

**BY ORDER OF THE COMMANDER
RAMSTEIN AIR BASE**

**RAMSTEIN AIR BASE INSTRUCTION
17-202**



15 FEBRUARY 2018

Cyberspace

**PUBLIC ADDRESS/
SOUND SYSTEM SUPPORT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Certified by: 86 CS/CC
(Lt Col Steven Brummitt)

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This instruction implements Air Force Policy Directive (AFPD) 17-2, *Cyberspace Operations*, and is used in conjunction with DoD 5500.07-R, *Joint Ethics Regulation*, Air Force Instruction (AFI) 34-223, *Private Organization Program*, AFI 65-106, *Appropriated Fund Support of Morale, Welfare, and Recreation and Nonappropriated Fund Instrumentalities*; AFI 10-1004, *Conducting Air Force Open Houses*; and AFI 23-101, *Air Force Material Management*. It establishes responsibilities and outlines procedures for obtaining Public Address (PA) system support. The purpose of this instruction is to provide guidance to Ramstein Air Base (RAB) and Kaiserslautern Military Community (KMC) personnel on the capabilities and limitations of PA support provided by the 86th Communications Squadron. This instruction applies to all units and/or personnel requesting PA support. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publications*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFMAN 33-363, *Management of Records*, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS).

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. This revision includes multiple changes to the level of support for KMC customers dictated in paragraph 3.1. It covers the various tiers, levels of responsibilities for each tier and limitations for PA equipment and support within the KMC Military Community. Finally, the changes dictates the maintenance priority level for 86 CS/SCOT Base PA Support when compared to other base radio mission requirements (originally para: 2.1).

1. Purpose

1.1. The purpose of this instruction is to provide guidance to RAB and KMC personnel on the capabilities and limitations of PA support provided by the 86th Communications Squadron (86 CS)

2. Responsibilities of 86th Communications Squadron

2.1. The primary mission of the 86 CS Radio Frequency Transmission Systems section (86 CS/SCOT) is to ensure the safe operation and maintenance of radio-based command, control and communications systems serving the KMC area. Unless clearly articulated in this instruction, support of these systems has higher priority than PA support. Maintenance, to include scheduled Preventative Maintenance Inspections, will not be deferred to support PA requests without express approval of the 86 MSG/CC or 86 CS/CC.

3. Three Tiers of PA support

3.1. There are three Tiers of PA support:

3.1.1. TIER I: (86 CS setup and operation). 86 CS/SCOT will setup and operate PA equipment for the duration of the event. This includes equipment and manning to support a single dry-run. TIER I PA support is limited to wing-level and above events. Examples of TIER I events include, but are not limited to:

3.1.1.1. Wing-level and above official briefings and seminars

3.1.1.2. Wing commander's calls

3.1.1.3. Wing quarterly or annual award ceremonies

3.1.1.4. Wing promotion ceremonies

3.1.1.5. Wing-level and above Change of Command ceremonies where a General Officer or their delegate is the presiding official

3.1.1.6. Professional Military Education graduation ceremonies

3.1.1.7. Morale/resiliency events the 86 AW/CC/CV or their delegate provides opening and/or closing remarks including Fun Runs, Mudless Mudder, etc

3.1.1.8. Other senior leader events as appropriate

3.1.1.9. If a requestor believes an event not listed above warrants TIER I PA support, contact the 86 CS/CC or 86 MSG/CC

3.1.2. TIER II: (86 CS provides equipment and training, requestor sets up and operates). 86 CS/SCOT will sign out equipment and provide training to the requestor. The requestor is responsible for equipment setup and operation. Examples of TIER II events include, but are not limited to:

3.1.2.1. Group-level and below commander's calls

3.1.2.2. Group-level and below briefings and seminars

3.1.2.3. Group-level and below award ceremonies

3.1.3. TIER III: (Self-service). PA equipment must be checked out from and returned to 86 CS/SCOT (building 108) between the hours of 0730 and 1530, Monday through Friday, with an AF Form 1297.

3.2. Requests for PA support must be submitted using the Public Address Support Request form found on the 86 CS SharePoint site: <https://portal.usafe.af.mil/sites/86MSG/CS/SCO/scot/PA/default.aspx>. This form must be submitted at least 10 business days prior to the event. Any requests submitted less than 10 business days prior to the event must be signed by the requesting unit's commander.

4. Limitations

4.1. 86 CS is only able to provide PA support within the KMC.

4.2. Musical instruments (guitars, keyboards, amplifiers, etc) will not be connected to any 86 CS/SCOT PA equipment due to possibility of damage to instruments and PA equipment.

4.3. Computers (laptops/desktops) are not available for check-out.

4.4. Support for non-military events must adhere to DODI 5500.7-R, *Joint Ethics Regulation*; scouting support IAW DODI 1015.9, *Professional United States Scouting Organization Operations at United States Military Installations Located Overseas*, and private organization guidelines IAW AFI 34-223, *Private Organizations Program*.

4.5. Any exception to the above limitations must be approved by 86 CS/CC or 86 MSG/CC.

RICHARD G. MOORE, JR, Brigadier General, USAF
Commander

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

AFI 10-1004, Conducting Air Force Open Houses, 18 February 2010

AFI 23-101, Air Force Material Management, 5 May 2017

AFI 34-223, Private Organizations (PO) Program, 8 March 2007

AFI 65-106, Appropriated Fund Support of Morale, Welfare, and Recreation (MWR) and Nonappropriated Fund Instrumentalities (NAFIS), 3 March, 2017

AFPD 17-2, Cyberspace Operations, 12 April 2016

AFMAN 33-363, Management of Records, 1 March 2008

DoD Instruction 5500.7-R, Joint Ethics Regulation, 17 November 2011

DoD Instruction 1015.9, Professional United States Scouting Organization Operations at United States Military Installations Located Overseas, 8 June 1999

Prescribed Forms

None

Adopted Forms

AF IMT 1297 Version 4, 1 Jul 1987

Acronyms and Abbreviations

86 AW/CC—86th Airlift Wing Commander

86 CS/CC—86th Communications Squadron Commander

86 CS/DO—86th Communications Squadron Director of Operations

86 CS/SCOT—86th Communications Squadron Transmission Systems Section

DODI—Department of Defense Instruction

MAJCOM—Major Command

POC—Point of Contact