

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

**AIR FORCE INSTRUCTION 13-1 BATTLE
CONTROL CENTER VOLUME 3**



14 NOVEMBER 2014

Space, Missile, Command and Control

***OPERATING PROCEDURES-BATTLE
CONTROL CENTER (BCC)***

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: HQ ACC/A3C

Certified by: AF/A3O
(Brig Gen Giovanni K. Tuck)

Supersedes: AFI 13-1AD Volume 3,
12 June 2009

Pages: 78

This instruction implements Air Force Policy Directive (AFPD) 10-9, *Lead Command Designation and Responsibilities for Weapon Systems* and AFPD 13-1, *Command and Control Enterprise (C2 Enterprise)*. This instruction provides guidance for the Continental United States (CONUS) and PACOM (Korea, Japan, Alaska, and Hawaii). This instruction applies to the United States Air Force (USAF), Air National Guard (ANG), and Canadian forces assigned. This instruction does not apply to Air Force Reserve Command or Air Education Training Command (AETC) but may be used by AETC units as reference. Reference to forms within this instruction also equates to electronic products when authorized. The reports in this instruction are exempt from licensing according to AFI 33-324, *The Air Force Information Collections and Reports Management Program*. 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 Forms 847 from the field through the appropriate chain of command. Waiver authorities have been changed to reflect guidance in AFI 33-360, *Publications and Forms Management*. Requests for waivers must be submitted through the chain of command to the appropriate Tier waiver approval authority. This publication may be supplemented at any level, but all direct Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS). The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

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

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Chapter 1

BATTLE CONTROL CENTER OVERVIEW

1.1. Overview. This instruction describes the Battle Control Center (BCC), the tactical level command and control (C2) node which conducts defensive counterair operations in the North American Aerospace Defense Command/United States Northern Command (NORAD/USNORTHCOM) and Pacific Command (PACOM) areas of operation/responsibility. Headquarters Air Combat Command (HQ ACC) organizes, trains, and equips the units within the Continental United States (CONUS). HQ PACAF organizes, trains, and equips units that operate the BCC within Alaska, Hawaii and Guam, and 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, the terrorist/asymmetric threat has become preeminent. In addition to long-range military strategic aviation, commercial aircraft, (airliners, charter, cargo, and business jets), general aviation aircraft, unconventional aircraft (crop dusters, unmanned aerial vehicles, ultra lights), and cruise missiles (air and sea launched) have been included in the overall threat profile.

1.3. Purpose. This instruction standardizes the structure, functions, and responsibilities for each of the ACC and PACAF units listed below.

1.3.1. CONUS. Within the CONUS, the Eastern and Western Air Defense Sectors employ the BCC for their mission. The Air Defense Sectors are responsible to the NORAD/USNORTHCOM Commander through the CONUS NORAD Region (CONR)/Air Forces NORTHERN (AFNORTH) Commander 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.

1.3.2. 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.

1.3.3. Hawaii Region Air Operations Center (HIRAOC). The HIRAOC is responsible to the PACOM 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.

1.3.4. Korean Theater Air Control System (KTACS). U.S. and KTACS elements are responsible to the Commander Air Component Command (CACC) for planning, directing, and coordinating the execution of military air operations throughout the Republic of Korea (ROK).

1.3.5. Japan Air Defense System (JADS). U.S. and Japan tactical command and control elements are responsible to the 5AF and 613 AOC for providing limited battle management, weapons control, and exercise support.

1.4. Supplements/Waiver Authority

1.4.1. Supplements

1.4.1.1. MAJCOMs will coordinate their supplement to this instruction with 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 instruction (T-2). Copies of MAJCOM-level supplements, after approved and published, will be provided by the issuing MAJCOM to AF/A3O-CS, ACC/A3C, the user MAJCOM, and NGB/A3Y OPRs.

1.4.1.2. Units will coordinate their supplement with the next higher Group, 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).

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

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

1.4.2. Waivers

1.4.2.1. Waiver authority for requirements of this volume will be IAW AFI-33-360, Publications and Forms Management. Waiver requests must come from commanders (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). See AFI 33-360 for definition of Tier Ratings. Tier 3 waiver authorities for this AFI are as follows: (1) AFNORTH/A3 for Eastern Air Defense Sector and Western Air Defense Sector; (2) 611 AOC/CC for 176 ADS; (3) 109 AOG/CC for 169 ADS; (4) 607 AOC/CC for 621 ACS; (5) 35 FW/CC for 610 ACF; and (6) 18 WG/CC for 623 ACF.

1.4.2.2. Waiver requests may be sent via email or memorandum, and must include the following (T-2):

1.4.2.2.1. Reference and text of the specific requirement for which the commander/director is requesting a waiver.

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

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

1.4.2.2.2.2. The expected cost of compliance outweighs the benefit;

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

1.4.2.2.3. Time period or circumstance for which the waiver is required.

1.4.2.2.4. Risk mitigation measures the requesting commander implements during the waiver period.

1.4.2.2.5. Impact if waiver is disapproved.

1.4.2.2.6. Approved waivers will be uploaded into the unit's Management Internal Control Toolset (MICT) for inspection activity review and publication OPR's situational awareness/filing (T-2).

1.4.3. PACAF/A8X 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/A8X, 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).

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

1.4.5. File a copy of approved written waivers with this volume IAW AFI 33-360.

Chapter 2

CONUS BATTLE CONTROL CENTER (BCC)

2.1. Mission. The CONUS NORAD Region (CONR) has been subdivided into two geographic air defense sectors (ADS), Eastern and Western (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 CONR AOC and the NORAD/USNORTHCOM Command Center (N2C2). 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 (NMCC) and interagency partners responsible for Homeland Security at the National Capital Region Coordination Center (NCRCC) though outside the chain of command of the BCCs, also receives the tactical air picture.

2.2. Battle Staff (BS). The BS is complementary to the BCC Mission Crew (MC). It provides both operational and unit level administrative support to the MC. Members of the BS are not separate personnel authorizations. The BS is composed of members from the operations, mission support and commander's staff. The unit commander (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. The CC may also tailor and selectively man positions within the BS for specific operations. When the BS is fully formed, the commander assumes overall responsibility for the unit's activities to include:

2.2.1. Executing homeland defense, air defense, and air sovereignty missions.

2.2.2. Prioritizing the employment of assets under BCC tactical control.

2.2.3. Translating the AOC's Operational level plans [Joint Air Operations Plan (JAOP), air operations directive (AOD), air defense plan (ADP), airspace control plan (ACP), airspace control order (ACO), air tasking order (ATO), ATO special instructions (SPINS), tactical operations data (TACOPDAT), and Operational Tasking Data Link (OPTASK LINK)] into tactical level orders for Mission Crew execution.

2.2.4. Disseminating tactical warning and attack assessment information to the AOC.

2.2.5. Performing real time battle management support and oversight of the Mission Crew.

NOTE: When the BS is tailored, the commander determines which responsibilities are assumed by the BS, and which remain with the MC.

2.3. Battle Staff Composition. The BS may be tailored by the commander to execute the assigned mission. Based on the mission tasking, the BS may consist of any combination of Commander/ (CC), Director of Operations (DO), Intelligence Officer (IN), Chief, Operations Control, Emergency Action Coordinator (EAC), Battle Staff Coordinator (BSC), Weapons and Tactics Officer, Airspace Management Officer, Joint Asset Control Officer, Communications and Electronics Officer, Antiterrorism Officer, Fighter Officer (FO), Red Switch Coordinator (RSC) (T-2).

2.3.1. Commander (CC). The unit commander (CC)/director of operations (DO) or his/her designated representative will be the CC. In the absence of the commander, the succession to the commander list will be used. The CC is responsible to AFNORTH for executing the mission through employment of the assigned forces. CCs will: (T-3)

2.3.1.1. Implement air defense, air sovereignty and aerospace control through employment of the forces assigned or made available.

2.3.1.2. Coordinate tactical action with HHQ and task appropriate assets through the Battle Staff to the Mission Crew.

2.3.1.3. Identify personnel and material requirements to accomplish the assigned mission.

2.3.2. Director of Operations (DO). The DO is responsible to the CC for supervising all Sector operations. DOs will: (T-3)

2.3.2.1. Implement NORAD/ACC policy and formulate methods and procedures.

2.3.2.2. Maintain and analyze required operational records.

2.3.2.3. Identify personnel requirements to accomplish assigned mission.

2.3.2.4. Be fully conversant with relevant OPLANs/OPORDs/SPINS.

2.3.2.5. Be knowledgeable of the duties of all CMR operations personnel in the BCC.

2.3.3. Intelligence (IN). IN is responsible for maintaining a Contingency Intelligence Network (CIN) to perform contingency/wartime functions. INs, as a minimum: (T-3)

2.3.3.1. Provide tactical intelligence for both symmetric and asymmetric threats.

2.3.3.2. Interface with HHQ intelligence sources.

2.3.3.3. Translate operational intelligence assessments into tactical applications/executions.

2.3.3.4. Review intelligence data, characteristics, and capabilities of potential threats for the commander.

2.3.3.5. Receive and relay reports and other intelligence items to HHQ and other organizations as required.

2.3.3.6. Maintain database and/or displays of potential U.S. targets, centers of gravity, and critical infrastructure.

2.3.3.7. Maintain current situation maps, warning displays, local data bases, and intelligence resources.

2.3.3.8. Provide intelligence indications and warning and event reporting for tactical warning/attack assessment on traditional strategic and non-traditional asymmetric aerospace threats.

2.3.3.9. Prepare and present tailored, time sensitive intelligence threat updates, reports, threat analysis, and situation briefings for Operations personnel.

2.3.4. Chief, Operations Control. The Chief of Operations Control exercises Administrative Control (ADCON) of Mission Crews (T-3).

2.3.5. Emergency Action Coordinator (EAC). The EAC is responsible to the commander when the BS is formed and dedicated EAC support is required. EACs will: (T-3)

2.3.5.1. Create, receive, validate, and disseminate Emergency Action Messages (EAMs) and Quick Reaction Messages (QRMs) IAW NORAD INSTRUCTION (NI) 10-4, *NORAD Emergency Action Procedures*.

2.3.5.2. Notify CC/BS/MCC of received EAMs/QRMs.

2.3.5.3. Receive, disseminate, and report Status of Action (SOA) IAW NORAD INSTRUCTION 10-4.

2.3.5.4. Ensure EA display reflects current status.

2.3.5.5. Maintain event logs.

2.3.5.6. Coordinate with HHQ, internal and external agencies.

2.3.5.7. Respond to HHQ exercises (White Pinnacle, Vigilant Link etc.).

2.3.5.8. Respond to communications checks.

2.3.5.9. Control and use authenticators.

NOTE: During operations when the BS is not formed, EAC duties are normally performed by the MCCT or other certified personnel.

2.3.6. Battle Staff Coordinator (BSC). BSCs will: (T-3)

2.3.6.1. Coordinate efficient flow of information within the BS.

2.3.6.2. Assist in the preparation and conduct of BS briefings.

2.3.6.3. Monitor and use messaging systems.

2.3.6.4. Maintain a log of significant events.

2.3.6.5. Prepare commander's daily SITREP.

2.3.6.6. Assist the Communications and Electronics Officer (CEO) in monitoring COMSEC IAW AFI 33-201V2, *Communications Security User Requirements*.

2.3.6.7. Coordinate physical security for the BS.

2.3.6.8. Provide BS administrative support.

2.3.7. Weapons and Tactics Officer. Weapons and Tactics Officers will: (T-3)

2.3.7.1. Ensure Operations personnel are familiar with unit mission, tasking, and expected enemy threat.

2.3.7.2. Provide expertise in tactical mission planning and execution.

2.3.8. Airspace Management. Airspace Management Officers will: (T-3)

2.3.8.1. Advise the CC on Emergency Security Control of Air Traffic (ESCAT) procedures.

2.3.8.2. Coordinate with HHQ for Airspace Control Measures and interface with Federal Aviation Administration (FAA) Air Route Traffic Control Centers (ARTCCs)/ FAA Service Areas.

2.3.9. Communications and Electronics Officer. The Communications and Electronics Officer is responsible for providing Communications, Computer, and Information systems (T-3). This includes radios, radars, C4I systems, networks, telecommunications systems, satellite systems, and automation used in multiple classified and unclassified environments.

2.3.10. Antiterrorism Officer. The Antiterrorism Officer, in conjunction with the unit intelligence officer, is responsible for assessing the terrorist threat to the unit mission, personnel and facilities. Antiterrorism Officers will: (T-3)

2.3.10.1. Advise the Battle Commander on measures to mitigate the local terrorism threat and vulnerabilities.

2.3.10.2. Report Antiterrorism and Force Protection Condition issues affecting BCC mission accomplishment to CONR AOC and AFNORTH Antiterrorism staffs.

2.3.11. Fighter Officer (FO). The FO is responsible for providing recommendations on the employment of assigned fighter, tanker and rotary wing resources. The FO will: (T-3)

2.3.11.1. Establish direct liaison with assigned fighter/ rotary wing units.

2.3.11.2. Ensure assigned units comply with applicable operational documents i.e., ATO/ACO, SPINS, Rules of Engagement (ROE).

2.3.11.3. Track assigned unit combat readiness.

2.3.12. Red Switch Coordinator (RSC). The RSC is the informational liaison between the MC and HHQ and responsible for providing tactical updates the HHQ via DRSN. RSCs will: (T-3)

2.3.12.1. Ensure timely and accurate tactical information is provided during DRSN conferences.

2.3.12.2. Provide all required information to conference members IAW ADUSCAN Attachment 7, NORAD Master SPINS and CONR Monthly SPINS.

2.4. BCC Mission Crew Function. The BCC Mission Crew (MC) performs the functions of Battle Management, Weapons Control, Surveillance, Identification, and Track reporting. The MC also provides tactical data link and airspace management. This chapter details the standardized organizational structure and positional responsibilities for the Battle Control Center. **Figure 2.1** depicts the Mission Crew Composition for the CONUS BCCs.

Figure 2.1. Combat Mission Crew Composition – CONUS BCC

COMBAT MISSION CREW COMPOSITION CONUS NORAD REGION BCC	
Duty Position	Crew Total
MCC	2 ^(1,2)
MCCT	2 ⁽³⁾
SD	2 ^(1,2)
SDT	2 ⁽²⁾
AWO/WD	3 ^(1,2)
WDT	3 ^(2,3)
ASO/AST	3 ^(1,2,3)
IDT	3 ^(2,3)
TT	6 ⁽²⁾
ICO	1 ^(1,3)
ICT	3 ^(2,3)
Total	30

NOTES: Commanders may tailor the mission crew complement based on mission complexity. This chart represents the mission crew complement (by duty position) necessary to execute operational mission requirements. Concurrent with Aerospace Control Alert (ACA), the Battle Control Center Combat Mission Crew is required to support National Special Security Events (NSSE), President of the United States (POTUS) events, Temporary Flight Restriction (TFR) zone enforcement or any other Operation NOBLE EAGLE (ONE) directed support, etc.) (T-0). Augmentation of the mission crew comes from either the unit's day staff (Training, Stan Eval, or Weapons and Tactics) or from other crews within the unit.

1. 13Bs can function as the technician associated with the qualification
2. The complexity of additional events and involvement of other government agencies may require additional supervisory crewmembers (MCC, SD, AST) as well as additional operators for weapons, Surveillance and ID.
3. Two crew member(s) per shift, will be certified to perform Emergency Action Coordinator (EAC) tasks, as an additional duty, per NORAD Instruction 10-4 (T-0).

2.5. 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 AFI 13-1BCC Volume 1, *Battle Control Center*

Training. The mission crew will consist of the duty positions identified in **Figure 2.1** and described in the following sections (T-2).

2.5.1. Common Mission Crew Duties and Responsibilities. Each duty position has specific duties and responsibilities that are outlined in this chapter. The following duties and responsibilities are common to all mission crew duty positions. All mission crew members will: (T-3)

2.5.1.1. Have working knowledge of, and comply with, applicable governing directives and agreements.

2.5.1.2. Conduct internal and external communication and coordination.

2.5.1.3. Attend crew changeover brief.

2.5.1.4. Conduct positional changeover briefs.

2.5.1.5. Conduct mission planning.

2.5.1.6. Conduct expansion procedures.

2.5.1.7. Conduct evacuation procedures.

2.5.1.8. Understand system capabilities and limitations to include weapons platforms and surveillance assets; apply to mission accomplishment.

2.5.1.9. Adhere to COMSEC/INFOSEC/OPSEC procedures to include "OPEN LINE/SECURE CALL" procedures.

2.5.1.10. Conduct work station and communication system check-out.

2.5.1.11. Report malfunctioning equipment to section supervisor who, in turn, passes information to ASO or AST.

2.5.1.12. Report link issues to section supervisor who, in turn, passes information to ICO/ICT.

2.5.1.13. Comply with guidance in positional checklists.

2.5.1.14. Ensure current AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*, is filed prior to performing any operation duties.

2.5.1.15. Read and initial local information files prior to performing operational duties.

2.5.2. Mission Crew Commander (MCC) (13B). The MCC is responsible for all operations execution and reporting within the BCC. In addition to the duties and responsibilities listed in **Paragraph 2.5.1** above, MCCs will: (T-3)

2.5.2.1. Conduct changeover and exercise briefings.

2.5.2.2. Conduct mission planning with the battle staff, as required.

2.5.2.3. Ensure shift manning requirements are met.

2.5.2.4. Implement Force Protection Procedures.

2.5.2.5. Execute battle plans and Operations Orders (OPORDs)/Contingency Plans (CONPLANS).

- 2.5.2.6. Coordinate with applicable Search and Rescue (SAR) agency as required.
- 2.5.2.7. Oversee air sovereignty, drug interdiction, and contingency operations.
- 2.5.2.8. Implement ROE.
- 2.5.2.9. Monitor Emergency Action board for accuracy and status changes.
- 2.5.2.10. Implement Dangerous Military Activity (DMA) procedures.
- 2.5.2.11. 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).
- 2.5.2.12. Oversee the interface with external units via voice communications and data link.
- 2.5.2.13. Enforce Air Defense Identification Zone (ADIZ) procedures, Special Flight Restricted Area procedures and Temporary Flight Restrictions IAW Special Instructions (SPINS) and FAA Notice to Airmen (NOTAMs).
- 2.5.2.14. Monitor status of assets (sensors, links, and aircraft).
- 2.5.2.15. Initiate recall procedures when directed.
- 2.5.2.16. Ensure personnel safety.
- 2.5.2.17. Coordinate with HHQ, internal and external agencies.
- 2.5.2.18. Ensure safety of flight during all phases of the mission.
- 2.5.2.19. Determine mission capabilities and limitations of operational equipment and approve or disapprove maintenance.
- 2.5.2.20. Interpret weather information and coordinate accordingly.
- 2.5.2.21. Identify aircraft availability and allocate alert aircraft.
- 2.5.2.22. Coordinate and implement actions to be taken during fire, bomb threat, and natural disaster situations.
- 2.5.2.23. Monitor status of fire alarm systems.
- 2.5.2.24. Summon medical assistance as required.
- 2.5.2.25. Summon assistance during duress/intruder situations.
- 2.5.2.26. Direct expansion procedures.
- 2.5.2.27. Direct evacuation procedures.
- 2.5.2.28. Notify HHQ of commander's availability and responsible individual.
- 2.5.2.29. Ensure response to White Pinnacle exercises.
- 2.5.2.30. Oversee track reporting procedures.
- 2.5.2.31. Implement aerostat breakaway/derelict airborne objects procedures.
- 2.5.2.32. Implement Defense Condition (DEFCON) procedures.
- 2.5.2.33. Report missile launches.

- 2.5.2.34. Recommend amber warning/flush bases.
- 2.5.2.35. Scramble alert assets as required.
- 2.5.2.36. Ensure fidelity drills are coordinated with HHQ.
- 2.5.2.37. Direct reclassification of tracks.
- 2.5.2.38. Ensure SITREP requirements are met.
- 2.5.2.39. Coordinate aircraft emergency procedures.

2.5.3. Mission Crew Commander Technician (MCCT) (1C591). The MCCT is responsible to the MCC for all operations execution and reporting within the BCC. The MCCT assists the MCC in the accomplishment of duties. In addition to the duties and responsibilities listed in [Paragraph 2.5.1](#) above, MCCTs will: (T-3)

- 2.5.3.1. Conduct changeover briefing with the oncoming MCCT.
- 2.5.3.2. Maintain operations logbook/records.
- 2.5.3.3. Conduct operational reporting (OPREPs, etc.).
- 2.5.3.4. Operate communications equipment.
- 2.5.3.5. Make required public address (PA) announcements.
- 2.5.3.6. Implement Force Protection Procedures.
- 2.5.3.7. Coordinate with applicable SAR agency and request assistance as required.
- 2.5.3.8. Monitor Emergency Action board for accuracy and status changes.
- 2.5.3.9. Monitor asset status (sensors, links, and aircraft).
- 2.5.3.10. Ensure sound security practices.
- 2.5.3.11. Initiate recall procedures when directed.
- 2.5.3.12. Coordinate with HHQ, internal and external agencies.
- 2.5.3.13. Determine mission capability/impact of operational equipment and approve/disapprove maintenance.
- 2.5.3.14. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OIs, and Special Instructions (SPINS) prior to sitting on position.
- 2.5.3.15. Implement fire, bomb threat, and natural disaster actions.
- 2.5.3.16. Monitor status of fire alarm systems.
- 2.5.3.17. Summon medical assistance as required.
- 2.5.3.18. Summon security assistance during duress/intruder situations.
- 2.5.3.19. Ensure response to White Pinnacle exercises.
- 2.5.3.20. Perform track reporting procedures.
- 2.5.3.21. Assist in battle plan and OPORD/CONPLAN execution.

- 2.5.3.22. Implement DEFCON procedures.
- 2.5.3.23. Report missile launches.
- 2.5.3.24. Recommend amber warning/flush bases.
- 2.5.3.25. Monitor and use messaging systems.
- 2.5.3.26. Monitor safety of flight.
- 2.5.3.27. Ensure COMSEC inventory complete.

2.5.4. Weapons Section. The weapons section is responsible for managing and employing the assigned weapons systems IAW OPOD, ATO/ACO, SPINS and/or other governing instructions. Weapons control procedures and techniques are contained in AFTTP 3-1, AF Tactics, Techniques and Procedures; AFI 11-214, *Air Operations Rules and Procedures* and local directives. Weapons positions are Senior Director (SD), Senior Director Technician (SDT), Weapon Director/Air Weapons Officer (WD/AWO), and Weapon Director Technician (WDT) (T-2).

2.5.4.1. 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/commits, target selection, and weapons assignment and supervises the WD and AWO employment of resources. In addition to the duties and responsibilities listed in **Paragraphs 2.5.1** and **2.5.4.2**, SDs will: (T-3)

- 2.5.4.1.1. Conduct weapons portion of changeover and exercise briefings.
- 2.5.4.1.2. Know the performance and ordnance characteristics of all assigned weapons systems.
- 2.5.4.1.3. Commit assets to counter the threat.
- 2.5.4.1.4. Assign control of missions to WD and AWO.
- 2.5.4.1.5. Monitor assigned missions to ensure effective mission accomplishment and flight safety.
- 2.5.4.1.6. Assign radio frequencies and specific consoles commensurate with mission requirements.
- 2.5.4.1.7. Coordinate aircraft transfer points where control is passed to other controlling agencies.
- 2.5.4.1.8. Apply ROE.
- 2.5.4.1.9. Coordinate aircraft scramble and airborne orders.
- 2.5.4.1.10. Ensure all missions are briefed/debriefed.
- 2.5.4.1.11. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, OIs, and Special Instructions (SPINS) prior to sitting on position.
- 2.5.4.1.12. Ensure that all WD and AWOs are aware of existing and forecast weather conditions for the operational area and recovery bases as necessary.

- 2.5.4.1.13. Coordinate weapons section actions with surveillance and identification to maintain air picture.
 - 2.5.4.1.14. Monitor status of alert assets.
 - 2.5.4.1.15. Coordinate with adjacent sector SD
 - 2.5.4.1.16. Perform authentication procedures.
 - 2.5.4.1.17. Be capable of performing all AWO duties.
- 2.5.4.2. SDT (1C5X1). The SDT is responsible to the SD, and assists as required. NOTE: SDT duties can be performed by a qualified SD. In addition to the duties and responsibilities listed in **Paragraph 2.5.1**, SDTs will: (T-3)
- 2.5.4.2.1. Coordinate airspace.
 - 2.5.4.2.2. Know the performance and ordnance characteristics of all assigned weapons systems.
 - 2.5.4.2.3. Coordinate with the WDTs and other control agencies for the transfer of mission aircraft.
 - 2.5.4.2.4. Perform authentication procedures.
 - 2.5.4.2.5. Submit airborne orders and initiate scramble orders.
 - 2.5.4.2.6. Ensure completion of required weapons section forms.
 - 2.5.4.2.7. Manage daily flying schedule and ATO.
 - 2.5.4.2.8. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OIs, and Special Instructions (SPINS) prior to sitting on position.
 - 2.5.4.2.9. Monitor and update readiness posture and status of sector assets.
 - 2.5.4.2.10. Perform scramble line and voice page hotline checks.
 - 2.5.4.2.11. Ensure safety of flight.
 - 2.5.4.2.12. Be capable of performing all WDT duties.
- 2.5.4.3. Air Weapons Officer (AWO) (13B)/Weapons Director (WD) (1C5X1D). The AWO/WD is responsible to the SD for control of assigned assets. In addition to the duties and responsibilities listed in **paragraph 2.5.1**, AWOs/WDs will: (T-3)
- 2.5.4.3.1. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OIs, and Special Instructions (SPINS) prior to sitting on position related to assigned tasks.
 - 2.5.4.3.2. Initiate Unknown Cowboy calls at appropriate DEFCON.
 - 2.5.4.3.3. Initiate Unknown Rider calls at appropriate DEFCON
 - 2.5.4.3.4. Perform authentication procedures.
 - 2.5.4.3.5. Implement safe passage procedures.
 - 2.5.4.3.6. Pre-brief and debrief mission with aircrew to the maximum extent.

- 2.5.4.3.7. Pass significant weather forecasts/observations and altimeter setting to aircrew upon check-in as appropriate.
 - 2.5.4.3.8. Pass engagement orders.
 - 2.5.4.3.9. Ensure expeditious fighter positioning for mission tasking.
 - 2.5.4.3.10. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI11-214 and local procedures and letters of agreement.
 - 2.5.4.3.11. Maintain tracking of assigned aircraft and non-participating aircraft (strangers), which can potentially impact flight safety. Provide accurate and timely stranger point-outs.
 - 2.5.4.3.12. Ensure an orderly flow of aircraft for recovery to other control agencies.
 - 2.5.4.3.13. Inform the SD of conditions/situations that may impact mission completion or aircraft safety.
 - 2.5.4.3.14. Know procedures for aircraft scrambles, target selection and weapons assignment.
 - 2.5.4.3.15. Evaluate the air defense threat situation and take timely defensive action.
 - 2.5.4.3.16. Inform other AWOs and WDs of any actions being taken that may affect their control actions.
 - 2.5.4.3.17. Provide tactical information to aircrews that may affect mission accomplishment.
 - 2.5.4.3.18. Obtain pilot weather reports (PIREP) and relay to the SD/SDT.
 - 2.5.4.3.19. Ensure flight safety with overall mission requirements.
 - 2.5.4.3.20. Provide navigational and emergency assistance.
 - 2.5.4.3.21. Ensure completion of all appropriate logs and forms.
 - 2.5.4.3.22. Know the performance and ordnance characteristics of all assigned weapons systems.
 - 2.5.4.3.23. Know airspace management requirements and procedures.
 - 2.5.4.3.24. Conduct all radio/telephone (R/T) IAW AFTTP 3-1 Vol. 1, *General Planning*, and Operation Noble Eagle communication guidelines.
 - 2.5.4.3.25. Pre-brief and debrief the WDT.
 - 2.5.4.3.26. Maintain accurate air picture by updating computer information to include commits/recommits, initiates/reinitiates and track repositioning.
 - 2.5.4.3.27. Coordinate with surveillance section, ATC, and control agencies as required.
- 2.5.4.4. WDT (1C5X1). The WDT is responsible to the WD, AWO and SDT. The WDT handles all internal and external telephone coordination, all log keeping duties, and enters computer instructions for the mission. The WDT assists WD and AWO in the completion of their duties. NOTE: WDT duties can be performed by any qualified

AWO/WD. In addition to the duties and responsibilities listed in [Paragraph 2.5.1](#) above, WDTs will: (T-3)

- 2.5.4.4.1. Know the performance and ordnance characteristics of all assigned weapons systems.
 - 2.5.4.4.2. Report equipment outages and malfunctions to the SDT.
 - 2.5.4.4.3. Perform authentication procedures.
 - 2.5.4.4.4. Inform SDT of mission status and all situations that may affect mission completion.
 - 2.5.4.4.5. Complete all required forms and logs related to assigned tasks.
 - 2.5.4.4.6. Ensure flight safety with overall mission requirements.
 - 2.5.4.4.7. Conduct all radio/telephone (R/T) IAW AFTTP 3-1 Vol. 1, *General Planning* and Operation Nobel Eagle communication guidelines to include NORAD TTP, *Tactical Employment: Air Defense of the United States and Canada Attachment 6*.
 - 2.5.4.4.8. Assist WD and AWO with situational awareness including locating tracks, monitoring tactics, air traffic, airspace borders and safe passage corridors, and conducting Mode IV checks.
 - 2.5.4.4.9. Maintain accurate air picture by updating computer information to include commits/recommits, initiates/reinitiates, and track repositioning.
 - 2.5.4.4.10. Coordinate with surveillance section, ATC and control agencies as required.
 - 2.5.4.4.11. Obtain airspace weather, significant weather forecasts, observations and altimeter setting and pass to WD and AWO prior to flight check-in.
- 2.5.5. Air Picture Management is comprised of the functions of surveillance, identification, and interface control. Air picture management includes detection, identification, tracking, and reporting of air surveillance data and integrating other source data into one complete air picture.
- 2.5.5.1. Air Surveillance Section. The Air Surveillance section is responsible to the MCC for detection, tracking and reporting of air objects. This section also directs the optimum configuration of sensors for effective radar coverage and information sharing (T-2).
 - 2.5.5.1.1. Air Surveillance Officer (ASO) (13B). The ASO manages all operational functions within the surveillance section. The ASO is responsible to the MCC for the maintenance and quality of the BCC's air picture. In addition to the duties and responsibilities listed in [Paragraph 2.5.1](#) above, ASOs will: (T-3)
 - 2.5.5.1.1.1. Conduct surveillance portion of changeover and exercise briefings.
 - 2.5.5.1.1.2. Coordinate with interface control section.
 - 2.5.5.1.1.3. Supervise the timely and accurate collection, display and dissemination of surveillance data.

- 2.5.5.1.1.4. Monitor and report equipment status through the Communications Focal Point (CFP).
- 2.5.5.1.1.5. Ensure the surveillance section manning is adequate to meet mission requirements.
- 2.5.5.1.1.6. Ensure ops and maintenance personnel are apprised of outages or equipment degradation.
- 2.5.5.1.1.7. Assess and coordinate requirements for sensor augmentation/gap coverage.
- 2.5.5.1.1.8. Coordinate expansion.
- 2.5.5.1.1.9. Coordinate and de-conflict frequency assignments for the surveillance section, as required.
- 2.5.5.1.1.10. Ensure preventive maintenance actions are de-conflicted with operational mission activities.
- 2.5.5.1.1.11. Manage sensor and track validation procedures.
- 2.5.5.1.1.12. Know radar characteristics and optimize radar presentation (error free, correct settings, etc.).
- 2.5.5.1.1.13. Conduct EA/EP procedures.
- 2.5.5.1.1.14. Coordinate radar site setting changes with FAA.
- 2.5.5.1.1.15. Monitor auxiliary equipment.
- 2.5.5.1.1.16. Perform radar correlation checks.
- 2.5.5.1.1.17. Perform Change Data Order function on applicable tracks, as required.
- 2.5.5.1.1.18. Monitor current air picture to ensure tracks are detected, updated, and reported.
- 2.5.5.1.1.19. Execute the OPOD/CONPLAN.
- 2.5.5.1.1.20. Coordinate and perform E-3 operations.
- 2.5.5.1.1.21. Recognize emergency aircraft and accomplish reporting procedures.
- 2.5.5.1.1.22. Read and interpret weather data and determine effect on radars and air picture.
- 2.5.5.1.1.23. Recognize and report degraded sensor performance.
- 2.5.5.1.1.24. Recognize and report potential node outages and any significant gaps in coverage, to include dual site outages.
- 2.5.5.1.1.25. Coordinate with ICO/T to perform TDC.
 - 2.5.5.1.1.25.1. Serve as Net Control Station (NCS) for track management communications when designated.
 - 2.5.5.1.1.25.2. Supervise the resolution of dual designations.

- 2.5.5.1.1.25.3. Supervise the resolution of duplicate tracks.
- 2.5.5.1.1.25.4. Supervise the resolution of identification conflicts.
- 2.5.5.1.1.25.5. Supervise the resolution of category conflicts.
- 2.5.5.1.1.25.6. Ensure transmission of change data orders to resolve environment and identification (ID) conflicts.
- 2.5.5.1.1.25.7. Coordinate use and effects of data filters.
- 2.5.5.1.1.25.8. Monitor and coordinate effects of participant/link node losses.
- 2.5.5.1.1.25.9. Coordinate the use and transmission of reference points, lines, and areas.
- 2.5.5.1.1.25.10. Coordinate and supervise local fidelity drills to meet mission requirements.
- 2.5.5.1.1.25.11. Know governing military standards and HHQ directives.

2.5.5.1.1.26. Make required PA announcements.

2.5.5.1.2. 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 administrative and operational conduct of the enlisted personnel in the section and assists the ASO in the accomplishment of their duties and responsibilities. In the absence of an ASO, the AST performs all tasks. In addition to the duties and responsibilities listed in [Paragraph 2.5.1](#) above, ASTs will: (T-3)

- 2.5.5.1.2.1. Conduct surveillance portion of changeover and exercise briefings, as required.
- 2.5.5.1.2.2. Set up, display, and update radar filters, as required.
- 2.5.5.1.2.3. Monitor, update, and report radar status.
- 2.5.5.1.2.4. Analyze and report unusual presentations (EA, weather, and transient interference) to the appropriate agencies.
- 2.5.5.1.2.5. Assign surveillance areas to all Tracking Technicians (TTs).
- 2.5.5.1.2.6. Optimize radar presentation (error free, correct settings etc.).
- 2.5.5.1.2.7. Supervise sensor and track validation procedures.
- 2.5.5.1.2.8. Conduct EA/EP procedures.
- 2.5.5.1.2.9. Coordinate radar site setting changes with FAA.
- 2.5.5.1.2.10. Conduct Mode IV checks.
- 2.5.5.1.2.11. Monitor auxiliary equipment.
- 2.5.5.1.2.12. Coordinate expansion.
- 2.5.5.1.2.13. Perform radar correlation checks.
- 2.5.5.1.2.14. Coordinate with ICO/T to perform TDC.

- 2.5.5.1.2.14.1. Serve as Net Control Station (NCS) for track management communications when designated.
 - 2.5.5.1.2.14.2. Supervise the resolution of dual designations.
 - 2.5.5.1.2.14.3. Supervise the resolution of duplicate tracks.
 - 2.5.5.1.2.14.4. Supervise the resolution of ID conflicts.
 - 2.5.5.1.2.14.5. Supervise the resolution of category conflicts.
 - 2.5.5.1.2.14.6. Ensure transmission of change data orders to resolve environment and ID conflicts.
 - 2.5.5.1.2.14.7. Coordinate use and effects of data filters.
 - 2.5.5.1.2.14.8. Monitor and coordinate effects of participant/link node losses.
 - 2.5.5.1.2.14.9. Coordinate the use and transmission of reference points, lines, and areas.
 - 2.5.5.1.2.14.10. Coordinate and supervise local fidelity drills to meet mission requirements.
 - 2.5.5.1.2.14.11. Know governing military standards and HHQ directives
 - 2.5.5.1.2.14.12. Be capable of performing all TT duties.
 - 2.5.5.1.2.15. Make required PA announcements.
- 2.5.5.1.3. Tracking Technician (TT) (1C5X1). The TT is responsible to the ASO/AST for track detection and reporting, initiation (active and passive), and maintenance for all airborne objects within the assigned surveillance area. In addition to the duties and responsibilities listed in **Paragraph 2.5.1** above, TTs will: (T-3)
- 2.5.5.1.3.1. Assist with procedural identification.
 - 2.5.5.1.3.2. Perform passive tracking procedures.
 - 2.5.5.1.3.3. Manually initiate track symbology as required.
 - 2.5.5.1.3.4. Maintain track continuity and drop tracks as required.
 - 2.5.5.1.3.5. Correlate data from external sources.
 - 2.5.5.1.3.6. Report unusual presentations (EA, anomalous propagation, weather, etc.) to the ASO or AST.
 - 2.5.5.1.3.7. Perform voice-tell as assigned.
 - 2.5.5.1.3.8. Report suspicious track activity.
 - 2.5.5.1.3.9. Monitor and report track characteristics of high priority tracks.
 - 2.5.5.1.3.10. Recognize and report emergency aircraft situations.
 - 2.5.5.1.3.11. Provide support to ID through dissemination of flight plan correlation, performing Mode IV interrogation and track symbology classification changes on specific tracks.

2.5.5.2. Identification Section. The Identification section is responsible to the MCC for the identification and classification of track symbology (pending, unknown, friendly, etc.) of all traffic IAW governing special instructions, and monitoring of all tracks of interest (TOIs). This section also coordinates with appropriate air traffic control facilities and other external agencies regarding the identification of aircraft.

2.5.5.2.1. Identification Technician (IDT) (1C5X1). The IDT is responsible to the MCC for the identification of all traffic IAW governing special instructions, and monitoring of all TOIs within the assigned operational area. The IDT coordinates with the appropriate air traffic control facility and other external agencies regarding the identification of aircraft. In addition to the duties and responsibilities listed in **Paragraph 2.5.1** above, IDTs will: (T-3)

2.5.5.2.1.1. Conduct identification portion of changeover and exercise briefings as required.

2.5.5.2.1.2. Make appropriate PA announcements.

2.5.5.2.1.3. Pursue all means available to obtain track identity.

2.5.5.2.1.4. Notify the MCC of identification investigation status.

2.5.5.2.1.5. Disseminate and correlate flight plan information on specific tracks.

2.5.5.2.1.6. Be responsible for adherence to identification criteria in accordance with ROE and other area defense procedures.

2.5.5.2.1.7. Change track symbology classification.

2.5.5.2.1.8. Perform authentication procedures.

2.5.5.2.1.9. Perform air control measures.

2.5.5.2.1.10. Perform Safe Passage IAW directives.

2.5.5.2.1.11. Maintain message traffic.

2.5.5.2.1.12. Manage classification of data link told-in tracks as required.

2.5.5.3. Interface Control Cell (ICC). The ICC is responsible to the MCC for developing and maintaining their assigned sector of the Multi-Tactical Data Link (TDL) Network (MTN). The BCC ICO(s) coordinate with the Air Operations Center (AOC) Joint Interface Control Cell (JICC) AOC/JICC or Joint Interface Control Officer (JICO) for planning and execution functions that cross sector boundaries or impact the regional portion of the mission.

2.5.5.3.1. Interface Control Officer (13B). The ICO is responsible to the MCC for supervision and management of ICC operations. The ICO supervises all link management functions within the multi-TDL Network (MTN), and is responsible for the clarity, accuracy, currency, and quality of track data displayed on the mission system. In addition to the duties and responsibilities listed in **Paragraph 2.5.1** above, ICOs will: (T-3)

2.5.5.3.1.1. Conduct ICC portion of changeover and exercise briefings as required

- 2.5.5.3.1.2. Supervise Link Management and Track Data Coordination (TDC)
- 2.5.5.3.1.3. Transmit or coordinate the transmission of Change Data Orders
- 2.5.5.3.1.4. Recommend changes to surveillance based on MTN situation
- 2.5.5.3.1.5. In coordination with the ASO/AST, manage MTN participant's surveillance scheme (Track Production Area [TPA], Mutual Support, Track by exception).
- 2.5.5.3.1.6. Manage and direct the use of filters.
- 2.5.5.3.1.7. Manage/coordinate the execution of fidelity drills.
- 2.5.5.3.1.8. Coordinate with the CONR AOC JICC for TACOPDAT and OPTASK LINK issues.
- 2.5.5.3.1.9. Manage data forwarding.
- 2.5.5.3.1.10. Assign and manage forwarding units, including standbys.
- 2.5.5.3.1.11. Supervise communications to support link and track management.
- 2.5.5.3.1.12. Coordinate with ASO/T to perform TDC.
- 2.5.5.3.1.13. Manage MTN contingency procedures for loss of part or all links.
- 2.5.5.3.1.14. Approve and direct crypto key changes.
- 2.5.5.3.1.15. Ensure all link operations comply with HHQ directives.
- 2.5.5.3.1.16. Ensure current link information is available to all BCC personnel.
- 2.5.5.3.1.17. Manage assignment of functional network roles.
- 2.5.5.3.1.18. Know content of governing military standards and HHQ directives
- 2.5.5.3.1.19. Ensure Link 16 operations are entered into the Link 16 Network Deconfliction Server.
- 2.5.5.3.1.20. Manage activation/deactivation of relays and changes of Joint Tactical Information Distribution System (JTIDS) Unit (JU) transmit mode.
- 2.5.5.3.1.21. Manage and use Communications Security (COMSEC) material required for ICC operations.
- 2.5.5.3.1.22. Evaluate tactical link performance and up-channels data for operational assessment.
- 2.5.5.3.1.23. Supervise changes to serial and Initial Position (IP) configurations.
- 2.5.5.3.1.24. Direct subordinate unit changes to the Data Net Control Station (DNCS) for Link 11.
- 2.5.5.3.1.25. Manage and direct subordinate unit changes to parameters for interface data links.
- 2.5.5.3.1.26. Supervise the local resolution of interface anomalies.
- 2.5.5.3.1.27. Monitor and coordinate effects of data filters.

2.5.5.3.1.28. Coordinate with the Air Surveillance Section to ensure accuracy and clarity of air picture.

2.5.5.3.2. Interface Control Technician (1C5X1). The ICT is responsible to the ICO 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. In the ICO's absence, the ICT will assume the supervisory functions listed in **Paragraph 2.5.6.3.2.2**, in addition to the duties and responsibilities listed in **Paragraph 2.5.1** above. ICTs will: (T-3)

2.5.5.3.2.1. Link Management.

2.5.5.3.2.1.1. Manage assignment of functional network roles.

2.5.5.3.2.1.2. Recommend and implement MTN corrective actions when disruptions occur to ensure the effective and efficient exchange of information.

2.5.5.3.2.1.3. Ensure Link 16 operations are entered into the Link 16 Network Deconfliction Server.

2.5.5.3.2.1.4. Initiate, maintain, and terminate data links.

2.5.5.3.2.1.5. Manage activation/deactivation of relays and changes of JU transmit mode.

2.5.5.3.2.1.6. Manage and use COMSEC material required for ICC operations.

2.5.5.3.2.1.7. Evaluate link performance and up channels operational effectiveness.

2.5.5.3.2.1.8. Perform net control station duties for data link coordination nets.

2.5.5.3.2.1.9. Coordinate and perform changes to serial and IP configurations.

2.5.5.3.2.1.10. Direct subordinate unit changes to the DNCS for Link 11.

2.5.5.3.2.1.11. Manage/direct subordinate unit changes to parameters for interface data links.

2.5.5.3.2.1.12. Coordinate changes to link configuration to meet information exchange requirements.

2.5.5.3.2.1.13. Execute Link 11/11B Data Link Reference Point changes.

2.5.5.3.2.1.14. Monitor the exchange of link messages and track data.

2.5.5.3.2.2. Supervisory. (T-3)

2.5.5.3.2.2.1. Conduct ICC portion of changeover and exercise briefings as required.

2.5.5.3.2.2.2. Oversee/perform Link Management and coordinate with ASO/T for TDC.

2.5.5.3.2.2.3. Transmit or coordinate the transmission of Change Data Orders.

- 2.5.5.3.2.2.4. Recommend changes to surveillance based on MTN situation.
- 2.5.5.3.2.2.5. In coordination with the ASO/T, manage MTN participant's surveillance scheme (TPA, Mutual Support, Track by exception).
- 2.5.5.3.2.2.6. Coordinate and direct the use of filters.
- 2.5.5.3.2.2.7. Coordinate the execution of local Fidelity Drills.
- 2.5.5.3.2.2.8. Coordinate with CONR AOC JICC for TACOPDAT and OPTASK LINK issues.
- 2.5.5.3.2.2.9. Manage data forwarding.
- 2.5.5.3.2.2.10. Assign and manage forwarding units.
- 2.5.5.3.2.2.11. Establish communications to support link and track management.
- 2.5.5.3.2.2.12. Implement and manage MTN contingency procedures for loss of part or all links.
- 2.5.5.3.2.2.13. Approve and direct crypto key changes.
- 2.5.5.3.2.2.14. Ensure all link operations comply with HHQ directives
- 2.5.5.3.2.2.15. Ensure current link information is available to all BCC personnel.
- 2.5.5.3.2.2.16. Ensure the effective flow of link data supplementing the tactical picture.
- 2.5.5.3.2.2.17. Monitor and coordinate effects of participant/link node losses.
- 2.5.5.3.2.2.18. Coordinate with the Air Surveillance Section to ensure accuracy and clarity of the air picture.

Chapter 3

HAWAII REGION AIR OPERATIONS CENTER (HIRAOC)

3.1. Mission. The Hawaii Region Air Operations Center (HIRAOC) provides air sovereignty and air defense of the Hawaii Air Defense Region (HADR) by executing defensive counter air, interdiction, and counter drug operations in support of PACOM and under the direction of the 613th Air and Space Operations Center (613 AOC). The HIRAOC 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 (ADS) conducts the mission of the HIRAOC.

3.2. Organization. The HIRAOC is comprised of two separate, but complementary elements; the Battle Staff and the Mission Crew. The Battle Staff (BS) manages the air battle and functions as the conduit for the exchange of command and control (C2) information between the HIRAOC and higher headquarters (HHQ). The Mission Crew (MC) performs the functions of battle management, weapons control, surveillance, identification, tactical data link management and airspace management.

3.3. Battle Staff (BS). The BS is a complementary element to the MC. 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 of time 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 (T-3):

- 3.3.1. Executing homeland defense, air defense, and air sovereignty missions.
- 3.3.2. Coordinating the employment of assigned assets with HHQ.
- 3.3.3. Translating operational-level plans into tactical-level orders for MC execution.
- 3.3.4. Coordinating with the mission crew.
- 3.3.5. Disseminating tactical-warning and attack assessment information to HHQ.
- 3.3.6. Performing real-time battle management in support of the MC.

3.4. Battle Staff 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 Air Defense Director (ADD), Director of Operations (DO), Joint Asset Control Officer (JACO)/Joint Asset Control Officer Tech (JACOT), Intelligence Officer (IN)/Intelligence Non Commissioned Officer (INCO), Emergency Action Coordinator (EAC), Weapons and Tactics Officer, Fighter Officer (FO) (T-2).

NOTE: The battle staff may require augmentation from outside the air control squadron.

- 3.4.1. Air Defense Director (ADD). The ADD is the senior ranking officer not lower than the rank of Lieutenant Colonel. ADDs will: (T-3)
 - 3.4.1.1. Coordinate and implement homeland defense, air defense, air sovereignty, and aerospace control and warning through employment of the forces assigned or made available.

- 3.4.1.2. Coordinate tactical action with HHQ and task appropriate assets through the BS to the MC.
- 3.4.1.3. Exercise TACON of all BS members.
- 3.4.2. Director of Operations (DO) (13B). The DO is responsible to the Air Defense Center (ADC) for the supervision of all region operations. DOs will: (T-3)
 - 3.4.2.1. Implement HHQ policy and formulate methods and procedures for HIRAOC operations.
 - 3.4.2.2. Maintain and analyze operational records that are required by HHQ.
 - 3.4.2.3. Identify personnel and material requirements to accomplish the assigned mission.
 - 3.4.2.4. Know the duties of the MCC.
- 3.4.3. Joint Asset Control Officer (JACO)/Joint Asset Control Officer Technician (JACOT) (13B/1C5X1). The JACO/T is responsible to the ADD through the DO. The JACO/T advises the ADD on assigned sensor assets and functions as the sector's Ground Environment Resources Manager (T-3). The JACO/T ensures the sector's operations and contingency plans are carried out by ground environment units and provides the BS Airborne Warning and Control System (AWACS) employment recommendations (T-3).
- 3.4.4. Intelligence Officer/Noncommissioned Officer (IN). INs will: (T-3)
 - 3.4.4.1. Advise the ADD on the threat.
 - 3.4.4.2. Plan and conduct training of operations personnel regarding intelligence matters.
 - 3.4.4.3. Review intelligence data including technical reports of equipment and estimating probable courses of actions, force structures, and characteristics and capabilities of potential threats.
 - 3.4.4.4. Maintain current situation maps, warning displays, local database, and the intelligence library.
 - 3.4.4.5. Coordinate and integrate intelligence data from all available sources. This includes tasking intelligence collection organizations.
 - 3.4.4.6. Conduct studies of enemy forces and prepare intelligence reports and scenarios which realistically represent those forces.
 - 3.4.4.7. Receive and relay all reports and other intelligence items to HHQ as required.
- 3.4.5. The Emergency Action Coordinator (EAC). The EAC is the focal point for information into and out of the HIRAOC. The EAC is responsible to the MCC unless the BS is formed. If the BS is formed, the EAC is responsible to the ADD. EACs will: (T-3)
 - 3.4.5.1. Create, receive, validate, and disseminate EAMs and QRMs.
 - 3.4.5.2. Notify MCC/ADD of received EAMs/QRMs.
 - 3.4.5.3. Ensure EA display reflects current status.
 - 3.4.5.4. Maintain event logs.

3.4.5.5. Coordinate with HHQ, internal and external agencies.

3.4.6. Weapons and Tactics Officer. Weapons and Tactics Officers will: (T-3)

3.4.6.1. Ensure Operations personnel are familiar with unit mission, tasking, and expected enemy threat.

3.4.6.2. Provide expertise in tactical mission planning and execution.

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

3.5. Battle Control Center (BCC) Mission Crew Composition. The mission crew (MC) is the focal point for the conduct of weapons, surveillance, and identification functions in the HADR. Supervised by a Mission Crew Commander (MCC), the mission crew is tasked to support the PACOM/PACAF mission on a continuous basis and is manned by the duty positions listed in **Figure 3.1** and can be tailored to mission requirements (T-2).

3.5.1. Mission Crew Manning. Mission Crew manning is based on personnel assigned to the approved Unit Manning Document (UMD). Manning requirements to cover day-to-day operations, periods of increased readiness, and exercises is determined by the 169 ADS Director of Operations. **Figure 3.1** identifies the Combat Mission Crew Composition of the Hawaiian Region BCC.

Figure 3.1. Combat Mission Crew Composition HAWAII REGION BCC

COMBAT MISSION CREW COMPOSITION HAWAII REGION BCC	
Crew Position	Crew Total
MCC	2 ^(1,2)
MCCT	1
SD	2 ^(1,2)
SDT	1
AWO/WD	3 ⁽¹⁾
WDT	3
AST	1 ⁽¹⁾
IDT	3
TT	4
ICT	1
EAC	1 ⁽³⁾
JACOT	1 ⁽³⁾
TOTAL	23

NOTES: Commanders may tailor the mission crew complement based on mission complexity. This chart represents the mission crew complement (by duty position)

necessary to execute operational mission requirements. Concurrent with Aerospace Sovereignty Alert (ASA), the Combat Mission Crew must be able to conduct up to two additional events (i.e. National Special Security Events (NSSE), POTUS Support, Temporary Flight Restriction (TFR) zone enforcement or other Operation Noble Eagle (ONE) directed support, etc.) whenever tasked (T-3). Augmentation of the mission crew comes from either the unit's day staff (Training, Stan Eval, or Weapons and Tactics) or from other crews within the unit.

1. 13Bs can function as the technician associated with the qualification
2. The complexity of additional events and involvement of other government agencies may require additional supervisory crewmembers (MCC, SD, AST) as well as additional operators for weapons, Surveillance and ID.
3. These Battle Staff positions are manned by Mission Crew personnel.

3.5.2. Common Mission Crew Duties and Responsibilities. Each duty position has specific duties and responsibilities that are outlined in this chapter. The following duties and responsibilities are common to all mission crew duty positions. All mission crewmembers will: (T-3)

- 3.5.2.1. Attend crew changeover briefs.
- 3.5.2.2. Conduct thorough positional changeover briefs.
- 3.5.2.3. Conduct mission planning.
- 3.5.2.4. Conduct workstation and communication systems checks.
- 3.5.2.5. Read and initial local information files prior to performing operational duties.

3.5.3. Mission Crew Commander (MCC) (13B). The MCC is responsible to the ADD for all operations execution and reporting within the HIRAOC. MCCs will: (T-3)

- 3.5.3.1. Conduct mission planning with the BS.
- 3.5.3.2. Ensure shift manning requirements are met.
- 3.5.3.3. Implement Force Protection Measures.
- 3.5.3.4. Coordinate with Personnel Rescue Coordination Center (PRCC) as required.
- 3.5.3.5. Oversee effective air sovereignty, drug interdiction, and contingency operations.
- 3.5.3.6. Implement ROE.
- 3.5.3.7. Monitor Emergency Action board for accuracy and status changes.
- 3.5.3.8. Implement Dangerous Military Activity (DMA) procedures.
- 3.5.3.9. Apply and execute applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OPORDS, and Special Instructions (SPINS).

- 3.5.3.10. Oversee the interface with external units via voice communications and data link.
- 3.5.3.11. Monitor status of assets (sensors, links, and aircraft).
- 3.5.3.12. Initiate recall procedures when directed.
- 3.5.3.13. Coordinate with HHQ, internal and external agencies.
- 3.5.3.14. Ensure safety of flight during all phases of the mission.
- 3.5.3.15. Determine mission capabilities and limitations of operational equipment and approve or disapprove maintenance requests.
- 3.5.3.16. Interpret weather information and coordinate accordingly.
- 3.5.3.17. Identify aircraft availability and allocate alert aircraft.
- 3.5.3.18. Coordinate and implement actions to be taken during fire, bomb threat, and natural disaster situations.
- 3.5.3.19. Oversee track reporting procedures.
- 3.5.3.20. Implement Alert Condition (LERTCON) procedures.
- 3.5.3.21. Report and record missile launches.
- 3.5.3.22. Recommend amber warning/flush bases.
- 3.5.3.23. Assume BS responsibilities when BS is not formed.
- 3.5.3.24. Make scramble recommendations to ADD, and commit fighters (when the BS is not formed).
- 3.5.3.25. Recommend tactical action to ADD or designated representative and keep them informed of intercept status.
- 3.5.3.26. Recommend reclassification of tracks.
- 3.5.3.27. Ensure operations logbook and records are maintained.
- 3.5.3.28. Ensure operational reporting (OPREPs, etc.) is conducted.
- 3.5.3.29. Make required public address (PA) announcements.

3.5.4. Mission Crew Commander Technician (MCCT) (1C591). The MCCT is responsible to the MCC for all operations execution and reporting within the HIRAOC (T-3). The MCCT is responsible for the operational conduct of the enlisted personnel on the operations floor and assists the MCC in the accomplishment of the above duties (T-3).

3.5.5. Weapons Section. The Weapons Section is responsible for managing and employing the assigned weapons systems to counter threats. The Weapons Section provides the control necessary for employment/positioning of resources. The missions conducted within the operational area include air defense, air sovereignty, assisting aircraft in distress, escort, and air refueling. Weapons control procedures and techniques are contained in AFTTP 3-1; AFI 11-214, and local directives. The Weapons Section consists of:

- 3.5.5.1. Senior Director (SD) (13B). The SD is responsible to the MCC for management of the Weapons Section, battle management, and force employment. The SD executes

aircraft scrambles/commits, target selection, weapons assignment, and supervises the WD and AWO employment of resources. SDs will: (T-3)

- 3.5.5.1.1. Know the capabilities and limitations of assigned weapons systems.
 - 3.5.5.1.2. Commit air defense weapons to counter the threat.
 - 3.5.5.1.3. Assign control of missions to AWO/WD.
 - 3.5.5.1.4. Monitor assigned missions to ensure mission accomplishment and flight safety.
 - 3.5.5.1.5. Assign radio frequencies and work stations based on mission requirements.
 - 3.5.5.1.6. Coordinate aircraft transfer points where control is passed to other controlling agencies.
 - 3.5.5.1.7. Apply ROE.
 - 3.5.5.1.8. Coordinate aircraft scramble and airborne orders.
 - 3.5.5.1.9. Ensure all missions are briefed and debriefed.
 - 3.5.5.1.10. Ensure that all AWOs and WDs are aware of existing and forecast weather conditions for and recovery bases, as necessary.
 - 3.5.5.1.11. Coordinate Weapons Section actions with Surveillance and Identification to maintain air picture.
 - 3.5.5.1.12. Monitor status of Alert assets.
 - 3.5.5.1.13. Be capable of performing all the duties of an AWO/WD.
- 3.5.5.2. Senior Director Technician (SDT) (1C5X1). The SDT is responsible to the SD and for the operational conduct of the WDT(s). NOTE: SDT duties can be performed by a qualified SD. SDTs will: (T-3)
- 3.5.5.2.1. Coordinate airspace.
 - 3.5.5.2.2. Coordinate with WDTs and other control agencies for the smooth transfer of mission aircraft.
 - 3.5.5.2.3. Ensure completion of required Weapons section forms.
 - 3.5.5.2.4. Monitor and update readiness posture and status of sector air defense assets.
 - 3.5.5.2.5. Assist the SD in maintaining a current and accurate Operational Work Station (OWS) display for timely weapon commits.
 - 3.5.5.2.6. Assist in coordination of airborne/scramble orders and assignments tracks of interest (TOI).
 - 3.5.5.2.7. Maintain SD/SDT TAC Log.
 - 3.5.5.2.8. Be capable of performing all the duties of a WDT.

3.5.5.3. Air Weapons Officer/Weapons Director (AWO/WD) (13B/1C5X1D). The AWO/WD is responsible to the SD for the control of assigned aircraft. The AWO/WD directs the WDT during missions. AWOs/WDs will: (T-3)

3.5.5.3.1. Pass engagement orders.

3.5.5.3.2. Ensure expeditious fighter positioning for mission tasking.

3.5.5.3.3. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI 11-214, local procedures and letters of agreement.

3.5.5.3.4. Provide accurate and timely stranger point-outs.

3.5.5.3.5. Ensure an orderly flow of aircraft for recovery to other control agencies.

3.5.5.3.6. Inform the SD of conditions or situations that impact mission or aircraft safety.

3.5.5.3.7. Know procedures for aircraft scrambles, target selection, and weapons assignment.

3.5.5.3.8. Inform other AWO/WD of actions taken that may affect their control actions.

3.5.5.3.9. Obtain pilot weather reports (PIREP) and relay them to the SD and SDT.

3.5.5.3.10. Ensure flight safety.

3.5.5.3.11. Provide navigational and emergency assistance.

3.5.5.3.12. Know the capabilities and limitations of all assigned weapons systems.

3.5.5.3.13. Know airspace management requirements and procedures.

3.5.5.3.14. Brief and debrief the WDT.

3.5.5.3.15. Be capable of performing all the duties of a WDT.

3.5.5.4. Weapons Director Technician WDT (1C5X1). The WDT is responsible to the AWO/WD and SDT. The WDT handles all internal and external telephone coordination, all log keeping duties, and enters computer instructions for the mission. WDTs assist AWOs/WDs in the completion of their duties and will: (T-3)

3.5.5.4.1. Report equipment outages and malfunctions to the SDT.

3.5.5.4.2. Inform SDT of mission status and situations that may affect mission completion.

3.5.5.4.3. Maintain tracking of assigned aircraft and non-participating aircraft (strangers), which can potentially impact flight safety.

3.5.5.4.4. Ensure adequate operations support supplies are available for WD/AWO.

3.5.5.4.5. Ensure flight safety.

3.5.5.4.6. Assist AWO/WD with situational awareness including locating tracks, monitoring tactics, air traffic, airspace borders and safe passage corridors, and conducting Mode IV checks.

3.5.5.4.7. Maintain accurate air picture by updating computer information to include commits and re-commits, initiates and re-initiates, and track repositioning.

3.5.5.4.8. Coordinate with surveillance section, ATC, and control agencies as required.

3.5.5.4.9. Obtain airspace weather, significant weather forecasts, observations, and altimeter setting and pass to AWO/WD prior to flight check-in.

3.5.5.4.10. Ensure completion of all appropriate forms.

3.5.6. Surveillance Section. The Surveillance Section is responsible for the detection, tracking and reporting of air surveillance data and interfacing of other source data into one complete air picture. This Surveillance Section also directs the configuration of sensors for effective radar coverage and information sharing. The Surveillance Section consists of:

3.5.6.1. Air Surveillance Technician (AST) (1C5X1). The AST is responsible to the MCC for the maintenance and quality of a single integrated air picture. The AST manages all operational functions within the Surveillance Section. ASTs will: (T-3)

3.5.6.1.1. Supervise the timely and accurate collection, display, and dissemination of surveillance data.

3.5.6.1.2. Monitor and report equipment status through job control.

3.5.6.1.3. Ensure the Surveillance Section manning is adequate to meet mission requirements.

3.5.6.1.4. Ensure HIRAOC and maintenance personnel are apprised of outages or equipment degradation.

3.5.6.1.5. Coordinate data reduction products.

3.5.6.1.6. Assess and coordinate requirements for sensor augmentation and gap coverage.

3.5.6.1.7. Coordinate and de-conflict frequency assignments for the Surveillance Section as required.

3.5.6.1.8. Ensure preventive maintenance actions are de-conflicted with operational mission activities.

3.5.6.1.9. Manage sensor and track validation procedures.

3.5.6.1.10. Know radar characteristics and optimize radar presentation.

3.5.6.1.11. Conduct Electronic Attack/Electronic Protection (EA/EP) procedures.

3.5.6.1.12. Conduct Mode IV checks.

3.5.6.1.13. Monitor auxiliary equipment.

3.5.6.1.14. Perform radar correlation checks.

3.5.6.1.15. Monitor radar message counts.

3.5.6.1.16. Set up display and update radar filters as required.

3.5.6.1.17. Monitor, update, and report radar status.

3.5.6.1.18. Analyze and report unusual presentations (EA, weather, and transient interference) to the appropriate agencies.

3.5.6.1.19. Assign surveillance areas to Tracking Technicians (TT).

3.5.6.1.20. Be capable of performing all TT duties.

3.5.6.2. Tracking Technician (TT) (1C5X1). The TT is responsible to the AST for track detection, initiation (active and passive), and maintenance for all airborne objects within the assigned surveillance area. TTs will: (T-3)

3.5.6.2.1. Assist with procedural classifications.

3.5.6.2.2. Perform passive tracking procedures.

3.5.6.2.3. Manually initiate track symbology when required.

3.5.6.2.4. Maintain track continuity and drop tracks as required.

3.5.6.2.5. Correlate data from external sources.

3.5.6.2.6. Report unusual presentations (EA, anomalous propagation, weather, etc.) to the AST.

3.5.6.2.7. Perform voice-tell as assigned.

3.5.6.2.8. Report suspicious track activity.

3.5.6.2.9. Monitor and report track characteristics of high priority tracks.

3.5.6.3. Interface Control Technician (1C5X1). The ICT is responsible to the MCC for all link management issues within the Multi-TDL Network (MTN), to include the clarity, accuracy, currency, and quality of track data displayed on the mission system. The ICT facilitates the resolution of dual track designation and identification conflicts. ICTs will: (T-3)

3.5.6.3.1. Perform the link management and track data coordination.

3.5.6.3.2. Manage and configure filter changes based on MTN Situation and Information Exchange Requests (IERS).

3.5.6.3.3. Coordinate TACOPDAT and OPTASK LINK issues with 613 AOC JICC.

3.5.6.3.4. Ensure current link information is available to all ICTs.

3.5.6.3.5. Initiate, maintain, and terminate data links.

3.5.6.3.6. Evaluate link performance and up channel operational effectiveness.

3.5.6.3.7. Coordinate link configuration changes to meet information exchange requirements.

3.5.6.3.8. Monitor the exchange of link messages and track data.

3.5.6.3.9. Implement MTN contingency procedures for loss of part or all links.

3.5.6.3.10. Select and operate chat and high/ultrahigh frequency (HF/UHF) communications equipment for voice, secure voice, and data IAW performance capabilities, antenna configurations and limitations, mission tasking, and directives.

3.5.6.3.11. Use classified/COMSEC material, authentication devices, encryption/decryption procedures and crypto key list IAW directives.

3.5.6.3.12. Troubleshoot data link equipment, apply diagnostic testing and implement actions to ensure effective data link and information exchange.

3.5.6.3.13. Provide a back-up COP Sync Tools (CST) feed to the USPACOM Data Fusion Center (DFC) for inclusion in the theater COP on a continuous basis.

3.5.6.3.14. Ensure high interest tracks not reported by automated means are transmitted to the 613 AOC JICC COP manager for inclusion in the USPACOM COP.

3.5.7. Identification Technician (IDT) (1C5X1). The IDT is responsible to the MCC for the identification of all aircraft and monitoring of tracks of special interest. The IDT coordinates, with the appropriate Air Traffic Control Facilities and other external agencies regarding the identification of aircraft. IDTs will: (T-3)

3.5.7.1. Make appropriate PA announcements.

3.5.7.2. Notify HIRAOC of all tracks not identified IAW established criteria.

3.5.7.3. Disseminate and correlate flight plan information on specific tracks.

3.5.7.4. Perform air control measures.

3.5.7.5. Maintain applicable message traffic.

3.5.7.6. Manage classification of data link told-in tracks as required.

3.5.8. Simulation. During exercises and crew training periods, a simulation cell is formed to simulate external participants (T-3). All duty positions within the simulation cell are unit certified (T-3).

3.6. Degraded Control Environment. There are three basic types of degradation to the control ability. In ascending order of severity of impact, they are: loss of radar, loss of computer, and loss of communications. The type of degradation affects both the transfer of surveillance and control to other agencies and the delegation of command authorities. Specific procedures are outlined in Standard Operating Procedures for Hawaiian Air Defense Region and local directives.

Chapter 4

ALASKA BATTLE CONTROL CENTER (ABCC)

4.1. Mission. The Alaska Battle Control Center (ABCC) provides air sovereignty and air defense of the Alaska operational area by executing defensive counter air, interdiction and counterdrug operations in support of NORAD/NORTHCOM and/or PACOM. 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 (ADS) provides manning for tactical C2 operations. 611 AOC provides manning for the Alaska NORAD Region (ANR) Battle Staff.

4.2. Organization. The ABCC is a weapons system as described in the ACC Enabling Concept for US Theater Air Control System Battle Control Center, dated 1 Jan 2005. The ABCC is comprised of those elements described in the enabling concept below. Since the ABCC and 611 AOC are collocated, the ANR/DO functions are conducted by the AOC Commander (ref AFI13-1AOCV3). The ABCC includes operations and support functions.

4.2.1. Operations Sections: Command and Control (C2), Weapons, Identification, Surveillance, and Interface Control Sections.

4.2.2. Support Sections: Training, Standardization and Evaluation, Weapons and Tactics, and Operations Support (maintenance, personnel and facility issues).

4.3. Command and Control. The Mission Crew Commander (MCC) and the Chief of Combat Operations (CCO) form the leadership for the tactical and operational levels, respectively.

4.3.1. When the ANR BS is formed, CCO directs Region air defense and air sovereignty activities. Additionally, CCO directs and coordinates activities of subordinate radar units, relays instructions from senior NORAD/NORTHCOM/PACOM elements to subordinate and lateral units, and coordinates allocation and employment of air defense resources. CCO is assigned or allocated air defense resources, e.g., interceptor, early warning aircraft, etc., that are necessary to defend ANR. These resources are used by CCO via the MCC for the conduct of assigned responsibilities.

4.3.2. When Combat Operations are not stood up, the MCC conducts operations under the direction of the ANR/CCO or designated representative.

4.4. Battle Control Center (BCC) Mission Crew. The 176 ADS mans the tactical mission crew portion of the BCC and is the focal point for air defense operations within the ANR and is responsible for detection and surveillance and identification of any air breathing threat to the operational area. Supervised by a Mission Crew Commander (MCC), the Mission Crew is tasked to support the mission on a continuous basis and is manned by the duty positions listed in [Figure 4.1](#) and can be tailored to mission requirements:

4.5. Crew Manning. Manning of the BCC is based on the personnel assigned through the approved Unit Manning Document (UMD). Manning requirements are determined by the 176 ADS Director of Operations. It will cover day-to-day operations and periods of increased readiness and exercises (T-3). [Figure 4.1](#) depicts the Combat Mission Crew Composition for the Alaska NORAD Region BCC.

Figure 4.1. Alaska NORAD Region Mission Crew Composition

COMBAT MISSION CREW COMPOSITION ALASKA NORAD REGION BCC	
Crew Position	Crew Total
MCC	2 ^(1,2)
MCCT	2 ⁽³⁾
SD	2 ^(1,2)
SDT	2
AWO/WD	3 ⁽¹⁾
WDT	3 ⁽³⁾
ASO/AST	2 ^(1,3)
IDT	2 ⁽³⁾
TT	4
ICO/ICT	1 ⁽³⁾
TOTAL	23

NOTES: Commanders may tailor the mission crew complement based on mission complexity. This chart represents the mission crew complement (by duty position) necessary to execute operational mission requirements. Concurrent with Aerospace Control Alert (ACA), the Combat Mission Crew must be able to conduct up to two additional events (i.e. National Special Security Events (NSSE), POTUS Support, Temporary Flight Restriction (TFR) zone enforcement or other Operation NOBLE EAGLE (ONE) directed support, etc.) whenever tasked (T-3). Augmentation of the mission crew comes from either the unit's day staff (Training, Stan Eval, or Weapons and Tactics) or from other crews within the unit.

1. 13Bs can function as the technician associated with the qualification
2. The complexity of additional events and involvement of other government agencies may require additional supervisory crewmembers (MCC, SD, AST) as well as additional operators for weapons, Surveillance and ID.
3. Crew member(s) that may be certified to perform Emergency Action Coordinator (EAC) duties, NORAD Instruction 10-4 requires 2 EAC capable personnel on duty.

4.6. Common Mission Crew Duties and Responsibilities. Each duty position has specific duties and responsibilities that are outlined in this chapter. The following duties and responsibilities are common to all mission crew duty positions. All mission crew members will: (T-3)

- 4.6.1. Have working knowledge of applicable governing directives and agreements.
- 4.6.2. Comply with applicable governing directives and agreements.

- 4.6.3. Conduct internal and external communication and coordination.
- 4.6.4. Attend crew changeover brief.
- 4.6.5. Conduct thorough positional changeover briefs.
- 4.6.6. Perform sound security practices.
- 4.6.7. Conduct mission planning.
- 4.6.8. Conduct evacuation procedures.
- 4.6.9. Understand system capabilities and limitations to include weapons platforms and surveillance assets; apply to mission accomplishment.
- 4.6.10. Adhere to COMSEC/INFOSEC/OPSEC procedures to include "OPEN LINE/SECURE CALL" procedures.
- 4.6.11. Conduct console and communication system check-out.
- 4.6.12. Report malfunctioning equipment to section supervisor who, in turn, passes information to the Air Surveillance Officer or Air Surveillance Technician.
- 4.6.13. Report link issues to section supervisor who, in turn, passes information to the Interface Control Officer or Interface Control Technician.
- 4.6.14. Comply with guidance in positional checklists.
- 4.6.15. Read and initial local information files prior to performing operational duties.

4.7. Mission Crew Commander (MCC) (13B). The MCC is responsible to the Battle Commander for all operations execution and reporting within the BCC. MCCs will: (T-3)

- 4.7.1. Mission plan with the battle staff.
- 4.7.2. Ensure shift manning requirements are met.
- 4.7.3. Implement Force Protection Procedures.
- 4.7.4. Coordinate with Rescue Coordination Center (RCC) and request assistance as required.
- 4.7.5. Oversee effective air sovereignty, drug interdiction, and contingency operations.
- 4.7.6. Implement ROE.
- 4.7.7. Monitor Emergency Action board for accuracy and status changes.
- 4.7.8. Implement Dangerous Military Activity (DMA) procedures.
- 4.7.9. Apply and execute applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OPORDS, and Special Instructions (SPINS).
- 4.7.10. Oversee the interface with Airborne Early Warning (AEW) and external units via voice communications and tactical data links.
- 4.7.11. Monitor status of assets (sensors, links, and aircraft).
- 4.7.12. Ensure sound COMSEC practices in operations.

- 4.7.13. Initiate recall procedures when directed.
- 4.7.14. Ensure personnel safety and cleanliness of facility.
- 4.7.15. Coordinate with HHQ, internal and external agencies.
- 4.7.16. Ensure safety of flight during all phases of the mission.
- 4.7.17. Determine mission capabilities and limitations of operational equipment approve/disapprove maintenance.
- 4.7.18. Interpret weather information and coordinate accordingly.
- 4.7.19. Identify aircraft availability and allocate alert aircraft.
- 4.7.20. Coordinate and implement actions to be taken during fire, bomb threat, or natural disaster situations.
- 4.7.21. Monitor status of fire alarm systems.
- 4.7.22. Summon medical assistance as required.
- 4.7.23. Summon assistance during duress and or intruder situations.
- 4.7.24. Conduct evacuation procedures.
- 4.7.25. Notify HHQ of commander's availability and responsible individual.
- 4.7.26. Ensure response to White Pinnacle exercises.
- 4.7.27. Oversee track reporting procedures.
- 4.7.28. Execute Derelict airborne objects procedures.
- 4.7.29. Implement DEFCON procedures.
- 4.7.30. Report and record missile launches.
- 4.7.31. Recommend amber warning/flush bases.
- 4.7.32. Assume BS responsibilities when BS is not formed.
- 4.7.33. Scramble and/or commit fighters (when the BS is not formed). If BS is formed and time permits, recommends tactical action to CCO or designated representative and keeps them informed of scramble and commit status.
- 4.7.34. Ensure fidelity drills are coordinated with HHQ.
- 4.7.35. Direct reclassification of tracks.
- 4.7.36. Execute aircraft Emergency procedures.
- 4.7.37. Ensure operations logbook and records are maintained.
- 4.7.38. Ensure proper information is passed for effective operational reporting.
- 4.7.39. Operate and monitor communications equipment.
- 4.7.40. Make required Public Address (PA) announcements.
- 4.7.41. Be familiar with Red Switch coordination (during periods of CCO absence).

4.8. Mission Crew Commander Technician (MCCT) (1C591). The MCCT is responsible to the MCC for all operations execution and reporting within the BCC. The MCCT is responsible for the operational conduct of the enlisted personnel on the operations floor and assists the MCC in the accomplishment of their duties. MCCTs will: (T-3)

- 4.8.1. Ensure shift manning requirements are met.
- 4.8.2. Implement Force Protection Procedures.
- 4.8.3. Coordinate with RCC and request assistance as required.
- 4.8.4. Oversee effective air sovereignty, drug interdiction, and contingency operations.
- 4.8.5. Implement ROE.
- 4.8.6. Monitor Emergency Action board for accuracy and status changes.
- 4.8.7. Report Dangerous Military Activity (DMA) activities.
- 4.8.8. Apply and execute applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, OPORDS, and Special Instructions (SPINS).
- 4.8.9. Oversee the interface with Airborne Early Warning (AEW) and external units via voice communications and data link.
- 4.8.10. Monitor status of assets (sensors, links, and aircraft).
- 4.8.11. Ensure sound COMSEC practices in Operations.
- 4.8.12. Initiate recall procedures when directed.
- 4.8.13. Ensure personnel safety and cleanliness of facility.
- 4.8.14. Coordinate with HHQ, internal and external agencies.
- 4.8.15. Ensure safety of flight during all phases of the mission.
- 4.8.16. Interpret weather information and coordinate accordingly.
- 4.8.17. Identify aircraft availability.
- 4.8.18. Coordinate and implement actions to be taken during fire, bomb threat, and natural disaster situations.
- 4.8.19. Monitor status of fire alarm systems.
- 4.8.20. Summon medical assistance as required.
- 4.8.21. Summon assistance during duress and or intruder situations.
- 4.8.22. Conduct evacuation procedures.
- 4.8.23. Notify HHQ of commander's availability and responsible individual.
- 4.8.24. Ensure response to White Pinnacle exercises.
- 4.8.25. Oversee track reporting procedures.
- 4.8.26. Execute derelict airborne objects procedures.
- 4.8.27. Implement DEFCON procedures.

- 4.8.28. Report and record missile launches.
- 4.8.29. Recommend amber warning/flush bases.
- 4.8.30. Recommend scramble and or fighter commits to MCC as required.
- 4.8.31. Ensure fidelity drills are coordinated with HHQ.
- 4.8.32. Execute aircraft Emergency procedures.
- 4.8.33. Maintain operations logbook and records.
- 4.8.34. Conduct operational reporting.
- 4.8.35. Operate communications equipment.
- 4.8.36. Make required Public Address (PA) announcements.
- 4.8.37. Monitor and use messaging systems.
- 4.8.38. Ensure COMSEC inventory complete.

4.9. Emergency Action Coordinator (EAC) (1C5X1). The EAC is responsible to the MCC unless otherwise directed by the CCO. EACs will: (T-3)

- 4.9.1. Create, receive, validate, and disseminate EAMs and QRMs IAW NORAD INSTRUCTION 10-4.
- 4.9.2. Notify MCC/CCO of received EAMs/QRMs.
- 4.9.3. Receive, disseminate, and report Status of Action (SOA) IAW NORAD INSTRUCTION 10-4.
- 4.9.4. Ensure EA display reflects current status.
- 4.9.5. Maintain event logs.
- 4.9.6. Coordinate with HHQ, internal and external agencies.
- 4.9.7. Respond to White Pinnacle exercises.
- 4.9.8. Respond to NORAD Alert System (NAS) checks.
- 4.9.9. Perform authentications.

4.10. Weapons Section. The weapons section is responsible for managing and employing the assigned weapons systems to counter threats. The weapons section provides the control necessary for employment/positioning of resources IAW governing instructions. The missions conducted could include air defense, air sovereignty, assist aircraft in distress, flight follow, and air refueling. Weapons control procedures and techniques are contained in AFTTP 3-1, *General Planning*; AFI 11-214 and local directives. Weapons positions are Senior Director (SD), Senior Director Technician (SDT), Weapon Director (WD), Air Weapons Officer (AWO), and Weapon Director Technician (WDT).

- 4.10.1. Senior Director (SD) (13B). The SD is responsible to the MCC for management of the weapons section, battle management, and force employment. The SD executes aircraft scrambles/commits, target selection, and weapons assignment, and supervises the WD and AWO employment of resources. The SD will be a qualified and current AWO (T-3). SDs will: (T-3)

- 4.10.1.1. Know the capabilities and limitations characteristics of all assigned weapons systems.
 - 4.10.1.2. Commit air defense weapons to counter the threat.
 - 4.10.1.3. Assign control of missions to WD and AWO.
 - 4.10.1.4. Monitor assigned missions to ensure effective mission accomplishment and flight safety.
 - 4.10.1.5. Assign radio frequencies and specific consoles commensurate with mission requirements.
 - 4.10.1.6. Coordinate aircraft transfer points where control is passed to other controlling agencies.
 - 4.10.1.7. Apply ROE.
 - 4.10.1.8. Coordinate aircraft scramble and airborne orders.
 - 4.10.1.9. Ensure all missions are briefed and debriefed.
 - 4.10.1.10. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, and Special Instructions (SPINS).
 - 4.10.1.11. Ensure that all WD and AWOs are aware of existing and forecast weather conditions for the operational area and recovery bases as necessary.
 - 4.10.1.12. Coordinate weapons section actions with surveillance and identification to maintain air picture.
 - 4.10.1.13. Monitor status of Alert assets.
 - 4.10.1.14. Coordinate with adjacent sector SD.
 - 4.10.1.15. Perform authentication procedures.
 - 4.10.1.16. Ensure safety of flight.
 - 4.10.1.17. Be capable of performing all AWO/WD duties.
- 4.10.2. Senior Director Technician (SDT) (1C5X1). The SDT is responsible to and assists the SD as directed. The SDT will be a qualified and current WD/WDT (T-3). NOTE: SDT duties can be performed by a qualified SD. SDTs will: (T-3)
- 4.10.2.1. Monitor assigned missions to ensure effective mission accomplishment and flight safety.
 - 4.10.2.2. Assign radio frequencies and specific consoles commensurate with mission requirements.
 - 4.10.2.3. Coordinate aircraft transfer points where control is passed to other controlling agencies.
 - 4.10.2.4. Apply ROE.
 - 4.10.2.5. Ensure that all WD and AWOs are aware of existing and forecast weather conditions for the operational area(s) and recovery bases.

- 4.10.2.6. Coordinate weapons section actions with surveillance and identification to maintain air picture.
 - 4.10.2.7. Coordinate airspace.
 - 4.10.2.8. Coordinate with other control agencies for the smooth transfer of mission aircraft.
 - 4.10.2.9. Perform authentication procedures.
 - 4.10.2.10. File airborne and scramble orders.
 - 4.10.2.11. Ensure completion of required weapons section forms.
 - 4.10.2.12. Manage daily flying schedule and ATO.
 - 4.10.2.13. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, and Special Instructions (SPINS).
 - 4.10.2.14. Monitor and update readiness posture and status of sector air defense assets.
 - 4.10.2.15. Perform scramble line and voice page hotline checks.
 - 4.10.2.16. Ensure safety of flight.
 - 4.10.2.17. Be capable of performing all WDT duties.
- 4.10.3. Air Weapons Officer (AWO) (13B). The AWO is responsible to the SD for the control of assigned aircraft. The AWO directs the WDT during missions. AWOs will: (T-3)
- 4.10.3.1. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, and Special Instructions (SPINS) prior to sitting on position.
 - 4.10.3.2. Perform authentication procedures.
 - 4.10.3.3. Implement safe passage procedures.
 - 4.10.3.4. Pre-brief and de-brief mission with aircrew to the maximum extent possible.
 - 4.10.3.5. Pass significant weather forecasts, observations, and altimeter setting to aircrew upon check-in as appropriate.
 - 4.10.3.6. Pass engagement orders.
 - 4.10.3.7. Ensure expeditious fighter positioning for mission tasking.
 - 4.10.3.8. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI 11-214 and local procedures and letters of agreement.
 - 4.10.3.9. Maintain tracking of assigned aircraft and non-participating aircraft (strangers), which can potentially impact flight safety. Provide accurate and timely stranger point-outs.
 - 4.10.3.10. Ensure an orderly flow of aircraft for recovery to other control agencies.
 - 4.10.3.11. Inform the SD of conditions or situations that may impact mission completion or aircraft safety.

- 4.10.3.12. Know procedures for aircraft scrambles, target selection, and weapons assignment.
 - 4.10.3.13. Know the capability of rapidly evaluating the air defense threat situation and taking timely defensive action.
 - 4.10.3.14. Inform other AWOs and WDs of any actions being taken that may affect their control actions.
 - 4.10.3.15. Provide tactical information to aircrews that may affect mission accomplishment.
 - 4.10.3.16. Obtain pilot weather reports (PIREP) and relay them to the SD and SDT.
 - 4.10.3.17. Ensure flight safety with overall mission requirements.
 - 4.10.3.18. Provide navigational and emergency assistance.
 - 4.10.3.19. Ensure completion of all appropriate logs and forms related to assigned tasks.
 - 4.10.3.20. Know the capabilities and limitations characteristics of all assigned weapons systems.
 - 4.10.3.21. Know airspace management requirements and procedures.
 - 4.10.3.22. Use operational brevity code words, proper radio/telephone (R/T) techniques, and communications discipline.
 - 4.10.3.23. Pre-brief and debrief the WDT.
 - 4.10.3.24. Be capable of performing all WDT duties.
- 4.10.4. Weapons Director (WD) (1C5X1D). The WD is responsible to the SD for the control of aircraft. The WD is responsible for the WDT during missions. WDs will: (T-3)
- 4.10.4.1. Apply applicable directives to include the Air Tasking Order (ATO), Airspace Control Order (ACO), exercise instructions, CONPLAN, and Special Instructions (SPINS).
 - 4.10.4.2. Perform authentication procedures.
 - 4.10.4.3. Brief and debrief mission with aircrew to the maximum extent possible.
 - 4.10.4.4. Pass significant weather forecasts, observations, and altimeter setting to aircrew upon check-in as appropriate.
 - 4.10.4.5. Pass engagement orders.
 - 4.10.4.6. Ensure expeditious fighter positioning for mission tasking.
 - 4.10.4.7. Assist aircrews in maintaining lateral confines of airspace and airspace control measures IAW AFI 11-214, local procedures and letters of agreement.
 - 4.10.4.8. Maintain tracking of assigned aircraft and non-participating aircraft (strangers), which can potentially impact flight safety. Provide accurate and timely stranger point-outs.
 - 4.10.4.9. Ensure an orderly flow of aircraft for recovery to other control agencies.

- 4.10.4.10. Inform the SD of conditions or situations that may impact mission completion or aircraft safety.
 - 4.10.4.11. Know procedures for target selection and weapons assignment.
 - 4.10.4.12. Inform other AWOs and WDs of any actions being taken that may affect their control actions.
 - 4.10.4.13. Provide tactical information to aircrews that may affect mission accomplishment.
 - 4.10.4.14. Obtain pilot weather reports (PIREP) and relay them to the SD and SDT.
 - 4.10.4.15. Ensure flight safety.
 - 4.10.4.16. Provide navigational and emergency assistance.
 - 4.10.4.17. Know the performance and ordnance characteristics of all assigned weapons systems.
 - 4.10.4.18. Know airspace management requirements and procedures.
 - 4.10.4.19. Use operational brevity code words, proper radio/telephone (R/T) techniques, and communications discipline.
 - 4.10.4.20. Brief and debrief the WDT.
 - 4.10.4.21. Be capable of performing all WDT duties.
- 4.10.5. WDT (1C5X1). The WDT is responsible to the WD, AWO, and SDT. The WDT handles all internal and external telephone coordination, all log keeping duties, and enters computer instructions for the mission. The WDT assists the WD and AWO in the completion of their duties. WDTs will: (T-3)
- 4.10.5.1. Report equipment outages and malfunctions to the SDT.
 - 4.10.5.2. Perform authentication procedures.
 - 4.10.5.3. Inform SDT of mission status and all situations that may affect mission completion.
 - 4.10.5.4. Ensure adequate operations support supplies are available for WD and AWO use.
 - 4.10.5.5. Ensure flight safety.
 - 4.10.5.6. Use operational brevity code words, proper radio/telephone (R/T) techniques, and communications discipline.
 - 4.10.5.7. Assist WD and AWO with situational awareness including locating tracks, monitoring tactics, air traffic, airspace borders and safe passage corridors, and conducting Mode IV checks.
 - 4.10.5.8. Maintain accurate air picture by updating computer information to include commits and recommits, initiates and reinitiates, and track repositioning.
 - 4.10.5.9. Coordinate with surveillance section, ATC, and control agencies as required.

4.10.5.10. Obtain airspace weather, significant weather forecasts/observations and altimeter setting and pass to WD and AWO prior to flight check-in.

4.11. Air Picture Management. Air Picture Management is comprised of the Air Surveillance Section, Identification Section and Interface Control Section. Air picture management is the detection, identification, tracking, and reporting of air surveillance data and interfacing with other source data into one complete air picture.

4.11.1. Surveillance Section. The Air Surveillance section is responsible for the detection, tracking, and reporting of air surveillance data and interfacing with other source data into one complete air picture. This section also directs the optimum configuration of sensors for effective radar coverage and information sharing.

4.11.1.1. Air Surveillance Officer (ASO) (13B). 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. ASOs will: (T-3)

4.11.1.1.1. Coordinate with interface control section

4.11.1.1.2. Supervise the timely and accurate collection, display, and dissemination of surveillance data.

4.11.1.1.3. Monitor and report equipment status through job control.

4.11.1.1.4. Ensure the Surveillance section manning is adequate to meet mission requirements.

4.11.1.1.5. Ensure MCC and maintenance personnel are apprised of outages or equipment degradation.

4.11.1.1.6. Coordinate data reduction products during normal duty hours.

4.11.1.1.7. Produce data reduction products during periods other than normal duty hours.

4.11.1.1.8. Assess and coordinate requirements for sensor augmentation and gap coverage.

4.11.1.1.9. Coordinate and de-conflict frequency assignments for the Surveillance section as required.

4.11.1.1.10. Ensure preventive maintenance actions are deconflicted with operational mission activities.

4.11.1.1.11. Manage sensor and track validation procedures.

4.11.1.1.12. Know radar characteristics and optimize radar presentation.

4.11.1.1.13. Conduct EA/EP procedures.

4.11.1.1.14. Conduct Mode IV checks.

4.11.1.1.15. Monitor auxiliary equipment.

4.11.1.1.16. Perform radar correlation checks.

4.11.1.2. 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 administrative and operational conduct of the enlisted personnel in the surveillance section. In the absence of an ASO, the AST performs all their responsibilities. In addition, ASTs will: (T-3)

- 4.11.1.2.1. Monitor radar messages counts.
- 4.11.1.2.2. Set up, display, and update radar filters as required.
- 4.11.1.2.3. Monitor, update, and report radar status.
- 4.11.1.2.4. Analyze and report unusual presentations (EA, weather, and transient interference) to the appropriate agencies.
- 4.11.1.2.5. Assign surveillance areas to all Tracking Technician (TT).
- 4.11.1.2.6. Supervise sensor and track validation procedures
- 4.11.1.2.7. Conduct EA/EP procedures.
- 4.11.1.2.8. Conduct Mode IV checks.
- 4.11.1.2.9. Monitor auxiliary equipment.
- 4.11.1.2.10. Perform radar correlation checks.
- 4.11.1.2.11. Be capable of performing all TT duties.

4.11.1.3. Tracking Technician (TT) (1C5X1). The TT is responsible to the ASO or AST for track detection, initiation (active and passive), and maintenance for all airborne objects within the assigned surveillance area. The TT is an entry-level position. TTs will: (T-3)

- 4.11.1.3.1. Assist, as directed, with procedural classification.
- 4.11.1.3.2. Perform passive tracking procedures.
- 4.11.1.3.3. Manually initiate track symbology when required.
- 4.11.1.3.4. Maintain track continuity and drop tracks as required.
- 4.11.1.3.5. Correlate data from external sources.
- 4.11.1.3.6. Report unusual presentations (EA, anomalous propagation, weather, etc.) to the ASO or AST.
- 4.11.1.3.7. Perform voice-tell as assigned.
- 4.11.1.3.8. Report suspicious track activity
- 4.11.1.3.9. Monitor and report track characteristics of high priority tracks.

4.11.2. Identification Section. The Identification section is responsible to the MCC for the identification of all traffic IAW governing instructions, and monitoring of all Special designated tracks. This section also coordinates with appropriate air traffic control facilities and other external agencies regarding the identification of aircraft.

4.11.2.1. Identification Technician (IDT) (1C5X1). The IDT is responsible to, and assists the MCC with the identification of all traffic and monitoring of all Special tracks. The IDT is responsible for the administrative and operational conduct of the enlisted personnel in the identification section. The IDT coordinates, with the appropriate air traffic control facility and other external agencies regarding the identification of aircraft. IDTs will: (T-3)

- 4.11.2.1.1. Initiate Unknown Cowboy calls at appropriate DEFCON.
- 4.11.2.1.2. Initiate Unknown Rider calls at appropriate DEFCON
- 4.11.2.1.3. Implement safe passage procedures.
- 4.11.2.1.4. Make appropriate PA announcements.
- 4.11.2.1.5. Notify MCC of all tracks not identified IAW established criteria.
- 4.11.2.1.6. Pursue all means available to obtain track identity.
- 4.11.2.1.7. Notify the MCC of Classification investigation status.
- 4.11.2.1.8. Disseminate and correlate flight plan information on specific tracks.
- 4.11.2.1.9. Be responsible for adherence to Classification criteria in accordance with ROE and other area defense procedures.
- 4.11.2.1.10. Changes track symbology identity.
- 4.11.2.1.11. Perform authentication procedures.
- 4.11.2.1.12. Perform air control measures.
- 4.11.2.1.13. Perform Safe Passage procedures.
- 4.11.2.1.14. Maintain applicable message traffic.
- 4.11.2.1.15. Manage Classification of data link told-in tracks as required.

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

4.11.3.1. Interface Control Officer (ICO)(13B). The ICO 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), clarity, accuracy, currency, and quality of track data displayed on the mission system. ICOs will: (T-3)

- 4.11.3.1.1. Supervise Link Management and Track Data Coordination (TDC)
- 4.11.3.1.2. Transmit or coordinate the transmission of Change Data Orders
- 4.11.3.1.3. Recommend changes to surveillance based on MTN situation
- 4.11.3.1.4. Manage MTN participant's surveillance scheme (TPA, Mutual Support, Track by exception)
- 4.11.3.1.5. Manage and direct the use of filters

- 4.11.3.1.6. Manage/coordinate the execution of fidelity drills
 - 4.11.3.1.7. Coordinate with 601 AOC JICC and 611 AOC JICC for TACOPDAT and OPTASK LINK issues.
 - 4.11.3.1.8. Manage data forwarding
 - 4.11.3.1.9. Assign and manage forwarding units, including standbys.
 - 4.11.3.1.10. Supervise communications to support link and track management.
 - 4.11.3.1.11. Designate or perform TDC
 - 4.11.3.1.12. Manage MTN contingency procedures for loss of part or all links.
 - 4.11.3.1.13. Approve and direct crypto key changes.
 - 4.11.3.1.14. Ensure all link operations comply with HHQ directives
 - 4.11.3.1.15. Ensure current link information is available to all BCC personnel.
 - 4.11.3.1.16. Manage assignment of functional network roles.
 - 4.11.3.1.17. Know content of governing military standards and HHQ directives.
 - 4.11.3.1.18. Ensure Link 16 operations are entered into the Link 16 Network Deconfliction Server.
 - 4.11.3.1.19. Manage activation/deactivation of relays, and changes of JU transmit mode.
 - 4.11.3.1.20. Manages and uses COMSEC material required for ICC operations.
 - 4.11.3.1.21. Evaluates tactical link performance and up channels data for operational assessment.
 - 4.11.3.1.22. Supervises/performs changes to serial and IP configurations.
 - 4.11.3.1.23. Directs subordinate unit changes to the DNCS for Link 11.
 - 4.11.3.1.24. Manages and directs subordinate unit(s) changes to parameters for interface data links.
 - 4.11.3.1.25. Supervise the local resolution of interface anomalies.
 - 4.11.3.1.26. Monitor and coordinate effects of data filters.
- 4.11.3.2. Interface Control Technician (1C5X1). The ICT is responsible to the ICO or 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, 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 supervisory, link management, and track data coordination roles: (T-3)
- 4.11.3.2.1. Supervisory.
 - 4.11.3.2.1.1. Oversee or perform the Link Management and Track Data

Coordination.

4.11.3.2.1.2. Transmit or coordinate the transmission of Change Data Orders.

4.11.3.2.1.3. Recommend changes to the surveillance based on MTN situation.

4.11.3.2.1.4. Direct MTN participant's surveillance scheme (TPA, Mutual Support, and Track by exception).

4.11.3.2.1.5. Coordinate and direct the use of filters.

4.11.3.2.1.6. Coordinate the execution of local Fidelity Drills.

4.11.3.2.1.7. Coordinate with 601 AOC JICC and 611 AOC JICC for TACOPDAT and OPTASK LINK issues.

4.11.3.2.1.8. Manage data forwarding.

4.11.3.2.1.9. Assign and manage forwarding units.

4.11.3.2.1.10. Establish communications to support link and track management.

4.11.3.2.1.11. Implement and manage MTN contingency procedures for loss of part or all links.

4.11.3.2.1.12. Approve and direct crypto key changes.

4.11.3.2.1.13. Ensure all link operations comply with HHQ directives.

4.11.3.2.1.14. Ensure current link information is available to all BCC personnel.

4.11.3.2.2. Link Management.

4.11.3.2.2.1. Manage assignment of functional network roles.

4.11.3.2.2.2. Implement MTN corrective actions when disruptions occur to ensure the effective and efficient exchange of information

4.11.3.2.2.3. Ensure Link 16 operations are entered into the Link 16 Network Deconfliction Server.

4.11.3.2.2.4. Initiate, maintain, and terminate data links.

4.11.3.2.2.5. Manage activation/deactivation of relays, and changes of JU transmit mode.

4.11.3.2.2.6. Manage and use COMSEC material required for ICC operations.

4.11.3.2.2.7. Evaluate link performance and up channels operational effectiveness.

4.11.3.2.2.8. Perform net control station duties for data link coordination nets.

4.11.3.2.2.9. Coordinate and perform changes to serial and IP configurations.

4.11.3.2.2.10. Direct subordinate unit changes to the DNCS for Link 11.

4.11.3.2.2.11. Manage and direct subordinate unit changes to parameters for interface data links.

4.11.3.2.2.12. Coordinate changes to link configuration to meet information

exchange requirements.

4.11.3.2.2.13. Execute Link 11 Data Link Reference Point changes.

4.11.3.2.3. Track Data Coordination.

4.11.3.2.3.1. Establish and maintain voice communications with all link participants.

4.11.3.2.3.2. Perform as Net Control Station (NCS) for track management communications when designated.

4.11.3.2.3.3. Monitor the exchange of link messages and track data.

4.11.3.2.3.4. Ensure the effective flow of data and clarity of the tactical picture.

4.11.3.2.3.5. Supervise the resolution of interface anomalies.

4.11.3.2.3.6. Supervise the resolution of dual designations.

4.11.3.2.3.7. Supervise the resolution of duplicate tracks.

4.11.3.2.3.8. Supervise the resolution of identification conflicts.

4.11.3.2.3.9. Supervise the resolution of category conflicts.

4.11.3.2.3.10. Ensure transmission of change data orders to resolve environment and ID conflicts

4.11.3.2.3.11. Coordinate and implement use of data filters.

4.11.3.2.3.12. Monitor effects of data filters.

4.11.3.2.3.13. Monitor and coordinate effects of participant/link node losses.

4.11.3.2.3.14. Coordinate the use and transmission of reference points, lines, and areas.

4.11.3.2.3.15. Coordinate and supervise local fidelity drills to meet mission requirements.

4.11.3.2.3.16. Know governing military standards and HHQ directives.

4.11.3.2.3.17. Use COMSEC material required for ICC operations.

4.12. Simulation. During exercises and crew training periods, an additional section is formed to simulate external participants (T-3). All duty positions within the simulation section are unit certified (T-3).

4.13. ABCC Degraded Radar Procedures.

4.13.1. Surveillance. When the loss of a radar picture prevents the ABCC from detecting aircraft:

4.13.1.1. TDL-A/J link or voice tell from an AWACS will be displayed in the ABCC computer and identified using standard operating procedures (T-3). The ABCC AST will take immediate action to establish the required tell, determining priority areas of voice tell to ensure mission requirements are met (T-3). If an AWACS is on station with ADIZ coverage, its surveillance TPA will be expanded within the ADIZ without an orbit change

(T-3). The ABCC AST, through the MCC, will recommend to the Chief of Combat Operations (CCO) an AWACS orbit change and/or other means to reconfigure the Sector to support the active air defense mission as necessary (T-3).

4.13.1.2. An AWACS orbit may be adjusted to cover the loss of a single site's radar. The orbit change would offset the loss of ADIZ coverage without degrading overall coverage.

4.13.2. Weapons. Interceptor control would be provided solely by AWACS or the site in the area affected. The deployed WD program does not exist anymore. The extent of the radar coverage loss would dictate whether or not the CCO would transition the AWACS from Level I to Level II. If the ABCC has degraded coverage in an area, AWACS should anticipate transition to Level II or Level III, depending on the air situation at the time. Command would be retained at the CCO. Airborne fighters would be informed of the situation by the ABCC WD and directed to contact the AWACS, or augmenting Ground Theater Air Control System (GTACS) unit as appropriate.

4.14. Radar Configuration. The unit will develop Letters of Agreement (LOAs) / Memorandum of Understanding (MOUs) between the sector and FAA for FAA/USAF joint-use long range and short range radars (LRR/SRRs) in the Joint Surveillance System (JSS) (T-0). At a minimum, these agreements will address procedures for the management of data controls and equipment malfunction reporting (T-0). The following guidelines will be used for determining the point of contact for reporting equipment malfunctions that affect operating parameters (T-3):

4.14.1. Equipment Malfunctions. All malfunctions will be reported and coordinated through the ABCC Air Force Job Control (AFJC) (T-3).

4.14.2. JSS Operating Parameters--Joint Use Radar Sites. For joint use radar sites, the AFJC is responsible for coordinating with the FAA National Airspace System Operation Manager (NOM) at the appropriate Air Route Traffic Control Center (ARTCC) for any changes to the basis operating parameters (T-0).

4.15. Radar Configuration Changes. The following procedures for configuration changes will apply, unless specifically directed otherwise by the ABCC (T-3):

4.15.1. USAF LRRs. When the FAA requires setting changes to the beacon, search radar or the common digitizer that affect both users, coordination will be accomplished with the respective sector AFJC (T-3). AFJC will coordinate with the ASO/T regarding requested changes (T-3).

4.15.2. USAF/FAA Joint Use LRRs. All radar changes at FAA/USAF joint use LRRs must be coordinated with FAA IAW established LOAs/MOUs prior to the declaration of Air Defense Emergency (ADE) (T-0). At ADE, actions taken to obtain data are considered dynamic in nature and are exempt from prior coordination. When immediate or emergency action is required, the ASO/T will be notified of the changes as soon as possible (T-3). Procedures will be developed for configuration changes requiring immediate or emergency actions (T-3). After the procedures have been coordinated and approved by the unit DO, checklists will be published and used to ensure expediency of configuration changes (T-3). When the sector ASO/T requires setting changes for live flying exercises, in-flight emergency, execution of CONPLAN 3310 or missions against an unknown target,

coordination will be accomplished through AFJC to return the feature/device change to their normal day-to-day setting at the termination of the event (T-3).

Chapter 5

KOREAN THEATER AIR CONTROL SYSTEM

5.1. Mission. The mission of the Korean Theater Air Control System (KTACS) is to plan, direct, and coordinate the employment of forces engaged in air operations throughout the Republic of Korea (ROK), as directed by the Commander Air Component Command (CACC).

5.2. Organization. KTACS provides the organization and equipment necessary to plan, direct, and control air operations as well as to coordinate and link combined, unified, and joint operations. The KTACS is based on the principles of centralized control, decentralized execution, and coordinated efforts.

5.2.1. Korean Air Operation Center. The Korean Air Operation Center (KAOC) is the focal point of the KTACS, located in the Hardened Theater Air Control Center (HTACC), which exercises centralized control and coordination of air operations. The KAOCC monitors the execution of OPLANS in the planning and conduct of day-to-day air operations. Its primary responsibility is to provide the means for directing the detailed employment of available air efforts, through two independently staffed divisions; the 607th Combat Plans Division (CPD) and the 607th Combat Operations Division (COD).

5.2.1.1. The CPD produces and disseminates the Air Tasking Orders (ATO). Assisted by the deputy for operations and deputy for intelligence, the CACC sets the allocation of air efforts.

5.2.1.2. The COD supervises the detailed execution of the air operations orders, ATO, and is responsible for conducting and integrating all air operations through use of the KTACS.

5.2.2. MCRC. Directly subordinate to the KAOCC is the Master Control and Reporting Center (MCRC). The MCRC is responsible for surveillance, identification, and weapons control. The 1st MCRC consists of two units (ROKAF callsign "WATCHMAN" and USAF 621 ACS callsign "COBRA") that perform the primary Air Defense mission in the ROK within two operations centers inside the HTACC facility. WATCHMAN conducts operations through a pc-based system while COBRA operates the pc-based Battle Control System-Korea (BCS-K) via the Tactical Display Framework (TDF). The 2nd MCRC (Callsign "ACACIA") located in Daegu also shares in Air Defense operations. During armistice operations, WATCHMAN assumes primary surveillance and identification for 1st MCRC as well as responsibility for control of ROKAF assets. COBRA personnel provide primary battle management and weapons control for US assets. The ROKAF Tactical Control Director (TCD) has overall responsibility for the ROKAF MCRC personnel during armistice. Working in conjunction with the TCD is the senior USAF representative, the Mission Crew Commander (MCC). The MCC performs all coordination with the TCD through the assistance of two ROKAF Coordinators attached to Cobra who serve as interpreters and are the crew's link to the ROKAF TCD and Senior Director (SD). COBRA is the primary USAF air battle management and weapons control element in the ROK. COBRA is comprised of MCC, SD, MCCT, DST, AWO/WD, and 3CO mission teams. COBRA also coordinates, directs, and deconflicts employment of US (and ROKAF, when directed) tactical aircraft in their assigned missions.

5.3. Information Flow/Responsibilities.

5.3.1. Armistice Operations.

5.3.1.1. The Commander Air Component Command (CACC) is the senior person in the KTACS command structure.

5.3.1.2. The 607th Air Operations Center (607 AOC/CC) is responsible to the CACC.

5.3.1.3. The MCC is responsible to the 621ACS/CC, who is responsible to the 607 AOC/CC.

5.3.2. Contingency Operations.

5.3.2.1. The CACC is the senior person in the KTACS command structure.

5.3.2.2. The Chief of Combat Operations (CCO) is responsible to the CACC.

5.3.2.3. The C2DO Cell is responsible to the CCO.

5.3.2.4. The MCC is responsible to the C2DO Cell.

5.4. Operational Responsibilities.

5.4.1. Mission Crew Commander (MCC): The MCC (13B) is operationally responsible for the crew on duty in the MCRC. MCCs will: (T-3)

5.4.1.1. Interpret battle strategy as passed by the CACC or designated representative and implement this strategy through coordination with the ROKAF SD.

5.4.1.2. Coordinate with ROKAF TCD, Senior Director (SD), and Air Defense Artillery Coordination Officer (ADAFCO) as necessary to integrate tactical actions and weapons assignment of US and ROKAF forces.

5.4.1.3. Advise and assist the ROKAF TCD, SD, ADAFCO and JICC.

5.4.1.4. Act as the direct representative of the CACC in matters involving the implementation of rules of engagement for US aircraft during decentralized control

5.4.1.5. Ensure the commander/Director of Operations (DO) is advised of all incidents, activities, and actions taken that may be of interest to the AOC or CACC during armistice operations. Advise the C2DO Cell during contingency operations.

5.4.1.6. Ensure the timely management of assigned air defense assets and deconfliction of ADA/DCA assets through coordination with ROKAF Coordinator. Assume scramble authority for US DCA assets during decentralized KTACS operations IAW the Air Defense Plan.

5.4.1.7. Exercise operational control over assets controlled by USAF personnel.

5.4.1.8. Coordinate airspace schedule changes/deviations with 607 COD, Airspace Cell, and ROKAF Coordinators as required.

5.4.1.9. Assist the SD with radio and frequency management.

5.4.1.10. Ensure USAF weapons personnel perform the necessary actions to prevent the inadvertent over flight of non-friendly territory or prohibited airspace by US aircraft.

5.4.1.11. Ensure special missions receive priority attention by relaying pertinent information to the ROKAF Coordinators for dissemination to the ROKAF TCD and SD.

5.4.1.12. In conjunction with the USAF SD, monitor mission tasking versus equipment availability to ensure adequate consoles and radios are available.

5.4.1.13. Ensure accountability of all personnel. Ensure sufficient personnel are available on shift to perform all missions and tasks assigned to the 621 ACS. Coordinate anticipated shortfalls and mission saturation with the Director of Operations (DO).

5.4.1.14. Develop overall execution plan to include crew objectives, crew-manning requirements, coordination plan with external C2 agencies, and crew division of labor.

5.4.1.15. Ensure all required shift documentation and briefing slides are completed correctly.

5.4.1.16. Oversee mission planning for exercises and contingency operations and ensure all crew personnel are briefed on tasking, objectives, requirements, rules of engagement, and special instructions.

5.4.1.17. Coordinate with ADAFCO on matters relating to theater PATRIOT employment.

5.4.1.18. Coordinate with the Korean Reconnaissance Center (KRC) on matters relating to Sensitive Reconnaissance Operations (SRO) aircraft and the 303 Intelligence Squadron on intelligence information.

5.4.1.19. Ensure the radar, communication, and overall BCS-K system status is suitable for mission use.

5.4.1.20. Debrief mission(s) with all crew members.

5.4.1.21. Coordinate as required with other C2 platforms.

5.4.1.22. Notify the SD of all pertinent changes to include assigned Battle Management Areas (BMA) (i.e. Kill Boxes, Combat Air Patrols [CAPs], High Value Airborne Asset [HVAA] orbits), external coordination procedures, current emission states, current alert states, ROE, and hostile declaration authority.

5.4.1.23. Execute Dynamic Taskings received from the C2DO cell.

5.4.2. Mission Crew Commander Technician (MCCT). The MCCT (1C591) is responsible for advising and assisting the MCC on all matters concerning the operational and administrative control of MCRC and JICC operations. MCCTs will: (T-3)

5.4.2.1. Supervise Cryptographic changeover procedures.

5.4.2.2. Maintain the MCCT logbook.

5.4.2.3. Coordinate with the DST on operational matters as required.

5.4.2.4. Log COMSEC inventory and destruction results in the MCCT logbook.

5.4.2.5. Perform radar handoff coordination with external agencies.

5.4.2.6. Coordinate with Air Support Operations Centers (ASOCs) as required.

5.4.2.7. Coordinate with the Joint Interface Control Cell (JICC) to ensure accurate data link status/architecture and BCS-K transmission in Link 16.

5.4.3. Senior Director (SD). The SD (13B) is responsible to the MCC for leadership, flight safety, and mission effectiveness of the USAF weapons team within the MCRC. SDs will: (T-3)

5.4.3.1. Adhere to the MCC's intent and guidance.

5.4.3.2. Coordinate missions according to priorities established in the PRE-ATO and the tactical situation. For daily operations, develop a weapons control plan for mission execution to include positional objectives, communications planning, console assignments, simulation training, and weapons team planning.

5.4.3.3. Develop and brief the weapons specific section of the daily crew brief.

5.4.3.4. Coordinate correlation and radio checks with external agencies as appropriate.

5.4.3.5. Ensure all AWO/WDs have the required resources to execute effective command and control to include ROE, ID matrix, radio frequency, A/C callsign, flight size, and mission location.

5.4.3.6. Coordinate with the MCC, as required, to ensure mission accomplishment. Ensure shift manning is sufficient to perform assigned missions and tasks.

5.4.3.7. Monitor weapons team assignments and provide additional scopes and weapons team personnel when required.

5.4.3.8. Advise the MCC when assigned activities exceed, or may exceed, battle management capabilities and report all significant events and scheduling deviations.

5.4.3.9. Perform WD/AWO duties when required.

5.4.3.10. Prepare and present crew changeover and ACCR 60-8, *Korean Buffer Zone and Tactical Zone Flight Operations and Procedures for the Prevention of Inadvertent Overflight of Non-Friendly Boarder*, briefings.

5.4.3.11. Ensure crew WD/AWOs fulfill continuation training requirements.

5.4.3.12. Quality check all flying schedules and coordinate solutions with the Current Operations section and MCC.

5.4.3.13. Coordinate all flying scheduling changes/deviations with the MCC.

5.4.3.14. Coordinate with other C2 agencies as directed by the MCC.

5.4.3.15. Perform all procedures IAW issued checklists and squadron employment standards.

5.4.3.16. Ensure WD/AWO perform post mission debrief with aircrew.

5.4.3.17. Manage radios and frequencies. Assign radios/frequencies to weapons teams to ensure maximum radio coverage for assigned missions.

5.4.4. Data Systems technician (DST): The DST (1C5X1) is responsible to the SD. DSTs will: (T-3)

- 5.4.4.1. Assist the SD in managing tactical radio frequencies for assignment to control teams.
 - 5.4.4.2. Assist the SD in monitoring flying activity and mission results.
 - 5.4.4.3. Ensure system is updated with current altimeter settings .
 - 5.4.4.4. Coordinate all equipment and radio frequency outages with the MCC/T.
 - 5.4.4.5. Create, maintain, edit, and distribute situational awareness enhancing overlays.
 - 5.4.4.6. Manage the SIF evaluator function by loading ATO information into the database.
 - 5.4.4.7. Update the Recognizable Air Picture (RAP) by dropping duplicate, local tracks, and associating local and data link tracks.
 - 5.4.4.8. Update and project current radio status, radio frequency assignment, and radar status.
 - 5.4.4.9. Obtain and disseminate airspace altimeter settings to operations crew.
 - 5.4.4.10. Ensure the digital recorder within TDF is recording all mission activities from the DST position.
- 5.4.5. Weapons Director/Air Weapons Officer (WD/AWO): The primary function of the WD/AWO is to provide appropriate control to US aircraft operating within the Korean Air Area of Operations. WD/AWOs are responsible to assist in the conduct of safe air operations. WDs/AWOs will: (T-3)
- 5.4.5.1. Ensure aircraft are positively identified when under control or radar monitor.
 - 5.4.5.2. Provide threat warning, assistance, and initiate other appropriate actions to preclude the overflight of restricted/prohibited areas and non-friendly borders.
 - 5.4.5.3. Provide necessary assistance to aircraft in emergency situations.
 - 5.4.5.4. Relay enroute and recovery base weather status as required.
 - 5.4.5.5. Obtain pilot reports (PIREPS) as directed and forward PIREPS and in-flight reports to Chat.
 - 5.4.5.6. Inform the SD and MCC as early as possible of any mission deviations that influence the overall execution plan.
 - 5.4.5.7. Attend face-to-face briefs/ debriefs to the extent possible.
 - 5.4.5.8. Complete mission planning requirements as dictated by the SD to include reviewing Special Instructions (SPINs), the daily ATO, positional smart packs, Mission Commander's Orders, and equipment status.
 - 5.4.5.9. Ensure all required resources are available to execute effective C2.
 - 5.4.5.10. Report any significant observations during mission execution for intelligence and mission debrief purposes.
- 5.4.6. Computer System Operator (CSO) (3D0): CSOs are responsible to the MCC and will: (T-3)

- 5.4.6.1. Perform system maintenance for the Battle Control System – Korea (BCS-K) consoles, communication panels, and support equipment.
- 5.4.6.2. Perform BCS-K console setup to include the TDF, communication panels, and all display screens.
- 5.4.6.3. Record and report all console, radio, and display screen degradations to the SD, MCC, and MCCT.
- 5.4.6.4. Maintain the maintenance logs for all BCS-K systems.
- 5.4.6.5. Troubleshoot and escalate work orders to appropriate agencies as required as well as track the status of those work orders.
- 5.4.6.6. Execute contingency mission planning duties as assigned by the MCC.
- 5.4.6.7. Perform shift handover with oncoming CSO on current system status.
- 5.4.6.8. Brief overall weapon system status, radar preventive maintenance inspections, current radio status, and open tickets at mission brief and debrief.
- 5.4.6.9. Synchronize BCS-K with the Naval Observatory.
- 5.4.6.10. Ensure the MCCT knows the status of open work orders and required ops checks.
- 5.4.6.11. Coordinate with the Joint Interface Control Cell (JICC) to ensure accurate data link status/architecture and BCS-K transmission in Link 16.

5.5. Manning.

5.5.1. Contingency Manning: Contingency manning may be implemented by the 621 ACS/CC anytime. Outside augmentation may supplement crew staffing during periods of contingency operations. Augmentees will be responsible to the MCC (T-3).

5.5.2. Armistice: Armistice manning may be implemented at the discretion of the 621 ACS/DO. During periods of Armistice manning operations, manning will consist of one check-in controller that will be on duty 24 hours a day for US assets (T-3). The 621 ACS/DO may alter current Armistice manning requirements based on mission requirements.

Table 5.1. Contingency/Armistice Manning (Total assumes 3 crews

CREW POSITION	# Per Crew
MCC (1)	1
MCCT (1)	1
SD (2)	2
DST (2)	2
AWO/WD (6)	6
CSO (1)	1
GS-12 Emergency Essential (1)	1

Chapter 6

JAPAN AIR DEFENSE SYSTEM (JADS)

6.1. Mission. Japanese and US forces are tasked to conduct coordinated air operations during contingency operations and support bilateral exercises/ daily flying operations during peacetime. In situations where delays in coordination jeopardize the safety of US forces, unilateral actions will be taken with subsequent coordination accomplished (T-3).

6.2. Organization. USAF TACS elements in Japan consist of 5 AF/A3, the 610th Air Control Flight, and the 623d Air Control Flight. Together, these command and control elements provide limited battle management, air defense, weapons control, data link operations, and exercise support.

6.3. 610th Air Control Flight (ACF). The 610 ACF/CC is responsible for daily Weapons Control Element (WCE) operations support for the Northern Air Defense Sector. During contingency and exercise operations, or when tasked by HHQ to form a tactical control operations team (TCOT), the 610 ACF/CC will have primary responsibility for its employment (T-3). The 610 ACF will: (T-3)

6.3.1. Provide battle staff augmentation and WCEs to TCOTs when tasked by HHQ.

6.3.2. Maintain, update, and deploy, as required, deployment kits, checklists, operations procedures, publications, and other materials necessary for TCOT operations.

6.3.3. Coordinate with Japan Self Defense Forces (JASDF) counterparts to ensure efficient operations.

6.3.4. Assist AWACS operations in Japan to include relaying information from 5 AF/A3 through the Air Defense Liaison Element (ADLE) or other US C2 agencies and coordinating routine weapons control training with local fighter units and other C2 agencies.

6.3.5. Augment 613 AOC operations, as necessary, when unit not deployed as a TCOT.

6.4. 623d Air Control Flight (ACF). The 623 ACF/CC is responsible for WCE operations support for the Southwestern Composite Air Division. During contingency and exercise operations, or when tasked by HHQ to form a TCOT, the 623 ACF/CC has primary responsibility for its employment. The 623 ACF will: (T-3)

6.4.1. Provide battle staff augmentation and WCEs to TCOTs when tasked by HHQ.

6.4.2. Maintain, update, and deploy, as required, deployment kits, checklists, operations procedures, publications, and other materials necessary for TCOT operations.

6.4.3. Coordinate with JASDF counterparts to ensure efficient operations.

6.4.4. Assist AWACS operations in Japan to include relaying information from 5 AF/A3 through the ADLE or other US C2 agencies and coordinating routine weapons control training with local fighter units and other C2 agencies.

6.4.5. Augment 613 AOC operations, as necessary, when unit not deployed as a TCOT.

6.5. Tactical Control Operations Team. The TCOT is a USAF C2 element designed to provide limited battle management, airspace management, weapons control, and intelligence

functions in support of contingency operations. The TCOT is comprised of a variety of units including the 5 AF/A3 staff, 610 ACF, and 623 ACF. 5 AF/A3 forms the senior element of the TCOT, providing senior-level host nation liaison, operational and logistics planning, and intelligence functions. The 610 ACF and 623 ACF form the sector operations element, providing battle management, sector and direction center-level host nation liaison, and weapons control.

6.5.1. Mission. The primary mission of the TCOT is to coordinate and direct US air and air defense artillery (ADA) employment within a sector of the Japan Air Defense Ground Environment (JADGE) system using the Air Tasking Order (ATO) and Airspace Control Order (ACO) developed by the Bi-lateral Air Operations Control Center (BAOCC).

6.5.2. Command Relationship. When activated by HHQ, the TCOT is operationally responsible to the 613 AOC Chief, Combat Operations (US) and is the senior US C2 agency within one or more sectors of the JASDF JADGE system.

6.5.3. Operations. TCOT operations are tailored to meet specific taskings. Normal operations include:

6.5.3.1. Coordinate with the JASDF Sector Commander and staff to ensure effective employment of US air and air defense assets.

6.5.3.2. Gather and disseminate information to US C2 agencies tasked under them.

6.5.3.3. Support US airborne C2 assets by coordinating orbit area changes, radio frequencies, and weapons control responsibilities.

6.5.3.4. Provide airspace management and flight safety assistance.

6.5.3.5. Control aircraft engaged in tactical operations IAW established joint bilateral operations procedures.

6.5.4. Composition. TCOT positions include a Battle Commander (BC) (when manned, this position filled by 5 AF/A3), Mission Crew Commander (MCC), Senior Director (SD), Missile Assignment Officer (MAO) (when manned, this position filled by 94th AAMDC or its subordinate Patriot Battalion), Weapons Director/Air Weapons Officer (WD/AWO), Mission Crew Commander Technician (MCCT), Senior Director Technician (SDT), Weapons Director Technician (WDT) and Intelligence Officer (IO) (when manned, this position filled by 5 AF or its subordinate WG intelligence agencies). Augmentation may be required to fulfill certain positions in a multi-TCOT or extended 24-hour operation.

6.6. Mission Crew Commander (MCC) (13B). The MCC is normally a Lt Col or Major (610/623 ACF CC or DO) responsible to the BC for supervision of TCOT personnel. MCCs will: (T-3)

6.6.1. Know the capabilities of the JADGE, Theater Air Control System (TACS), and ADA systems.

6.6.2. Coordinate with the BAOCC, adjacent TCOTs, and IADS units to ensure effective air defense of Japan.

6.6.3. Coordinate the US ATO within the air defense sector.

6.6.4. Brief the BC and TCOT operations crew prior to going on duty.

- 6.6.5. Provide SD and MAO battle management and ROE guidance.
- 6.6.6. Commit or engage allocated fighters when authority has been granted by the BC.
- 6.6.7. Coordinate scramble of aircraft for TCOT and AWACS as required.

6.7. Mission Crew Commander Technician (MCCT) (1C571/D). The MCCT is normally a MSgt or TSgt. However, a highly qualified SSgt may fill this position. MCCTs assist MCCs and will: (T-3)

- 6.7.1. Maintain and make entries in the MCC logbook.
- 6.7.2. Keep MCC informed of any equipment limitations.
- 6.7.3. Ensure proper air picture is displayed to battle staff.

6.8. Senior Director (SD) (13B). The SD is responsible to the MCC for assignment of allocated weapons and for coordinating and directing activities of the WCEs and MAO. The SD must be a CMR AWO and operate a weapons console in the Direction Center (DC) (T-2). SDs will: (T-3)

- 6.8.1. Ensure ATO execution is accomplished.
- 6.8.2. Coordinate operations displays and radio frequencies with the TCOT MCC and JASDF SD, assigning control frequencies to WD/AWOs.
- 6.8.3. Ensure operational checks are made on all required equipment at the beginning of each shift and report all outages to the appropriate agencies.
- 6.8.4. Coordinate with adjacent SD to ensure targets are only engaged by one sector.
- 6.8.5. Coordinate with the JASDF weapons section Fighter Weapons Assignment Director (FWAD)/Command Weapons Director (CWD/AWO) on allocation of US fighters.
- 6.8.6. Receive and disseminate air defense fighter status reports.
- 6.8.7. Assign aircraft to TCOT WCEs and AWACS.
- 6.8.8. Commit or recommit weapons systems based on threat.
- 6.8.9. Ensure adherence to ROE.
- 6.8.10. Coordinate with the MAO or JASDF SAM Weapons Assignment Director (SWAD) aircraft engagements.
- 6.8.11. Ensure mission results are passed to the MCC.
- 6.8.12. Maintain communication with AWACS SD, as required.

6.9. Senior Director Technician (SDT) (1C5X1/D). The SDT is responsible to the SD. The SDT must be a qualified CMR WDT or WD (T-3). SDTs will: (T-3)

- 6.9.1. Assist the SD and MAO as required.
- 6.9.2. Extract mission data from the ATO.
- 6.9.3. Coordinate transfer of tactical mission aircraft with WDTs.
- 6.9.4. Update and disseminate air defense status reports.

6.9.5. Ensure tactical mission data is maintained and properly displayed.

6.9.6. Complete and review all logbook entries, forms, and required reports.

6.10. Missile Assignment Officer (MAO). The MAO is a US Army officer responsible to the SD for the engagement of threats by ADA systems within the system. The MAO will be the liaison between the Commander, AD Brigade, and the TCOT MCC (T-3). If a separate scope is not available, the MAO may share a scope with the SD.

6.11. Intelligence (IN) Support. The Chief of Intelligence (5AF/DOI) has overall responsibility for the intelligence element of the three TCOTs. 5 AF/A3 will provide TCOTs with timely, collateral tippers on enemy air activity for sector commanders to effectively employ all elements of their IADS. (T-2)

6.12. Weapons Control Element (WCE). The WCE is the basic weapons control element comprised of an AWO/WD (/13B/1C5X1D) and a WDT (1C5X1). WCEs may be deployed to a DC individually, as part of a TCOT, or as an advance party during contingency deployments. WCEs provide contingency and peacetime ground control intercept (GCI) support to US flight operations. WCEs may be deployed to any of the JUDGE sectors during contingencies or exercises based on the tactical situation or HHQ tasking. WCEs are responsible to their respective ACF/CC during peacetime operations and to the sector BC/MCC during contingency operations. Each WCE will require the use of an operations display console and communication subsystem. (T-3)

6.13. Weapons Director/Air Weapons Officer (WD/AWO) (1C5X1D/13B). The WD/AWO is responsible to the SD for control of assigned aircraft. WDs/AWOs will: (T-3)

6.13.1. Coordinate with other WD/AWOs, JASDF and US, on tactical actions which may affect other missions.

6.13.2. Coordinate with other air defense agencies to ensure the safe ACO execution.

6.13.3. Understand other services/allied C2 systems equipment capabilities/limitations.

6.13.4. Know performance/ordnance characteristics of assigned weapons systems.

6.13.5. Position fighters for intercept and/or engagement of assigned airborne targets.

6.13.6. Hand-off aircraft to other control agencies for recovery.

6.13.7. Inform the SD of conditions/situations that may affect mission or aircraft safety.

6.13.8. Keep aircrew advised of tactical information that may affect mission accomplishment.

6.13.9. Pass control instructions to aircrew and receive aircrew reports as required.

6.13.10. Obtain pilot reports (PIREPS) as directed and forward them to the SD/SDT.

6.13.11. Ensure flight safety.

6.13.12. Provide aircraft with necessary navigational and emergency assistance.

6.13.13. Complete all appropriate logs/forms.

6.13.14. Brief the relieving WD/AWO on the current operational situation.

6.13.15. Perform authentication procedures.

6.14. Weapon Director Technician (WDT) (1C5X1/D). The WDT is responsible to the WD/AWO. The WDT requires access to the weapons display console and communication subsystem. WDTs will: (T-3)

- 6.14.1. Input tactical action data and mission results into the JADGE system.
- 6.14.2. Complete mission logs for all assigned missions.
- 6.14.3. Execute internal and external coordination as directed by WD/AWO.
- 6.14.4. Know capabilities/limitations of equipment and other services/allied C2 systems.
- 6.14.5. Know performance/ordnance characteristics of assigned weapons systems.
- 6.14.6. Report equipment outages/malfunctions to the SDT.
- 6.14.7. Perform authentication procedures.
- 6.14.8. Report mission results/in-flight reports to the SDT.
- 6.14.9. Ensure adequate operations support supplies are available for WCE use.
- 6.14.10. Brief the relieving WDT on the current operational situation.

6.15. Steady State Manning Requirements. 610/623 ACF will provide manning for the following operations positions: MCC/T, SD/T, WD/AWO/WDT (T-3). The SDT designates a WDT to perform duties as required (T-3).

- 6.15.1. Manning Levels. Manning levels for 610/623 ACF are as follows:
 - 6.15.1.1. Peacetime: One officer (MCC or SD), three WD/AWOs, and three WDTs (T-3).
 - 6.15.1.2. Exercise/contingency. 610/623 ACF manning will be IAW TCOT unit type code (UTC) MANFOR or exercise/operational taskings (T-3).
 - 6.15.1.3. The Commander, 610/623 ACF is the waiver authority for any manning requirements.

Table 6.1. TCOT/WCE Steady State Manning Requirements.

Positions	# Per TCOT
BC	1 (note 1)
MCC	1
MCCT	1
SD	1
SDT	1
MAO	1 (note 2)
IO	1 (note 3)
WD/AWO	3
WDT	3

Notes: Configuration of TCOT/WCE may vary due to requirements established by the 613 AOC Chief of Combat Operations. Augmentation from other units may be required to sustain operations in one sector or to activate multi-sector operations.

1. When manned, this position filled by 5 AF/A3
2. When manned, this position filled by US Army
3. When manned, this position filled by 5 AF/A3

6.16. JUDGE System Equipment. The majority of equipment used by TCOT/WCE is owned by the Government of Japan (GOJ). Under the Status of Forces Agreement (SOFA), II4B Sole Use Agreements for USAF, access to JASDF C2 facilities allows US C2 unit access and use of equipment through Letters of Agreement (LOA). That equipment includes:

- 6.16.1. HMD-22 Operations Display Console (ODC)
- 6.16.2. Radio Assignment System (RAS)
- 6.16.3. Air Defense Command System (ADCS)
- 6.16.4. JUDGE Telephone System
- 6.16.5. JASDF Toll Phone System

6.17. Communications Recording. Recording of live air mission activity is essential to provide necessary information concerning aircraft accidents, declared emergencies, and/or any event resulting in subsequent investigation. Recordings also provide an excellent training tool for debriefs.

6.17.1. The following voice circuits may be recorded:

- 6.17.1.1. UHF Guard channel.
- 6.17.1.2. UHF Primary frequency.
- 6.17.1.3. Radio Assignment Switch (RAS) frequencies in use.

6.17.2. Recordings Retention.

6.17.2.1. Normal. Routine recordings will be retained as appropriate (T-3).

6.17.2.2. Special. Recordings containing information concerning an accident or significant incident will be identified, marked, and retained in a secure location indefinitely or until the incident is resolved (T-2). The MCC or higher authority may also direct recordings be retained for a specific reason. In such a case, the recording will be marked appropriately with the requester's name, rank, duty title, organization, and disposition instructions (T-3).

6.17.2.3. The JASDF system maintains voice and radar recordings for each individual JUDGE console. To obtain a transcribed copy of the recordings, the TCOT crew lead requests a transcribed copy of the recordings through the JASDF Senior Director. While JASDF personnel transcribe the console's recordings, a USAF representative will be present to ensure proper transcription and handling of the information. The completed transcription is delivered to the TCOT crew lead on duty. (T-2)

6.18. Air Defense Liaison Element (ADLE).

6.18.1. Mission. The 5AF/A3 serves as an air defense liaison for the Commander of United States Forces Japan (USFJ)/5AF and 13AF to the Japanese Self Defense Forces for US air operations conducted within the Japanese Air Identification Zone (JADIZ). 5 AF/A3 is responsible for dissemination of information between USN, USMC, and JASDF C2 agencies. 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.”

6.18.2. Positions and Responsibilities.

6.18.3. ADLE Director (13B). The ADLE Director is responsible for the overall management of operations including employment planning and coordination with US and Japanese C2 agencies and coordinates with senior command levels to ensure the ADLE is manned and properly equipped. (T-3)

6.18.4. Operations Superintendent (1C57/91). The operations superintendent is responsible to the commander for the management of operations. Supervises operations training and maintains mission ready (MR) status as a Liaison Technician and ICT (T-3).

6.18.5. Liaison Technician (LT) (1C5X1). The ADLE is manned continuously by two LTs per shift. During authorized minimum manning, the ADLE may be manned by one LT. LTs will: (T-3)

6.18.5.1. Post daily air and naval activity involving US assets in the assigned AOR.

6.18.5.2. Provide timely and accurate forward, lateral, and back tell to airborne C2 platforms and USN, JASDF and theater C2 agencies.

6.18.5.3. Work coordinate with JASDF Air Operation Coordination Center (AOCC) to identify US assets working in or around the JADIZ.

6.18.5.4. Conduct mission following during Sensitive Reconnaissance Operations. Assist in aircraft identification through coordination with AOCC, JASDF Air Defense Sectors and Pacific Reconnaissance Operations Center (PACROC).

6.18.5.5. Relay to Pacific Intelligence agencies information on air defense scrambles conducted by JASDF on unknown tracks.

6.18.5.6. Inform the 613 AOC Personnel Rescue Coordination Cell (PRCC) about in-flight emergencies involving US military aircraft. Also advise local command centers.

6.18.5.7. Review and release USN flight advisory activity messages and Air Ops Messages to JASDF AOCC and resolve conflicts involving area assignment and scheduling.

6.18.5.8. Report equipment outages to appropriate agencies and monitor status until equipment returns to full operations.

6.18.5.9. Perform data link duties as directed.

6.18.5.10. Manage and operate the theater JTIDS Bi-lateral Coordination Cell (BLCC) in conjunction with the JASDF.

6.18.5.11. Advise AOCC on naval vessels operating within the JADIZ.

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

- 6.18.6.1. Conduct RICC portion of changeover and exercise briefings as required
- 6.18.6.2. Supervise Link Management and Track Data Coordination (TDC)
- 6.18.6.3. Transmit or coordinate the transmission of Change Data Orders
- 6.18.6.4. Recommend changes to surveillance based on MTN situation
- 6.18.6.5. Manage MTN participants' surveillance scheme (Track Production Area (TPA), Mutual Support, and Track by exception).
- 6.18.6.6. Manage and direct the use of filters.
- 6.18.6.7. Manage/coordinate the execution of fidelity drills.
- 6.18.6.8. Coordinate with AOC JICC for TACOPDAT and OPTASK LINK issues.
- 6.18.6.9. Manage data forwarding.
- 6.18.6.10. Assign and manage forwarding units, including standbys.
- 6.18.6.11. Supervise communications to support link and track management.
- 6.18.6.12. Designate or perform TDC.
- 6.18.6.13. Manage MTN contingency procedures for loss of part or all links.
- 6.18.6.14. Approve and direct crypto key changes.
- 6.18.6.15. Ensure all link operations comply with HHQ directives.
- 6.18.6.16. Ensure current link information is available to all personnel.
- 6.18.6.17. Manage assignment of functional network roles.
- 6.18.6.18. Know content of governing military standards and HHQ directives
- 6.18.6.19. Ensure Link 16 operations are entered into the Link 16 Network Deconfliction Server.
- 6.18.6.20. Manage activation/deactivation of relays and changes of Joint Tactical Information Distribution system (JTIDS) Unit (JU) transmit mode
- 6.18.6.21. Manage and use Communications Security (COMSEC) material required for ICC operations.
- 6.18.6.22. Evaluate tactical link performance and up channels data for operational assessment.
- 6.18.6.23. Supervise changes to serial and Initial Position (IP) configurations.
- 6.18.6.24. Direct subordinate unit changes to the Data Net Control Station (DNCS) for Link 11.

6.18.6.25. Manage and direct subordinate unit changes to parameters for interface data links.

6.18.6.26. Supervise the local resolution of interface anomalies.

6.18.6.27. Monitor and coordinate effects of data filters.

6.18.7. Interface Control Technician (ICT) (1C5X1). The ICT is responsible to the ICO 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, ensuring 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 perform the following supervisory, link management, track data coordination roles and will: (T-3)

6.18.7.1. Oversee or perform the Link Management and Track Data Coordination.

6.18.7.2. Recommend changes to the surveillance based on MTN situation.

6.18.7.3. Direct MTN participant's surveillance scheme (TPA, Mutual Support, and Track by exception).

6.18.7.4. Coordinate and direct the use of filters.

6.18.7.5. Coordinate the execution of local Fidelity Drills.

6.18.7.6. Coordinate with 613 AOC JICC for TACOPDAT and OPTASK LINK issues.

6.18.7.7. Manage data forwarding.

6.18.7.8. Assign and manage forwarding units.

6.18.7.9. Establish communications to support link and track management.

6.18.7.10. Implement and manage MTN contingency procedures for loss of part or all links.

6.18.7.11. Approve and direct crypto key changes.

6.18.7.12. Ensure all link operations comply with HHQ directives.

6.18.7.13. Ensure current link information is available to all personnel.

6.18.7.14. Link Management

6.18.7.14.1. Manage assignment of functional network roles.

6.18.7.14.2. Implement MTN corrective actions when disruptions occur to ensure the effective and efficient exchange of information.

6.18.7.14.3. Initiates, maintain, and terminate data links.

6.18.7.14.4. Manage activation/deactivation of relays, and changes of JU transmit mode.

6.18.7.14.5. Manage and use COMSEC material required for ICC operations.

6.18.7.14.6. Evaluate link performance and up channels operational effectiveness.

6.18.7.14.7. Coordinate and perform changes to serial and IP configurations.

6.18.7.14.8. Manage and direct subordinate unit changes to parameters for interface data links.

6.18.7.14.9. Coordinate changes to link configuration to meet information exchange requirements.

Chapter 7

DOCUMENTATION

7.1. 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.

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

7.3. 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/A8X. OIs are recommended to establish local procedures for maintenance of the OIF.

7.4. Logbooks.

7.4.1. 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 AFI 31-401, *Information Security Program Management* (T-0).

7.4.2. Units may use electronic logbooks (i.e. Dynamic Synchronized Event log [DSEL]) as the primary logbook. However, the permanently bound book will be used 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). The information from the permanently bound logbook will be transcribed back into the electronic logbook (T-3).

NOTE: HQ NORAD/NORTHCOM/J35 (N/NCJ35) will provide the necessary training, funding, and technical/software support for the NORAD specific electronic logbook.

7.4.3. The following procedures apply for all permanently bound logbooks:

7.4.3.1. Logbooks will be maintained in a permanently bound book, such as a ledger or journal (T-3). A ledger may be obtained under GSA Stock Number 7530-00-286-8363.

7.4.3.2. Logbooks will be classified, marked, handled, and stored IAW AFI 31-401(T-0). They 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).

7.4.3.3. Entries in logbooks will be made in black or blue ink (T-3). Erasures will not be made (T-3). Errors will be corrected by lining through incorrect words and will be initialed by the person making the correction (T-3). Highlighting of critical items and times is authorized.

7.4.3.4. 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 (GMT) (T-3).

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

7.4.4. The following entries are required in all logbooks: (T-0)

7.4.4.1. Time of each entry (ZULU).

7.4.4.2. Classification each entry

7.4.4.3. Signature/Sign-in of the responsible individual at the beginning and end of the duty day.

7.4.4.4. COMSEC inventory complete

7.4.4.5. Call sign or name of agency or unit to which information is passed or received.

7.4.4.6. Initials of both individual passing and receiving information to the maximum extent possible.

7.4.4.7. 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.

7.4.4.8. Requested reports from other units.

7.4.4.9. Flight on duty.

7.4.5. The following entries will be logged: (T-3)

7.4.5.1. All changes in alert warnings and states of preparedness. Indicate live fly exercise as applicable.

7.4.5.2. All information concerning aircraft accidents, near misses, and declared emergencies (Operations Report (OPREP) items or other items of significance).

7.4.5.3. Tactical action taken (when required) against tracks classified non-friendly.

7.4.5.4. Weather warnings.

7.4.5.5. Scramble status of assigned air bases, to include reason for mandatory status.

7.4.5.6. Start and stop times of all exercises. Separate logbooks for recording exercise information are authorized.

7.4.5.7. All information concerning TOI prosecution.

7.4.5.8. Status of Action.

7.4.5.9. Commander availability.

7.4.5.10. Significant events.

7.4.5.11. Link status and changes.

7.4.5.12. EAM/QRM messages.

7.4.5.13. Configuration changes.

7.4.5.14. Sensor changes.

7.4.5.15. Equipment changes.

7.4.5.16. Communications changes

7.4.5.17. Applicable EA activity, spectrum interference incidents/reports, Electronic Combat Tactical Action Reports (ECTAR), EA missions, FAA cease buzzers, and other items that may or do affect the management of the BCC.

7.5. Voice Recording, Retrieval and Storage. 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).

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

7.5.2. 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/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).

7.6. Data Recording. Retain data recordings for 30 days. Recording data containing information concerning accident/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)

7.7. COMSEC Requirements. The COMSEC Responsible Officer (CRO) will ensure required COMSEC materials are available to the duty crew (T-3).

7.8. Checklists.

7.8.1. General. Checklists are listing of steps that are ordinarily taken in sequence to respond properly to a particular event. All steps in a checklist are normally taken before the desired response is considered complete.

7.8.2. Administrative Requirements. Checklists will be maintained IAW the following administrative guidelines (T-3):

7.8.2.1. The first page of each binder/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 31-401 (T-0).

7.8.2.2. The first checklist in any binder/holder will always be the Aircraft Emergency checklist (T-3).

7.8.2.3. 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).

7.9. Quick Reference Guides (QRG). 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 (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.

- 7.9.1. Emergency airfield data and emergency procedures.
- 7.9.2. Aircraft resources.
- 7.9.3. Air bases and aircraft units.
- 7.9.4. Radar units.
- 7.9.5. Safe passage corridors.
- 7.9.6. ROE.
- 7.9.7. Identification criteria.
- 7.9.8. Jettison/bail out areas.
- 7.9.9. IFF/SIF procedures.
- 7.9.10. Communications and frequency information.
- 7.9.11. Search and rescue procedures.
- 7.9.12. Operational area.
- 7.9.13. Console and communications procedures.

7.10. Disposition of Documentation. All forms completed during the tour of duty will be appropriately marked and filed chronologically by date (T-3).

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DCS, Operations

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

AFPD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems*

AFPD 13-1, *Command and Control Enterprise (C2 Enterprise)*

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

AFTTP 3-1, *Air Force Tactics, Techniques, and Procedures*

AFI 11-214, *Air Operations Rules and Procedures*

AFI 31-401, *Information Security Program Management*

AFI 13-1BCC Volume 1, *Battle Control Center Training*

AFI 33-201V2, *Communications Security (COMSEC) User Requirements (FOUO)*

AFI 33-360, *Publications and Forms Management*

AFMAN 33-363, *Management of Records*

NORAD Instruction (NI) 10-4, *NORAD Emergency Action Procedures*

CONPLAN 3310

Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*

Abbreviations and Acronyms

AADC—Area Air Defense Commander

ACC—Air Combat Command

ACS—Air Control Squadron

ADE—Air Defense Emergency

ADIZ—Air Defense Identification Zone

ADLE—Air Defense Liaison Element

ADS—Air Defense Sector

ADS—Air Defense Squadron

AEW—Airborne Early Warning

AOC—Air and Space Operations Center

AOCC—Air Operations Control Center

ARTCC—Air Route Traffic Control Center
ASO—Air Surveillance Officer
AST—Air Surveillance Technician
AWACS—Airborne Warning and Control System
AWO—Air Weapons Officer
BAOCC—Bi-lateral Air Operations Control Center
BCC—Battle Control Center
BLCC—Bi-lateral Coordination Cell
BS—Battle Staff
C2—Command and Control
C2DO—Command and control duty officer
CAP—Combat Air Patrol
CC—Commander
CFP—Communications Focal Point
COMSEC—Communications Security
CONPLAN—Contingency Plan
CONR—CONUS NORAD Region
CONUS—Continental United States
DC—Direction Center
DEFCON—Defense Condition
DO—Director of Operations
DOD—Department of Defense
EA—Electronic Attack
EAC—Emergency Action Coordinator
EAM—Emergency Action Message
ECTAR—Electronic Combat Tactical Action Reports
EP—Electronic Protection
ESCAT—Emergency Security Control of Air Traffic
FAA—Federal Aviation Administration
FO—Fighter Officer
GTACS—Ground Theater Air Control System
HF—High Frequency

HHQ—Higher Headquarters

IAW—In accordance with

ICT—Interface Control Technician

ICO—Interface Control Officer

IDT—Identification Technician

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

JADS—Japan Air Defense System

JADGE—Japan Air Defense Ground Environment

JASDF—Japan Air Self Defense Forces

JICC—Joint Interface Control Cell

JICO—Joint Interface Control Officer

JSS—Joint Surveillance System

JTIDS—Joint Tactical Information Distribution System

KTACS—Korean Theater Air Control System

LERTCON—Alert Condition

LOA—Letter of Agreement

LRR—Long Range Radar

MCC—Mission Crew Commander

MCCT—Mission Crew Commander Technician

MOU—Memorandum of Understanding

MOC—Maintenance Operations Center

N2C2—NORAD/NORTHCOM Command Center

NAS—NORAD Alert System

NCS—Net Control System

NM—Nautical mile

NMC—Non-Mission Capable

NOM—National Airspace System Operation Manager

NORAD—North American Aerospace Defense Command

NOTAM—Notices to Airmen

ODC—Operations Display Console

OI—Operating Instructions

OIF—Operations Information File

OPCON—Operational Control
OPLAN—Operations Plan
OPORD—Operations Order
OPREP—Operations Report
QRG—Quick Reference Guide
ROE—Rules of Engagement
SD—Senior Director
SDT—Senior Director Technician
SRR—Short Range Radar
TACON—Tactical Control
TACOPDAT—Tactical Operations Data
TACS—Theater Air Control System
TCOT—Tactical Control Operations Team
TDC—Track Data Coordination
TT—Tracking Technician
UHF—Ultra High Frequency
WCE—Weapons Control Element
WD—Weapons Director
WDT—Weapons Director Technician