATO, airspace control order (ACO), exercise instructions, OI, and SPINS prior to sitting on position. **(T-3)**

2.7.1.13. Ensure that all AWO/WD are aware of existing and forecast weather conditions for the operational area and recovery bases as necessary. **(T-3)**

2.7.1.14. Coordinate weapons section actions with surveillance and identification to maintain air picture. **(T-3)**

2.7.1.15. Monitor status of alert assets. **(T-3)**

2.7.1.16. Coordinate with adjacent sector SD. **(T-3)**

2.7.1.17. Perform authentication procedures. **(T-3)**

2.7.1.18. Be capable of performing all AWO duties. **(T-3)**

2.7.2. Air Weapons Officer (AWO) (13B)/Weapons Director (WD) (1C5X1D).

2.7.2.1. The AWO/WD is responsible to the SD for control of assigned assets. AWO/WD will:

2.7.2.2. Apply applicable directives to include the ATO, ACO, exercise instructions, CONPLAN, OIs, and SPINS prior to sitting on position related to assigned tasks. **(T-3)**

2.7.2.3. Initiate unknown cowboy calls at appropriate DEFCON. **(T-3)**

2.7.2.4. Initiate unknown rider calls at appropriate DEFCON. **(T-3)**

2.7.2.5. Perform authentication procedures. **(T-3)**

2.7.2.6. Implement safe passage procedures. **(T-3)**

2.7.2.7. Pre-brief and debrief mission with aircrew to the maximum extent. **(T-3)**

2.7.2.8. Pass significant weather forecasts, observations, and altimeter setting to aircrew upon check-in as appropriate. **(T-3)**

2.7.2.9. Pass engagement orders. **(T-3)**

2.7.2.10. Ensure expeditious fighter positioning for mission tasking. **(T-3)**

2.7.2.11. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI 11-214 and local procedures and letters of agreement. **(T-3)**

2.7.2.12. Maintain tracking of assigned aircraft and non-participating aircraft, which can potentially affect flight safety. Provide accurate and timely stranger point-outs. **(T-3)**

2.7.2.13. Ensure an orderly flow of aircraft for recovery to other control agencies. **(T-3)**

2.7.2.14. Inform the SD of conditions or situations that may affect mission completion or aircraft safety. **(T-3)**

2.7.2.15. Know procedures for aircraft scrambles, target selection and weapons assignment. **(T-3)**

2.7.2.16. Evaluate the air defense threat situation and take timely defensive action. **(T-3)**

2.7.2.17. Inform other AWO/WD of any actions taken that may affect their control actions. **(T-3)**

2.7.2.18. Provide tactical information to aircrews that may affect mission accomplishment. **(T-3)**

2.7.2.19. Obtain pilot weather reports (PIREP) and relay to the SD. **(T-3)**

2.7.2.20. Ensure flight safety with overall mission requirements. **(T-3)**

2.7.2.21. Provide navigational and emergency assistance. **(T-3)**

2.7.2.22. Ensure completion of all appropriate logs and forms. **(T-3)**

2.7.2.23. Know the performance and ordnance characteristics of all assigned weapons systems. **(T-3)**

2.7.2.24. Know airspace management requirements and procedures. **(T-3)**

2.7.2.25. Conduct all radio/telephone (R/T) IAW AFTTP 3-3.IPE and Operation Noble Eagle communication guidelines. **(T-3)**

2.7.2.26. Maintain accurate air picture by updating computer information to include commits, recommits, initiates, reinitiates, and track repositioning. **(T-3)**

2.7.2.27. Coordinate with surveillance section, air traffic control (ATC), and control agencies as required. **(T-3)**

2.8. Air Picture Management (APM) Section.

2.8.1. Air picture management encompasses the functions of surveillance, identification, and tactical data links. The APM section is responsible for the detection, tracking, identification, and classification and reporting of air objects and maintaining assigned portion of the multi-tactical data link (TDL) network (MTN) and integrating other source data into a single air picture. This section also directs the optimum configuration of sensors for effective radar coverage and information sharing.

2.8.1.1. . Air Surveillance Officer (ASO) (13B). The ASO manages all functions within the Air Picture Management section. The ASO is responsible to the MCC for the maintenance and quality of the BCC's air picture and tactical data link employment. ASO will:

2.8.1.2. Conduct surveillance portion of changeover and exercise briefings. **(T-3)**

2.8.1.3. Supervise the collection, display and dissemination of surveillance data. **(T-3)**

2.8.1.4. Monitor and report equipment status through the communications focal point (CFP). **(T-3)**

2.8.1.5. Ensure the surveillance section manning is adequate to meet mission requirements. **(T-3)**

2.8.1.6. Ensure ops and maintenance personnel are apprised of outages or equipment degradation. **(T-3)**

2.8.1.7. Assess and coordinate requirements for sensor augmentation and/or gap coverage. **(T-3)**

2.8.1.8. Direct APM section's expansion procedures. **(T-3)**

2.8.1.9. Coordinate and deconflict frequency assignments for the surveillance section, as required. **(T-3)**

2.8.1.10. Ensure preventive maintenance actions are deconflicted with operational mission activities. **(T-3)**

2.8.1.11. Manage sensor and track validation procedures. **(T-3)**

2.8.1.12. Know radar characteristics and optimize radar presentation (e.g., error free, correct settings). **(T-3)**

2.8.1.13. Conduct electronic attack/electronic protection (EA/EP) procedures. **(T-3)**

2.8.1.14. Coordinate radar site setting changes with FAA. **(T-3)**

2.8.1.15. Monitor auxiliary equipment. **(T-3)**

2.8.1.16. Perform radar correlation checks. **(T-3)**

2.8.1.17. Perform Change Data Order function on applicable tracks, as required. **(T-3)**

2.8.1.18. Monitor current air picture to ensure tracks are detected, updated, and reported. **(T-3)**

2.8.1.19. Execute the OPORD and/or CONPLAN. **(T-3)**

2.8.1.20. Coordinate and perform E-3 operations. **(T-3)**

2.8.1.21. Recognize emergency aircraft and accomplish reporting procedures. **(T-3)**

2.8.1.22. Read and interpret weather data and determine effect on radars and air picture. **(T-3)**

2.8.1.23. Recognize and report degraded sensor performance. **(T-3)**

2.8.1.24. Recognize and report potential node outages and significant gaps in coverage, to include dual site outages. **(T-3)**

2.8.1.24.1. . Coordinate with ICT to perform track data coordination (TDC). **(T-3)**

2.8.1.24.2. Serve as network control station (NCS) for track management communications when designated. **(T-3)**

2.8.1.24.3. Supervise the resolution of duplicate tracks, dual designations, category conflicts and identification (ID) conflicts. **(T-3)**

2.8.1.24.4. Ensure transmission of change data orders to resolve environment and identification (ID) conflicts. **(T-3)**

2.8.1.24.5. Coordinate use and effects of data filters. **(T-3)**

2.8.1.24.6. Monitor and coordinate effects of participant or link node losses. **(T-3)**

2.8.1.24.7. Coordinate the use and transmission of reference points, lines, and areas. **(T-3)**

2.8.1.24.8. Coordinate and supervise local fidelity drills to meet mission requirements. **(T-3)**

2.8.1.24.9. Know governing military standards and HHQ directives. **(T-3)**

2.8.1.25. Make required public announcements. **(T-3)**

2.8.2. Air Surveillance Technician (AST) (1C5X1). The AST is responsible to, and assists the ASO with the management of all air surveillance functions. The AST is responsible for the operational conduct of the enlisted personnel in the section and assists the ASO in the accomplishment of duties and responsibilities. ASTs will:

2.8.2.1. Conduct surveillance portion of changeover and exercise briefings, as required. **(T-3)**

2.8.2.2. Set up, display, and update radar filters, as required. **(T-3)**

2.8.2.3. Monitor, update, and report radar status. **(T-3)**

2.8.2.4. Analyze and report unusual presentations (e.g., EA, weather, and transient interference) to the appropriate agencies. **(T-3)**

2.8.2.5. Assign geographic areas to all surveillance technicians (ST). **(T-3)**

2.8.2.6. Optimize radar presentation (e.g., error free, correct settings). **(T-3)**

2.8.2.7. Supervise sensor and track validation procedures. **(T-3)**

2.8.2.8. Conduct EA/EP procedures. **(T-3)**

2.8.2.9. Coordinate radar site setting changes with FAA. **(T-3)**

2.8.2.10. Manage identification friend or foe (IFF) interrogation (Mode IV/V) process. **(T-3)**

2.8.2.11. Monitor auxiliary equipment. **(T-3)**

2.8.2.12. Coordinate expansion. **(T-3)**

2.8.2.13. Perform radar correlation checks. **(T-3)**

2.8.2.14. Coordinate with ICT to perform TDC. **(T-3)**

2.8.2.14.1. Serve as NCS for track management communications when designated. **(T-3)**

2.8.2.14.2. Supervise the resolution of duplicate tracks, dual designations, category conflicts and identification (ID) conflicts. **(T-3)**

2.8.2.14.3. Ensure transmission of change data orders to resolve environment and identification (ID) conflicts. **(T-3)**

2.8.2.14.4. Coordinate use and effects of data filters. **(T-3)**

2.8.2.14.5. Monitor and coordinate effects of participant or link node losses. **(T-3)**

2.8.2.14.6. Coordinate the use and transmission of reference points, lines, and areas. **(T-3)**

2.8.2.14.7. Coordinate and supervise local fidelity drills to meet mission requirements. **(T-3)**

2.8.2.14.8. Know governing military standards and HHQ directives. **(T-3)**

2.8.2.15. Be capable of performing all ST duties. **(T-3)**

2.8.2.16. Make required public announcements. **(T-3)**

2.8.2.17. Manage overlays and global areas. **(T-3)**

2.8.2.18. Manage use of doctrine IAW unit directives. **(T-3)**

2.8.2.19. Supervise section communications on domestic event network (DEN). **(T-3)**

2.8.3. Surveillance Technician (ST) (1C5X1). The ST is responsible to the ASO or AST for track detection, initiation (active and passive), investigation and classification, track maintenance and reporting for all airborne objects within the assigned surveillance area. STs will:

2.8.3.1. Detect tracks and perform active and passive tracking procedures. **(T-3)**

2.8.3.2. Manually initiate track symbology as required. **(T-3)**

2.8.3.3. Maintain track continuity and drop tracks as required. **(T-3)**

2.8.3.4. Correlate data/track reports from multiple sources. **(T-3)**

2.8.3.5. Perform voice-tell as assigned. **(T-3)**

2.8.3.6. Report suspicious track activity. **(T-3)**

2.8.3.7. Monitor and report track characteristics. **(T-3)**

2.8.3.8. Recognize and report emergency aircraft situations. **(T-3)**

2.8.3.9. Perform Mode IV/V interrogations. **(T-3)**

2.8.3.10. Notify the ASO or AST of identification investigation status. **(T-3)**

2.8.3.11. Adhere to identification criteria IAW ROE. **(T-3)**

2.8.3.12. Classify tracks IAW directives. **(T-3)**

2.8.3.13. Perform authentication procedures. **(T-3)**

2.8.3.14. Coordinate with external agencies to implement aerospace control measures. **(T-3)**

2.8.3.15. Perform safe passage IAW directives. **(T-3)**

2.8.3.16. Make appropriate public announcements. **(T-3)**

2.8.3.17. Interpret, correlate, and/or report flight plan information. **(T-3)**

2.8.3.18. Utilize the DEN IAW established procedures. **(T-3)**

2.8.3.19. Conduct briefings as required. **(T-3)**

2.8.4. Interface Control Cell (ICC). The ICC is a subset of the air picture management (APM) section and is responsible for planning and executing their assigned sector of the multi-tactical data link (TDL) network (MTN). The ICC coordinates with the AOC joint interface control cell (JICC) or joint interface control officer (JICO) for planning and execution functions that cross sector boundaries or impact the regional portion of the mission. The ICC also coordinates with the APM and Weapons sections for information exchange requests. A minimum of one interface control technician on duty is required to be certified as an ICWO. See **paragraph 2.9.3** for ICWO description.

2.8.5. Interface Control Technician (ICT) (1C5X1). The ICT is responsible to the ICWO for accomplishment of link management and track data coordination functions to include ensuring the clarity, accuracy, currency, and quality of track data displayed on the mission system. ICTs will provide:

2.8.5.1. Link management. **(T-3)**

2.8.5.2. Manage assignment of functional network roles. **(T-3)**

2.8.5.3. Recommend or implement MTN corrective actions when disruptions occur. **(T-3)**

2.8.5.4. Ensure Link 16 operations are entered into the Link 16 network deconfliction server. **(T-3)**

2.8.5.5. Initiate, maintain, and terminate data links. **(T-3)**

2.8.5.6. Manage activation and deactivation of relays and changes of JU transmit mode. **(T-3)**

2.8.5.7. Manage and use required COMSEC material. **(T-3)**

2.8.5.8. Evaluate link performance and report operational effectiveness to ICWO. **(T-3)**

2.8.5.9. When directed, perform network control functions as data net control station (DNCS) for Link 16. **(T-3)**

2.8.5.10. Direct subordinate unit changes to the DNCS for Link 11. **(T-3)**

2.8.5.11. Manage and direct subordinate unit changes to parameters for interface data links. **(T-3)**

2.8.5.12. Coordinate changes to link configuration to meet information exchange requirements. **(T-3)**

2.8.5.13. Execute Link 11/11B data link reference point changes. **(T-3)**

2.8.5.14. Monitor the exchange of link messages and track data. **(T-3)**

2.8.5.15. Ensure operations comply with required transmission restrictions. **(T-3)**

2.8.5.16. Track data coordination. **(T-3)**

2.8.5.17. Coordinate with ASO or AST for accuracy, currency, and quality of track data and air picture. **(T-3)**

2.8.5.18. Monitor the exchange of track data and related actions. **(T-3)**

2.8.5.19. Ensure resolution of interface anomalies (e.g., dual designations, duplicate tracks, and identification or category conflicts). **(T-3)**

2.8.5.20. Transmit change data order to resolve environment and identity conflicts as required. **(T-3)**

2.8.5.21. Coordinate the use of data filters. **(T-3)**

2.9. Mission Certifications.

2.9.1. Mission certifications complement, augment, or assist the mission crew as needed. ACC will provide a framework for mission certifications; however, management of the certification program to include the attendant training and documentation requirements is the responsibility of the squadron commander. The following are the mission certifications for the CONUS BCCs:

2.9.2. Mission Technician (MT). The MT is responsible to the MCC for monitoring and facilitating overall mission execution; the MT is also responsible for internal and external operational reporting to include emergency action messages (EAM).

2.9.2.1. Emergency action coordinator (EAC). If employed, the EAC is responsible to the MCC unless otherwise tasked by the BS. EACs will:

2.9.2.2. Create, receive, validate, and disseminate EAMs and quick reaction messages (QRM) IAW NORAD Instruction 10-4, *NORAD Emergency Action Procedures*. **(T-3)**

2.9.2.3. Notify MCC of received EAMs and QRMs. **(T-3)**

2.9.2.4. Receive, disseminate and report status of action (SOA) IAW NORAD Instruction 10-4. **(T-3)**

2.9.2.5. Ensure EA display reflects current status. **(T-3)**

2.9.2.6. Maintain event logs. **(T-3)**

2.9.2.7. Coordinate with HHQ, internal and external agencies. **(T-3)**

2.9.2.8. Respond to HHQ exercises, if tasked. **(T-3)**

2.9.2.9. Respond to NORAD Alert System checks. **(T-3)**

2.9.2.10. Perform authentications. **(T-3)**

2.9.3. Interface Control Watch Officer (ICWO). The ICWO is responsible for ICC operations and active management of the MTN operations. The ICWO supervises ICC personnel during planning, management, and execution of the MTN. The ICWO monitors the overall quality of the MTN, directs actions to resolve problems, dynamically adjusts the MTN, interfaces to meet changing information exchange requests, and manages associated voice circuits.

2.9.4. Weapons Technician (WT). The WT performs non-controller functions in the weapons section that may include executing scramble orders, tracking and updating weapons status displays, using chat, updating and assisting the SD and AWO/WD as required.

Chapter 3

ALASKA AND HAWAII BATTLE CONTROL CENTERS

3.1. Pacific Air Defense Sector (PADS) Mission. The PADS provides air sovereignty and air defense of the Hawaii Air Defense Region (HADR) and the Guam Air Defense Region (GADR) under the direction of the 613AOC. It executes defensive counterair, interdiction, and counter drug operations in support of INDOPACOM. The PADS fuses all-source sensor and intelligence data into a common operational air picture and disseminates integrated tactical warning information and attack assessment. The 169th Air Defense Squadron operates the Hawaii Battle Control Center to conduct the PADS mission.

3.2. Alaska Battle Control Center (ABCC) Mission. Provides air sovereignty and air defense of the Alaska operational area by executing defensive counterair, interdiction and counterdrug operations in support of NORAD/NORTHCOM and/or INDOPACOM. The ABCC is subordinate to the 611 AOC and supports continuation of operations when directed or required for time critical execution. The ABCC fuses all-source sensor and intelligence data into a common operational air picture and disseminates integrated tactical warning information and attack assessment. The 176th Air Defense Squadron provides manning for tactical command and control (C2) operations. The 611 AOC provides manning for the Alaska NORAD Region (ANR) BS.

3.3. Hawaii Battle Control Center/Pacific Air Defense Sector (PADS) Organization.

3.3.1. The PADS is comprised of two separate but complementary elements: the BS and the mission crew. The BS manages the air battle and functions as the conduit for the exchange of C2 information between the PADS and HHQ. The mission crew performs the functions of battle management, weapons control, surveillance, identification, tactical data link management and airspace management.

3.3.1.1. BS**.** The BS is a complementary element to the mission crew. The air defense director (ADD) may form the BS as necessary based on changes in the threat or directed missions from HHQ. The BS may be activated for an indefinite period and each BS position must be capable of sustained operations **(T-3)** The ADD may also tailor and selectively man positions within the BS for specific operations. The BS is responsible for:

3.3.1.2. Executing homeland defense, air defense, and air sovereignty missions. **(T-3)**

3.3.1.3. Coordinating the employment of assigned assets with HHQ. **(T-3)**

3.3.1.4. Translating operational-level plans into tactical-level orders for mission crew execution. **(T-3)**

3.3.1.5. Coordinating with the mission crew. **(T-3)**

3.3.1.6. Disseminating tactical-warning and attack assessment information to HHQ. **(T-3)**

3.3.1.7. Performing real-time battle management in support of the mission crew. **(T-3)**

3.3.2. BS Composition**.**   The BS may be tailored by the air defense director (ADD) to accomplish the assigned mission.   Based on the mission tasking, the BS can consist of any combination of ADD, DO, joint asset control officer (JACO)/joint asset control officer technician (JACOT), intelligence officer or non-commissioned officer (IN), EAC, weapons and tactics officer, fighter officer (FO).   **Note:** The BS may require augmentation from outside the air defense squadron.

3.3.2.1. Air Defense Director (ADD).   The ADD is the senior ranking officer no lower than the rank of Lieutenant Colonel.   ADDs will:

3.3.2.1.1. Coordinate and implement homeland defense, air defense, air sovereignty, and aerospace control and warning through employment of the forces assigned or made available. **(T-3)**

3.3.2.1.2. Coordinate tactical action with HHQ and task appropriate assets through the BS to the mission crew. **(T-3)**

3.3.2.1.3. Exercise tactical control of all BS members. **(T-3)**

3.3.2.2. Intelligence officer or non-commissioned officer (IN). INs will:

3.3.2.2.1. Advise the BS and mission crew on the threats to the HADR or GADR. **(T-3)**

3.3.2.2.2. Interface, coordinate and integrate intelligence data from all available intelligence sources to include HHQ and AOCs. **(T-3)**

3.3.2.2.3. Receive and relay all intelligence reports and other intelligence items to HHQ and other organizations as required. **(T-3)**

3.3.2.2.4. Review intelligence data, characteristics and capabilities of potential threats. **(T-3)**

3.3.2.2.5. Prepare and present tailored, intelligence threat updates, reports, threat analysis, and situation briefings for operations personnel. **(T-3)**

3.3.2.2.6. Conduct studies of enemy forces and prepare intelligence reports and scenarios that realistically represent those forces. **(T-3)**

3.3.2.2.7. Plan and conduct training of operations personnel regarding intelligence matters. **(T-3)**

3.3.2.2.8. Maintain current situation maps, warning displays, local database, and the intelligence library. **(T-3)**

3.3.2.3. Fighter Officer (FO). The FO is responsible to the ADD through the DO for direction and recommendations for the use of assigned fighter and tanker resources, using applicable operations plans and ADD direction to ensure appropriate fighter and tanker employment. The FO ensures applicable operations and contingency plans are carried out by fighter and tanker units and tracks the combat readiness of assigned fighter units. **(T-3)**

3.3.3. PADS Mission Crew Composition and Manning**.** The mission crew is the focal point for the conduct of weapons, surveillance, and identification functions in the HADR. Supervised by the MCC, the mission crew is tasked to support the INDOPACOM/PACAF

mission on a continuous basis and is manned by the duty positions listed in **Figure 3.1** The mission crew can be tailored to mission requirements. Manning is based on personnel assigned to the approved unit manning document. The 169 ADS DO determines manning requirements to cover day-to-day operations, periods of increased readiness, and exercises. **Figure 3.1** identifies the combat mission crew composition of the Hawaii BCC.

Figure 3.1. Combat Mission Crew Composition–Hawaii BCC.

COMBAT MISSION CREW COMPOSITION HAWAII BCC[1]	
Crew Position	**Crew Total**
MCC[3]	2
MT[5,6]	2
SD[3]	2
AWO/WD[2]	4
WT[5]	3
ASO/AST[2,3]	2
ST	6
ICO/ICT[2]	1
JACOT[2,4,5]	1
Cyberspace Duty Officer (CDO)	1
IN	1
TOTAL	**25**

Notes:
1. The complexity of mission or additional battle management areas may require additional crew members. Augmentation of the mission crew comes either from the unit's administrative and operations staff or from other crews within the unit.
2. 13Bs can function as the technician associated with the qualification.
3. The complexity of additional events and involvement of other government agencies may require additional supervisory crew members (e.g., MCC, SD, AST) as well as additional operators for weapons, surveillance and ID.
4. Mission crew personnel man these BS positions.
5. Mission certification position. See **paragraph 3.19.1** for further information.

6. The unit commander will determine the need for MT to maintain a qualification in a 1C5 duty position. **(T-3)**

3.4. Alaska Battle Control Center (ABCC) Organization.

3.4.1. The ABCC is a weapons system as described in the ACC Battle Control Center system concept. The ABCC is comprised of those elements described in the enabling concept below. Since the ABCC and 611 AOC are collocated, the AOC commander conducts the ANR/DO functions. See AFI 13-1AOC V3 for further information.

3.4.2. Crew Manning. Manning of the ABCC is based on the personnel assigned through the approved unit manning document. The 176 ADS DO determines manning requirements. It will cover day-to-day operations and periods of increased readiness and exercises **(T-3)** **Figure 3.2** depicts the combat mission crew composition for the Alaska BCC.

Figure 3.2. Combat Mission Crew Composition, Alaska BCC.

COMBAT MISSION CREW COMPOSITION ALASKA BCC[1]	
Crew Position	**Crew Total**
MCC	2
MT[2,4]	2
SD	2
AWO/WD	6
WT[2,3]	2
ASO/AST[5]	2
ST[5]	6
ICO/ICT[5]	2
EAC[2]	2
CDO	1
TOTAL	**25**

Notes:

1. The complexity of mission or additional battle management areas may require additional crew members.

2. Mission certification position. See **paragraph 3.19.1** for further information.

3. WT will be qualified in a 1C5 duty position (i.e., ST, ICT, or AST). All CMR WD's are able to perform the duties of WT. **(T-3)**

4. The unit commander will determine the need for MT to maintain a qualification in a 1C5 duty position (i.e., ST, ICT, AST or WD). **(T-3)**

3.5. Alaska and Hawaii Battle Control Center (BCC) Mission Crew Composition. The BCC mission crew is the focal point for operations. Supervised by a MCC, the mission crew is tasked to execute the mission on a continuous basis and is manned by a number of personnel, tailored to meet mission requirements. The PADS mission crew consists of the duty positions identified in **Figure 3.1** and the ABCC mission crew consists of the duty positions identified in **Figure 3.2** Duties and responsibilities of the PADS and ABCC mission crews are described in subsequent sections. Additionally, the mission crew will have personnel certified to augment and assist the battle management, weapons, and tactical data links functional areas. See **paragraph 3.19.1** for certification positions.

3.6. Common Mission Crew Duties and Responsibilities.

3.6.1. The Alaska and Hawaii battle control centers share common crew qualifications and certifications. The following duties and responsibilities are common to all mission crew positions. All mission crew members will:

3.6.2. Have working knowledge of applicable governing directives and agreements. **(T-3)**

3.6.3. Comply with applicable governing directives and agreements. **(T-3)**

3.6.4. Conduct internal and external communication and coordination. **(T-3)**

3.6.5. Attend crew changeover brief. **(T-3)**

3.6.6. Conduct thorough positional changeover briefs. **(T-3)**

3.6.7. Perform sound security practices. **(T-3)**

3.6.8. Conduct mission planning. **(T-3)**

3.6.9. Conduct evacuation procedures. **(T-3)**

3.6.10. Understand system capabilities and limitations to include weapons platforms and surveillance assets; apply to mission accomplishment. **(T-3)**

3.6.11. Adhere to COMSEC, INFOSEC, and OPSEC procedures to include "OPEN LINE and SECURE CALL" procedures. **(T-3)**

3.6.12. Conduct console and communication system check-out. **(T-3)**

3.6.13. Report malfunctioning equipment to section supervisor who, in turn, passes information to the Air Surveillance Officer or Air Surveillance Technician. **(T-3)**

3.6.14. Report link issues to section supervisor who, in turn, passes information to the Interface Control Officer or Interface Control Technician. **(T-3)**

3.6.15. Comply with guidance in positional checklists. **(T-3)**

3.6.16. Read and initial (either electronically or via hardcopy) local information files prior to performing operational duties. **(T-3)**

3.7. MCC (13B).

3.7.1. The MCC is responsible to the battle commander for all operations execution and reporting within the BCC. MCCs will:

3.7.2. Mission plan with the BS. **(T-3)**

3.7.3. Ensure shift manning requirements are met. **(T-3)**

3.7.4. Implement force protection procedures. **(T-3)**

3.7.5. Coordinate with rescue coordination center and request assistance as required. **(T-3)**

3.7.6. Oversee effective air sovereignty, drug interdiction, and contingency operations. **(T-3)**

3.7.7. Implement ROE. **(T-3)**

3.7.8. Monitor emergency action board for accuracy and status changes. **(T-3)**

3.7.9. Coordinate and direct dangerous military activity (DMA) procedures. **(T-3)**

3.7.10. Apply and execute applicable directives to include the ATO, airspace control order (ACO), exercise instructions, contingency plan (CONPLAN), operations orders (OPORDS), and SPINS. **(T-3)**

3.7.11. Oversee the interface with airborne early warning and external units via voice communications and tactical data links. **(T-3)**

3.7.12. Monitor status of assets (e.g., sensors, links, and aircraft). **(T-3)**

3.7.13. Ensure sound COMSEC practices in operations. **(T-3)**

3.7.14. Initiate recall procedures when directed. **(T-3)**

3.7.15. Ensure personnel safety and cleanliness of facility. **(T-3)**

3.7.16. Coordinate with HHQ and internal and external agencies. **(T-3)**

3.7.17. Ensure safety of flight during all phases of the mission. **(T-3)**

3.7.18. Determine mission capabilities and limitations of operational equipment, approve or disapprove maintenance. **(T-3)**

3.7.19. Interpret weather information and coordinate accordingly. **(T-3)**

3.7.20. Identify aircraft availability and allocate alert aircraft. **(T-3)**

3.7.21. Coordinate and implement actions taken during fire, bomb threat, or natural disaster situations. **(T-3)**

3.7.22. Monitor status of fire alarm systems. **(T-3)**

3.7.23. Summon medical assistance as required. **(T-3)**

3.7.24. Summon assistance during duress and or intruder situations. **(T-3)**

3.7.25. Conduct evacuation procedures. **(T-3)**

3.7.26. Notify HHQ of commander's availability and responsible individual. **(T-3)**

3.7.27. Ensure response to HHQ exercises, if tasked. **(T-3)**

3.7.28. Oversee track reporting procedures. **(T-3)**

3.7.29. Execute derelict airborne objects procedures. **(T-3)**

3.7.30. Implement defense condition (DEFCON) procedures. **(T-3)**

3.7.31. Report and record missile launches. **(T-3)**

3.7.32. Recommend amber warning and/or flush bases. **(T-3)**

3.7.33. Assume BS responsibilities when BS is not formed. **(T-3)**

3.7.34. Scramble and/or commit fighters IAW theater SPINS. Keep BS informed of scramble and/or commit status. **(T-3)**

3.7.35. Ensure fidelity drills are coordinated with HHQ. **(T-3)**

3.7.36. Direct reclassification of tracks. **(T-3)**

3.7.37. Execute aircraft emergency procedures. **(T-3)**

3.7.38. Ensure operations logbook and records are maintained. **(T-3)**

3.7.39. Ensure proper information is passed for effective operational reporting. **(T-3)**

3.7.40. Operate and monitor communications equipment. **(T-3)**

3.7.41. Make required public address (PA) announcements. **(T-3)**

3.7.42. Be familiar with red switch coordination. **(T-3)**

3.8. Weapons Section. The weapons section is responsible for managing and employing the assigned weapons systems IAW OPORD, ATO, ACO, SPINS and/or other governing publications. Weapons control procedures and techniques are contained in AFTTP 3-3.IPE,

AFI 11-214, and local directives.   Weapons positions will be senior director (SD) and air weapons officer/ weapons director (AWO/WD). **(T-2)**

3.9. Senior Director (SD) (13B).

3.9.1. The SD is responsible to the MCC for management of the weapons section, battle management, and force employment. The SD executes aircraft scrambles and commits, target selection, weapons assignment, and supervises the AWO/WD employment of resources. The SD will be a qualified and current AWO **(T-3)** SDs will:

3.9.2. Know the capabilities and limitations characteristics of all assigned weapons systems. **(T-3)**

3.9.3. Commit air defense weapons to counter the threat. **(T-3)**

3.9.4. Assign control of missions to AWO/WD. **(T-3)**

3.9.5. Monitor assigned missions to ensure effective mission accomplishment and flight safety. **(T-3)**

3.9.6. Assign radio frequencies and specific consoles commensurate with mission requirements. **(T-3)**

3.9.7. Coordinate aircraft transfer points where control is passed to other controlling agencies. **(T-3)**

3.9.8. Apply ROE. **(T-3)**

3.9.9. Coordinate aircraft scramble and airborne orders. **(T-3)**

3.9.10. Ensure all missions are briefed and debriefed. **(T-3)**

3.9.11. Apply applicable directives to include the ATO, airspace control order (ACO), exercise instructions, CONPLAN, and SPINS. **(T-3)**

3.9.12. Ensure that all AWO/WD are aware of existing and forecast weather conditions for the operational area and recovery bases as necessary. **(T-3)**

3.9.13. Coordinate weapons section actions with surveillance and identification to maintain air picture. **(T-3)**

3.9.14. Monitor status of alert assets. **(T-3)**

3.9.15. Coordinate with adjacent sector SD. **(T-3)**

3.9.16. Perform authentication procedures. **(T-3)**

3.9.17. Ensure safety of flight. **(T-3)**

3.9.18. Be capable of performing all AWO/WD duties. **(T-3)**

3.10. Air Weapons Officer/Weapons Director (AWO/WD) (13B/1C5D).

3.10.1. The AWO/WD is responsible to the SD for the control of assigned aircraft. AWO/WD will:

3.10.2. Apply applicable directives to include the ATO, airspace control order (ACO), exercise instructions, CONPLAN, and SPINS prior to sitting on position. **(T-3)**

3.10.3. Perform authentication procedures. **(T-3)**

3.10.4. Implement safe passage procedures. **(T-3)**

3.10.5. Pre-brief and de-brief mission with aircrew to the maximum extent possible. **(T-3)**

3.10.6. Pass significant weather forecasts, observations, and altimeter setting to aircrew upon check-in as appropriate. **(T-3)**

3.10.7. Pass engagement orders. **(T-3)**

3.10.8. Ensure expeditious fighter positioning for mission tasking. **(T-3)**

3.10.9. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI 11-214 and local procedures and letters of agreement. **(T-3)**

3.10.10. Maintain tracking of assigned aircraft and non-participating aircraft, which can potentially affect flight safety. Provide accurate and timely stranger point-outs. **(T-3)**

3.10.11. Ensure an orderly flow of aircraft for recovery to other control agencies. **(T-3)**

3.10.12. Inform the SD of conditions or situations that may affect mission completion or aircraft safety. **(T-3)**

3.10.13. Coordinate aircraft scrambles, target selection, and weapons assignment. **(T-3)**

3.10.14. Know the capability of rapidly evaluating the air defense threat situation and taking timely defensive action. **(T-3)**

3.10.15. Inform other AWO/WD of any actions taken that may affect their control actions. **(T-3)**

3.10.16. Provide tactical information to aircrews that may affect mission accomplishment. **(T-3)**

3.10.17. Obtain pilot weather reports (PIREP) and relay them to the SD. **(T-3)**

3.10.18. Ensure flight safety with overall mission requirements. **(T-3)**

3.10.19. Provide navigational and emergency assistance. **(T-3)**

3.10.20. Ensure completion of all appropriate logs and forms related to assigned tasks. **(T-3)**

3.10.21. Know the capabilities and limitations characteristics of all assigned weapons systems. **(T-3)**

3.10.22. Know airspace management requirements and procedures. **(T-3)**

3.10.23. Use operational brevity code words, proper radio/telephone (R/T) techniques, and communications discipline. **(T-3)**

3.11. Air Picture Management (APM) Section. Air picture management encompasses the functions of surveillance, identification, and tactical data links. The APM section is responsible for the detection, tracking, identification, and classification and reporting of air objects and maintaining assigned portion of the multi-tactical data link (TDL) network (MTN) and integrating other source data into a single air picture. This section also directs the optimum configuration of sensors for effective radar coverage and information sharing.

3.12. Air Surveillance Officer (ASO) (13B).

3.12.1. If employed, the ASO manages all operational functions within the surveillance section and fulfills the prerequisite for MCC. The ASO is responsible to the MCC for the maintenance and quality of a single integrated air picture. ASO will:

3.12.2. Coordinate with interface control section. **(T-3)**

3.12.3. Supervise the timely and accurate collection, display, and dissemination of surveillance data. **(T-3)**

3.12.4. Monitor and report equipment status through job control. **(T-3)**

3.12.5. Ensure the surveillance section manning is adequate to meet mission requirements. **(T-3)**

3.12.6. Ensure MCC and maintenance personnel are aware of outages or equipment degradation. **(T-3)**

3.12.7. Coordinate data reduction products during normal duty hours. **(T-3)**

3.12.8. Produce data reduction products during periods other than normal duty hours. **(T-3)**

3.12.9. Assess and coordinate requirements for sensor augmentation and gap coverage. **(T-3)**

3.12.10. Coordinate and de-conflict frequency assignments for the surveillance section as required. **(T-3)**

3.12.11. Ensure preventive maintenance actions are deconflicted with operational mission activities. **(T-3)**

3.12.12. Manage sensor and track validation procedures. **(T-3)**

3.12.13. Know radar characteristics and optimize radar presentation. **(T-3)**

3.12.14. Conduct EA/EP procedures. **(T-3)**

3.12.15. Conduct Mode IV/V checks. **(T-3)**

3.12.16. Monitor auxiliary equipment. **(T-3)**

3.12.17. Perform radar correlation checks. **(T-3)**

3.13. Air Surveillance Technician (AST) (1C5X1).

3.13.1. The AST is responsible to the MCC with the management of all air surveillance functions. The AST is responsible for the administrative and operational conduct of the enlisted personnel in the APM section. The AST is responsible for the entire air picture including track validation, classification, and datalinks. In the absence of an ASO, the AST performs all their responsibilities. In addition, AST will:

3.13.2. Monitor radar messages counts. **(T-3)**

3.13.3. Set up, display, and update radar filters as required. **(T-3)**

3.13.4. Monitor, update, and report radar status. **(T-3)**

3.13.5. Analyze and report unusual presentations (e.g., EA, weather, and transient interference) to the appropriate agencies. **(T-3)**

3.13.6. Assign surveillance areas to all surveillance technicians (STs). **(T-3)**

3.13.7. Supervise sensor, track validation and classification, and datalink procedures. **(T-3)**

3.13.8. Conduct electronic attack/electronic protection (EA/EP) procedures. **(T-3)**

3.13.9. Conduct Mode IV/V checks. **(T-3)**

3.13.10. Monitor auxiliary equipment. **(T-3)**

3.13.11. Perform radar correlation checks. **(T-3)**

3.13.12. Be capable of supervising all ST duties. **(T-3)**

3.14. Surveillance Technician (ST) (1C5X1).

3.14.1. The ST is responsible to the ASO or AST for track detection, initiation (active and passive), investigation and classification, track maintenance and reporting for all airborne objects within the assigned surveillance area. In addition to the duties and responsibilities in **paragraph 3.11**, STs will:

3.14.2. Detect tracks and perform active and passive tracking procedures. **(T-3)**

3.14.3. Manually initiate track symbology as required. **(T-3)**

3.14.4. Maintain track continuity and drop tracks as required. **(T-3)**

3.14.5. Correlate data and track reports from multiple sources. **(T-3)**

3.14.6. Perform voice-tell as assigned. **(T-3)**

3.14.7. Report suspicious track activity. **(T-3)**

3.14.8. Monitor and report track characteristics. **(T-3)**

3.14.9. Recognize and report emergency aircraft situations. **(T-3)**

3.14.10. Perform Mode IV/V interrogations. **(T-3)**

3.14.11. Notify the ASO or AST of identification investigation status. **(T-3)**

3.14.12. Adhere to identification criteria IAW ROE. **(T-3)**

3.14.13. Classify tracks IAW directives. **(T-3)**

3.14.14. Perform authentication procedures. **(T-3)**

3.14.15. Coordinate with external agencies to implement aerospace control measures. **(T-3)**

3.14.16. Perform safe passage IAW directives. **(T-3)**

3.14.17. Make appropriate public announcements. **(T-3)**

3.14.18. Interpret, correlate, and report flight plan information. **(T-3)**

3.14.19. Communicate on the DEN. **(T-3)**

3.14.20. Conduct the ST portion of changeover and exercise briefings. **(T-3)**

3.15. Interface Control Cell (ICC). The ICC is responsible to the ASO or AST for developing and maintaining their assigned sector of the multi-TDL network (MTN). The BCC ICO or ICT(s) coordinate with the AOC JICO for planning and execution functions that cross sector boundaries or impact the regional portion of the MTN.

3.16. Interface Control Officer (ICO) (13B).

3.16.1. The ICO, if employed, is responsible to the MCC for supervision and management of interface control cell (ICC) operations. The ICO supervises all link management issues within the multi-TDL network (MTN), including clarity, accuracy, currency, and quality of track data displayed on the mission system. ICO will:

3.16.2. Supervise link management and track data coordination (TDC). **(T-3)**

3.16.3. Transmit or coordinate the transmission of change data orders. **(T-3)**

3.16.4. Recommend changes to surveillance based on MTN situation. **(T-3)**

3.16.5. Manage MTN participant's surveillance scheme (e.g., track production area, mutual support, and track by exception). **(T-3)**

3.16.6. Manage and direct the use of filters. **(T-3)**

3.16.7. Coordinate and manage the execution of fidelity drills. **(T-3)**

3.16.8. Coordinate with HHQ for tactical operations data (TACOPDAT) and OPTASK LINK issues. **(T-3)**

3.16.9. Manage data forwarding. **(T-3)**

3.16.10. Assign and manage forwarding units, including standbys. **(T-3)**

3.16.11. Supervise communications to support link and track management. **(T-3)**

3.16.12. Designate or perform TDC. **(T-3)**

3.16.13. Manage MTN contingency procedures for loss of part or all links. **(T-3)**

3.16.14. Approve and direct crypto key changes. **(T-3)**

3.16.15. Ensure all link operations comply with HHQ directives. **(T-3)**

3.16.16. Ensure current link information is available to all BCC personnel. **(T-3)**

3.16.17. Manage assignment of functional network roles. **(T-3)**

3.16.18. Know content of governing military standards and HHQ directives. **(T-3)**

3.16.19. Ensure Link 16 operations are entered into the Link 16 network deconfliction server. **(T-3)**

3.16.20. Manage activation and deactivation of relays and changes of JU transmit mode. **(T-3)**

3.16.21. Manage and use COMSEC material required for ICC operations. **(T-3)**

3.16.22. Evaluate tactical link performance and up channels data for operational assessment. **(T-3)**

3.16.23. Supervise and perform changes to serial and internet protocol configurations. **(T-3)**

3.16.24. Direct subordinate unit changes to the data net control station for Link 11. **(T-3)**

3.16.25. Manage and direct subordinate unit(s) changes to parameters for interface data links. **(T-3)**

3.16.26. Supervise the local resolution of interface anomalies. **(T-3)**

3.16.27. Monitor and coordinate effects of data filters. **(T-3)**

3.17. Interface Control Technician (ICT) (1C5X1).

3.17.1. The ICT is responsible to the MCC for ICC operations. The ICT is responsible for the operational conduct of the enlisted personnel in the ICC and assists the ICO in the accomplishment of their duties. The ICT is responsible for all link management issues within the MTN and ensures the clarity, accuracy, currency, and quality of track data displayed on the mission system. ICT facilitates the resolution of dual track designation and identification conflicts. ICTs will perform the following:

3.17.1.1. Supervisory. **(T-3)**

3.17.1.2. Oversee or perform the link management and track data coordination. **(T-3)**

3.17.1.3. Transmit or coordinate the transmission of change data orders. **(T-3)**

3.17.1.4. Recommend changes to the surveillance based on MTN situation. **(T-3)**

3.17.1.5. Direct MTN participant's surveillance scheme (e.g., track production area [TPA], mutual support, and track by exception). **(T-3)**

3.17.1.6. Coordinate and direct the use of filters. **(T-3)**

3.17.1.7. Coordinate the execution of local fidelity drills. **(T-3)**

3.17.1.8. Coordinate with HHQ for TACOPDAT and OPTASK LINK issues. **(T-3)**

3.17.1.9. Manage data forwarding. **(T-3)**

3.17.1.10. Assign and manage forwarding units. **(T-3)**

3.17.1.11. Establish communications to support link and track management. **(T-3)**

3.17.1.12. Implement and manage MTN contingency procedures for loss of part or all links. **(T-3)**

3.17.1.13. Approve and direct cryptologic key changes. **(T-3)**

3.17.1.14. Ensure all link operations comply with HHQ directives. **(T-3)**

3.17.1.15. Ensure current link information is available to all BCC personnel. **(T-3)**

3.17.2. Link management. **(T-3)**

3.17.2.1. Manage assignment of functional network roles. **(T-3)**

3.17.2.2. Implement MTN corrective actions when disruptions occur to ensure the effective and efficient exchange of information. **(T-3)**

3.17.2.3. Ensure Link 16 operations are entered into the Link 16 network deconfliction server. **(T-3)**

3.17.2.4. Initiate, maintain, and terminate data links. **(T-3)**

3.17.2.5. Manage activation and deactivation of relays and changes of JU transmit mode. **(T-3)**

3.17.2.6. Manage and use COMSEC material required for ICC operations. **(T-3)**

3.17.2.7. Evaluate link performance and up channels operational effectiveness. **(T-3)**

3.17.2.8. Perform net control station duties for data link coordination nets. **(T-3)**

3.17.2.9. Coordinate and perform changes to serial and IP configurations. **(T-3)**

3.17.2.10. Direct subordinate unit changes to the DNCS for Link 11. **(T-3)**

3.17.2.11. Manage and direct subordinate unit changes to parameters for interface data links. **(T-3)**

3.17.2.12. Coordinate changes to link configuration to meet information exchange requirements. **(T-3)**

3.17.2.13. Execute Link 11 data link reference point changes. **(T-3)**

3.17.2.14. Track data coordination. **(T-3)**

3.17.2.15. Establish and maintain voice communications with all link participants. **(T-3)**

3.17.2.16. Perform as net control station (NCS) for track management communications when designated. **(T-3)**

3.17.2.17. Monitor the exchange of link messages and track data. **(T-3)**

3.17.2.18. Ensure the effective flow of data and clarity of the tactical picture. **(T-3)**

3.17.2.19. Supervise the resolution of interface anomalies. **(T-3)**

3.17.2.20. Supervise the resolution of dual designations. **(T-3)**

3.17.2.21. Supervise the resolution of duplicate tracks. **(T-3)**

3.17.2.22. Supervise the resolution of identification conflicts. **(T-3)**

3.17.2.23. Supervise the resolution of category conflicts. **(T-3)**

3.17.2.24. Ensure transmission of change data orders to resolve environment and ID conflicts. **(T-3)**

3.17.2.25. Coordinate and implement use of data filters. **(T-3)**

3.17.2.26. Monitor effects of data filters. **(T-3)**

3.17.2.27. Monitor and coordinate effects of participant or link node losses. **(T-3)**

3.17.2.28. Coordinate the use and transmission of reference points, lines, and areas. **(T-3)**

3.17.2.29. Coordinate and supervise local fidelity drills to meet mission requirements. **(T-3)**

3.17.2.30. Know governing military standards and HHQ directives. **(T-3)**

3.17.2.31. Use COMSEC material required for ICC operations. **(T-3)**

3.18. Cyberspace Duty Officer (CDO) (17X/3D/1B).

3.18.1. If a CDO is assigned, he/she will be responsible for providing, protecting and maintaining command and control, communications, computer, and information (C4I) systems **(T-3)** The CDO must consider cyber security implications for all BCC related mission systems to include: radios, radars, C4I systems, networks, telecommunications systems, satellite systems, and automation used in multiple classified and unclassified environments. **(T-3)** The CDO will:

3.18.2. Direct local cyberspace incident response team(s). **(T-3)**

3.18.3. Coordinate with applicable external cyberspace organizations, to include 1AF/A6, NORAD-NORTHCOM joint cyber cell, assigned cyber protection teams, network operations security center, and the other battle control centers' cyberspace personnel. **(T-3)**

3.18.4. Provide expertise in defensive cyber operations planning and execution, in conjunction with appropriate authorities and according to DoD defense in depth strategies for networks and systems. **(T-3)**

3.18.5. Provide commander INFOCON status and impact to systems; make recommendations for local changes to INFOCON, to include tailored response options; apprise commander of INFOCON changes at HHQ locations. **(T-3)**

3.19. Mission Certifications.

3.19.1. Mission certifications augment or assist the mission crew as needed. ACC and PACAF will provide a framework for mission certifications; however, management of the certification program to include the attendant training and documentation requirements is the responsibility of the squadron commander. The following are the mission certifications for the Alaska and Hawaii BCCs:

3.19.2. Mission Technician (MT). The MT is responsible to the MCC for monitoring and facilitating overall mission execution, internal and external operational reporting to include EAM, supervising operational conduct of the enlisted personnel on the operations floor, and assisting the MCC in the accomplishment of his or her duties. **(T-3)** See **paragraph 3.7** for MCC specific duties.

3.19.3. Emergency Action Coordinator (EAC) (1C5X1). If employed, the EAC is responsible to the MCC unless otherwise directed by the chief of combat operations (CCO). EACs will:

3.19.3.1. Create, receive, validate, and disseminate EAMs and QRMs IAW NORAD Instruction 10-4. **(T-3)**

3.19.3.2. Notify MCC or CCO of received EAMs and/or QRMs. **(T-3)**

3.19.3.3. Receive, disseminate, and report SOA IAW NORAD Instruction 10-4. **(T-3)**

3.19.3.4. Ensure emergency action display reflects current status. **(T-3)**

3.19.3.5. Maintain event logs. **(T-3)**

3.19.3.6. Coordinate with HHQ, internal and external agencies. **(T-3)**

3.19.3.7. Respond to HHQ exercises, if tasked. **(T-3)**

3.19.3.8. Respond to NORAD Alert System checks. **(T-3)**

3.19.3.9. Perform authentications. **(T-3)**

3.19.4. Weapons Technician (WT). The WT performs non-controller functions in the weapons section that may include executing scramble orders, tracking and updating weapons status displays, using chat, updating Air/Event Information Sharing System and assisting the SD and AWO/WD as required.

3.19.5. Joint Asset Control Officer (JACO)/Joint Asset Control Officer Technician (JACOT) (13B/1C5X1). The JACO/JACOT is responsible to the ADD through the DO. The JACO/JACOT will advise the ADD on assigned sensor assets and functions as the sector's Ground Environment Resources Manager **(T-3)** The JACO/JACOT will ensure the sector's operations and contingency plans are carried out by ground environment units and provides the BS Airborne Warning and Control System employment recommendations. **(T-3)**

Chapter 4

PACAF THEATER AIR CONTROL SYSTEM (TACS) UNITS

4.1. Organization. USAF TACS elements in Japan consist of Fifth Air Force Air Defense Liaison Element (5 AF ADLE), the 610th Air Control Flight, and the 623 ACS. The USAF TACS element in Korea is the 621 ACS.

4.2. Air Defense Liaison Team (ADLT). ADLTs are responsible for coordination with Japanese Air Self Defense Forces counterparts to ensure efficient operations. ADLTs are also responsible for coordination with US air and air defense artillery (ADA) within the Japan Air Defense Ground Environment system, using the ATO and airspace control order developed by the 613 AOC. When activated by HHQ, the ADLT is operationally responsible to the 613 AOC Chief, Combat Operations (US).

4.3. Air Defense Liaison Element (ADLE). The ADLE functions as the Regional Interface Control Cell (RICC) for the operational reporting requirements supporting US and bi-lateral operations in and around Japan. The ADLE is responsible for management of operations including employment planning and coordination with US and Japanese command and control (C2) agencies.

4.4. Regional Interface Control Cell (RICC). Will execute data link operations in Japan as directed by 613 AOC/JICC. **(T-3)**

4.5. Sector Interface Control Cell (SICC). The SICC is responsible to the Japan Regional Interface Control Cell (RICC) at 5AF/A3 Air Defense Liaison Element (ADLE) for developing and maintaining the multi-tactical data link (TDL) network (MTN) in the southwest sector of Japan. The SICC will report directly to the theater JICC when working multi-tactical data link network (MTN) missions outside the Japan AOR. **(T-3)**

4.6. Forward Interface Control Cell (FICC). Will execute and deploy IAW unit type code (UTC) as directed by 613 AOC/JICC. **(T-3)** When activated, the FICC is operationally subordinate to the SICC or theater JICC when working MTN missions outside the Japan AOR.

4.7. Tactical Data Link Node (TDLN). The TDLN is responsible to the nearest SICC or RICC for the execution of daily data link operations. TDLN personnel will ensure link equipment is operational and take corrective action on equipment or data links as required**. (T-3)**

4.8. Mission Crew Duties and Responsibilities.

4.8.1. The following duties and responsibilities are common to all crew duty positions. Units identify specific duties and responsibilities for individual or unique mission sets.

4.8.2. Conduct mission planning.

4.8.3. Lead or attend crew briefs.

4.8.4. Conduct thorough positional changeover brief.

4.8.5. Read and initial (either electronically or via hardcopy) local information files prior to performing operational duties.

4.8.6. Lead or attend crew debrief.

4.9. Mission Commander (MC) (13B). The MC is responsible for supervising all aspects of the mission when integrated with a crew. If a mission does not require a MC, a section lead (SL) will assume those responsibilities **(T-3)** Only a certified MC will lead joint or combined forces missions **(T-3)** The MC will plan, coordinate, brief, execute and debrief joint or combined force employment packages. **(T-3)**

4.10. Section Lead (SL) (13B). The SL is responsible to the MC for assignment of allocated weapons and for coordinating and directing activities. The SL must be a certified air battle manager (ABM). **(T-3)**

4.11. Senior Battle Management Operator (SBMO) (1C571). The SBMO is typically a SNCO. The SBMO is responsible to the MC and/or SL as directed to ensure the effective operation of the crew. The SBMO will be a certified 1C5 **(T-3)** Units will develop local positional certification requirements. **(T-3)**

4.12. Battle Management Operator (BMO) (1C5X1). The BMO is responsible to the SL/WD/ABM as directed, and is responsible for facilitating effective mission execution. The BMO will be a certified 1C5 **(T-3)** Units will develop local positional certification requirements. **(T-3)**

4.13. Air Battle Manager/Weapons Director (ABM/WD) (13B/1C5X1D). The ABM/WD is responsible for providing appropriate battle management command and control (BMC2) to aircraft operating in their AOR.

4.14. Interface Control Officer (ICO) (13B). The ICO is responsible for supervision and management of ICC operations. The ICO supervises all link management functions within the MTN, and is responsible for the clarity, accuracy, currency and quality of track data displayed on the mission system. **(T-3)**

4.15. Interface Control Technician (ICT) (1C5X1). The ICT is responsible to the ICO for ICC operations. The ICT is responsible for all link management issues with the MTN, ensuring the clarity, accuracy, currency and quality of track data displayed on the mission system. **(T-3)**

4.16. Missile Assignment Officer (MAO). The MAO is a normally a US Army officer responsible to the SL for the engagement of threats by ADA systems within the system. The MAO will be the liaison between the commander, AD brigade, and the MC. **(T-3)**

4.17. Intelligence Officer/NCO (IN) (14N/1N0X1). If assigned or attached, IN will advise the crew on AOR threats, provide intelligence updates as required and coordinate during planning, execution and debrief phases of contingency and exercise operations. **(T-3)** IN will also maintain current situation maps, local database and intelligence library as well as receiving and relaying intelligence reports to HHQ as required. **(T-3)**

4.18. Computer Systems Operator (3D0X1). If assigned or attached, they maintain BCS-K/BC3 system consoles, communication systems and support equipment IAW established local OI/procedures.

Chapter 5

DOCUMENTATION

5.1. General. Management and control of publications, records, and required documentation is essential for the effective operations management. This chapter establishes the requirements and provides guidance for the maintenance of required publications and documentation.

5.2. Operations Instructions (OIs) or Operations Standards. A set of OI and standards will be prepared to detail the local operational guidance and procedures that may not be fully explained in HHQ directives. **(T-3)**

5.3. Operations Information File (OIF). The OIF is required to ensure that information essential to the conduct of operations or emergency conditions are available. 1AF (AFNORTH) units submit draft supplements to ACC/A3C. PACAF units submit draft supplements and/or changes to PACAF/A3/6C. OIs are recommended to establish local procedures for maintenance of the OIF.

5.4. Logbooks.

5.4.1. Logbooks must be maintained at the MCC and any other position as determined by the unit DO **(T-3)** Classified inventory completion will be recorded in each applicable logbook. **(T-3)** Logbooks are official records of events that occurred during a crew's tour of duty. The purpose is to maintain an accurate and detailed record of all significant events pertaining to operations. Logbooks will be classified according to AFI 16-1404, *Air Force Information Security Program*. **(T-2)**

5.4.2. Units may use electronic logbooks (i.e., dynamic synchronized event log [DSEL]) as the primary logbook. However, use a permanently bound book as a back-up. **(T-3)** In the event of a loss of the electronic logbook capability, permanently bound logbooks will be used until the equipment is restored. **(T-3)** Transcribe information from the permanently bound logbook back into the electronic logbook. **(T-3) Note:** HQ NORAD/NORTHCOM is responsible for providing the necessary training, funding, and technical and/or software support for the NORAD specific electronic logbook.

5.4.3. The following procedures apply for all permanently bound logbooks. Units will:

5.4.3.1. Maintain logbooks in a permanently bound book, such as a ledger or journal. **(T-3)** Obtain a ledger under GSA stock number 7530-00-286-8363.

5.4.3.2. Classify, mark, handle, and store logbooks IAW AFI 16-1404. **(T-2)** Logbooks will contain information concerning actual or simulated exercise alert warnings, states of preparedness, identification friend or foe/special identification feature (IFF/SIF) modes and codes of the day, air-to-ground frequencies, system capabilities, outages, and so forth. **(T-3)**

5.4.3.3. Make entries in logbooks in black or blue ink. **(T-3)** Do not make erasures. **(T-3)** Correct errors by lining through incorrect words (include initials next to line through).**(T-3)** Highlighting of critical items and times is authorized.

5.4.3.4. All logbooks will be opened at 0000Z or the beginning of each duty day and closed at 2359Z or the end of each duty day. **(T-3)** All entries will be made using Greenwich Mean Time. **(T-3)**

5.4.3.5. It is not necessary to record information that has already been noted in another authorized document, unless deemed appropriate for clarity and understanding.

5.4.4. In all logbooks, units must make the following entries:

5.4.4.1. Time of each entry (ZULU). **(T-2)**

5.4.4.2. Classification of each entry. **(T-2)**

5.4.4.3. Signature or sign-in of the responsible individual at the beginning and end of the duty day. **(T-2)**

5.4.4.4. COMSEC inventory completion. **(T-2)**

5.4.4.5. Call sign or name of agency or unit to which information is passed or received. **(T-2)**

5.4.4.6. Initials of both individual passing and receiving information to the maximum extent possible. **(T-2)**

5.4.4.7. Verbal orders or instructions that deviate from standard operating procedures, including name, rank, organization of the authorizing party, any authentication used, and if reply was appropriate. **(T-2)**

5.4.4.8. Requested reports from other units. **(T-2)**

5.4.4.9. Flight on duty. **(T-2)**

5.4.5. Units will log:

5.4.5.1. All changes in alert warnings and states of preparedness. Indicate live fly exercise as applicable. **(T-3)**

5.4.5.2. All information concerning aircraft accidents, near misses, and declared emergencies (e.g., operations report items or other items of significance). **(T-3)**

5.4.5.3. Tactical action taken (when required) against tracks classified non-friendly. **(T-3)**

5.4.5.4. Weather warnings. **(T-3)**

5.4.5.5. Scramble status of assigned air bases, to include reason for mandatory status. **(T-3)**

5.4.5.6. Start and stop times of all exercises. Separate logbooks for recording exercise information are authorized. **(T-3)**

5.4.5.7. All information concerning track of interest (TOI) prosecution. **(T-3)**

5.4.5.8. SOA. **(T-3)**

5.4.5.9. Commander availability. **(T-3)**

5.4.5.10. Significant events. **(T-3)**

5.4.5.11. Link status and changes. **(T-3)**

5.4.5.12. EAM and/or QRM messages. **(T-3)**

5.4.5.13. Configuration changes. **(T-3)**

5.4.5.14. Sensor changes. **(T-3)**

5.4.5.15. Equipment changes. **(T-3)**

5.4.5.16. Communications changes. **(T-3)**

5.4.5.17. Applicable EA activity, spectrum interference incidents and reports, electronic combat tactical action reports, EA missions, Federal Aviation Authority (FAA) cease buzzers, and other items that may or do affect the management of the BCC. **(T-3)**

5.5. Voice Recording, Retrieval and Storage.

5.5.1. Recording of live mission activity is essential to provide necessary information regarding events that could result in subsequent investigation. All unclassified active voice communication systems will be recorded. **(T-3)** Units will develop local retrieval and storage procedures. **(T-3)**

5.5.2. Normal.   Voice recordings containing routine information will be retained for a minimum of 30 days. **(T-3)**

5.5.3. Special.   Voice recordings containing information concerning events will be identified, marked and retained in a secure location indefinitely or until the incident is resolved. **(T-2)** Recordings containing information concerning accident or incident will be retained until the incident is resolved or for a minimum of six months. **(T-2)** The MCC or higher authority may direct the media to be retained for a specific reason. In such a case, the media will be marked appropriately with the requester's name, rank, duty title, organization, and disposition instructions. **(T-3)**

5.6. Data Recording. Retain data recordings for 30 days.   Recording data containing information concerning accident or incident will be identified, marked, and retained until the incident is resolved or for a minimum of six months. The MCC or higher authority may direct data media be retained for a specific reason. In such a case, mark the data media appropriately with the requester's name, rank, duty title, and organization, and disposition instructions. **(T-2)**

5.7. COMSEC Requirements. The COMSEC responsible officer will ensure required COMSEC materials are available to the duty crew. **(T-3)**

5.8. Checklists .

5.8.1. General.   Checklists are listing of steps that are ordinarily taken in sequence to respond properly to a particular event.

5.8.2. Administrative Requirements. Units will maintain checklists in accordance with the following administrative guidelines:

5.8.2.1. The first page of each binder or holder will contain a sheet showing date reviewed and the initials of the reviewer. **(T-3)** Each unit will develop internal review procedures to ensure that only current checklists are in use. **(T-3)** At a minimum, all

checklists will be reviewed annually. **(T-3)** Signature of the reviewer signifies checklists are current. Checklists will be marked according to AFI 16-1404. **(T-2)**

5.8.2.2. The first checklist in any binder or holder will always be the aircraft emergency checklist. **(T-3)**

5.8.2.3. If checklists are combined with other types of guides or documents such as locally developed operator handbooks, the checklists will be placed to the front and separated from other material. **(T-3)**

5.9. Quick Reference Guides (QRG).

5.9.1. Quick reference guides are similar to checklists but do not need sequential steps and can contain charts, maps, telephone listings, etc., in any format or arrangement. Both checklists and guides will list the specific reference documents upon which the procedures are based (e.g., manuals, regulations, technical orders, operations instructions, etc.). **(T-3)** QRGs may be prepared for all duty positions. QRGs may contain the following types of information.

5.9.2. Emergency airfield data and emergency procedures.

5.9.3. Aircraft resources.

5.9.4. Air bases and aircraft units.

5.9.5. Radar units.

5.9.6. Safe passage corridors.

5.9.7. ROE.

5.9.8. Identification criteria.

5.9.9. Jettison and bail out areas.

5.9.10. IFF/SIF procedures.

5.9.11. Communications and frequency information.

5.9.12. Search and rescue procedures.

5.9.13. Operational area.

5.9.14. Console and communications procedures.

5.10. Disposition of Documentation. Units will appropriately mark and file chronologically all forms completed during the tour of duty. **(T-3)**

JOSEPH T. GUASTELLA Jr., Lt Gen, USAF
Deputy Chief of Staff, Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DAFPD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems,* 8 March 2007

DAFPD 13-1, *Command and Control Enterprise (C2 Enterprise),* 6 August 2012

AFI 33-324, *The Air Force Information Collections and Reports Management Program,* 22 July 2019

DAFI 33-360, *Publications and Forms Management,* 1 December 2015

AFMAN 13-1BCC, Volume 1, *Battle Control Center (BCC) Training,* 17 July 2020

AFTTP 3-3, *Integrated Planning and Employment (IPE)*, 3 April 2020

AFI 11-214, *Air Operations Rules and Procedures,* 8 July 2020

NORAD Instruction 10-4, *NORAD Emergency Action Procedures,* 9 June 2015

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

AFI 16-1404, *Air Force Information Security Program,* 29 May 2015

Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*

Abbreviations and Acronyms

ABCC—Alaska Battle Control Center

ABM—Air Battle Manager

ACC—Air Combat Command

ACO—Airspace Control Order

ACS—Air Control Squadron

ADA—Air Defense Artillery

ADD—Air Defense Director

ADLE—Air Defense Liaison Element

ADLT—Air Defense Liaison Team

ADS—Air Defense Squadron

AETC—Air Education and Training Command

AFNORTH—Air Forces Northern

AFSC—Air Force Specialty Code

ANG—Air National Guard

ANR—Alaska NORAD Region

AOC—Air and Space Operations Center

APM—Air Picture Management

ASO—Air Surveillance Officer

AST—Air Surveillance Technician

ATO—Air Tasking Order

AWO—Air Weapons Officer

BC—Battle Commander

BCC—Battle Control Center

BMO—Battle Management Operator

BMS—Battle Management Superintendent

BS—Battle Staff

C2—Command and Control

C4I—Command and Control, Communications, Computers, and Information

CC—Commander

CDO—Cyberspace Duty Officer

CFP—Communications Focal Point

COMSEC—Communications Security

CONPLAN—Contingency Plan

CONR—CONUS NORAD Region

CONUS—Continental United States

DAFI—Department of the Air Force Instruction

DEFCON—Defense Condition

DEN—Domestic Event Network

DMA—Dangerous Military Activity

DNCS—Data Net Control Station

DO—Director of Operations

EA/EP—Electronic Attack/Electronic Protection

EAC—Emergency Action Coordinator

EADS—Eastern Air Defense Sector

EAM—Emergency Action Message

FAA—Federal Aviation Administration

FICC—Forward Interface Control Center

FO—Fighter Officer

GADR—Guam Air Defense Region

HADR—Hawaii Air Defense Region

HHQ—Higher Headquarters

IAW—In accordance with

ICC—Interface Control Cell

ICO—Interface Control Officer

ICT—Interface Control Technician

ICWO—Interface Control Watch Officer

ID—Identification

IFF/SIF—Identification Friend or Foe/Selective Identification Feature

IN—Intelligence Officer/Non-commissioned Officer

INDOPACOM—Indo-Pacific Command

INFOSEC—Information Security

JACO—Joint Asset Control Officer

JACOT—Joint Asset Control Officer Technician

JICC—Joint Interface Control Cell

JICO—Joint Interface Control Officer

MAJCOM—Major Command

MAO—Missile Assignment Officer

MC—Mission Commander

MCC—Mission Crew Commander

MT—Mission Technician

MTN—Multi-Tactical Data Link Network

NCS—Net Control Station

NORAD—North American Aerospace Defense Command

OI—Operating Instructions

OIF—Operations Information File

OPORD—Operations Order

OPR—Office of Primary Responsibility

OPSEC—Operations Security

PACAF—Pacific Air Forces

PADS—Pacific Air Defense Sector

PIREP—Pilot Weather Report

QRM—Quick Reaction Message

QRG—Quick Reference Guide

R/T—Radio/Telephone

RICC—Region Interface Control Cell

ROE—Rules of Engagement

SBMO—Senior Battle Management Operator

SD—Senior Director

SICC—Sector Interface Control Cell

SITREP—Situation Report

SL—Section Lead

SOA—Status of Action

SPINS—Special Instructions

ST—Surveillance Technician

TACOPDAT—Tactical Operations Data

TACS—Theater Air Control System

TDC—Track Data Coordination

TDL—Tactical Data Link

TDLN—Tactical Data Link Node

USAF—United States Air Force

WADS—Western Air Defense Sector

WD—Weapons Director

WT—Weapons Technician