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Safety

**NUCLEAR SURETY STAFF
ASSISTANCE VISIT PROGRAM**

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This instruction implements Air Force Policy Directive 91-1, *Nuclear Weapons and Systems Surety*. This publication is consistent with Air Force Policy Directive 13-5, *Air Force Nuclear Mission*. The publication contains copyrighted information. It establishes key components of the nuclear surety program according to guidance in Department of the Air Force Instruction 91-101, *Air Force Nuclear Weapons Surety Program*. This instruction assigns responsibilities and establishes procedures for conducting Nuclear Surety Staff Assistance Visits and provides guidance to all levels of command participating in the Nuclear Surety Staff Assistance Visit process. It applies to designated directorates, Numbered Air Force and Center staff agencies, parent wing main operating bases when augmenting the Nuclear Surety Staff Assistance Visit team, and all units participating in the Nuclear Surety Staff Assistance Visit. This instruction applies to all civilian employees and uniformed members of the Regular Air Force, Air Force

Reserve, Air National Guard. This publication does not apply to the United States Space Force. Ensure all records generated as a result of processes prescribed in the publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using Department of the Air Force (DAF) Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. This publication may not be supplemented, further implemented, or extended. The authorities to waive wings, and unit or delta level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Department of the Air Force Manual 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 alternately, to the publication office of primary responsibility for non-tiered compliance items. Compliance with the attachments in this publication is mandatory.

(USAFE-AFAFRICA) AFI 91-121, *Nuclear Surety Staff Assistance Visit Program*, is supplemented as follows. This instruction applies to HQ U-A and subordinate units. This supplement applies to Air Force Reserve Command and Air National Guard units supporting U-A nuclear operations. Users of this instruction must notify Weapons Safety Division (HQ U-A/SEW) of conflicts between this instruction and other directives, instructions, or technical orders. This publication may be supplemented, forward unit supplements to HQ U-A/SEW for approval prior to publishing. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using AF Form 847, *Recommendation for Change of Publication*. Route AF 847s from the field through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-2, T-3”) number following the compliance statement. See 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 alternately, to the Publication Office of Primary Responsibility for non-tiered compliance items.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. It incorporates multiple format changes for ease of use and currency. Changes the minimum percentage of personnel and medical personnel reliability assurance program record that will be reviewed for compliance with governing Department of Defense and United States Air Force (USAF) guidance. Ensures that the use or disclosure of protected health information as part of the medical personnel reliability assurance program Nuclear Surety Staff Assistance Visit process are conducted properly. Changes to proposed report format revised to streamline report writing. Additionally, several publications were deleted as they no longer provided required guidance to the Nuclear Surety Staff Assistance Visit Program.

(USAFE-AFAFRICA) This document has been substantially revised and must be completely reviewed. This revision provides guidance for Nuclear Surety Requirements Validations (NSRV) and further clarifies Roles and Responsibilities

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Chapter 1

NUCLEAR SURETY STAFF ASSISTANCE VISIT PROGRAM

1.1. Overview.

1.1.1. Scope of the Nuclear Surety Staff Assistance Visit Program. The Secretary of the Air Force established the Nuclear Surety Staff Assistance Visit program to assist nuclear tasked units, on a non-attribution basis, to maintain effective nuclear surety programs. The Nuclear Surety Staff Assistance Visit is an opportunity to receive assistance from experienced headquarters personnel who write nuclear surety policy and guidance. It is not an inspection nor is it intended to prepare units to pass Nuclear Surety Inspections. Nuclear Surety Staff Assistance Visits may not give a rating, score, grade, or assessment. However, the Nuclear Surety Staff Assistance Visit team may recommend the Wing Commander conduct a root-cause analysis if significant observations are identified during the visit. The Wing Commander should provide the results of the analysis to the Nuclear Surety Staff Assistance Visit lead division or team chief. The Nuclear Surety Staff Assistance Visit team chief will determine which Major Command (MAJCOM) identified observations require a formal root cause analysis. **(T-1)** Assessment statements will be limited to processes and procedures. **(T-1)** **Attachment 2** outlines typical areas observed during a Nuclear Surety Staff Assistance Visit. Wing Commanders may use the Nuclear Surety Staff Assistance Visit results to strengthen the unit Nuclear Surety Program. The Nuclear Surety Staff Assistance Visit also provides an opportunity for resolution and clarification of issues between the unit and headquarters functional managers. The objective is threefold:

1.1.1. **(USAFE-AFAFRICA)** Scope of the Nuclear Surety Staff Assistance Visit Program. U-A Nuclear Operations Branch (U-A/A10N) manages the Nuclear Surety Staff Assistance Visit program and coordinates with U-A Staff on related policy issues and guidance. U-A/A10N will coordinate with AFRC/ANG staff to provide over-the-shoulder assistance on AFRC/ANG nuclear associated components. **(T-2)**

1.1.1.1. Determine if higher headquarters guidance is adequate and clear.

1.1.1.2. Provide feedback to the Wing Commander on whether the unit is properly applying sound procedures to implement Nuclear Surety guidance.

1.1.1.3. Provide situational awareness on command nuclear surety to senior leadership in the form of a Nuclear Surety Staff Assistance Visit executive summary and crossfeed report (described in **paragraph 2.3**).

1.1.2. Assistance Areas. The Nuclear Surety Staff Assistance Visit team assesses all areas included in Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3263.05E, *Nuclear Weapons Technical Inspection*, and AFI 90-201, *The Air Force Inspection System* as supplemented. Additional areas may be assessed by MAJCOM staffs as time permits or when requested by MAJCOM Commander or wing leadership. At Joint Bases where USAF is a supported component, installation support is a sister service responsibility and USAF may not control elements of the Nuclear Surety program at that installation. Nuclear Surety Staff Assistance Visit team will either include sister service members to evaluate supporting processes and procedures, or forward team observations to the Joint Base chain of command. **(T-0)**

1.2. Roles and Responsibilities.

1.2.1. MAJCOMs. MAJCOM Headquarters will designate a directorate, division, or special staff as the lead to perform Nuclear Surety Staff Assistance Visits. **(T-1)**

1.2.1. **(USAFE-AFAFRICA)** U-A Nuclear Operations Division (U-A/A10N) manages the Nuclear Surety Staff Assistance Visit program and coordinates with U-A staff on related policy issues and guidance. U-A/A10N will coordinate with AFRC/ANG staff to provide over-the-shoulder assistance on AFRC/ANG nuclear associated components. U-A staff roles and responsibilities are outlined in **Chapter 3. (T-2)**

1.2.2. Units. Units will provide a unit point of contact to MAJCOM Nuclear Surety Staff Assistance Visit Program Manager. **(T-1)**

1.2.2. **(USAFE-AFAFRICA)** Detailed roles and responsibilities for U-A units receiving a Nuclear Surety Staff Assistance Visit are explained in **Chapter 3.**

1.3. Process Overview.

1.3.1. For Technical Operations, Nuclear Surety Staff Assistance Visit team members will select maintenance teams for each specific technical operation based on team/crew integrity. **(T-1)**

1.3.1. **(USAFE-AFAFRICA)** Prior to assessing Technical Operations, the Nuclear Surety Staff Assistance Visit team will provide individuals being assessed a Technical Operation briefing utilizing **Table A4.1. (T-2)**

1.3.2. Team integrity for maintenance teams will be maintained in accordance with Department of the Air Force 21-101, *Aircraft and Equipment Maintenance Management*, and Air Force Manual 21-202, *Missile Maintenance Management* requirements. **(T-1)** To demonstrate their knowledge and proficiency, they may be tasked to perform at least one evaluation of a maintenance operation within their area of responsibility. Loading Standardization Crews and Squadron Lead Crews will be observed by the Nuclear Surety Staff Assistance Visit team. **(T-1)**

1.3.3. For Weapon Security, Nuclear Surety Staff Assistance Visit functional area experts will use performance-based methodology to determine whether a unit meets the Nuclear Weapons Security Standard. **(T-1)** They will observe the integrated execution of security actions and response (performance), and compliance with technical criteria, as applicable. **(T-1)** They will observe execution of applicable plans and tactics, techniques and procedures. **(T-1)** They will assess the effectiveness of active and/or passive defenses, deployed delay and/or denial systems, and other technology. **(T-1)** They will assess the use of available options to deny unauthorized access to nuclear weapons. **(T-1)** If denial is not achieved, the ability to prevent the loss, theft, damage or destruction of nuclear weapons will be assessed by the functional area experts. **(T-1)** Nuclear Surety Staff Assistance Visit functional area members will develop or validate that wing planned exercises are realistic scenarios to determine the wing's ability to meet the Nuclear Weapon Security Standard. **(T-1)** The Nuclear Surety Staff Assistance Visit team will assess the adequacy of and compliance with approved compensatory measures for MAJCOM approved security deviations. **(T-1)**

1.3.4. The Nuclear Surety Staff Assistance Visit team will review nuclear surety training programs and administration to ensure commanders and supervisors at all levels demonstrate

effective responsibility, emphasis and focus on nuclear weapons surety per Department of the Air Force 91-101. **(T-1)**

1.3.4. **(USAFE-AFAFRICA)** Random nuclear surety testing will be conducted at the discretion of the unit commander. **(T-3)**

1.3.5. The Nuclear Surety Staff Assistance Visit team will review the administrative qualifications, certification, continuing evaluation, removal from Personnel Reliability Assurance Program, Department of Defense Manual 5210.42_Air Force Manual 13-501, *Nuclear Weapons Personnel Reliability Program* duties, return to duty, and training and management processes to assess the overall effectiveness of the unit's implementation of Personnel Reliability Assurance Program. **(T-0)** The Nuclear Surety Staff Assistance Visit team will focus on Personnel Reliability Assurance Program processes, including scenario-based exercises, formal and informal interviews, and observe day-to-day operations to validate/verify processes employed by the unit. **(T-0)** Ensure that the use or disclosures of protected health information as part of the medical Personnel Reliability Assurance Program Nuclear Surety Staff Assistance Visit process are properly accounted for in accordance with the Health Insurance Portability and Accountability Act. **(T-0)**

1.3.6. Command Post Controller and Communication Security Two Person Code Team Member closed book testing will be administered at bases with a strategic tasking as follows:

1.3.6.1. Nuclear Surety Staff Assistance Teams will test and evaluate eighty percent of available Communication Security Two Person Code Team Members (i.e., not on temporary duty, leave, or just completing a 12-hour Command Post shift). **(T-1)**

1.3.6.2. Command Post will be evaluated with performance evaluations in the same manner as Air Force Manual 10-207 *Command Posts*, including respective MAJCOM supplements and AFI 90-201. **(T-1)** Performance evaluations will include a scenario portion and testing portion. **(T-1)** The Command Post Nuclear Surety Staff Assistance Visit team members will conduct as many evaluations as possible so the number of evaluated members of the Command Post can be maximized. **(T-1)**

1.3.7. For Regular and Reserve/Guard Associate/Total Force Integration units, the sponsoring unit will have responsibility for the Associate/Total Force Integration unit(s) outlined in this instruction. **(T-1)**

1.3.8. MAJCOMs will determine the composition and qualifications required for the Nuclear Surety Staff Assistance Team. **(T-1)** The composition and qualifications should be based on the scope of the Nuclear Surety Staff Assistance Visit as required by either the MAJCOM or Wing Commander.

1.4. Nuclear Surety Staff Assistance Visit Trip and Event Scheduling.

1.4.1. MAJCOMs will determine when Nuclear Surety Staff Assistance Visits are scheduled. **(T-1)** Wing Commanders may request a Nuclear Surety Staff Assistance Visit outside the MAJCOM recommended schedule. United States Air Forces in Europe may deviate from this schedule as required to accommodate host nation requirements and the Functional Expert Visit Program.

1.4.1. **(USAFE-AFAFRICA)** U-A/A10N, in coordination with the unit and U-A Gatekeeper, will invite units to schedule Nuclear Surety Staff Assistance Visits 6 to 12 months prior to their

next Nuclear Surety Inspection, when possible. U-A/A10N will submit formal Gatekeeper request form to U-A Gatekeeper and unit Gatekeeper NLT 60 days from Nuclear Surety Staff Assistance Visit **(T-2)**

1.4.2. MAJCOMs will provide a notification message to the Numbered Air Force or Center, and unit 60 days prior to the planned visit confirming the Nuclear Surety Staff Assistance Visit. **(T-1)** The message will include date(s), lead point of contact, billeting, transportation and work center requirements (A Nuclear Surety Staff Assistance Visit team member should provide an info copy to the installation-owning MAJCOM if the Nuclear Surety Staff Assistance Visit is for a tenant unit). **(T-1)** Units will appoint a Nuclear Surety Staff Assistance Visit point of contact and forward the name to the MAJCOM within one week of receiving the notification message. **(T-1)**

1.4.3. Units should locally coordinate and provide inputs on a proposed Nuclear Surety Staff Assistance Visit sequence of events. Units will send a draft schedule of events to the MAJCOM not less than 40 days prior to the scheduled visit. **(T-1)** MAJCOMs will ensure the proposed schedule of events fulfills the Nuclear Surety Staff Assistance Visit requirements and coordinate the proposed schedule of events within the staff. **(T-1)** Nuclear Surety Staff Assistance Visit team members will coordinate functional area specific scheduling requirements with their unit points of contact. **(T-1)** A confirmed schedule of events will be completed by the unit and submitted to the MAJCOM not less than 14 days prior to the Nuclear Surety Staff Assistance Visit team's arrival. **(T-1)** After the visit and schedule of events is confirmed, any scheduling conflicts must be immediately brought to the attention of the MAJCOM Nuclear Surety Staff Assistance Visit point of contact for resolution. **(T-1)**

1.4.4. **(Added-USAFE-AFAFRICA)** Nuclear Surety Staff Assistance Visit trip duration will be one work week. However, trip duration may vary according to schedule of events. Team arrival time(s) and method(s) will be coordinated with the wing or unit point of contact. Direct interaction between Team Chief, all team members, the wing or unit commander and respective staff is required to ensure the visit efficiently accomplishes its objectives.

1.4.5. **(Added-USAFE-AFAFRICA)** The assessed wing or unit commander and key staff will provide an in-brief to the Nuclear Surety Staff Assistance Visit team. This in-brief will include any local conditions and safety briefings required by the unit.

1.4.6. **(Added-USAFE-AFAFRICA)** The Nuclear Surety Staff Assistance Visit Team Chief will provide a formal in-brief to the assessed wing and designated staff and may provide the unit commander an informal in-brief.

1.4.7. **(Added-USAFE-AFAFRICA)** The Team Chief conducts an out-brief with the assessed wing or unit commander and designated unit staff. The out-brief location is determined by the wing commander.

1.4.8. **(Added-USAFE-AFAFRICA)** The team leads will meet with the group commander or designee daily to discuss the day's events. **(T-3)**

1.5. Unit Preparation.

1.5.1. Units will provide current self-assessment checklists as well as copies of the last self-assessment performed in reviewable areas 30 days prior to the arrival of the Nuclear Surety Staff Assistance Visit Team. **(T-1)**

1.5.1.1. **(Added-USAFE-AFAFRICA)** In addition to the unit approved simulations and deviations; the published USAFE IG simulations and deviations apply during the evaluation. **(T-2)**

1.5.1.2. **(Added-USAFE-AFAFRICA)** Units will provide a team center for the NSSAV team in accordance with the requirements listed in **Attachment 4**. **(T-2)**

1.5.2. Units will provide a copy of their simulations/deviations to the Nuclear Surety Staff Assistance Visit team not later than 30 days prior to the scheduled visit. **(T-1)** The Nuclear Surety Staff Assistance Visit team chief(s) will approve or disapprove simulations at least seven days before the visit commences. **(T-1)**

1.5.2. **(USAFE-AFAFRICA)** Custody/Security Forces will provide digital copies of the following documentation to NSSAV SF evaluators as designated below: **(T-2)**

1.5.2.1. **(Added-USAFE-AFAFRICA)** NLT 15 days prior to NSSAV, provide Blotters, AFTO Form 781A, and Events Files from the previous 90 Days. **(T-2)**

1.5.2.2. **(Added-USAFE-AFAFRICA)** During NSSAV, provide access to digital copies (printed if digital unavailable) of the following documents/publications: DoDM S-5210.41, Allied Command Operations 080-006/EUCOM Instruction 6801.01A, IDP and or SDP, Nuclear Vulnerability Assessment, Local Nuclear Security Threat Capability Assessment, Unit Operating Instructions, Special Security Instructions, Quick Reaction Checklists, and Open Nuclear/Non-Nuclear Deviations. **(T-2)**

1.5.3. **(Added-USAFE-AFAFRICA)** Command Post leaders will provide the following documentation (paper or digital copies except where specifically noted) to NSSAV Team Command Post evaluators. **(T-2)**

1.5.3.1. **(Added-USAFE-AFAFRICA)** NLT 30 days prior to the visit: The last 3 months of duty schedules, all approved waivers, all appointment letters, and all Operating Instructions. **(T-2)**

1.5.3.2. **(Added-USAFE-AFAFRICA)** Upon Arrival: All written examination and training scenario/evaluation scripts. All certification tests and scripts and the last 4 monthly tests and training scenarios and the last 2 performance evaluation scripts. **(T-2)**

1.5.4. **(Added-USAFE-AFAFRICA)** Nuclear Surety Staff Assistance Visit Team Composition

1.5.4.1. **(Added-USAFE-AFAFRICA)** Team members are drawn from applicable U-A staff agencies. When necessary or desired, other units and/or organizations may augment the team. Actual team size, composition, and requirements will vary according to base and assigned nuclear mission. The team should consist of cross-functional areas that contribute to nuclear surety at the respective wing. Team composition will include members of the ANG or AFRC when the visit involves their personnel and assets. **(T-2)**

1.5.4.2. **(Added-USAFE-AFAFRICA)** Functional directorates will fund additional team members. The priority for augmentee selection is: U-A staff, NAF staff, U-A units, other MAJCOM staff, and then other operational units. **(T-2)**

1.5.4.3. **(Added-USAFE-AFAFRICA)** Final team size and composition will be approved by the Team Chief/Inspection Superintendent. **(T-2)**

1.5.5. **(Added-USAFE-AFAFRICA)** Nuclear Certified Equipment (NCE) Activities:

1.5.5.1. **(Added-USAFE-AFAFRICA)** Observe unit personnel performing NCE validation and verification actions for ensuring equipment items meet NCE standards.

1.5.5.2. **(Added-USAFE-AFAFRICA)** Validate NCE documentation procedures (e.g. Maintenance Information System and associated records and forms) are accomplished IAW TO 00-20-1, Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures, requirements.

1.5.5.3. **(Added-USAFE-AFAFRICA)** Assess NCE Monitor programs for compliance with AFI 63-125, Nuclear Certification Program, and AFI 63-125_U-ASUP requirements.

1.5.5.4. **(Added-USAFE-AFAFRICA)** Assess for proper maintenance and inspection documentation of unit possessed nuclear certified tools, test, tie-down and handling equipment associated with aerospace ground equipment (AGE) operations.

1.5.5.5. **(Added-USAFE-AFAFRICA)** Assess nuclear certified hoists, cranes, and slings that are not real property installed equipment (RPIE) for proper care, maintenance, and inspection documentation.

1.6. (Added-USAFE-AFAFRICA) Nuclear Surety Staff Assistance Visit Funding.

1.6.1. **(Added-USAFE-AFAFRICA)** U-A/A10N funds the Nuclear Surety Staff Assistance Visit program and advocates for a fiscal year budget. **(T-2)**

1.6.2. **(Added-USAFE-AFAFRICA)** Compensation for any civilian team member working overtime during the visit will be the responsibility of the member's assigned unit. U-A/SE will not be responsible for any overtime associated with a Nuclear Surety Staff Assistance Visit. **(T-2)**

1.6.3. **(Added-USAFE-AFAFRICA)** U-A directorates will procure travel based on the U-A/A10N provided cross-organization fund cite authorization letter, which outlines maximum allowable travel/per diem rates. **(T-2)**

1.6.4. **(Added-USAFE-AFAFRICA)** Book travel within 10 duty days of receiving fund cite authorization letters. Failure to do so could result in increasing travel costs. U-A/A3/10 will not be responsible for any increased travel costs due to personnel going beyond this timeline. **(T-2)**

1.6.5. **(Added-USAFE-AFAFRICA)** Any deviation from approved travel plans requires authorization by the Team Chief, and excess costs will be assessed to the sending unit in accordance with the Joint Federal Travel Regulations. **(T-2)**

Chapter 2

NUCLEAR SURETY STAFF ASSISTANCE VISIT SUMMARY

2.1. Nuclear Surety Staff Assistance Visit Report.

2.1.1. Nuclear Surety Staff Assistance Visit reports assist units in identifying strengths and areas for improvement in order to enhance overall nuclear surety effectiveness. Identified deficiencies will reference governing instructions and guidance (i.e., Air Force Instruction, MAJCOM Instructions, Technical Order, United States Strategic Command Publications, etc.) **(T-0)** Nuclear Surety Staff Assistance Visit reports will be classified in accordance with CJCSI 3263.05E, Enclosure F, paragraph 2. **(T-0)** Unclassified information to include observations, corrective actions, or significant observation resolutions, when separated from its final report, must be handled according to its respective portion markings by the Nuclear Surety Staff Assistance Visit team members. **(T-0)** Final release of any data separated from its final report is subject to guidance defined in section 3 of CJCSI 3263.05E. **(T-0)**

2.1.2. The Nuclear Surety Staff Assistance Visit team project officer uses inputs provided by each functional team member to build the report in accordance with the contents listed at [Attachment 2](#). The Nuclear Surety Staff Assistance Visit team chief will provide a draft copy of the Nuclear Surety Staff Assistance Visit report to the Wing Commander prior to the team's departure and provide a copy to the lead division upon return to the staff location. **(T-1)** The authority for further distribution resides with the Wing Commander and/or MAJCOM Commander.

2.1.3. To preserve program integrity, the Nuclear Surety Staff Assistance Visit team members will not be used as Inspector General augmentees at a wing or unit where they have performed a Nuclear Surety Staff Assistance Visit in the past 12 months. **(T-1)**

2.1.4. Team members must include all safety, security, and weapon system reliability related observations in the detailed report, referenced by published guidance, with paragraph numbers to the maximum extent possible. **(T-1)** Overall and sub-area ratings are not assigned. Observations are categorized in the following categories:

2.1.4.1. **STRENGTH** — An observation that highlights strong processes, knowledge, or performance.

2.1.4.2. **REPEAT SIGNIFICANT OBSERVATIONS** — Any significant observation not corrected from a previous Nuclear Surety Staff Assistance Visit or Nuclear Surety Inspection report.

2.1.4.3. **SIGNIFICANT OBSERVATION** — Any deficiency having or likely to have a major negative effect on the nuclear weapons mission of the activity.

2.1.4.4. **REPEAT OBSERVATION** — Any observation not corrected from a previous Nuclear Surety Staff Assistance Visit or Nuclear Surety report.

2.1.4.5. **OBSERVATION** — Any deficiency not meeting, having or likely to have a major negative effect on the nuclear weapons mission of the activity, but requires corrective action.

2.1.4.6. RECOMMENDED IMPROVEMENT AREA — These suggestions to improve a process (Does not require referencing governing instruction or guidance).

2.1.4.7. **(Added-USAFE-AFAFRICA)** MAJCOM TAKEAWAY – These observations require further action by the U-A staff and must identify which staff agency is the office of primary responsibility along with an associated point of contact. All takeaways will be tracked through the U-A NSC. **(T-2)**

2.1.5. MAJCOMs will determine the guidance for recognizing outstanding performers. **(T-1)**

2.1.5.1. **(Added-USAFE-AFAFRICA)** Outstanding Performers/Teams will be recommended to the Team Chief by team leads based on observations made by the team members during the visit. Team leads will confirm with the owning unit the individual has no quality force indicators that would preclude recognition. Final approval rests with the Team Chief. Note: Outstanding Team nominations will not be larger than eight members without Team Chief approval. **(T-2)**.

2.2. Tracking Requirements.

2.2.1. MAJCOMs will determine any tracking requirements. **(T-1)**

2.2.1.1. **(Added-USAFE-AFAFRICA)** The lead office will send a significant observations memorandum to unit leadership within 14 days of visit completion.

2.2.1.2. **(Added-USAFE-AFAFRICA)** Units will have up to 60 days from receipt of the significant observation memorandum to respond to their unit's significant observations. Units will respond via official memorandum to the office of primary responsibility. Once all actions have been validated as complete, units will receive a NSSAV closure letter from A3/10. **(T-2)**

2.2.1.3. **(Added-USAFE-AFAFRICA)** Wing Commanders will determine local tracking requirements for deficiencies not defined as a Significant Observation or MAJCOM Takeaway noted during the NSSAV. **(T-2)**

2.2.2. MAJCOMs will determine the need for follow-up reports on any observations identified during Nuclear Surety Staff Assistance Visits. **(T-1)**

2.2.2. **(USAFE-AFAFRICA)** Wing/unit CCs will determine tracking requirements for observations identified during the Nuclear Surety Staff Assistance Visit. MAJCOM TAKEAWAYS will be tracked by U-A/SE in accordance with [paragraph 2.1.5.7](#). **(T-2)**

2.3. Crossfeed Reports.

2.3.1. The MAJCOM lead will publish semi-annual Nuclear Surety crossfeed reports. **(T-1)** These reports will identify deficiencies and their associated root cause(s) and corrective action(s) for significant observations if determined by the Nuclear Surety Staff Assistance Visit Team Chief, but will not attribute the deficiency to a particular wing. **(T-1)** Nuclear Surety Staff Assistance Visit crossfeed reports will be classified in accordance with CJCSI 3263.05E, Enclosure F, paragraph 2. **(T-0)**

2.3.1.1. Semi-Annual crossfeed reports will be distributed electronically by the lead to the MAJCOM Commander, MAJCOM Nuclear Surety Staff Assistance Visit Leads, Numbered Air Force and/or Center Commanders, Air Force Safety Center (Weapons Safety Division), Air Force Logistics, Engineering, and Force Protection (AF/A4), and all

subordinate units at which Nuclear Surety Staff Assistance Visits occur prior to 1 April and 1 October each calendar year. **(T-1)** In addition, the lead will provide these semi-annual crossfeed reports prior to 1 April and 1 October each calendar year to other MAJCOMs having a nuclear surety mission, Strategic Deterrence and Nuclear Integration Office (AF/A10), and Studies, Analysis, and Assessments (AF/A9), for posting in a nuclear surety lessons learned database. **(T-1)**

2.3.1.2. MAJCOMs will determine an appropriate forum (e.g., Nuclear Surety Council Meetings, Nuclear Surety Working Groups) for discussing Nuclear Surety Staff Assistance Visit-highlighted trends on an annual basis.

2.3.1.3. **(Added-USAFE-AFAFRICA)** Nuclear Surety Staff Assistance Visit trends will be discussed/disseminated through semi-annual Nuclear Surety Cross-feed Reports. **(T-2)**

2.3.1.4. **(Added-USAFE-AFAFRICA)** NSSAV-highlighted trends will be discussed at the Nuclear Integration Council meeting. **(T-2)**

Chapter 3 (Added-USAFE-AFAFRICA)

NUCLEAR SURETY STAFF ASSISTANCE VISIT DETAILED ROLES AND RESPONSIBILITIES

3.1. (Added-USAFE-AFAFRICA) Lead Division (U-A/A10N) will:

- 3.1.1. **(Added-USAFE-AFAFRICA)** Assume the role of Team Chief or designate an appropriate replacement if unable to support.
- 3.1.2. **(Added-USAFE-AFAFRICA)** Be responsible for all communications with wing/group CC or designated representative.
- 3.1.3. **(Added-USAFE-AFAFRICA)** Ensure the lead division centrally manages budgets and administers funds associated with the program.
- 3.1.4. **(Added-USAFE-AFAFRICA)** In conjunction with the Inspection Superintendent, ensure the size and composition of the team and the scope of the visit meet unit needs.
- 3.1.5. **(Added-USAFE-AFAFRICA)** Conduct the team pre-departure meeting, in-brief, and out-brief.
- 3.1.6. **(Added-USAFE-AFAFRICA)** Provide feedback to unit senior leadership during the visit and act as an arbitrator for any possible conflicts between the unit and Nuclear Surety Staff Assistance Visit team members.
- 3.1.7. **(Added-USAFE-AFAFRICA)** Appoint a Program Manager who administers and provides program oversight.
- 3.1.8. **(Added-USAFE-AFAFRICA)** Ensure all procedures necessary to effectively govern the program remain current.
- 3.1.9. **(Added-USAFE-AFAFRICA)** Appoint the role of Inspection Superintendent or designate an appropriate replacement if unable to support.

3.2. (Added-USAFE-AFAFRICA) Inspection Superintendent will:

- 3.2.1. **(Added-USAFE-AFAFRICA)** Ensure team leads are appointed and trained for each visit. Provide report writing training for team leads (normally conducted following the Pre-Departure Meeting).
- 3.2.2. **(Added-USAFE-AFAFRICA)** Author the Nuclear Surety Staff Assistance Visit report by consolidating inputs from team leads provided on U-A observation forms and associated executive summaries from each major graded area and associated functional areas.
- 3.2.3. **(Added-USAFE-AFAFRICA)** Standardize and consolidate inputs for out-brief slides received from team leads.
- 3.2.4. **(Added-USAFE-AFAFRICA)** Review and consolidate all Outstanding Performer and Outstanding Team nominations/certificates from team leads.
- 3.2.5. **(Added-USAFE-AFAFRICA)** Coordinate with Nuclear Surety Staff Assistance Visit team leads on return of unit-issued items and airport transportation as required.

3.3. (Added-USAFE-AFAFRICA) Nuclear Surety Staff Assistance Visit Program Manager will:

- 3.3.1. (Added-USAFE-AFAFRICA) Plan, organize, coordinate, and direct activities affecting the program.
- 3.3.2. (Added-USAFE-AFAFRICA) Develop and coordinate the Schedule of Events between the assessed wing/unit and Nuclear Surety Staff Assistance Visit team leads, and work to de-conflict schedule concerns.
- 3.3.3. (Added-USAFE-AFAFRICA) Provide fund cite authorization letter and Defense Travel System (DTS) Line of Accounting to team members.
- 3.3.4. (Added-USAFE-AFAFRICA) Maintain the Nuclear Surety Staff Assistance Visit SharePoint™.
- 3.3.5. (Added-USAFE-AFAFRICA) Disseminate the schedule of upcoming visits via the Nuclear Surety Council.
- 3.3.6. (Added-USAFE-AFAFRICA) Maintain the Nuclear Surety Staff Assistance Visit report archive.
- 3.3.7. (Added-USAFE-AFAFRICA) Verify all team members have proper security clearances and ensure an advance copy of the EAL is transmitted to the unit hosting the visit prior to the team's arrival.
- 3.3.8. (Added-USAFE-AFAFRICA) Submit visit requests to assessed unit through DISS.
- 3.3.9. (Added-USAFE-AFAFRICA) Author, consolidate, and distribute Nuclear Surety Staff Assistance Visit Semi-Annual Cross-feed Report.

3.4. (Added-USAFE-AFAFRICA) U-A Directorates will:

- 3.4.1. (Added-USAFE-AFAFRICA) Assign a team lead to oversee review of designated major graded areas and associated functional areas.
- 3.4.2. (Added-USAFE-AFAFRICA) Provide subject matter experts for the Nuclear Surety Staff Assistance Visit team as explained in Team Composition, [paragraph 1.3.9](#).

3.5. (Added-USAFE-AFAFRICA) Nuclear Surety Staff Assistance Visit Team Leads will:

- 3.5.1. (Added-USAFE-AFAFRICA) Ensure team members have travel orders, military identification, and Air Force restricted area badges (if applicable) before departure to visit location.
- 3.5.2. (Added-USAFE-AFAFRICA) Coordinate with the unit and other Nuclear Surety Staff Assistance Visit team leads while establishing the schedule of events to ensure no scheduling conflicts exist.
- 3.5.3. (Added-USAFE-AFAFRICA) Review applicable section(s) of previous Nuclear Surety Staff Assistance Visit report to identify repeat significant observations and/or repeat observations.
- 3.5.4. (Added-USAFE-AFAFRICA) Attend Nuclear Surety Staff Assistance Visit Kickoff and Pre-Departure Briefings.

- 3.5.5. **(Added-USAFE-AFAFRICA)** Disseminate meeting information to assigned team members prior to team arrival.
- 3.5.6. **(Added-USAFE-AFAFRICA)** Ensure team members do not depart until they have completed all portions of their duties and confirmed early departure as allowed by the Team Chief.
- 3.5.7. **(Added-USAFE-AFAFRICA)** Ensure each Nuclear Surety Staff Assistance Visit event is consistent with a Nuclear Weapons Technical Inspection formal checklist or list of objectives. General objectives should focus on unit training, self-inspection, compliance with DoD, USAF and MAJCOM directives, public law (safety and security), and the ability of the unit to accomplish its assigned mission.
- 3.5.8. **(Added-USAFE-AFAFRICA)** Submit observations to the Team Chief/Inspection Superintendent for report consolidation.
- 3.5.9. **(Added-USAFE-AFAFRICA)** Generate out-brief slide inputs and provide to the Team Chief/Inspection Superintendent.
- 3.5.10. **(Added-USAFE-AFAFRICA)** Submit Outstanding Performer and Outstanding Team nominations and certificates to the Team Chief/Inspection Superintendent.
- 3.5.11. **(Added-USAFE-AFAFRICA)** Submit augmentee Letters of Appreciation to the Team Chief/Inspection Superintendent.
- 3.5.12. **(Added-USAFE-AFAFRICA)** Return Nuclear Surety Staff Assistance Visit team badges to Team Chief/Inspection Superintendent before departure to home station.
- 3.5.13. **(Added-USAFE-AFAFRICA)** Remain through Nuclear Surety Staff Assistance Visit completion unless approved for early departure by the Team Chief/Inspection Superintendent.

Chapter 4 (Added-USAFE-AFAFRICA)

NUCLEAR SURETY REQUIREMENTS VALIDATION

4.1. (Added-USAFE-AFAFRICA) Nuclear Surety Requirements Validation Program

4.1.1. (Added-USAFE-AFAFRICA) The program provides the unit with a validation of requirements identified by U-A staff in the READY/NOT READY criteria by U-A subject matter experts. Nuclear Surety Requirements Validations (NSRV) are accomplished prior to the unit requesting an Initial Nuclear Surety Inspection (INSI) for a new or modified weapon/delivery system, essential facility system, program or process as identified in DAFI 90-302, The Inspection System of the Department of the Airforce, & AFI 63-125, Nuclear Certification Program.

4.1.2. (Added-USAFE-AFAFRICA) The NSRV team will use the criteria developed for the INSI.

4.1.3. (Added-USAFE-AFAFRICA) The NSRV team will recommend changes to the READY/NOT READY criteria as part of the validation (as applicable).

4.1.4. (Added-USAFE-AFAFRICA) Government Acceptance Testing (GAT) may be used in lieu of conducting a NSRV. A NSRV may still be accomplished if the GAT does not cover all items within the READY/NOT READY criteria. GAT results will be documented using the same report/memorandums listed in [paragraph 4.6.2](#).

4.2. (Added-USAFE-AFAFRICA) Nuclear Surety Requirements Validation scheduling

4.2.1. (Added-USAFE-AFAFRICA) A NSRV will be scheduled once the need for an INSI is identified, the READY/NOT READY criteria is developed, and the unit has formally requested a NSRV from U-A/A10N. NSRVs will be scheduled around the existing Nuclear Surety Staff Assistance Visit schedule using the U-A Gatekeeper process.

4.2.2. (Added-USAFE-AFAFRICA) If the wing/unit CC requests, and timing and funding allows, the U-A Director of Safety will determine the need and scope for a follow-up NSRV as needed.

4.3. (Added-USAFE-AFAFRICA) Nuclear Surety Requirements Validation team composition. Team composition is dependent upon the system, program, or process under review. At a minimum, the team will consist of a U-A Staff Team Chief and subject matter experts from all required areas. Team composition may include members of the ANG/AFRC when NSRV involves ANG/AFRC personnel and assets.

4.4. (Added-U-AFAFRICA) Nuclear Surety Requirements Validation funding. U-A/A10N funds the NSRV program. (T-2)

4.4.1. (Added-USAFE-AFAFRICA) Due to unique scheduling requirements, NSRVs are not part of the annual budget.

4.4.2. (Added-USAFE-AFAFRICA) U-A/A10N will budget travel in accordance with [paragraph 1.6](#).

4.5. (Added-USAFE-AFAFRICA) Nuclear Surety Requirements Validation responsibilities.

4.5.1. (Added-USAFE-AFAFRICA) U-A/A10N will:

4.5.1.1. **(Added-USAFE-AFAFRICA)** Manage the NSRV program.

4.5.1.2. **(Added-USAFE-AFAFRICA)** Send formal visit message and U-A Gatekeeper request to the unit no later than 45 days prior to the expected visit.

4.5.1.3. **(Added-USAFE-AFAFRICA)** Designate a Team Chief to lead the NSRV once the roster is established.

4.5.1.4. **(Added-USAFE-AFAFRICA)** Provide fund cite authorization letter and DTS Line of Accounting to team members.

4.5.1.5. **(Added-USAFE-AFAFRICA)** Meet with NSRV Team Chief/Leads no later than 14 days prior to the visit to ensure coordination efforts are on track.

4.5.1.6. **(Added-USAFE-AFAFRICA)** Maintain and route NSRV reports.

4.5.2. (Added-USAFE-AFAFRICA) NSRV Team Chief will:

4.5.2.1. **(Added-USAFE-AFAFRICA)** Coordinate specific work center requirements (e.g. LAN access points, office supplies, SIPR capabilities, etc.) as needed.

4.5.2.2. **(Added-USAFE-AFAFRICA)** Coordinate with the unit and other NSRV team leads while establishing the schedule of events to ensure no scheduling conflicts exist.

4.5.2.3. **(Added-USAFE-AFAFRICA)** Ensure team procures travel within 10 duty days of receiving fund cite authorization letters. Failure to do so could result in increased travel costs. U-A/A10N will not be responsible for any increased travel costs due to teams going beyond this timeline.

4.5.2.4. **(Added-USAFE-AFAFRICA)** Meet with the wing/CC, or appointed individual, upon arrival and prior to inspection. Additionally, an out brief will be provided prior to departure.

4.6. (Added-USAFE-AFAFRICA) Nuclear Surety Requirements Validation reporting

4.6.1. **(Added-USAFE-AFAFRICA)** The NSRV Team Chief will provide the U-A Director of Safety a NSRV Trip Report Memorandum from each NSRV team within 3 duty days of validation completion.

4.6.1.1. **(Added-USAFE-AFAFRICA)** NSRV Team Chief will document action items discovered during the validation that would prevent an INSI on the NSRV Action Item Resolution Memorandum and include as an attachment to the NSRV Trip Report Memorandum.

4.6.2. **(Added-USAFE-AFAFRICA)** All U-A report memorandum templates can be located on the U-A/A10N SharePoint™: <https://usaf.dps.mil/sites/ua-a3/a10n/a10nm/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2Fsites%2Fua-a3%2Fa10n%2Fa10nm%2FShared%20Documents%2FNSSAV&FolderCTID=0x0120>

[00DCA94697C7584A459901E762A6B7E1A9&View=%7B98BAE150-9534-431A-8206-58A333A45AD1%7D](#)

4.6.3. **(Added-USAFE-AFAFRICA)** U-A/A10N Division Chief will provide a recommendation to the wing commander to request an INSI from U-A/IG once NSRV Trip Report Memorandums have been submitted.

4.6.4. **(Added-USAFE-AFAFRICA)** The NSRV Report will be provided to the validated wing, each U-A staff agency involved, and U-A/IG.

JEANNIE M. LEAVITT,
Major General, USAF
Chief of Safety

(USAFE-AFAFRICA)

BRANDON A. ZUERCHER, Colonel, USAF
Director of Safety

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

Department of Defense Manual 5210.42_Air Force Manual 13-501, *Nuclear Weapons Personnel Reliability Program*, 19 December 2018

Department of the Air Force Instruction 91-101, *Air Force Nuclear Weapons Surety Program*, 26 March 2020

Department of the Air Force Instruction 21-101, *Aircraft and Equipment Maintenance Management*, 16 January 2020

Department of the Air Force Manual 90-161, *Publishing Processes and Procedures*, 15 April 2022

Air Force Manual 21-202, *Missile Maintenance Management*, 29 August 2019

Air Force Manual 10-207, *Command Posts*, 11 April 2018

Air Force Policy Directive 91-1, *Nuclear Weapons and Systems Surety*, 24 October 2019

Air Force Policy Directive 13-5, *Air Force Nuclear Mission*, 17 July 2018

Air Force Instruction 33-322, *Records Management and Information Governance Program*, 23 March 2020

Air Force Instruction 90-201, *The Air Force Inspection System*, 20 November 2018

Air Force Instruction 63-125, *Nuclear Certification Program*, 16 January 2020

Chairman of the Joint Chiefs of Staff Instruction 3263.05E, *Nuclear Weapons Technical Inspection System*, 28 September 2020

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

CJCSI—Chairman of the Joint Chiefs of Staff Instruction

DAF—Department of the Air Force

MAJCOM—MAJCOM

USAF—United States Air Force

Office Symbols

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

AF/A9—Air Force Director, Studies, Analyses and Assessments

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

Terms

None

Attachment 2**NUCLEAR SURETY STAFF ASSISTANCE VISIT REPORT FORMAT****A2.1. Major Commands.**

A2.1.1. MAJCOMs will determine which sections of the standardized format apply to their unique mission requirements. **(T-1)** This list is not all-inclusive, and MAJCOMs are encouraged to focus on additional areas identified as trends within the MAJCOM or specifically requested by the Wing Commander. MAJCOMs will adhere to the following format to the maximum extent practical to improve standardization across the USAF. **(T-1)**

A2.1.1.1. Executive Summary.

A2.1.1.1.1. **(Added-USAFE-AFAFRICA)** Executive Summary Opening Statement: The xx-person Nuclear Surety Staff Assistance Visit Team conducted its visit from xx to xx month xx (e.g 18 to 27 Jun 17).

A2.1.1.1.2. **(Added-USAFE-AFAFRICA)** Executive Summary Closing Statement: The Nuclear Surety Staff Assistance Visit Team identified x Strengths, x Repeat Significant Observations, x Significant Observations, x Repeat Observations, x Observations, x Recommended Improvement Areas, and x MAJCOM takeaways. Additionally, (if applicable) the team identified x Outstanding Teams and x Outstanding Performers.

A2.1.1.1.3. **(Added-USAFE-AFAFRICA)** Major Graded Area Summaries for paragraphs [A2.1.1.2](#) through [A2.1.1.14](#) will include the following closing statement: The discipline (e.g. Operations) Team observed x assessment areas, and identified x Strengths, x Repeat Significant Observations, x Significant Observations, x Repeat Observations, x Observations, x Recommended Improvement

A2.1.1.2. Management.

A2.1.1.3. Operations.

A2.1.1.4. Personnel Reliability Assurance Program. **(Note 3)**

A2.1.1.5. Nuclear Surety Program.

A2.1.1.6. Civil Engineers. **(Note 3)**

A2.1.1.7. Munitions/Maintenance.

A2.1.1.8. Nuclear Security. **(Note 3)**A2.1.1.9. Intrusion Detection System Maintenance. **(Note 3)**

A2.1.1.10. Nuclear Weapons Loading and Mating Exercise.

A2.1.1.11. Recapture/Recovery Exercise.

A2.1.1.12. Special Assignment Airlift Mission.

A2.1.1.13. Vehicle Management. **(Note 3)**

A2.1.1.14. Emergency Response

A2.1.1.15. Outstanding Performers.

A2.1.2. Operations.

A2.1.2.1. Nuclear Control Order Procedures.

A2.1.2.1.1. Command Post Nuclear Control Order Procedures.

A2.1.2.1.2. Aircrew/Missile Crew Nuclear Control Order Procedures.

A2.1.2.1.3. **(Added-USAFE-AFAFRICA)** Nuclear Command, Control, and Communications (NC3).

A2.1.2.1.4. **(Added-USAFE-AFAFRICA)** Secure Mobile Anti-Jam Reliable Tactical-Terminal (SMART-T).

A2.1.2.2. Aircrew/Missile Crew Nuclear Operations.

A2.1.2.2.1. Combat Mission Folders.

A2.1.2.2.1. **(USAFE-AFAFRICA)** Aircrew Training. Aircrew training folders will be reviewed for documentation of appropriate nuclear training and certification. **(T-2)**

A2.1.2.2.2. Positive Control Documents.

A2.1.2.2.3. Coded Switch Procedures.

A2.1.2.2.4. Missile Crew Weapon System Procedures

A2.1.2.2.5. Missile Control Procedures

A2.1.2.3. Command Post Security. **(Note 3)**

A2.1.2.4. Top Secret Control Accounts.

A2.1.2.5. Single Channel Anti-Jam Man-Portable Operations.

A2.1.2.5.1. Fixed Site Single Channel Anti-jam Man-Portable Operations.

A2.1.2.5.2. Mobile Single Channel Anti-jam Man-Portable Operations.

A2.1.2.6. Safe Passage Procedures

A2.1.3. Personnel Reliability Assurance Program.

A2.1.3.1. Force Support Squadron, Personnel Reliability Assurance Program Satellite Offices, Security Forces Squadrons, and Unit Programs. **(Note 3)**

A2.1.3.2. Military Treatment Facility Support. **(Note 3)**

A2.1.4. Nuclear Surety Program.

A2.1.4.1. Program Management.

A2.1.4.2. Inspection Program.

A2.1.4.3. Nuclear Surety Training.

A2.1.4.4. Nuclear Weapon Access/Two-Person Concept.

A2.1.4.5. Nuclear Certified Equipment Program. **(Note 5)**

A2.1.4.6. Hazards of Electromagnetic Radiation to Ordnance Program.

A2.1.4.7. Radiation Safety Program.

A2.1.4.8. Miscellaneous Programs.

A2.1.5. Civil Engineers. **(Note 3)**

A2.1.5.1. Operations.

A2.1.5.1.1. Lightning Protection, Static Bonding, and Grounding.

A2.1.5.1.2. Emergency Backup Power.

A2.1.5.1.3. Nuclear Hoists.

A2.1.5.1.4. Blast Door Inspection.

A2.1.5.1.5. Earth Covered Magazine.

A2.1.5.1.6. Nuclear Haul Routes.

A2.1.5.1.7. Facility Maintenance and Upkeep.

A2.1.5.2. Explosive Ordnance Disposal.

A2.1.5.2.1. Management.

A2.1.5.2.2. Render Safe/Continuation Procedures.

A2.1.5.2.3. Emergency Response.

A2.1.5.3. **(Added-USAFE-AFAFRICA)** Installation Emergency Management Program

A2.1.5.3.1. **(Added-USAFE-AFAFRICA)** Contamination Control Team Operations

A2.1.5.3.2. **(Added-USAFE-AFAFRICA)** Radiological Survey Team Operations

A2.1.5.4. **(Added-USAFE-AFAFRICA)** Installation Response Task Force Program

A2.1.5.5. **(Added-USAFE-AFAFRICA)** Fire and Emergency Services

A2.1.6. Munitions.

A2.1.6.1. Management.

A2.1.6.2. Stockpile and Housekeeping.

A2.1.6.3. Key and Lock Management.

A2.1.6.4. Tools, Test, Tiedown and Handling Equipment.

A2.1.6.4.1. **(Added-USAFE-AFAFRICA)** Assess tools, test, tie-down, and handling equipment associated with aerospace ground equipment operations and munitions. Additionally, assess hoists, cranes, and slings that are not Real Property Installed Equipment. Observe maintenance actions, airmen performance, and compliance with technical data within the following areas as a minimum: **(T-2)**

A2.1.6.4.1.1. **(Added-USAFE-AFAFRICA)** Hoists, cranes, and slings will be assessed for proper care, maintenance, and documentation of inspections. **(T-2)**

A2.1.6.5. Technical Operations.

A2.1.6.5. **(USAFE-AFAFRICA)** Technical Operations. **(Note 6)**

A2.1.6.6. Munitions Control.

A2.1.6.7. Nuclear Weapons Loading and Mating.

A2.1.6.7. **(USAFE-AFAFRICA)** Nuclear Weapons Loading and Mating. **(Note 6)**

A2.1.6.8. Supply Support. **(Note 3)**

A2.1.7. Nuclear Security.

A2.1.7.1. Operations.

A2.1.7.2. Administration.

A2.1.7.3. Training and Resources.

A2.1.7.4. Standardization/Evaluation.

A2.1.7.5. Response Force Exercise.

A2.1.8. Intrusion Detection System Maintenance. **(Note 3)**

A2.1.9. Nuclear Weapon Loading and Mating Exercise.

A2.1.9. **(USAFE-AFAFRICA)** Nuclear Weapon Loading and Mating Exercise. **(Note 6)**

A2.1.10. Recapture/Recovery Exercise.

A2.1.11. Prime Nuclear Airlift Force.

A2.1.12. Logistics Readiness. **(Note 3)**

A2.1.12.1. Materiel Management.

A2.1.12.1.1. **(Added-USAFE-AFAFRICA)** Nuclear Weapons Related Material. This program will be reviewed to include appointment letters, training documentation, in-depth evaluation of unit Nuclear Weapons Related Material management and inventory processes. This will include an audit of previous inventory results and an inspection performed on a minimum of 20% and maximum of 40% of on-hand assets listed in the accountable property system of record to verify compliance with identification, labeling and accountability requirements.

A2.1.12.2. Deployment and Distribution.

A2.1.12.3. Vehicle Management.

A2.1.13. Air Force Major Graded Area Emergency Exercises. **(Note 4)**

A2.1.14. Outstanding Performers.

Note 1: Order categories in each section as follows:

Strength

Repeat Significant Observation

Significant Observation

Repeat Observation

Observation

Recommended Improvement Areas

Note 2: Observation (with references) will include:

Impact.

Recommendation.

Note 3: At a Joint Base where Air Force is a supported service, these functions are performed either partially or wholly by the sister service for the Air Force mission. In reference to Joint Bases, the Explosive Ordnance Disposal function is considered mission support. Where Air Force Explosive Ordnance Disposal is assigned at non-lead joint bases and the nuclear mission is primarily Air Force, the Air Force Explosive Ordnance Disposal flight will respond as the initial response force.

Note 4: Emergency Exercises along with sub areas in accordance with AFI 90-201, paragraph 4.11.3. Emergency Exercises (e.g., Command Disablement, Emergency Response, Disaster Response Force, Security Force, Munitions/Maintenance....)

Note 5: Verification or current training and accountability of Nuclear Certified Equipment is integral to Nuclear Surety. All units whether nuclear tasked or non-nuclear tasked will have nuclear certified equipment monitors responsible for annual inventory of assets in accordance with AFI 63-125.

(Added-USAFE-AFAFRICA) Note 6: Technical operations are based on the unit's current Maintenance Capability Letter and will include associated support programs. **(T-2)**

Attachment 3

PREPARING FOR NUCLEAR SURETY STAFF ASSISTANCE VISIT

A3.1. Nuclear Surety Staff Assistance Visit Preparation Guide.

A3.1.1. Preparation for Nuclear Surety Staff Assistance Visits should use this guide.

A3.1.2. MAJCOMs may deviate from this guide as required to meet their requirements.

A3.1.2. **(USAFE-AFAFRICA)** Nuclear Surety Staff Assistance Visit (NSSAV) Program Guidance may be published to clarify NSSAV compositions, Project Officers responsibilities and report formatting.

A3.2. Schedule of Events.

A3.2.1. INITIAL NOTIFICATION: SCHEDULE OF EVENTS PREP: start T-60 days, finish T-45 days

A3.2.2. Send formal visit message to the unit and info copy the Numbered Air Force and/or Center, and host MAJCOM (as required).

Note: Verify the Nuclear Surety Staff Assistance Visit days with a point of contact from the unit prior to formal visit message.

A3.2.3. Determine unit point of contact.

A3.2.4. Ensure unit point of contact begins coordination on the draft schedule of events. (It is common to use a prior year's schedule as a starting point).

A3.2.5. Designate team chief. Notify team chief of the Nuclear Surety Staff Assistance Visit dates.

A3.2.6. Update and verify appropriate MAJCOM Functional Organization list.

A3.2.7. Notify MAJCOM Functional Organization list.

A3.2.8. Update appropriate MAJCOM long range schedules.

A3.2.9. Schedule conference room for pre-departure briefing.

A3.3. Team Support: start T-45 days, finish T-25.

A3.3.1. Obtain team member names from the staff. Required information: Full Name as it appears for personnel shortages, have appropriate functional area arrange for augmentees. Request Numbered Air Force/Center augmentees if necessary. Request email address for augmentees in addition to standard team member personal information.

A3.3.1.1. **(Added-USAFE-AFAFRICA)** APACS registration is required for all official travel throughout Europe. All personnel are required to provide the following information for APACS registration:

A3.3.1.1.1. **(Added-USAFE-AFAFRICA)** Service affiliation.

A3.3.1.1.2. **(Added-USAFE-AFAFRICA)** Grade.

A3.3.1.1.3. **(Added-USAFE-AFAFRICA)** Rank/Title.

A3.3.1.1.4. **(Added-USAFE-AFAFRICA)** Org/Office Symbol.

A3.3.1.1.5. **(Added-USAFE-AFAFRICA)** Job Title.

A3.3.1.1.6. **(Added-USAFE-AFAFRICA)** Security Clearance.

A3.3.1.1.7. **(Added-USAFE-AFAFRICA)** Country of Citizenship.

A3.3.1.1.8. **(Added-USAFE-AFAFRICA)** Force Protection/ISOPREP/SERE/Level- 1 AT training.

A3.3.2. Send team roster, vehicle needs and special requests to the unit point of contact so that they can begin making billeting/vehicle/work center arrangements. Update any subsequent changes with point of contact as they occur. Find out if team will be staying on or off base. Request wing key personnel roster and base map.

A3.3.3. Make travel arrangements for MAJCOM team members (travel/aircraft validation).

A3.3.4. Email team roster/Organizational Defense Travel Administrator fund authorization letter to the Nuclear Surety Staff Assistance Visit team members for order preparation.

A3.3.5. Email travel information, itinerary, per diem costs, pre-departure briefing time/location and any miscellaneous information to local team members. Have them arrange temporary duty orders.

A3.3.6. Send team travel info, fund cite/Organizational Defense Travel Administrator fund authorization letter and approximate travel/per diem costs to augmentees. Have them make their arrival times as close to the team arrival times as possible, so the base can pick everyone up together. Have them create their own orders.

A3.4. Schedule of Events Coordination: start T-40 days, finish T-30 days.

A3.4.1. Receive draft schedule of events from wing point of contact.

A3.4.2. E-mail draft schedule of events to team members for review/input.

A3.4.3. Coordinate schedule of events with other MAJCOMs if conducting a multi-MAJCOM Nuclear Surety Staff Assistance Visit.

A3.4.4. Compile schedule of events inputs/recommendations/changes.

A3.5. Trip Preparation Actions: start T-20 days, finish T-10 days.

A3.5.1. Re-confirm travel, billeting, and transportation arrangements.

A3.5.2. Arrange bus transportation to/from airport as required.

A3.5.3. Receive travel verification/itineraries from augmentees.

A3.5.4. Finalize the schedule of events with the unit and send to all team members.

A3.5.5. Generate entry authorization list for review at pre-departure briefing. Ensure entry authorization list is marked Controlled Unclassified Information and contains the Privacy Act Statement. Have team chief sign first sheet.

A3.5.6. Prepare laptop computer and/or disk for the visit.

A3.5.7. Update the pre-departure briefing with pertinent info.

A3.5.8. Verify conference room date and time at least 7 days prior to briefing.

A3.6. Team Chief Book: start T-14 days, finish T-3 days.

A3.6.1. Build team chief book no later than the day before the brief. Include: team roster, Entry Authorization List, schedule of events, wing key personnel list, base map, unit observation forms, travel itinerary, inbrief, draft out brief, draft report, AFI 90-201 and MAJCOM supplements, AFI 91-121, and a copy of the unit's previous Nuclear Surety Staff Assistance Visit report.

A3.6.2. Present team chief book no later than the day before the brief.

A3.7. Team Documents: start T-14 days, finish T-3 days. Assemble team member documents. Include: finalized schedule of events, unit/team member observation forms, outstanding performer forms, team roster, wing key personnel list, pre-departure briefing, draft out brief, draft report, AFI 90-201 and MAJCOM supplements, AFI 91-121, and anything else that might be useful.

A3.8. Pre-Departure Brief: start and finish T-3 days.

A3.8.1. Email out team documents.

A3.8.2. Present briefing and address any outstanding issues.

A3.8.3. Have team members review Entry Authorization List for correctness.

A3.9. Conduct Nuclear Surety Staff Assistance Visit: start T-0 days, finish T+5 days.

A3.10. Post Temporary Duty Actions: start T+6 days, finish T+25 days.

A3.10.1. Send out Augmentee "Thank You" letters from lead division.

A3.10.2. Send significant observation message to wing, listing a MAJCOM point of contact for each significant observation (usually the Nuclear Surety Staff Assistance Visit team member that authored the observation in the Nuclear Surety Staff Assistance Visit Report).

A3.11. Significant Observation Resolution: start T+6 days, finish T+60 days. Receive Nuclear Surety Staff Assistance Visit significant observation resolution message from wing.

A3.12. Significant Observation Resolution Coordination: start T+60 days, finish T+90 days. Forward resolution message to appropriate MAJCOM points of contact.

A3.13. Tracking/Follow-up: When MAJCOMs determine tracking and follow up reports are required, the following actions will be taken: Forward resolution message to appropriate MAJCOM points of contact. **(T-1)** Once all MAJCOM points of contact are satisfied that the wing's corrective action addresses the root cause of the discrepancy, the lead division will forward a message to the wing to confirm that all significant observations have been closed. **(T-1)**

Attachment 4 (Added-USAFE-AFAFRICA)**NUCLEAR SURETY STAFF ASSISTANCE VISIT PROJECT OFFICER CHECKLIST****A4.1. (Added-USAFE-AFAFRICA) NSSAV Team Center.****A4.1.1. (Added-USAFE-AFAFRICA) NSSAV Team Chief Office.**

A4.1.1.1. (Added-USAFE-AFAFRICA) Office Space Requirements: A small office which can hold up to 4 people away from high traffic/leadership areas.

A4.1.1.2. (Added-USAFE-AFAFRICA) Network Requirements: 2x NIPR Ports.

A4.1.1.3. (Added-USAFE-AFAFRICA) Peripheral Requirements: 1x Printer 2x DSN telephone.

A4.1.1.4. (Added-USAFE-AFAFRICA) Supply Requirements: None.

A4.1.1.5. (Added-USAFE-AFAFRICA) Other Requirements: None.

A4.2. (Added-USAFE-AFAFRICA) NSSAV Team Member's Office.

A4.2.1. (Added-USAFE-AFAFRICA) Office Space Requirements: A large conference room which can hold approximately 45 people. A table configuration setup in a "U" shape with 20 seats and LAN ports, see [Figure A4.1](#) below.

A4.2.2. (Added-USAFE-AFAFRICA) Network Requirements: 20x NIPR Ports or wireless access, 3x PCs connected to local network. If necessary, port security requirement specifications (Computer names, MAC addresses, etc). Access to SIPR network terminal, does not need to be inside the team center; but within close proximity of it.

A4.2.3. (Added-USAFE-AFAFRICA) Peripheral Requirements: 1x Color Printer, 1x Projector, 220 Power connections capable of handling 40+ laptops, 1x full-size projector screen, 1x copier, 1x world-wide class "A" DSN and commercial line access telephone.

A4.2.4. (Added-USAFE-AFAFRICA) Supply Requirements: 1x dry-erase board or butcher block paper, 1x shredder, 1x classified shredder available for use, 1x box of paper clips, 1x 3 hole punch, 1x staplers, 1x box of staples, 1x scissors, 3x dry-erase markers, 1x box of printer paper, and garbage bags for shredder.

A4.3. (Added-USAFE-AFAFRICA) NSSAV Project Officer Timeline.**A4.3.1. (Added-USAFE-AFAFRICA) 90 days out:**

A4.3.1.1. (Added-USAFE-AFAFRICA) Submit Gatekeeper request to USAFE Gatekeeper.

A4.3.1.2. (Added-USAFE-AFAFRICA) Reserve rental cars (midsize, unlimited mileage).

A4.3.1.3. (Added-USAFE-AFAFRICA) Send Request for Team Member Names to include augmentees via TMT.

A4.3.1.4. (Added-USAFE-AFAFRICA) Request unit POC.

A4.3.1.5. (Added-USAFE-AFAFRICA) Determine NSSAV Team Chief.

A4.3.1.6. **(Added-USAFE-AFAFRICA)** Request APACS/personnel and country clearance information.

A4.3.1.7. **(Added-USAFE-AFAFRICA)** Rental cars will be reserved on a 1 car per 2 person basis at a minimum.

A4.3.2. **(Added-USAFE-AFAFRICA)** 60 days out:

A4.3.2.1. **(Added-USAFE-AFAFRICA)** Complete APACS registration for all NSSAV Team Members. All personnel are required to provide the APACS registration information IAW [paragraph A3.3.1.1](#).

A4.3.2.2. **(Added-USAFE-AFAFRICA)** Prepare Country Clearance request (DoD 4500.54-G, The Department of Defense Foreign Clearance Guide, and DOD 5210-41M).

A4.3.2.3. **(Added-USAFE-AFAFRICA)** Obtain team member's FULL ID number. Full GTC number, name on card, expiration date. (Civilian only: full passport number).

A4.3.2.4. **(Added-USAFE-AFAFRICA)** Send team roster, vehicle needs and special requests to the unit Point of Contact so that they can begin making billeting/vehicle/work center arrangements. Update any subsequent changes with Point of Contact as they occur. Find out if team will be staying on or off base. Request wing key personnel roster and base map.

A4.3.2.5. **(Added-USAFE-AFAFRICA)** Request current SOE and simulations/deviations list (suspense NLT 30 days out).

A4.3.2.6. **(Added-USAFE-AFAFRICA)** Reserve billeting/hotel rooms at NSSAV location.

A4.3.2.7. **(Added-USAFE-AFAFRICA)** Send out DTS instructions with travel information, itinerary, per diem costs, pre- departure briefing time/location and any miscellaneous information to local team members.

A4.3.2.8. **(Added-USAFE-AFAFRICA)** Reserve airline tickets (as applicable).

A4.3.2.9. **(Added-USAFE-AFAFRICA)** Remind NSSAV team members to reserve Eurotunnel if driving to across the Strait of Dover (<https://www.eurotunnel.com/uk/home/>). Eurotunnel must be paid for at the time of reservation and DTS will only authorize compensation of driver of rental vehicle for tolls.

A4.3.2.10. **(Added-USAFE-AFAFRICA)** Remind NSSAV team members driving to Site 7 NSSAVs to pay Dartford Crossing Toll the night of crossing. If this is not paid, the member who reserved the rental car will owe double or triple the toll amount.

A4.3.3. **(Added-USAFE-AFAFRICA)** 30 days out:

A4.3.3.1. **(Added-USAFE-AFAFRICA)** Schedule 1st exercise planning meeting.

A4.3.3.2. **(Added-USAFE-AFAFRICA)** Create rental car assignments.

A4.3.3.3. **(Added-USAFE-AFAFRICA)** Prepare Site Access Letter.

A4.3.3.4. **(Added-USAFE-AFAFRICA)** Verify Site Access Letter names/clearances in Defense Information Systems for Security (DISS).

A4.3.3.5. **(Added-USAFE-AFAFRICA)** Verify Site Access Letter with Security Forces and Communications Security.

A4.3.3.6. **(Added-USAFE-AFAFRICA)** Distribute unit Sims/Devs to functional areas for recommendations (suspense 10 days).

A4.3.3.7. **(Added-USAFE-AFAFRICA)** Receive and distribute unit SOE to functional areas (CHOP suspense 10 days from receipt).

A4.3.3.8. **(Added-USAFE-AFAFRICA)** Update unit SOE with NSSAV Team POC & planned exercises.

A4.3.3.9. **(Added-USAFE-AFAFRICA)** Send TDY names/ Defense Travel System (DTS) Org Names to Resource Advisor (RA) for fund cite authorization.

A4.3.3.10. **(Added-USAFE-AFAFRICA)** Have Team Chief reach out to Unit/CC to establish rapport.

A4.3.4. **(Added-USAFE-AFAFRICA)** 20 days out:

A4.3.4.1. **(Added-USAFE-AFAFRICA)** Re-confirm travel, billeting, and transportation arrangements.

A4.3.4.2. **(Added-USAFE-AFAFRICA)** Schedule 2nd exercise planning meeting.

A4.3.4.3. **(Added-USAFE-AFAFRICA)** Finalize the Schedule of Events with the unit and send to all team members.

A4.3.4.4. **(Added-USAFE-AFAFRICA)** Finalize unit Sims/Devs, submit to Team Chief for approval.

A4.3.4.5. **(Added-USAFE-AFAFRICA)** Scan approved Sims/Devs, Team Chief sign, send to unit POC.

A4.3.4.6. **(Added-USAFE-AFAFRICA)** Distribute DTS funding information to team for orders.

A4.3.4.7. **(Added-USAFE-AFAFRICA)** Send final Site Access Letter to unit (See EAP Vol III, Emergency Action Procedures for 14 day Communications Security Suspense).

A4.3.4.8. **(Added-USAFE-AFAFRICA)** Contact unit POC for site specific conditions/requirements (uniforms, fuel, safety).

A4.3.4.9. **(Added-USAFE-AFAFRICA)** Generate Entry Authorization List for review at pre-departure briefing. Ensure Entry Authorization List is marked Controlled Unclassified Information and contains the Privacy Act Statement. Have Team Chief sign first sheet.

A4.3.4.10. **(Added-USAFE-AFAFRICA)** Prepare and distribute NATO orders. Ensure the approving signature and stamp is in blue ink according to Foreign Travel clearance guide.

A4.3.5. **(Added-USAFE-AFAFRICA)** 10 days out:

A4.3.5.1. **(Added-USAFE-AFAFRICA)** Schedule 3rd exercise planning meeting (if required).

A4.3.5.2. **(Added-USAFE-AFAFRICA)** Build/present Team Chief book no later than the day before the brief. Include: team roster, Entry Authorization List, Schedule of Events, wing key personnel list, base map, unit observation forms, travel itinerary, in brief, draft out brief, draft report, AFI90-201 and Major Command supplements, AFI91-121, and a copy of the unit's previous NSSAV report.

A4.3.5.3. **(Added-USAFE-AFAFRICA)** Assemble team member documents. Include: finalized Schedule of Events, unit/team member observation forms, outstanding performer forms, team roster, wing key personnel list, pre-departure briefing, draft out brief, draft report, AFI90-201 and Major Command supplements, AFI91-121, and anything else that might be useful.

A4.3.5.4. **(Added-USAFE-AFAFRICA)** Schedule pre-departure meeting.

A4.3.5.5. **(Added-USAFE-AFAFRICA)** Convene exercise planning meeting.

A4.3.6. **(Added-USAFE-AFAFRICA)** 7 days out:

A4.3.6.1. **(Added-USAFE-AFAFRICA)** Finalize billeting and travel arrangements prior to the NSSAV team's departure.

A4.3.6.2. **(Added-USAFE-AFAFRICA)** Conduct pre-departure meeting. As a minimum, the meeting will include the team composition, NSSAV schedule, unit simulation and deviation review, report requirements, exercises, travel and billeting arrangements, and local conditions at the TDY location.

A4.3.6.3. **(Added-USAFE-AFAFRICA)** Conduct final exercise planning meeting.

A4.3.6.4. **(Added-USAFE-AFAFRICA)** Update Team Chief/PROJO books to include enough Daily Summary Sheet (**Attachment 6**) for the entire and a few spares.

A4.3.6.5. **(Added-USAFE-AFAFRICA)** Contact unit POC for last minute issues/concerns.

A4.3.6.6. **(Added-USAFE-AFAFRICA)** Schedule Team Chief "Hot wash" meeting with HQ USAFE-AFAFRICA/A3.

A4.3.6.7. **(Added-USAFE-AFAFRICA)** Have Team Chief reach out to Unit/CC for any final issues/concerns.

A4.3.7. **(Added-USAFE-AFAFRICA)** Pre-Departure Brief:

A4.3.7.1. **(Added-USAFE-AFAFRICA)** Email out team documents.

A4.3.7.2. **(Added-USAFE-AFAFRICA)** Present briefing and address any outstanding issues.

A4.3.7.3. **(Added-USAFE-AFAFRICA)** Have team members review Entry Authorization List for correctness.

A4.3.8. **(Added-USAFE-AFAFRICA)** Week of NSSAV:

A4.3.8.1. **(Added-USAFE-AFAFRICA)** Maintain SOE for Team Chief. Ensure Team Chief is available for exercises.

A4.3.8.2. **(Added-USAFE-AFAFRICA)** Ensure Daily Summary (**Attachment 6**) is completed and references are available for the Team Chief and Unit daily meetings.

A4.3.8.3. **(Added-USAFE-AFAFRICA)** Provide A10NM team members names of personnel performing CDS practical (20% of all CDS qualified personnel).

A4.3.8.4. **(Added-USAFE-AFAFRICA)** Prepare NSSAV SYNOPSIS.

A4.3.8.5. **(Added-USAFE-AFAFRICA)** Prepare Outstanding Performer/Team Certificates for Team Chief to present prior to NSSAV team departure.

A4.3.8.6. **(Added-USAFE-AFAFRICA)** Finalize report, save as PDF file for Team Chief release.

A4.3.8.7. **(Added-USAFE-AFAFRICA)** Update NSSAV memorandum [Attachment 2](#) (as necessary).

A4.3.9. **(Added-USAFE-AFAFRICA)** Post NSSAV actions:

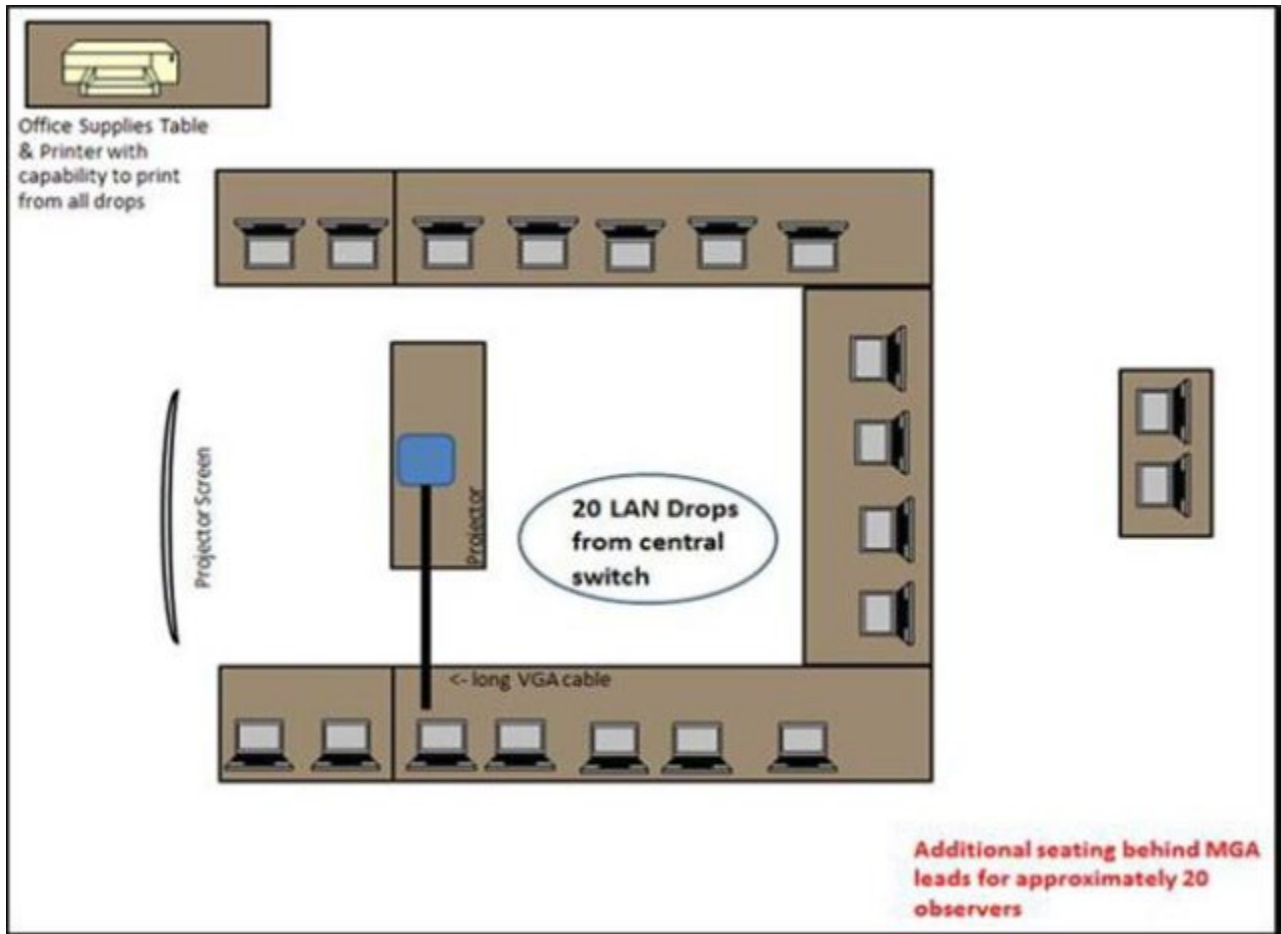
A4.3.9.1. **(Added-USAFE-AFAFRICA)** Prepares the unit out brief and provides the unit commander a Draft report prior to departure. Final report is due 30 days after NSSAV team departure.

A4.3.9.2. **(Added-USAFE-AFAFRICA)** Send SIGNIFICANT OBSERVATION message to wing, within 14 days of NSSAV completion, listing a Major Command Point of Contact for each SIGNIFICANT OBSERVATION (usually the NSSAV team member that authored the observation in the NSSAV Report).

A4.3.9.3. **(Added-USAFE-AFAFRICA)** Send out Augmentee "Thank You" letters from lead division.

A4.3.9.4. **(Added-USAFE-AFAFRICA)** Conduct Post NSSAV "Hot Wash" and report/deficiency follow up meeting with NSSAV Team Chief if necessary.

Figure A4.1. (Added-USAFE-AFAFRICA) Example Office Space Setup.



Attachment 5 (Added-USAFE-AFAFRICA)

TECHNICAL OPERATION BRIEFING

A5.1. (Added-USAFE-AFAFRICA) TECHNICAL OPERATION BRIEFING. NSSAV maintenance evaluators will present a NSSAV evaluator brief to the unit members being evaluated prior to the maintenance operation start.

Table A5.1. (Added-USAFE-AFAFRICA) Technical Operation Briefing.

1. Our names are _____ and we are representing HQ USAFE/A10N. We are primarily interested in Safety, Security, and Effectiveness. Quality Assurance will brief us on their observations of the task prior to our briefing the maintenance team. If Safety, Security or Effectiveness requirements are violated, we will stop the operation.
2. Perform the operation as you would day-to-day to include all required In-Process and any Supervisory inspections. Make certain each of these requirements are clear to us as they are being performed.
3. We may ask questions to determine your knowledge of the task under evaluation. Questions of this type may be deferred to the end of the operation. You may refer to technical guidance or use your chain of command when answering questions. (All answers are due after technical operations are complete).
4. If an abnormal situation presents itself and is not covered in technical data, technicians may ask for help from personnel and agencies normally available in the conduct of day-to-day maintenance. We require a full assessment of the nature of the problem and your corrective actions. All personnel involved in the operation will be subject to evaluation.
5. We will assess all documentation and entries generated as the result of this technical operation.
6. Notify us of applicable information that could affect the task. This includes any previously complied with (PCW) steps, simulations, and/or deviations which could affect the evaluation. All training weapons will be treated as War Reserve during the operation.
7. We are not on PRP; therefore, we cannot be part of a TWO-PERSON team. If we are in the immediate area of a critical component, it is your responsibility to fulfill the TWO-PERSON CONCEPT requirements by providing escorts. We will not test your TWO-PERSON procedures by intentionally misleading you. If we are someplace that we should not be, please ask us to move.
8. (Read only if observers are present). During this operation, observers will be present. They are not part of a TWO-PERSON team and should not interact with any member of your team throughout this operation.
9. Are there any questions?

Attachment 6 (Added-USAFE-AFAFRICA)

DAILY EVALUATION SUMMARY.

A6.1. (Added-USAFE-AFAFRICA) Daily Evaluation Summary. Daily Evaluation Summary for NSSAV Team Chief to track daily progress and assist briefing unit leadership of potential findings and/or concerns.

Table A6.1. (Added-USAFE-AFAFRICA) Daily Evaluation Summary.

Daily Evaluation Summary				
Significant		Observations		RIAs
Strengths		MAJCOM Takeaways		
Significant				
Observations				
RIAs				