

**BY ORDER OF THE COMMANDER
AIR FORCE GLOBAL STRIKE COMMAND**

**AIR FORCE GLOBAL STRIKE
COMMAND INSTRUCTION 10-101**



8 MARCH 2024

Operations

**GLOBAL STRIKE TACTICS AND
TRAINING CENTER OPERATIONS
ROLES AND RESPONSIBILITIES**

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This publication implements AFMAN 10-206, *Operational Reporting (OPREP)*. This instruction establishes Command Relationships listing all roles and responsibilities for the Global Strike Tactics and Training Center, located at Camp Guernsey, Wyoming. This instruction applies to all Air Force Global Strike Command (AFGSC) organizations involved with training located at Camp Guernsey, which includes uniformed personnel and civilian employees of the Regular Air Force, Air Force Reserve and Air National Guard, and to their contractors when required by the terms of their applicable contracts or other binding agreements. This instruction does not apply to United States Space Force (USSF) units. Refer recommended changes and questions about this publication to the office of primary responsibility using the Department of the Air Force Form (DAF) 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This instruction may be supplemented at any level, but all supplements require routing to the Air Force Global Strike Command Security Forces Directorate, Operations Division (AFGSC/A3SO) for coordination prior to certification and approval. See Department of the Air Force Manual (DAFMAN) 90-161 *Publishing Processes and Procedures*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or to the OPR of this publication for non-tiered compliance items. Send a copy of all approved waivers to AFGSC/A3S within 30 calendar days of approval. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition

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SUMMARY OF CHANGES

This document has received an annual review and updated to match new policy guidance for tiering and missing required statements.

Chapter 1

OVERVIEW

1.1. Purpose. AFGSCI 10-101, *Global Strike Tactics and Training Center Operations and Roles and Responsibilities*, outlines key roles and responsibilities for managing, operating, and supporting the 90 GCTS executing the mission of the Global Strike Tactics and Training Center (GSTTC) located at Camp Guernsey, Wyoming.

1.2. Missions. The GSTTC executes the following training missions in support of all AFGSC Security Forces (SF) units operating under both 8th Air Force (8 AF) and 20th Air Force (20 AF):

1.2.1. Primary Mission. Provide intermediate to advanced SF skills training designed to counter and destroy threats identified in the Nuclear Security Threat Capabilities Assessment (NSTCA). Individual and collective skills training is provided to produce and maintain an integrated, elite, highly trained, and professional security force. Countering an asymmetrical threat requires training focused on countering threat capabilities, rather than specific threat groups. To ensure success in neutralizing potential adversaries, Global Strike Airmen must be adaptive and quick thinking tacticians, molded from experiences learned during training and force-on-force engagements. A training center focused on building these attributes ensures the probability of adversary neutralization and, subsequently, mission success.

1.2.2. Secondary Mission. HQ USAF/A4S Program Action Directive 12-06, dated 25 Feb 15 identifies Camp Guernsey as an alternate Air Force (AF) Readiness Training Center (RTC) location for conventional readiness training classes during surge wartime operations for the Air Force. If/when implemented specific Roles and Responsibilities for conventional readiness training during wartime surge operations will be determined

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. HQ AFGSC/A36 will:

- 2.1.1. Program required funding through the appropriate centrally managed Program Element Codes (PEC) to execute mission requirements.
- 2.1.2. Approve 90 GCTS annual execution plan.
- 2.1.3. Authorizes/directs the quarterly distribution of required funding to the 90 MW Comptroller in support of GSTTC training mission execution and the annual HQ AFGSC Advanced, Recapture, Recovery, Operational Warfighter (ARROW) convoy security assessment. Quarterly distribution allows oversight/validation of all funding execution and reallocation of unobligated funds as needed by the MAJCOM.
- 2.1.4. Submit and track all Unfunded Requirements (UFR) submitted by AFGSC/A3S through execution.
- 2.1.5. Manage training support contract and ensure a properly trained Contracting Officer representative (COR) is available.

2.2. HQ AFGSC/A3S will:

- 2.2.1. Retain authority to communicate directly with 90 GCTS on all matters relating to GSTTC course execution as required.
- 2.2.2. Establish and approve training intent, direction, and program guidance.
- 2.2.3. Develop and approve all changes to courses, course curriculum, lesson plans, and the annual training schedule.
 - 2.2.3.1. Conduct an annual course review no later than 30 June of each calendar year to update and approve all course/curriculum changes for the following FY training schedule.
 - 2.2.3.2. Issue an updated GSTTC course catalog and FY course schedule no later than 30 July of each calendar year for the following FY training schedule.
 - 2.2.3.3. Update course information on the Air Education and Training Command (AETC) Education and Training Course Announcements (ETCA) site no later than 30 August of each calendar year or as necessary.
 - 2.2.3.4. Coordinate with Air Force Personnel Center (AFPC) for Personnel Data System (PDS) code assignments for each course developed and approved.
 - 2.2.3.5. Issue course scheduling instructions and student training allocations for all AFGSC units no later than 31 Jul of each calendar year for the following FY training schedule. Each unit will be allocated training seats for each course offered based upon ratios of unit authorized SF positions. (Example: 6,500 SF positions in AFGSC and Unit X is authorized 650 SF positions. Unit X will be allocated 10% of the training seats in each course offered)
 - 2.2.3.6. For changes outside the normal annual review process:

- 2.2.3.6.1. Provide all changes to existing curriculum to 90 GCTS at least two months prior to first expected execution. Deletions can be made at any time.
- 2.2.3.6.2. Provide draft curriculum to 90 GCTS at least two months prior to execution of a new class (to include beta tests). Deletions may be provided to 90 GCTS at any time.
- 2.2.4. Manage student scheduling and provide 90 GCTS student rosters for each course.
- 2.2.5. Document student status in the AFPC Oracle Training Administration system (OTA). Student status will be updated in the OTA system as follows:
 - 2.2.5.1. Build each course, class dates, and seat allocations in OTA no later than 30 August of each calendar year.
 - 2.2.5.2. Within two days of arrival, all students will be entered into OTA with proper status.
 - 2.2.5.3. During the class dates, if student status changes, system will be updated to reflect new status within two days.
 - 2.2.5.4. After class completion, student status will be updated within five days.
- 2.2.6. Track student attendance and utilization data. Distribute quarterly and annual utilization statistics to all AFGSC units.
- 2.2.7. Approve release of any MAJCOM curriculum and lesson plans (draft or approved).
- 2.2.8. Coordinate ARROW.
 - 2.2.8.1. Coordinate the annual dates on the training schedule with AFGSC and units involved to ensure selected dates are executable. Coordinate to ensure strategic and inspection calendars along with any other major exercises are reviewed and de-conflicted, if possible, prior to finalizing ARROW dates.
 - 2.2.8.2. Identify an assessment director no later than four months prior to execution date.
 - 2.2.8.3. Organize and lead initial (~five months prior), mid (~three months prior), and final (one month prior) planning conferences.
 - 2.2.8.4. Issue final report no later than 90 days following execution.
- 2.2.9. Serve as focal point for all outside agency and support requests to include coordinating and approving all exchanges and training/event opportunities with DoD, AF, foreign, sister service schools, and all other outside agencies (local law enforcement agencies, Department of Energy, etc.). Coordination will occur with the 90 GCTS on all exchange information and opportunities to ensure proper support and execution is available.
- 2.2.10. Coordinate with AF/A4S and all MAJCOM RTCs for RTC training related matters.
- 2.2.11. Conduct a minimum of one annual staff assistance visit to ensure AFGSC/A3S training objectives are met. Staff assistance visits will be coordinated at least 30 days prior to the visit IAW 90 MW Gatekeeper program/process.
- 2.2.12. Review and approve the 90 GCTS's annual budget forecast and other programmatic budgetary instruments affecting AFGSC's ability to execute mission requirements

2.2.13. Approve all GSTTC messaging information requiring direct distribution to any outside unit/agency.

2.2.14. Validate/approve requests for the reallocation, movement, and/or utilization of any 90 GCTS equipment for any purpose other than the GSTTC mission as defined in [paragraph 1.2.1](#).

2.2.15. Conduct programming, budgeting, and execution as required for equipment, systems, construction, and repairs supporting all MAJCOM training activities of the GSTTC.

2.3. HQ 20 AF/A3S will:

2.3.1. Provide Fires Observer (FO) instructor(s) for GSTTC executed FO courses. If an FO instructor is not available, the FO course will be cancelled. The FO instructor will:

2.3.1.1. Coordinate with AFGSC/A3S for annual inputs to the schedule for class dates.

2.3.1.2. Coordinate with the 90 GCTS for execution support.

2.3.1.3. Provide 20 AF SF units with reporting instructions and ensure all prerequisites are met prior to each FO class start date.

2.4. 90 MW will:

2.4.1. Provide the 90 GCTS, its assigned personnel, and their dependents with the same level of support and services, which all 90 MW units and assigned personnel receive daily.

2.4.1.1. 90 GCTS Organizational support requirements include but are not limited to: Mission Support (Communication, Comptroller, Civil Engineering, Force Support, Logistics Readiness, etc.), Safety, Contracting, Munitions, Information Protection, Medical, Chaplain, and Family Services.

2.4.2. Provide a Support Agreement Manager (SAM) to coordinate and oversee the Inter Service Support Agreement (ISSA) with the WYARNG and assign functional area agreement coordinators to execute a review process and participate in annual budget reviews. 90 MW/CC (or designated representative) is the ISSA approval authority.

2.4.3. Provide Contract Support services to assist the 90 GCTS with drafting, processing, and coordinating all leases and permits required for operations conducted at Camp Guernsey. 90 MW/CC (or designated representative) is the approval authority for all leases and permits with the WYARNG.

2.4.4. Approval authority for all Gatekeeper requests for Distinguished Visitors (O-6 and above) visiting the 90 GCTS at Camp Guernsey, Wyoming.

2.4.5. Disseminate 90 GCTS OPREP-3/CCIR notifications as required, to include follow-on reporting IAW AFMAN 10-206.

2.5. 90 SFG will:

2.5.1. Maintain oversight and command authorities over the 90 GCTS executing the GSTTC mission.

2.5.2. If requested, provide WYARNG senior leader engagement/support regarding matters directly affecting GSTTC operations at Camp Guernsey.

2.5.3. Provide Resource Advisor for funding execution.

2.6. 90 GCTS will:

- 2.6.1. Retain authority to communicate directly with AFGSC/A3S on GSTTC matters.
- 2.6.2. Execute GSTTC training mission as directed by AFGSC/A3S.
- 2.6.3. Provide for overall safety and security of all personnel attending GSTTC training conducted at Camp Guernsey IAW DoD, Air Force, and AFGSC guidance.
- 2.6.4. Develop unit operating instructions to ensure the GSTTC training mission is properly executed IAW DoD, Air Force, and AFGSC guidance.
- 2.6.5. Coordinate the annual training schedule and submit all support requests (range reservations, lodging, dining facility, training space, troop movements, etc.) to the WYARNG, in accordance with WYARNG/garrison business rules, to ensure proper execution of the GSTTC training mission.
- 2.6.6. Ensure 90 GCTS personnel and students adhere to all applicable WYARNG policies and procedures for operations on Camp Guernsey and within the local community.
- 2.6.7. Ensure all assigned instructors are, at a minimum, trained and maintain certification skills as outlined in Chapter 3, Readiness Training Center Instructor Qualifications, located within AFI 36-2646, *Security Forces Training and Standardization Evaluation Programs*.
- 2.6.8. Provide Resource Advisor for funding execution.
 - 2.6.8.1. Plan and program annual recurring and non-recurring budgetary requirements to include submittal of an annual execution plan to AFGSC/A36, through A3S, for approval. MAJCOM allocated funds will only be utilized in direct support of executing the GSTTC mission. Financial expenditures outside these parameters are prohibited unless prior approval is granted by AFGSC/A3S. Submit quarterly spend plans to A3S.
- 2.6.9. Ensure accuracy of financial management data to include, but not limited to, reconciling WYARNG work order and invoice payments to actual costs and/or reviewing monthly billings to ensure 90 GCTS was appropriately charged for all reimbursable services.
- 2.6.10. Establish resource and equipment requirements necessary for the unit to execute the GSTTC mission and maintain accountability and control of all assigned equipment.
- 2.6.11. Manage all vehicles, equipment, weapons, ammunition, and other custodial accounts required to execute the GSTTC mission.
- 2.6.12. Provide students with all the necessary vehicles, supplies, equipment, weapons, and ammunition required for training not included in student packing lists.
 - 2.6.12.1. Instructors will ensure the serviceability of all equipment prior to student issue and upon return.
- 2.6.13. Coordinate helicopter support with the 582 HG as required for course execution.
- 2.6.14. Provide full planning and execution support, as requested by AFGSC/A3S, for the Command's annual ARROW Assessment to include providing trusted agents.
- 2.6.15. Provide full planning and execution support as requested by AFGSC/A3S for the Command's bi-annual Global Strike Challenge to include providing trusted agents.
- 2.6.16. Provide AFGSC/A3S the following student information for each class executed:

- 2.6.16.1. Submit a student arrival roster no later than end of day on class start date.
- 2.6.16.2. Update student status changes by end of day on the day status changes.
- 2.6.16.3. Provide a student graduation roster no later than end of graduation day.
- 2.6.17. Approve early release of any students from training inclusive of their initial arrival to Camp Guernsey through their normally scheduled departure. Notification to AFGSC/A3S will occur.
- 2.6.18. Coordinate with AFGSC/A3S on all scheduled courses requiring cancellation for any reason.
- 2.6.19. Unfunded Requirements will route through the 90 MW. Provide AFGSC/A3S a copy of all GSTTC required UFRs for information and tracking until completion.

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Director of Operations and Communications

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

DAFMAN 90-161 *Publishing Processes and Procedures*, 8 October 2023

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

AFI 36-2646, *Security Forces Training and Standardization Evaluation Programs*, 4 December 2020

AFMAN 10-206, *Operational Reporting (OPREP)*, 1 September 2020

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFGSC—Air Force Global Strike Command

AFPC—Air Force Personnel Center

DFAC—Dining Facility

EPR—Enlisted Performance Report

ETCA—Education and Training Course Announcement

FO—Fires Observer

FY—Fiscal Year

GCTS—Ground Combat Training Squadron

GSTTC—Global Strike Tactics and Training Center

ISSA—Inter Service Support Agreement

MAJCOM—Major Command

NSTCA—Nuclear Security Threat Capabilities Assessment

OPR—Officer Performance Report

OTA—Oracle Training Administration

PDS—Personnel Data System

PEC—Program Element Code

RTC—Readiness Training Center

SAM—Support Agreement Manager

SFG—Security Forces Group

SF—Security Forces

UCMJ—Uniform Code of Military Justice

UDM—Unit Deployment Manager

UFR—Unfunded Requirement

UTM—Unit Training Manager

WYARNG—Wyoming Army National Guard

Office Symbols

20 AF/A3S—20 AF Security Forces

AFGSC/A3S—AFGSC Security Forces

AFGSC/A3SO—AFGSC Security Forces Operations Division