

**BY ORDER OF THE COMMANDER
UNITED STATES AIR FORCES
EUROPE-AIR FORCES AFRICA**

**UNITED STATES AIR FORCES IN
EUROPE-AIR FORCES AFRICA
INSTRUCTION 16-611**



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Operations Support

**IMPLEMENTATION OF, AND
COMPLIANCE WITH, THE TREATY ON
CONVENTIONAL ARMED FORCES IN
EUROPE (CFE)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements multiple guidance documents and instructions governing arms control treaty implementation and compliance within the United States Air Force in general and specifically within the United States European Command (EUCOM) area of responsibility (AoR). Applicable documents include: Department of Defense Directive (DoDD) 2060.1, *Implementation of, and Compliance with Arms Control Agreements*; Air Force Policy Directive (AFPD) 16-6, *International Arms Control and Nonproliferation Agreements, and the Foreign Clearance Program*; Air Force Instruction (AFI) 16-601, *Implementation of, and Compliance with, International Arms Control and Nonproliferation Agreements*; USAFE Supplement to AFI 16-601; AFI 16-604, *The Treaty on Open Skies, the Treaty on Conventional Armed Forces in Europe, and the Vienna Document on Confidence and Security Building Measures*; AFI 90-201, *The Air Force Inspection System*; USAFE Supplement to AFI 90-201; and EUCOM Instruction (ECI) 2301.01, *Implementation of the Treaty on Conventional Armed Forces in Europe*. This publication provides guidance directly associated with Air Force implementation of, and compliance with, the Treaty on Conventional Armed Forces in Europe (CFE). Per DODD 2060.1, this instruction is applicable to all US Air Forces (Active, Reserve, and Guard components), including Major Commands (MAJCOMs), Direct Reporting Units (DRUs), Field Operating Agencies (FOAs), and independent units (such as wing/group/squadron-level/or equivalent) permanently located in,

deployed to, or operating within the CFE Treaty Area of Application (AoA). It also applies to all similar organizations from other Department of Defense (DoD) forces permanently located at, deployed to, or operating from USAFE installations within the CFE Treaty Area of Application (AoA). The protocols of the CFE Treaty and implementing legislation mandate that the US will receive on-site inspections and submit equipment/organizational structure data to meet Treaty obligations. This instruction may be supplemented at any level, but all supplements must be routed to HQ USAFE-AFAFRICA/A8XA for coordination prior to certification and approval. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1 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 (OPR) for non-tiered compliance items. 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 Schedule (RDS). Refer recommended changes and questions about this publication to the OPR using the AF Form 847, *Recommendation for Change of Publication*. Route directly to HQ USAFE-AFAFRICA/A8XA Arms Control and Counter-Proliferation Branch at USAFEA8.A8XA.ArmsControlBranch@us.af.mil.

SUMMARY OF CHANGES

This instruction is substantially revised and requires a complete review. It reflects new OPRs and office symbols for organizations providing information in support of CFE Treaty requirements following the latest HQ USAFE-AFAFRICA realignment. The definition of immediate access to inspectable facilities was rewritten. This document simplifies the guidance for operation of the CFE Installation Control Center (ICC).

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Chapter 1

THE TREATY ON CONVENTIONAL ARMED FORCES IN EUROPE

1.1. Background.

1.1.1. The Treaty on Conventional Armed Forces in Europe was signed 19 November 1990 and entered into force on 17 July 1992. The 30 current signatory States are divided into two groups of States Parties: the western group, comprised of the original 16 NATO members, and the eastern group, comprised of 14 former Warsaw Pact countries. There are three main components to the CFE Treaty: force limitations, data exchanges, and on-site inspections.

1.1.1.1. The Treaty places limits on five categories of conventional armaments, referred to as Treaty Limited Equipment (TLE). TLE includes: battle tanks, armored combat vehicles, artillery, combat aircraft, and attack helicopters.

1.1.1.2. The Treaty uses an Annual Exchange of Information (AEI), as well as annual and periodic notifications, to disclose information concerning each State Party; e.g., force structure and organization, conventional armaments and equipment limited by the Treaty, Declared Sites, etc. The Treaty requires reporting of all Conventional Armaments and Equipment Subject to the Treaty (CAEST). CAEST includes both TLE and other equipment, including Look-a-Likes (LALs) of Armored Personnel Carriers and Armored Infantry Fighting Vehicles, Primary Trainer Aircraft, Combat Support Helicopters, Unarmed Transport Helicopters, and Armored Vehicle-Launched Bridges.

1.1.1.3. A highly intrusive on-site inspection regime is used to build confidence between States Parties by validating the reported AEI data is accurate.

1.1.2. All USAF forces (Active, Reserve, and Guard components), including MAJCOMs, DRUs, FOAs, and independent units (such as wing/group/squadron-level/or equivalent) permanently located in, deployed to, or operating within the CFE Treaty AoA, including the entire land territory of the Signatory State Parties in Europe from the Atlantic Ocean to the Ural Mountains (ATTU), are subject to the provisions of the Treaty.

1.1.3. Wings that have been reported as Declared Sites on the most recent CFE AEI will develop an Inspection Execution Plan; a template is located on the HQ USAFE-AFAFRICA/A8XA SharePoint site. Wing plans will be reviewed annually as directed by the Wing XP (T-2).

Chapter 2

AUTHORITY, ROLES, AND RESPONSIBILITIES

2.1. Authority.

2.1.1. The President, with the advice and consent of the Senate, ratified the CFE Treaty, making it legally binding on the US government (USG). DoD Directive 2060.1 directs all DoD activities to comply with the provisions of the Treaty. Compliance actions undertaken by USAF forces will be accomplished IAW the terms of the Treaty and derivative guidance and policy. **(T-0)**.

2.1.2. The Commander, United States European Command (CDRUSEUCOM), as the DoD's CFE Treaty Executive Agent, is charged with ensuring all DoD agencies, Service Component Commands, US forces under NATO control, and US Joint Task Forces (JTFs) working in the CFE Treaty AoA comply with the provisions of the CFE Treaty.

2.1.3. The Defense Threat Reduction Agency (DTRA) is the official USG representative during the execution of all CFE inspections.

2.2. Command Relationships.

2.2.1. AF/A10P, Policy and Strategy Division, is the Treaty Implementation Manager for all aspects of the Air Force arms control process.

2.2.2. CDRUSEUCOM will establish and coordinate policy and procedures for implementation of arms control treaties in the CDRUSEUCOM AoR. CDRUSEUCOM is the supported commander and exercises operational control (OPCON) through Service Component Commanders.

2.2.3. The Commander, USAFE-AFAFRICA (COMUSAFE-AFAFRICA), as CDRUSEUCOM's Air Component Commander, provides guidance and compliance procedures to USAF forces within the AoA.

2.2.4. Treaty compliance manpower and expertise is resident at the MAJCOM and Wing level. COMUSAFE will use 'Skip Echelon' tasking for routine execution of arms control responsibilities. Numbered Air Forces (NAFs) will be INFO addressees unless tasking specifically requires NAF input or involvement.

2.2.5. USAFE will assign a Regional Treaty Compliance Officer (TCO) to a USAFE Operating Location (OL) at each USAFE CFE Declared Site to provide Treaty subject matter expertise (SME) to unit commanders in fulfilling their treaty compliance responsibilities. Regional TCOs report directly to HQ USAFE-AFAFRICA/A8XA and have regional responsibilities that include several European partner countries.

2.3. USAFE-AFAFRICA Responsibilities.

2.3.1. USAFE-AFAFRICA Staff Directorates/3rd Air Force (3 AF). Review and update command regulations and guidance to ensure that they do not conflict with CFE Treaty requirements and ensure Treaty requirements are adequately addressed in functional areas where they should be considered. Comply with specific responsibilities in [paragraph 2.3.1.1](#) through [paragraph 2.3.1.7](#).

2.3.1.1. HQ USAFE-AFAFRICA/A3OA Ensure applicable coordination with HQ USAFE-AFAFRICA/A8XA on USAFE deployments of combat aircraft within the AoA IAW USAFE-AFAF CONOPS (Oct 18) Section 5.2.3.9.

2.3.1.2. HQ USAFE-AFAFRICA/IG. Coordinate with HQ USAFE-AFAFRICA/A8XA and Wing-level Gatekeepers on the scheduling of CFE inspection exercises.

2.3.1.3. HQ USAFE-AFAFRICA/JA. Provide legal guidance, as required, regarding the interpretation and implementation of the CFE Treaty. Coordinate with the EUCOM Judge Advocate and other legal offices as appropriate.

2.3.1.4. HQ USAFE-AFAFRICA/HO. Coordinate all unit requests for TLE/CAEST static displays with HQ USAFE-AFAFRICA/A8XA. The CFE Treaty mandates that specific reduction from operational utilization/in-service actions must be accomplished prior to TLE/CAEST being authorized as static displays.

2.3.1.5. HQ USAFE-AFAFRICA/PA. Provide Public Affairs guidance and operations in concert with HQ USEUCOM/PA, as needed.

2.3.1.6. HQ USAFE-AFAFRICA/A1.

2.3.1.6.1. Coordinate actions involving changes to permanent USAFE organizational structure, to include changes in authorized manpower numbers, re-designation, re-subordination, location, and organization activation/inactivation at least 60 days in advance of the effective date.

2.3.1.6.2. Provide USAFE organizational structure information and authorized manpower numbers for USAF organizations located within the EUCOM AoR to HQ USAFE-AFAFRICA/A8XA upon request.

2.3.1.6.3. Provide information for the AEI as outlined in [Chapter 4](#).

2.3.1.7. HQ USAFE-AFAFRICA/A3/10.

2.3.1.7.1. Notify HQ USAFE-AFAFRICA/A8XA of any projected USAFE, EUCOM or DoD exercises that will be conducted in the EUCOM AoR.

2.3.1.7.2. Provide access to the HQ USAFE-AFAFRICA/A3T SharePoint site to validate treaty impacts on exercises conducted in the EUCOM AoR.

2.3.1.7.3. Ensure that HQ USAFE-AFAFRICA/A10N coordinates monthly operational activities with HQ USAFE-AFAFRICA/A8XA to determine potential treaty impacts.

2.3.1.7.4. HQ USAFE-AFAFRICA Command Center.

2.3.1.7.4.1. Serve as the HQ USAFE-AFAFRICA command and control (C2) OPR for receiving and disseminating arms control Voice Format inspection notifications from the DTRA - European Operations Division (OSE), EUCOM Joint Operations Center (JOC) and EUCOM Joint Nuclear Operations Center (JNOC).

2.3.1.7.4.2. Ensure that USAFE Wing Command Posts (CP) receive applicable arms control treaty compliance inspection and evaluation notifications.

2.3.1.7.4.3. Conduct arms control asset scans during non-duty hours and provide

applicable responses to DTRA-OSE, HQ USAFE-AFAFRICA/A8XA, EUCOM/JOC, EUCOM/JNOC and other agencies. Coordinate any procedure changes with HQ USAFE-AFAFRICA/A8XA.

2.3.1.8. HQ USAFE-AFAFRICA/A4.

2.3.1.8.1. Identify all planned permanent transfers of TLE/CAEST into or out of the EUCOM AoR or internally within the Command. Notify HQ USAFE-AFAFRICA/A8XA, as soon as possible, but not later than (NLT) 30 days prior to such transfers.

2.3.1.8.2. Identify all planned in-place disposition action of USAFE owned TLE/CAEST (including static display, maintenance trainer, and Aircraft Battle Damage Repair (ABDR) aircraft. Notify HQ USAFE-AFAFRICA/A8XA as soon as possible, but NLT 30 days prior to such disposition actions.

2.3.1.8.3. Ensure actions to dispose of USAFE owned TLE/CAEST (including static display, maintenance trainer, or ABDR aircraft) are accomplished in accordance with CFE Treaty provisions. This will require close coordination with HQ USAFE-AFAFRICA/A8XA and the owning Installation leadership.

2.3.1.9. HQ USAFE-AFAFRICA A5/8/9.

2.3.1.9.1. Serve as USAFE-AFAFRICA OPR for arms control treaty compliance.

2.3.1.9.2. Develop Command policy and serve as OPR for all arms control policy issues. Interpret and coordinate on USAFE arms control policy and directives provided by the DoD, Department of State (DoS), USEUCOM, USAF, DTRA, US interagency and other organizations.

2.3.1.9.3. Serve as COMUSAFE-AFAFRICA's official representative at all arms control treaty compliance inspections involving the command.

2.3.1.9.4. Coordinate between USAFE units, Air Staff, USEUCOM, United States Army Europe (USAREUR), United States Naval Forces Europe (USNAVEUR), United States Marine Forces Europe (MARFOREUR), Special Operations Command Europe (SOCEUR), other USAF MAJCOMs and DTRA-OSE.

2.3.1.9.5. Coordinate and develop inter-service support agreements (ISSAs), memorandums of understanding (MOUs), memorandums of agreement (MOAs), Host Country Agreements (HCAs) and other documents required to implement and fulfill CFE Treaty obligations.

2.3.1.9.6. Conduct arms control asset scans during duty hours and provide applicable responses to DTRA-OSE, EUCOM/JOC, and EUCOM/JNOC.

2.3.1.9.7. Develop procedures to ensure USAFE Command Center personnel are trained and properly execute their arms control notification responsibilities.

2.3.1.9.8. Develop and maintain a training plan identifying initial and recurring training for USAFE arms control personnel.

2.3.1.9.9. Plan, program, and budget for all USAFE arms control activities.

- 2.3.1.9.10. Conduct notifications and provide annual exchange of information data, in coordination with AF/A10P, to EUCOM Office of Weapons of Mass Destruction (ECJ5-W) IAW the CFE Treaty, the *Concluding Act of the Negotiation on Personnel Strength of Conventional Armed Forces in Europe* (CFE-1A) agreement, and this instruction.
- 2.3.1.9.11. Develop and ensure implementation of standard operating procedures, SharePoint sites, templates, and processes for use by Regional TCOs and units at US and host nation (HN) Declared Sites.
- 2.3.1.9.12. Track the movement of all permanently assigned and deployed USAF forces and TLE/CAEST entering and leaving the AoA.
- 2.3.2. USAFE Installation Commanders. Treaty compliance is ultimately an Installation Commander responsibility; Commanders will be assisted in carrying out their treaty compliance responsibilities by fulltime USAFE Regional TCOs.
- 2.3.2.1. Commanders will provide logistical and administrative support to all assigned Regional TCOs. **(T-2)**.
- 2.3.2.2. Develop site-unique plans, instructions, diagrams, briefings, checklists, and/or support procedures necessary to execute the CFE Treaty and this instruction. Review products annually or in accordance with Wing policy. This requirement also applies to affected subordinate units, geographically separated units (GSUs), tenant units, and FOAs. **(T-3)**.
- 2.3.2.3. Develop exercise and training programs to ensure the unit is prepared to host and support CFE Declared Site or Challenge Inspections IAW **Chapter 3**. Participate in HN exercises and/or ensure training and preparation of key personnel located on HN Declared Sites. Leadership of USAF organizations not on a US or HN Declared Site are required to meet with their servicing Regional TCO to discuss roles, responsibilities and timelines of a Challenge Inspection. **(T-2)**.
- 2.3.2.4. Ensure compliance with all Treaty requirements during the conduct of inspections. Commanders will not make decisions in contravention of the Treaty without previous higher headquarters guidance or the consent of higher headquarters leadership. **(T-2)**.
- 2.3.2.5. Establish procedures to ensure personnel are aware of the applicability of the CFE Treaty to US forces, and disseminate guidance regarding interaction with CFE inspectors. **(T-3)**.
- 2.3.2.6. Ensure Command Post develops and maintains Quick Reaction Checklists in conjunction with the Regional TCO to ensure 24-hour notification, response, and support of Declared Site and Challenge Inspections. **(T-3)**.
- 2.3.2.7. Establish an effective communication system for timely and efficient notification during the preparation for, and execution of, a CFE Treaty inspection. Group, and inspectable-facility points of contact (POCs) should serve as the Regional TCO's key contacts to ensure timely and effective notification, preparation and access to facilities and TLE/CAEST. See **Chapter 6** for specific requirements in this area. **(T-2)**
- 2.3.2.8. Personnel accountability/reporting. (See **Chapter 4** for specific details).

- 2.3.2.8.1. Maintain accountability of peacetime authorized military billets and notify HQ USAFE-AFAFRICA/A8XA of any projected Wing/Installation assigned personnel authorization changes when the cumulative total of such changes exceeds 500 personnel from the last annual notification contained in the USGs official CFE Treaty Data Exchange charts. **(T-2)**.
- 2.3.2.8.2. Report to HQ USAFE-AFAFRICA/A8XA the authorized number of unit military personnel (projected through 31 December) by 1 November of each year, in conjunction with the end of the year AEI data reconciliation. **(T-2)**.
- 2.3.2.8.3. Notify HQ USAFE-AFAFRICA/A1M and HQ USAFE-AFAFRICA/A8XA of any known and/or planned permanent organizational changes, to include the renaming, reorganization, location, and/or re-designation of CFE reportable units shown in Chart I of the CFE Data Exchange not later than 90 days prior to the desired effective date of the change. **(T-2)**.
- 2.3.3. Equipment accountability/reporting. (See **Chapter 5** for specific details)
- 2.3.3.1. Units will physically account for and report the sum total of all assigned TLE/CAEST at their location in conjunction with the end of the year AEI data reconciliation. **(T-2)**.
- 2.3.3.2. Continuously track and notify through the Arms Control Enterprise System (ACES) the deployment and location of permanently assigned TLE/CAEST to HQ USAFE-AFAFRICA/A8XA. **(T-2)**.
- 2.3.3.3. Seek approval from HQ USAFE-AFAFRICA/A4 and HQ USAFE-AFAFRICA/A5/8/9 prior to taking any action involving a permanent change in the number of assigned USAFE-owned TLE/CAEST. (HQ USAFE-AFAFRICA/A4M is the aircraft operations OPR and HQ USAFE-AFAFRICA/A8XA is the Treaty compliance OPR) Initial notification will occur as soon as possible, but not later than 45 days prior to the desired change date. **(T-2)**.
- 2.3.3.4. Seek approval from HQ USAFE-AFAFRICA/A4 and HQ USAFE-AFAFRICA/A5/8/9 prior to taking any action involving the permanent in-place disposition of USAFE-owned TLE/CAEST (to include: static displays, ground instructional trainers and ground targets). Initial notification will occur as soon as possible, but not later than 45 days prior to the desired conversion date. **(T-2)**.
- 2.3.3.5. Report any accidental losses of USAFE owned TLE/CAEST immediately and provide disposition instructions as soon as they are available. Aircraft wreckage will be accounted for until such a time that disposition instructions release them from unit ownership. Notify HQ USAFE-AFAFRICA/A8XA once relief of unit equipment ownership has been received and provide a copy of these official documents for filing as a matter of record in the MAJCOM Treaty office. **(T-2)**.
- 2.3.4. Tenant Units on USAFE Installations. To ensure the USG meets all CFE Treaty compliance obligations and international laws, tenant unit commanders will:
- 2.3.4.1. Develop support plans, checklists and/or operating instructions as required to fulfill responsibilities of this instruction. **(T-3)**.

2.3.4.2. Provide coordination, personnel, resources, and support to USAFE Installation commanders and Regional TCOs as required to execute CFE Treaty inspections and exercises IAW this instruction, local plans and/or checklists. **(T-3)**.

Chapter 3

INSPECTION PLANNING AND EXECUTION

3.1. Inspection Types.

3.1.1. Declared Site Inspections. A Declared Site is defined as a military facility or precisely delineated geographic location that contains one or more Objects of Verification (OOVs) as well as an installation that meets other requirements, such as being designated as a military airfield. An OOV is a unit (i.e. Wing) with permanently assigned TLE. The US is the Inspected State Party (ISP) during inspections at US Declared Sites.

3.1.1.1. The number of Declared Site inspections for which the US is liable, known as its passive inspection quota, equals 15% of the number of OOVs that are notified in the AEI data. These inspection quotas will be determined at the beginning of each annual inspection cycle (beginning 16 March of each year).

3.1.1.2. USAFE maintains four Declared Sites/OOVs: 31 FW at Aviano AB, Italy; 48 FW at RAF Lakenheath, United Kingdom; 52 FW at Spangdahlem AB, Germany; and 86 AW at Ramstein AB, Germany.

3.1.1.3. USAFE is also responsible for units, personnel, facilities and equipment located (permanently or temporarily) on foreign HN Declared Sites during inspections.

3.1.2. Challenge Inspections within Specified Areas. Challenge Inspections are conducted within Specified Areas measuring no more than 65 square kilometers. Host nations are primarily responsible for these inspections but the USG will assist and exercise its rights as the ISP, as appropriate, when it has forces or facilities in the Specified Area. Declared Sites within the Specified Area cannot be inspected during a Challenge Inspection.

3.1.2.1. Since the USG does not have territory within the AoA, there are no US quotas for Challenge Inspections. The HN Challenge Inspection quota applies to US forces located on their territory.

3.1.2.2. US facilities and forces within the specified area (with the exception of Declared Sites) are subject to inspection under a Challenge Inspection conducted on its HN territory.

3.2. Inspection Notifications.

3.2.1. The DTRA OSE-Ops Center will act as the single point of contact for all theater inspection notifications. Components are required to report back to DTRA-OSE within two hours if any assets will be affected. During duty hours HQ USAFE-AFAFRICA/A8XA will conduct asset scans to determine if any Air Force assets (permanent or temporary) will be affected by the inspection notification. HQ USAFE-AFAFRICA/A8XA will provide the positive/negative result back to the DTRA OSE-Ops Center, with an information copy to USEUCOM and all USAFE arms control personnel. During non-duty hours the HQ USAFE-AFAFRICA Command Center will perform asset scans IAW the procedures established in the joint MOU. The two primary voice format (VF) notifications for CFE inspections are the VF-1 and the VF-3, and the specific details are provided below.

3.2.2. Initial Notification (VF-1). If the initial VF-1 Notification indicates that a US site may be inspected, the desired point of entry/exit (POE) will allow USAFE to identify the Declared

Site(s) subject to inspection, including HN Declared Sites containing assigned or temporary US Forces. USAFE units subject only to Challenge Inspections will not be directed to prepare for inspection, but Regional TCOs should review local plans, instructions and/or checklists with commanders as a contingency.

3.2.2.1. Since the initial VF-1 notification does not specify which site the notifying country intends to inspect, all USAFE units on US or HN Declared Sites within the footprint of the POE will begin preparations on receipt of the initial VF-1 notification. USAFE units subject only to Challenge Inspections will not be directed to prepare for an inspection.

3.2.3. Designation of the Inspection Site (VF-3). The inspecting State Party will designate the first Declared Site or Specified Area to be inspected no less than one hour and no more than 16 hours after arrival at the POE. USAFE units designated for a CFE inspection will complete preparation for the inspection in accordance with local plans, instructions and/or checklists that were started with the receipt of the initial VF-1 notification. The designated site will have a minimum of six hours to prepare for the inspection.

3.2.3.1. There is no right of refusal for a Declared Site inspection, unless *force majeure* is declared by COMUSAFE, in coordination with USEUCOM, DTRA-OSE and higher national authorities.

3.2.3.2. If the IT designates a US Declared Site at which less than 50% of the assigned TLE is present, DTRA-OSE will inform the IT of this status and give them the option of choosing a different site located within the requested POE footprint.

3.2.3.3. If a HN site with US equipment or facilities is chosen, the DTRA liaison officer (LNO) will accompany the HN escort team (ET) to that site to ensure US Treaty rights and operational security (OPSEC) are protected.

3.3. General Inspection Procedures.

3.3.1. Site Entry.

3.3.1.1. Unit commanders will not allow the inspecting State Party's Inspection Team (IT) entry onto the US base (or US facility on HN base) until expiration of the 6-hour preparation time and the arrival of the DTRA-OSE ET, as provided by the Treaty. **(T-2)**.

3.3.1.2. ITs will not be allowed on any US installation until DTRA-OSE is present to represent the USG, even after expiration of Treaty-specified time delays. If necessary, make the following statement to the IT: "Under the provisions of the Protocol on Inspection, Section II, Paragraph 5, we will not be able to begin the inspection at this time due to a delay in the arrival of the official USG representative."

3.3.1.3. Once entry is authorized, ensure entry is expedited. Entry Authorization Lists (EAL) will not be used during CFE inspections or exercises. DTRA-OSE and/or local escort personnel will vouch for the IT to expedite access to the installation and any facilities that require access. Regional TCOs will pre-coordinate all inspections and exercises with installation Security Forces and Air Force Office of Special Investigation (OSI) units. **(T-2)**.

3.3.2. Site Diagram. Only units that are located on US Declared Sites will be required to produce CFE Site Diagrams. Units susceptible to Challenge Inspections will utilize the base

Common Installation Picture (CIP). Affected units will provide the DTRA-OSE ET a copy of the Site Diagram or CIP before the arrival of the IT. **(T-0)**.

3.3.3. Pre-Inspection Briefing (PIB). Within 30 minutes of receiving the site diagram of the Declared Site, or the CIP in the case of a Challenge Inspection, the IT shall designate the object of verification (OOV) or unit for inspection. The unit will begin the PIB after the OOV/unit designation and this briefing will not exceed one hour. Members of the ET, IT, and HN representatives should be introduced during the PIB. Following the briefing, the IT may pose questions. Questions regarding US facilities and equipment will be answered by the DTRA-OSE representative, unless referred to the Regional TCO. Following the question and answer period, the IT will brief its inspection plan. **(T-0)**.

3.3.4. Group Photograph. Installations will arrange for a group photograph to be taken prior to inspection commencement. One framed copy of the photograph will be provided to the IT chief, with unframed photos to the remaining team members at the conclusion of the inspection. Photos will be funded by HQ USAFE-AFAFRICA/ A8XA. **(T-3)**.

3.3.5. Inspection Escorting. The IT may organize itself into a maximum of three sub-teams. Each sub-team will be escorted by an equal number of DTRA-OSE ET personnel. DTRA-OSE will control the movement of the inspection team and ensure their general safety. Local site escorts will keep the IT sub-team members in a group. US installations will insure that at least nine trained local site escorts are available during an inspection. Local site escorts will facilitate movement of the DTRA-OSE ET and the IT. While on a US site and during inspections of US facilities on HN sites, all members of the US ET will be under the control of the DTRA-OSE ET chief. **(T-2)**.

3.3.5.1. Local site escorts will be the “first in” (to check with facility personnel to ensure readiness prior to allowing the IT access) and “last out” of all US facilities. **(T-2)**.

3.3.6. Protecting OPSEC. The Installation commander will ensure compliance with all Treaty provisions while also protecting OPSEC. **(T-2)**.

3.3.7. Inspector Rights. USAFE personnel will not violate inspector rights. Inspectors and their equipment or property will not be handled or examined by site personnel without inspector concurrence. **(T-0)**.

3.3.7.1. If USAFE-AFAFRICA personnel determine an inspector has violated the conditions governing inspection activities as set forth in the Inspection Protocol, they will notify the DTRA-OSE ET chief.

3.3.8. Inspector Access. Inspectors should be allowed immediate access to TLE/CAEST and inspectable facilities/containers in accordance with Treaty requirements. USAFE defines immediate access as within 10 minutes of the IT’s request to enter a specific entry point, with no more than 25% of access attempts taking longer than 10 minutes. During the course of the inspection it is inevitable that some facilities will not be immediately accessible; the DTRA-OSE ET will give the IT the option to wait or return at a later time when access is available.

3.3.9. CFE Installation Control Center (ICC) Operations. Installations will conduct CFE Control Center C2 operations to ensure successful inspection tracking and execution. Commanders will ensure the CFE Mission Director and Group POCs are appointed and sufficiently trained to conduct CFE Control Center C2 operations. The ICC will update local

site escorts on changes to CAEST arrivals and locations and ensure coordination with the Maintenance Operations Center and transient alert on aircraft movements. The ICC will respond to problems which arise in an effective and timely manner and ensure effective communication exists between the ICC and site escorts and all unit POCs. The ICC will notify all units of the start and completion of the inspection.

3.4. Inspection Execution.

3.4.1. Logistics Arrangements. Commanders will provide necessary support required to properly execute the inspection while the IT is on a US installation as detailed in [paragraphs 3.4.2 to 3.4.13](#).

3.4.1.1. During the conduct of Challenge Inspections within a specified area that contains a US-controlled installation, US forces may provide some aspects of support (as detailed in [paragraphs 3.4.2 to 3.4.13](#)) while the IT is on the US-controlled installation or in a US-controlled facility. The provision of this support will be contingent on available resources and will be subject to any HCA. **(T-3)**.

3.4.2. Transportation. The HN is responsible for transporting the IT to and from the US installation. The IT may conduct inspections on foot, by helicopter, by cross-country vehicle, or any combination of these.

3.4.2.1. Helicopter. Inspection teams may request helicopter over-flight of sites greater than 20 square kilometers. USAFE has no sites meeting this requirement and will deny any such request.

3.4.2.2. Local Transportation. The inspected site commander will provide local transportation, sufficient to transport the IT teams, DTRA-OSE, HN LNOs, HQ USAFE-AFAFRICA A8XA personnel, and local escorts while on US installations. To facilitate personnel egress and equipment transport, three buses capable of transporting at least 15 people each should be provided.

3.4.2.2.1. Buses should be clearly marked using placards and identified by sub-team designation. Reserved parking should be made available in the immediate vicinity of the administrative area. **(T-3)**.

3.4.2.2.2. All vehicle operators will be flight-line qualified and familiar with the Declared Site. **(T-2)**.

3.4.2.2.3. Vehicle operators will have radio communication with the site escorts and the control tower in order to cross active taxi ways, if required and to support the IT when it chooses to walk sometimes. **(T-3)**.

3.4.3. Meals and Refreshments.

3.4.3.1. Installations will arrange for meals during regular dining facility operating hours. Meals, Ready to Eat (MRE) are acceptable should normal meal service not be available. Meals will be funded by DTRA-OSE for the IT and DTRA-OSE ET for the duration of the inspection. **(T-2)**.

3.4.3.2. Installations will arrange for refreshments in the administrative area and briefing room; as a minimum, coffee, water, and light snacks will be provided. **(T-2)**.

3.4.4. Lodging. The IT will be lodged off-base at a civilian hotel.

3.4.5. Administrative Area. Provide an Administrative Area consisting, at minimum, of a work room for the IT and a briefing room for the presentation of the PIB. The IT work room and the briefing room will be located in the same facility or within a short walking distance. Protocol dictates that the Wing Headquarters serves as the primary Administrative Area. Installations should also identify an alternate Administrative Area. **(T-0)**.

3.4.5.1. Administrative Room for IT. Provide an administrative room for the IT with adequate space for nine people. **(T-0)**. Keys will be provided to the DTRA ET to present to the IT.

3.4.5.1.1. The room provided will be identified by a sign and furnishings must include a chair for each individual and a large table. The IT administrative room will be lockable to prevent unauthorized entry during the inspection. **(T-2)**.

3.4.5.1.2. Site personnel will not enter the IT administrative room without inspector concurrence. **(T-2)**.

3.4.5.1.3. The IT administrative room must be sanitized prior to the IT's arrival; telephones, computers, and sensitive information will be removed or secured. **(T-2)**.

3.4.5.2. DTRA-OSE Room. Provide the DTRA-OSE ET with a separate administrative room similar in set-up to the IT's room and in the immediate vicinity of the IT administrative room. The ET administrative room should be clearly identified. **(T-3)**.

3.4.5.3. Briefing Room. Provide a briefing room capable of accommodating approximately 40 people, with computer projection capability, to be used for the PIB and out-brief. The projector and screen should be in place and tested before the PIB.

3.4.5.3.1. Briefing Room Setup:

3.4.5.3.1.1. A conference table will be set up with at least nine chairs on each side for the IT and DTRA-OSE ET. Name plates will be provided to indicate seating positions and a seating chart should be projected on the screen for the entire room. The IT should be seated on the side closest to the briefing room entrance. Sample in-briefing and out-briefing seating diagrams can be found on the HQ USAFE-AFAFRICA/A8XA SharePoint site. **(T-2)**.

3.4.5.3.1.2. Briefing Room Seating (Out-Brief). The briefing room will be reconfigured prior to the out-brief and report signing. The three team chiefs (IT, ET and HN LNO) will be seated side by side at the end of the briefing table. This will facilitate the signing of the report and closing ceremonies. If applicable, the Wing CC and the HN CC will be seated next to each other at the head of the briefing table. All other seating will remain as per the in-brief set-up. Name plates will be provided to indicate the seating position. Writing supplies, water, and a folder containing a copy of the Declared Site diagram or Challenge Inspection CIP (see [paragraph 3.3.2](#)), the PIB slides, and a TLE/CAEST tracking sheet will be placed at each seat. A sample out-briefing seating diagram can be found on the HQ USAFE-AFAFRICA/A8XA SharePoint site. **(T-3)**.

3.4.5.3.1.3. Writing supplies, water, and a folder containing a copy of the Declared Site diagram or Challenge Inspection CIP (see [paragraph 3.3.2](#)), the PIB slides (matching what is briefed), and a TLE/CAEST tracking sheet will be placed at each

seat. **(T-2)**.

3.4.5.3.1.4. Country flags of the HN, US, and IT will be placed on the table. Coordinate with DTRA-OSE or HQ USAFE-AFAFRICA A8XA if unavailable locally. **(T-3)**.

3.4.5.3.1.5. A podium is required for the TCO. If an additional podium is available, the DTRA interpreter may elect to use it. **(T-3)**.

3.4.6. AAFES and Other Facility Privileges. Use of certain base facilities is a courtesy extended to the IT to further a cooperative environment and is not a Treaty right.

3.4.6.1. AAFES. Use of AAFES facilities may be authorized IAW HN policy. In Germany, arrange temporary authorization cards with DTRA-OSE. For other countries, Regional TCOs will help arrange access, if possible, in accordance with HN rules and local policy. In all cases, the sale of rationed or uniform items is prohibited.

3.4.6.2. Commissary. The IT is not permitted to use Commissary facilities.

3.4.7. Gift/Photo Exchange. Gift exchanges following the inspection are common practice and Installations should be prepared to reciprocate in kind. In addition to the group photos (see [paragraph 3.3.4](#)) it is recommended that individual mementos be provided to the IT **(T-3)**. Responsibility for funding such mementos rests with the organization that presents them, however, USAFE routinely supplements Installation commander's Official Representation Funds (ORF) for this express purpose.

3.4.7.1. Arms control treaty inspectors fall within the authorized categories for ORF according to AFI 65-603, paragraph 5.1 by virtue of their role as visiting diplomats of their home country. Specific questions regarding ORF spending for CFE inspectors should be referred to the appropriate authorities.

3.4.7.2. Personnel should not give nor accept gifts outside of the formal Treaty gift exchange. Any gifts received will be processed in accordance with AFI 51-901, *Gifts from Foreign Governments*.

3.4.8. Medical Care.

3.4.8.1. Installations will provide the IT with sick call and emergency medical care, including appropriate access to a medical facility, and medical evacuation if required (coordinate evacuation with HN authorities). If emergency care is needed, USAFE medical elements will stabilize the patient, then refer them to the HN medical care system as soon as the situation permits. **(T-2)**.

3.4.8.2. The servicing Military Treatment Facility will pay any costs associated with CFE treaty support and then bill DTRA-OSE. Report details of any IT medical care to HQ USAFE-AFAFRICA/SGSR, Financial Medical Branch, by the end of the month that treatment was provided. **(T-3)**.

3.4.9. Communications.

3.4.9.1. Installations provide the telecommunication means necessary for the IT to contact its embassy, if required. **(T-0)**.

- 3.4.9.1.1. For OPSEC purposes, the IT will not be allowed to use their personal mobile phones during the conduct of the inspection.
- 3.4.9.2. Installations provide communication support for inter sub-team communication while the IT is on-site. **(T-0)**.
- 3.4.9.2.1. For safety purposes, local site escorts will maintain a minimum distance of 10 meters from all explosive storage areas when LMRs and cell phones are in use. **(T-2)**.
- 3.4.10. Force Protection (FP). Installations provide an appropriate level of FP for the IT and DTRA-OSE escorts while they are on the installation. **(T-2)**.
- 3.4.10.1. In the event of a real-world FP Condition Delta, suspend inspection activities and secure the IT in-place until subsequently cleared by the CP. Notify EUCOM, HQ USAFE-AFAFRICA/A8XA, and DTRA-OSE immediately.
- 3.4.10.2. Additional security measures for the IT can include bomb sweeps, extra security for the IT, or extra base security measures as the FP level dictates. Report any IT security violations to the DTRA-OSE team chief immediately.
- 3.4.11. Legal. DTRA-OSE acts as the USG national-level on-site representative for Treaty matters and, during inspections at US sites in Europe, will provide official US interpretation of Treaty issues. HQ USAFE-AFAFRICA/A8XA and Regional TCOs advise commanders with regard to policy issues and the implementation of the Treaty. Command and Wing legal offices provide legal guidance as required regarding the interpretation of the CFE Treaty. Refer all arms control-related questions or issues associated with inspection discrepancies to HQ USAFE-AFAFRICA/A8XA, EUCOM/ECJ5-W, AF/A10P, or SAF/AAZ as appropriate. Command and Wing legal offices may provide legal guidance, as appropriate, but will defer treaty-compliance-related issues to the Office of the General Counsel (SAF/GC), which is the office responsible for legal interpretation of international arms control agreements within the Department of the Air Force. HQ USAFE-AFAFRICA/A8XA will promptly advise EUCOM/ECJ5-W and AF/A10P of any treaty compliance-related issue that has been referred to SAF/GC for legal interpretation.
- 3.4.12. Requests for political asylum/temporary refugee status. Do not broadcast asylum requests over unsecured communication systems. Personnel should immediately notify a DTRA-OSE ET member in a discreet manner. Advise the Installation commander, CFE Mission Director, Security Forces and AF Office of Special Investigation (AFOSI) if any such situation arises. On USAF installations, the AFOSI is the lead US agency supporting the HN for situations concerning a request for political asylum by foreign IT members.
- 3.4.13. Inspection Report. At the completion of the inspection, the IT, DTRA-OSE ET and the HN LNOs prepare and sign a formal inspection report IAW the CFE Treaty, Section XII, POI, and procedures agreed upon at the Joint Compliance Group.

3.5. Site Diagram.

- 3.5.1. General. USAFE Declared Sites consist of the entirety of the installation within the fence line; each USAFE Declared Site contains only one OOV.

3.5.2. CFE Site Diagrams will be updated yearly, by 1 February. Submit updated Site Diagrams to HQ USAFE-AFAFRICA A8XA for review and transmission of approved documents to Regional TCOs.

3.5.3. Site Diagram Requirements. USAFE Declared Sites will produce site diagrams that meet the requirements of the CFE Treaty, as specified in [paragraph 3.5.3.1](#) through [paragraph 3.5.3.10.2](#).

3.5.3.1. Geographic coordinates. Indicate the geographic coordinates of a point within the installation to the nearest 10 seconds on the Site Diagram.

3.5.3.1.1. Include a line connecting the coordinates to the exact reference point on the Declared Site where the measurement was taken.

3.5.3.1.2. Designate a reference point near the Wing headquarters building. Show the point on the diagram using a uniform symbol of a central dot intersected by two perpendicular lines. Express the coordinates in degrees, minutes, and seconds.

3.5.3.2. True North Arrow. Place a true north arrow on the diagram with the words "True North" below the arrow.

3.5.3.3. Scale. Display the scale of the diagram in meters, with "Meters" annotated below the scale bar, and as a ratio (e.g. 1: 7,500).

3.5.3.4. Perimeter. The perimeter of USAFE Declared Sites is the base fence line. Since All USAFE Declared Sites currently contain only one OOV, the OOV boundary will be identical to the Declared Site perimeter. Delineate the Declared Site perimeter/OOV boundary with a bold line.

3.5.3.5. Buildings and roads.

3.5.3.5.1. Depict all buildings, building numbers, and roads on the official site diagram. **(T-0)**.

3.5.3.5.2. Identify facilities and areas where TLE/CAEST is routinely present on the site diagram by highlighting the facility or drawing a line around these areas. **(T-2)**.

3.5.3.6. Entrances/Exits to the Declared Site. Show the main vehicle entrance(s) with a symbol, as well as words such as "Main Gate". Depict all other gates on the Site Diagram with words and/or a uniform symbol. **(T-0)**.

3.5.3.7. Administrative Area. Highlight the IT Administrative Area and CFE briefing location, and label it "Administrative Area". **(T-0)**.

3.5.3.8. Diagram title. Include a title box with the following information:

3.5.3.8.1. The record number, name, and location of the Declared Site as it appears on Chart V. Example: CFE Declared Site, IT010, Aviano Air Base, Aviano, IT. **(T-2)**.

3.5.3.8.2. The OOV designation and the formation or unit record number as it appears on Chart IIIB. Example: Object of Verification, 31 FW, YF 0833 (Note: DO NOT include the OOV sequence number that appears on Chart V (i.e. "OOV # 2")) **(T-2)**.

3.5.3.8.3. The total area of the Declared Site expressed in square kilometers. **(T-2)**.

3.5.3.9. Legend. Include a legend with, “Main Gate(s),” “Other gates” (if symbol is used), “Perimeter of the Declared Site/Boundary of the OOV,” and “TLE/CAEST Routinely Present.” (T-2).

3.5.3.10. Additional Guidance.

3.5.3.10.1. Minimize details outside the Declared Site perimeter, and other information inside the perimeter not required by this instruction. Do not label sensitive points as such on the site diagram. (T-2).

3.5.3.10.2. Include the date of preparation directly below the scale. It should be less than six months old. (T-2).

3.6. Pre-Inspection Briefing (PIB).

3.6.1. General. Within one half hour after receiving the official site diagram of the Declared Site, the IT shall designate the OOV to be inspected. The Regional TCO presents the PIB to the IT after designation of the OOV or upon arrival at the Challenge Inspection site. This briefing will last no more than one hour including translation. Insure the briefing text matches the information on the slides. The briefer should speak to the inspection team, not the interpreters. (T-0).

3.6.1.1. PIB Requirements. The CFE Treaty, Protocol on Inspection, Section VII, paragraphs 10 and 11 specify the PIB requirements. Installations will use the standardized PIB template found on the HQ USAFE-AFAFRICA/A8XA SharePoint site to build an Installation-specific PIB. (T-2)

3.6.1.1.1. USAFE Declared Sites will update their PIB with the latest template and current CFE AEI information and submit it to HQ USAFE-AFAFRICA/A8XA for approval by 1 February of each year. Installations only susceptible to Challenge Inspections develop a PIB if a Challenge Inspection affecting it is declared. Utilize the Challenge Inspection PIB template found on the HQ USAFE-AFAFRICA/A8XA SharePoint site. The Challenge Inspection PIB will be approved by HQ USAFE-AFAFRICA/A8XA prior to the inspection. Installations that are located on HN Declared Sites will not be required to produce PIBs.

3.6.1.1.2. Follow the approved PIB verbatim during CFE inspections and exercises.

3.6.1.2. Brief the presence of any cargo aircraft containing TLE/CAEST. The TLE/CAEST may be inspected aboard the aircraft or removed for inspection. See [paragraph 3.7.3.1.2](#) for In-Transit TLE/CAEST briefing requirements during CFE inspections. (T-2).

3.6.1.3. If applicable, brief any non-land based naval combat aircraft (F-18, F-35 B/C) and/or strategic aircraft (B-2, B-52) that are present. Do not provide numbers or additional information during the PIB. These aircraft are not subject to the Treaty and will not be inspected.

3.6.1.4. As of 19 October 2004, all TLE in the EUCOM AoR on static display was recategorized as part of a “historical collection” and removed from TLE inventory. Brief historical collection aircraft during the PIB. (T-2).

3.6.2. Additional PIB Requirements

3.6.2.1. The CFE Treaty, Protocol on Inspection, Section VII, paragraphs 10 and 11 specify the PIB requirements. USAFE Declared Sites will produce a PIB that meets the requirements. Following the prescribed USAFE PIB template will meet these requirements

3.6.2.2. CAEST should be correctly identified and the reported numbers should match the most recent AEI results. There are not additional PIB requirements to be included.

3.6.3. CFE 1A PIB Briefing Requirements.

3.6.3.1. Treaty Required Information. Provide personnel information on units, formations, or organizations reported on Charts I and III of the most recent AEI as being located at the inspection site, as required by the Concluding Act of the Negotiation on Personnel Strength of Conventional Armed Forces in Europe (CFE 1A). Brief peacetime authorized and currently assigned military strength only. Explain differences between personnel numbers reported in the most recent AEI data and the current number of personnel present. **(T-0)**.

3.6.3.1.1. For reportable US units that have personnel at several locations, the satellite units' personnel information is reported for the site where the headquarters of the unit is located. Include reportable personnel located at satellite units in the PIB under "Additional Personnel" (see [paragraph 3.6.3.2](#)) for inspections occurring where these satellites are located. **(T-2)**.

3.6.3.1.2. During an inspection of Ramstein, the "USAFE" formation will not be reported as a separate unit/formation located on Ramstein. The number of active-duty military personnel serving in the USAFE-AFAFRICA HQ element will be included in the "Additional Personnel" total as explained in [paragraph 3.6.3.2](#) **(T-2)**.

3.6.3.2. Additional Personnel. In addition to the personnel information above, USAFE units brief the total number of "additional US personnel" present at the site that belong to US units, formations or organizations that are not reported on the most recent AEI data as being located at the inspection site; e.g., detachments or other tenant units. Units provide general descriptions of these units (field training detachment, Defense Logistics Agency, Armed Forces Network Europe, etc.). It is not necessary to list every organization present, nor provide a specific breakdown of additional personnel by organization. For OPSEC, minimize the use of the numerical designations of these units. **(T-2)**.

3.6.4. PIB Informational Handouts.

3.6.4.1. Provide a list of all permanently assigned and transient TLE/CAEST (including maintenance trainers) and historical collection aircraft located on the declared site. Include the type of equipment and tail number/serial number for each. **(T-2)**.

3.6.4.2. Provide the DTRA-OSE ET copies of all official CFE notifications submitted against that OOV since January of that year and a roll-up of TLE/CAEST numbers and personnel authorizations for the next two higher echelons (3 AF and USAFE) based upon the most recent AEI. **(T-2)**.

3.7. Inspection Access and OPSEC.

3.7.1. Policy Overview. The Treaty allows for IT access to certain facilities and equipment at Declared Sites, sites susceptible to a Challenge Inspection, and US facilities and equipment on HN sites. This is a legal requirement imposed upon the USG. USEUCOM guidance regarding access is to maximize openness while taking those steps necessary to protect OPSEC.

3.7.1.1. Provide immediate access to all inspectable facilities, containers and TLE/CAEST (as defined in [paragraph 3.3.8](#)). In most cases, OPSEC can be protected through managed access procedures where appropriate (see [paragraph 3.7.2](#)). However, for situations in which these measures are not sufficient and in which pending inspections may irreparably harm security of particular operations, commanders must notify HQ USAFE-AFAFRICA A8XA as soon as possible. **(T-2)**.

3.7.1.2. Ensure locksmiths travel with each sub-team (or are available in the immediate area) to help provided immediate access per USAFE guidance. Only cut locks at the direction of the CFE Mission Director, after consultation with the DTRA-OSE ET Chief and command representatives.

3.7.1.2.1. While the destruction of locks provides immediate access and fulfills Treaty obligations, forced entrance increases the risks of OPSEC disclosures. It is the facility, container and/or area-owning commander's responsibility to ensure a representative is present during Treaty inspections to protect against any US OPSEC disclosures.

3.7.1.3. Installations will not require IT, ET, HN LNO, and USAFE-AFAFRICA/A8XA personnel to be listed on an EAL for entry into the base or into any facility/area. DTRA-OSE and local escorts will vouch for IT and HN LNO personnel should they require access to restricted areas. The Regional TCO coordinates as required to ensure procedures are in-place to permit unimpeded access. **(T-2)**.

3.7.2. Managed Access. Managed access is an overarching philosophy used to protect OPSEC that applies to inspector access to facilities and equipment, as well as their interaction with site personnel.

3.7.2.1. Sanitize work areas, clean or cover desks, and review bulletin boards and any other observable item for sensitive information as defined in the unit's critical information list (CIL). Units may also move sensitive items to areas that are not accessible to the IT.

3.7.2.2. Streamline entry control procedures for inspection personnel to expedite the inspection and to ensure the IT is not able to observe normal security procedures.

3.7.2.3. Do not display Restricted Area Badges.

3.7.2.4. Two-meter rule. If an entrance is less than two-meters in width and there is no TLE/CAEST in the facility, then access is denied without any further discussion. In the case of containers that may contain sensitive items, access will be denied if any of their dimensions (L x W x H) is less than two-meters.

3.7.2.5. Denying Visual Access. Installations can protect OPSEC by limiting visual access to rooms, facilities, or objects by drawing curtains or shrouding. Use shrouding to deny visual access to sensitive items and information within buildings that are otherwise accessible to inspectors. **(T-2)**.

3.7.2.5.1. When shrouding cannot be done prior to the IT's arrival at a facility due to ongoing operations, delayed access procedures may be implemented to give time to shroud necessary items.

3.7.2.5.2. If TLE/CAEST is declared to be present in the shrouded object/container, the ET must declare the TLE/CAEST and take steps to satisfy inspectors that no more than the declared number of TLE/CAEST are present.

- 3.7.2.5.3. If no TLE/CAEST is declared to be present, no further steps must be taken to prove the absence of TLE/CAEST.
- 3.7.2.6. Sensitive Points. Designating a sensitive point allows the Installation and DTRA OSE ET to determine the extent to which inspectors' access will be managed. Explanations of the sensitive points will be provided. **(T-2)**.
- 3.7.2.6.1. A sensitive point should be declared only when the other access limiting procedures do not provide sufficient protection. Once a location has been declared as sensitive, Installation personnel will determine the degree of access to be afforded inspectors, including physical distance to be maintained from the premises, whether cameras or other equipment will be permitted near the sensitive point, and other conditions as appropriate. General policy on sensitive points are as follows:
- 3.7.2.6.2. Keep the sensitive point as small as possible.
- 3.7.2.6.3. Deny permission to take photographs of sensitive points.
- 3.7.2.6.4. Installation Commanders must approve the list of sensitive points to which access will be denied.
- 3.7.2.6.5. Identify all sensitive areas to the DTRA-OSE advance team upon their arrival at the inspection site. The Installation Commander, Regional TCO and the owning unit, in consultation with DTRA-OSE will determine the plan of action for the sensitive point.
- 3.7.2.6.6. If no TLE/CAEST is present inside a sensitive point: make a statement declaring that TLE/CAEST is not present.
- 3.7.2.6.7. If TLE/CAEST is present inside a sensitive point: display or declare it. DTRA-OSE ET will take steps to satisfy inspectors that no more than the declared number of TLE/CAEST is present.
- 3.7.2.6.8. The Installation Commander, in consultation with the Regional TCO and DTRA-OSE ET Chief, may deny access to a sensitive point that contains TLE/CAEST without explanation, in order to protect sensitive US interests. In this event, notify HQ USAFE-AFAFRICA/A8XA, HQ USEUCOM ECJ5-W and JS J5-CAC. **(T-2)**.
- 3.7.3. Access Guidance. Consistent with the guidelines below, during an inspection of an OOV, or within a Specified Area, commanders will allow the IT immediate and unobstructed access within the boundaries applicable for the inspection type.
- 3.7.3.1. Access to TLE/CAEST.
- 3.7.3.1.1. Permanently Assigned TLE/CAEST. The IT is permitted visual access to all permanently assigned TLE/CAEST sufficient to confirm their number, type, model, or variant. As necessary, pass updated aircraft movement information to the DTRA ET. **(T-0)**.
- 3.7.3.1.2. In-transit TLE/CAEST. In-transit TLE/CAEST, regardless of ownership, is subject to inspection when present during a CFE Declared Site or Challenge Inspection. Include information required by the CFE Treaty in the PIB. Commanders will ensure visual access can be granted to in-transit TLE/CAEST by either having aircrews or

equipment owners standing by or signing a consent form that permits the IT to view and photograph the equipment in their absence. **(T-0)**.

3.7.3.2. Access to Other Aircraft and Vehicles.

3.7.3.2.1. Cargo Aircraft. Cargo aircraft are not inspectable under the CFE Treaty but any TLE/CAEST contained within these aircraft is inspectable. If cargo aircraft containing TLE/CAEST are present, the aircraft must be opened to display the TLE/CAEST, or the TLE/CAEST removed from the aircraft for inspection. **(T-0)**.

3.7.3.2.2. Special Operations Aircraft. Special operations aircraft are not subject to the CFE Treaty but any TLE/CAEST contained within these aircraft is inspectable. If special operations aircraft containing TLE/CAEST are present at the site, the TLE/CAEST must be removed from the aircraft for inspection. Physical or visual access to the interior of Special Operations aircraft will not be allowed. **(T-0)**.

3.7.3.2.3. Naval Combat Aircraft. US Navy and Marine Corps combat aircraft are not subject to the provisions of the CFE Treaty because they are not permanently land-based within the CFE AoA. If present during a CFE inspection include them in the PIB, noting they are not subject to the CFE Treaty, are not counted, and are not inspectable.

3.7.3.2.4. Strategic Aircraft. Strategic bombers (i.e. B-2 and B-52) are not subject to the CFE Treaty. If present during a CFE inspection, include them in the PIB, noting they are not subject to the CFE Treaty, are not counted, and are not inspectable.

3.7.3.2.5. Foreign Military Sales (FMS) Aircraft. FMS TLE/CAEST aircraft (with or without US national identification) enroute to or from a non-CFE Treaty participant are not subject to the CFE Treaty. FMS aircraft are not included in US information exchange and no notification is required. If present during a CFE inspection, include them in the PIB. Access to FMS aircraft sufficient to visually confirm type will be granted. **(T-2)**.

3.7.3.2.6. Truck-Trailers. Truck trailers with an integrated wheel assembly and other permanently attached accessories (e.g. cooling units) are considered to be equipment and are not inspectable. Containers mounted onto flatbed truck trailers (e.g., Sea Land containers) will be treated as containers and are inspectable if they meet the measurement criteria. **(T-0)**.

3.7.3.3. Access to Structures.

3.7.3.3.1. The CFE Treaty permits the IT access to any structure in which TLE or CAEST are permanently or routinely present unless a sensitive point is declared. Facility personnel are responsible for briefing safety items and ensuring good OPSEC during an inspection.

3.7.3.3.2. Access should be denied to buildings used exclusively by the USG that do not contain the equipment listed above and that are accessible only by personnel doors not exceeding two meters in width.

3.7.3.3.3. Access to buildings accessible by two meter or larger doors should only be allowed up to the point at which personnel doors not exceeding two meters in width are encountered.

3.7.3.3.4. Inspectors may walk around the building and look through windows to which they have access.

3.7.3.4. Access to Containers. The Treaty permits the IT access to containers when all dimensions are two meters or greater. Commanders will be prepared to open all such containers; special container circumstances are explained in [paragraphs 3.7.3.4.1 to 3.7.3.4.3 \(T-0\)](#).

3.7.3.4.1. Containers less than 2 meters. Access should be denied to containers having any dimension (height, width, or length) less than two meters. If access is denied, DTRA-OSE ET must state whether or not TLE/CAEST is present. If TLE/CAEST is present, they must also state the amount, type, model or variant that is present.

3.7.3.4.1.1. If TLE/CAEST is declared to be present, the DTRA-OSE ET must display or take steps to satisfy inspectors that no more than the declared number of TLE/CAEST is present within the container.

3.7.3.4.1.2. If no TLE/CAEST is declared to be present, no further steps are required.

3.7.3.4.2. Customs Sealed Containers. In the case of containers that have been sealed by customs authorities, units should take steps to satisfy inspectors that no TLE/CAEST is present by providing packing lists or other documentation indicating contents. Should inspectors insist on viewing the contents, each site will make a determination, based on HN issues, whether to open the container. Every reasonable attempt should be made to satisfy the inspectors. As a last resort, the container may be declared a sensitive point.

3.7.3.4.3. Modified Containers. Some containers have been modified to serve as office space, climate controlled storage, or similar purpose that qualifies as equipment. The CFE Treaty does not provided for access to the interior of equipment other than LALs. Therefore, equipment other than LALs is not subject to internal inspection.

3.7.3.4.3.1. The principal factor on deciding whether or not a container is a container or a piece of equipment is its use and function. If a container has been used as the basis for construction of a piece of equipment and is no longer used as a container, it should be considered as equipment. However, for openness and transparency, if the equipment; i.e., modified container, has no easily observable external modifications and is indistinguishable externally from other containers, it should be treated as a container during a CFE Treaty inspection.

3.7.3.4.3.2. Conversely, if a piece of equipment has electrical hook-ups, air conditioners, etc. then it should be treated as structure and subject to inspection, utilizing managed access guidelines.

3.7.3.4.3.3. The presence of external connections are used to substantiate the declared function. The same guidelines will be applied if containers are utilized as offices/facilities.

3.7.3.5. Munitions Storage Areas (MSAs). It is Command policy to permit access to MSAs. Recognizing that MSAs present safety challenges, the following procedure will be followed:

- 3.7.3.5.1. Access to the MSA will only be allowed one time during an inspection. Brief the safety concerns associated with the MSAs and USAFE's policy to limit access to one time during the PIB.
- 3.7.3.5.2. Once inside the MSA, further limit access to any facilities containing explosives to three personnel, one IT member, the DTRA escort and the local MSA escort. All other personnel will wait outside the bunkers.
- 3.7.3.6. Hardened Aircraft Shelter (HAS)/Protective Aircraft Shelters (PAS) containing Weapons Storage and Security Systems (WS3). Grant CFE Treaty inspectors access to HASs/PASs only when the WS3 vault is down and locked. If the WS3 vault is not secure during a CFE inspection, declare the entire HAS/PAS a sensitive point and deny access. Do not permit photographs of the interior of the shelter under these conditions. In this case, remove any TLE/CAEST from the HAS/PAS for display outside.
- 3.7.3.6.1. Ensure control panel covers are closed or the panel is shrouded when access is granted to a HAS/PAS. DTRA-OSE escorts will ensure that any photographs taken of TLE/CAEST inside the HAS/PAS do not record the location of WS3 vaults and control panels.
- 3.7.3.7. Tents/Temporary Buildings. Access will be granted to tents and temporary buildings according to the following:
- 3.7.3.7.1. Tents: All dimensions must measure at least two meters.
- 3.7.3.7.2. Temporary buildings: Access door(s) must measure at least two meters in width.
- 3.7.4. Photography. The CFE Treaty gives inspectors the right to take photographs of TLE/CAEST to record its presence. Inspected state parties have no treaty right to restrict the photography of TLE/CAEST in any way. The DTRA-OSE ET will ensure that all photographs are taken in accordance with treaty provisions. **(T-0)**.
- 3.7.4.1. Sensitive items/information on or around the TLE/CAEST should be either removed or shrouded during the inspection window.
- 3.7.4.2. Deny permission to take photographs of sensitive points.
- 3.7.4.3. Inspectors may also use cameras to record ambiguities in Treaty interpretation.
- 3.7.5. CFE 1A Access. During the conduct of inspections, if queried by the IT, the DTRA-OSE ET may specify whether a particular building on the inspection site is a personnel barracks or messing facility.
- 3.7.6. Inspector/Escort Contact. The IT may organize itself into two or three sub-teams. Each escort sub-team will include DTRA-OSE escorts and translators. They will be assisted by local site escorts from the inspected site. All US escorts will be led by the DTRA-OSE ET chief. **(T-2)**.
- 3.7.6.1. The servicing AFOSI Detachment, local OPSEC office, and DTRA should provide a counterintelligence briefing specifically addressing the current inspection.

3.7.6.2. Local site escorts will reply to inspection related questions through the DTRA escorts on their sub-team. All local site escorts will reply to inspection related questions through the lead DTRA Escort on their sub-team.

3.7.6.3. Site personnel may hold friendly discussions with inspectors provided these discussions stay within security limitations of the unit CIL.

3.7.6.4. Any IT requests for military information outside the scope of the inspection must be reported to the servicing AFOSI office as soon as possible.

3.7.6.5. Personnel should not exchange personal information or communicate with foreign inspectors following an inspection.

3.7.6.6. Personnel should not give or accept gifts outside of the formal Treaty gift exchange.

3.7.6.7. Personnel should not discuss information concerning other US personnel with inspectors.

3.7.6.8. Inspectors have Diplomatic status. They may not be forcefully touched, except to ensure their safety. Their bags and premises cannot be entered without their expressed permission. At the same time, they are expected to conduct themselves in a professional manner, conduct their mission within the prescribed manner and obey all applicable rules and laws. Any actions to the contrary will be immediately reported to the DTRA-OSE ET chief.

3.7.7. Local Site Escorts. Wing/Installation Group Commanders at U.S. CFE Declared Sites will appoint CFE local Site Escorts in writing from within the Group organization. **(T-2)**. Local site escorts should all be familiar with the site and wear CFE badges so they can be identified.

3.7.7.1. Wing/Installation Group Commanders will ensure that local Site Escorts will not be scheduled for extended TDY's or deployment during the 12 months following their appointment. Group Commanders must appoint any replacement local Site Escort at least 30 days before a current appointee is scheduled to PCS or depart the program. **(T-3)**.

3.7.7.2. All local Site Escorts training will normally be provided by the servicing Regional TCO.

3.7.7.3. As a minimum, full Site Escort training should be conducted initially upon their appointment. This should be in-person training and should focus on all the elements described in [paragraph 3.7.7.4](#) Refresher training should also be conducted every six months from the date of last training. The actual content of the Escort training will be IAW the respective local site CFE plan.

3.7.7.4. Local Site Escort training should comprise both classroom training on the Treaty, escort relationship and duties, as well as a "hands on" scenario walk through on the flight line. Site Escorts should be familiar with the site and all the equipment in their issued inspection kits, as well as how to operate LMRs. Site Escorts will also be familiar with the "first in last out" concept, controlled/restricted access procedures, sensitive points (discretely identified) and how to practice good OPSEC. In addition, Site Escorts will be trained to report current and future positions to the control center. Finally, they will be trained to note changes as relayed by the control center (including CAEST arrivals and locations) and ensure the DTRA ET is advised.

3.7.8. Facility Managers. Group/Squadron CFE POCs are responsible for training their Facility Managers on facility preparation as well as providing information on their specific responsibilities during the course of an inspection. Facility personnel are responsible for briefing safety items and ensuring good OPSEC during and inspection. Facility Manager should also be familiar with their expedited controlled/restricted access procedures for the IT.

Chapter 4

DATA EXCHANGES AND NOTIFICATIONS

4.1. Annual Exchange of Information (AEI). The AEI broadly refers to information charts detailing the military command/organizational structure, personnel strength, and equipment holdings that are permanently assigned in the Area of Application (AoA). CFE Treaty signatories are required to submit the AEI on 15 December of each year, valid as of 1 January the following year.

4.1.1. AEI Submission Timeline. In order to meet the CFE submission dates, the following general timelines have been established:

4.1.1.1. Applicable HQ USAFE-AFAFRICA Directorates and Wings must provide their respective AEI inputs to HQ USAFE-AFAFRICA/A8XA by 1 November of each year.

4.1.1.2. USAFE must submit its data to USEUCOM no later than 15 November of each year.

4.1.1.3. HQ USAFE-AFAFRICA/A8XA will also submit a mid-year AEI data update to USEUCOM in June of each year. The mid-year data submission will only include changes to permanently assigned USAFE TLE or organizational structure changes. Input from other USAFE-AFAFRICA Directorates or Wing is not usually required.

4.1.2. AEI Guidance.

4.1.2.1. TLE/CAEST Reporting. In general, numbers, category and types of equipment (TLE/CAEST) permanently assigned to US ground, air, and air defense forces are reportable under the provisions of the CFE Treaty. However, transient equipment is not reported in the AEI unless it happens to be present in the CFE AoA on 1 January of the reporting year. Chart II of the US AEI will include all US TLE/CAEST, which is expected to be temporarily present on 1 January with a footnote to explain the pieces of TLE/CAEST by category, type and number. Chart III will include a footnote explaining that USEUCOM totals include temporarily present TLE/CAEST by category, type, number and location. Chart V will include the presence of temporarily present TLE/CAEST, if it is on one of the reported Declared Sites/OOVs on 1 January with a footnote to identify the unit with a line number that contains temporarily present TLE/CAEST by category, type and number. **(T-2).**

4.1.2.2. Personnel Reporting. USAFE is responsible for reporting all USAF personnel permanently assigned in theater. Numbers are based on the authorizations provided by HQ USAFE-AFAFRICA/A1M and A1R and other MAJCOMs and FOAs. The following will be provided to HQ USAFE-AFAFRICA/A8XA in order to prepare the AEI submission. **(T-2).**

4.1.2.2.1. Total number of personnel authorized for USAFE, down to and including all squadron level organizations and all detached elements, to include location and affiliation.

4.1.2.2.2. Total number of authorized personnel from other Headquarters US Air Force (HQ USAF), MAJCOMs, FOAs, and DRUs in EUCOM's AoR.

- 4.1.2.2.3. Total number of reserve personnel on active duty for 90 or more days in the EUCOM theater during the calendar year.
- 4.1.2.2.4. USEUCOM accounts for all AF personnel assigned to HQ USEUCOM, sub-unified commands and NATO authorizations. HQ USAFE- AFAFRICA/A8XA will coordinate with USEUCOM to ensure that double counting does not occur.
- 4.1.3. AEI Responsibilities.
- 4.1.3.1. NLT 1 November of each year HQ USAFE-AFAFRICA/A1 will provide required active duty personnel data as specified in **paragraphs 4.1.2.2.1** and **4.1.2.2.2** as well as the reserve personnel data as specified in **paragraph 4.1.2.2.3** This data should be valid as of 1 January the following year and will provide the basis for determining personnel increases of 500 at the wing/air regiment level. NLT 1 November of each year HQ USAFE-AFAFRICA/A4M will provide required permanently assigned TLE/CAEST to HQ USAFE- AFAFRICA/A8XA in order to prepare the AEI submission. HQ USAFE-AFAFRICA/A3 will provide information on combat aircraft sorties exceeding a total of 200 sorties for any exercises involving USAF aircraft in the USEUCOM AOR for the following year.
- 4.1.3.2. HQ USAFE-AFAFRICA/A8XA will gather the required information and submit, in coordination with AF/A10P, via ACES to HQ USEUCOM.
- 4.1.3.3. Servicing Regional TCOs will report the location of all permanently assigned TLE/CAEST by tail number and provide information on in-transit or deployed TLE/CAEST on station to HQ USAFE-AFAFRICA/A8XA on the first duty day of January. HQ USAFE- AFAFRICA/A8XA will use this information as the basis for submitting any AEI corrections.

4.2. Arms Control Enterprise System (ACES). ACES is the management system for AEI and notification data. HQ USAFE-AFAFRICA/A8XA has administrative control over data and notifications submitted by users within the Command. Regional TCOs have access to ACES and provide all ACES required entries on behalf of affected Installation commanders.

Chapter 5

EQUIPMENT TRACKING, SUPPORT, AND DISPOSAL

5.1. Equipment Tracking. Accurate and timely aircraft tracking is vital to protecting our aircraft during CFE inspections. Aircraft tracking is also critical to an accurate AEI. HQ USAFE-AFAFRICA/A8XA is responsible for tracking all aircraft assigned outside the EUCOM AOR and Regional TCOs are responsible for tracking all unit-assigned aircraft. In order to meet these responsibilities, responsible personnel will:

5.1.1. Enter aircraft transactions into ACES no later than five working days before the first movement date using the following standard nomenclature: LLYYDDD-#, where LL is the two letter location designator (i.e. A8, AV, LN, SP), YY is the last two digits of the calendar year, DDD is the Julian date and # is a sequence number for that day's transactions (e.g. 1, 2, 3, etc.). If the individual is notified of the aircraft movement within five working days of the first movement, he/she shall make every effort to immediately enter the transaction into ACES.

5.1.2. Update ACES within three working days of notification of any movement changes.

5.1.3. Update completed aircraft movements, including the aircraft tail numbers, within three duty days after the movement has occurred.

5.1.4. Monitor ACES for any overdue movements and correct immediately upon discovering.

5.2. Support to Deploying Units. Arms control support to units deployed to the CFE AoA is critical to protecting OPSEC. This support consists of providing pre-deployment notification of applicable international arms control treaties affecting deployed units in the AoA and providing direct assistance in the event of a treaty event at their deployed location.

5.2.1. The initial information will consist of potential arms control impacts at their deployed location and contact information for the personnel who will support them while deployed (see [paragraph 5.2.2](#)). The responsibility for providing this information is handled by either the HQ USAFE-AFAFRICA/A8XA staff or Regional TCOs depending on the circumstances.

5.2.1.1. HQ USAFE-AFAFRICA/A8XA is responsible for providing any required pre-deployment information to units that deploy from outside the EUCOM AOR. HQ USAFE-AFAFRICA/A8XA will provide a courtesy copy of the notification message to the Regional TCO responsible for the deployment country.

5.2.1.2. Regional TCOs are responsible for providing required pre-deployment information to all home-station units. When these units deploy to another Regional TCO's region or main operating base (MOB), the owning Regional TCO will provide details about the planned deployment to the receiving Regional TCO as early as possible. Provide a copy of this notification to the HQ USAFE-AFAFRICA/A8XA org box.

5.2.2. Regional TCOs are responsible for providing direct support to all units permanently assigned to, or temporarily located within their assigned region in the event of a treaty event. This includes providing support to units that are permanently assigned to another Regional TCO. In the event of a treaty event, the owning Regional TCO will provide the initial awareness notification to their deployed forces and provide contact details for the receiving Regional TCO, who provides the direct support during the event. Affected TCOs provide a

courtesy copy of all correspondence to the HQ USAFE-AFAFRICA/A8XA org box for situational awareness.

5.3. Disposal Guidance. Disposal of TLE can be accomplished by a number of methods in accordance with the CFE Treaty, Protocol on Reduction, sections VI through XII. Commanders will ensure that all assigned TLE disposals meet or exceed the established treaty requirements for destruction or modification. **(T-0).**

5.3.1. Disposal Responsibilities. Commanders will notify HQ USAFE-AFAFRICA/A4M and HQ USAFE-AFAFRICA/A8X of all planned disposal events and specific procedures that they plan to undertake in order to dispose of assigned TLE. Not later than 14 days prior to the planned disposal action, the owning Wing Commander or Vice Commander (or equivalent for other than Wing organizations) will submit a disposal plan to HQ USAFE/AFAFRICA/A8X. This plan will include the following information: Equipment Type(s); Serial Number(s); Projected Date (Day/Month/Year); Location; Procedure for destruction (Severing or Deformation). **(T-2).**

5.3.2. To ensure that the USG meets all requirements of the Treaty, no disposal actions will be taken by the unit until approval is received from HQ USAFE-AFAFRICA/A4M and HQ USAFE-AFAFRICA/A8X. **(T-2).**

Chapter 6

TRAINING, PREPAREDNESS, AND ORGANIZATION

6.1. General. This chapter summarizes the key training and preparedness guidance and support structure, as they relate specifically to CFE Treaty inspection and compliance requirements. General training requirements for arms control treaty compliance are contained in AFI 16-601 *Implementation of, and Compliance with, International Arms Control and Nonproliferation Agreements*, and the USAFE Supplement to AFI 16-601.

6.1.1. Annual Readiness Inspection Exercise. Commanders will ensure that each USAFE MOB that is a US CFE Declared Site conducts a full-scale readiness inspection exercise at least once every calendar year. A base may be relieved from conducting a CFE inspection exercise if it successfully executes an actual CFE inspection earlier in the same calendar year, or in any year, it is host to a Vienna Documents Combat Air Base Visit, a Chemical Weapons Convention 301 Inspection Exercise, or Vienna Document Evaluation exercise **(T-2)**.

6.1.1.1. With few exceptions, CFE inspection exercises will test all aspects of an actual inspection, as it would affect the USAFE installation. Unless specifically exempted, all units within the base, including tenant organizations, will participate in the exercise. **(T-2)**.

6.1.1.2. All affected Regional TCOs will work with the Installation Gatekeeper to identify at least one primary and one alternate date for the CFE exercise. Once approved by the Installation leadership, the Installation Gatekeeper will submit the proposed exercise dates to the USAFE Gatekeeper (courtesy copy to HQ USAFE-AFAFRICA/A8XA) not later than 1 October of each year for inspection exercises in the following year. In their submission, USAFE Installations will specify whether they desire to have participation from HN and other foreign verification agency personnel (see [paragraph 6.1.1.3.2](#)). **(T-2)**

6.1.1.2.1. HQ USAFE-AFAFRICA/A8XA will de-conflict the proposed dates with the USAFE Gatekeeper and submit them to DTRA-OSE for consideration. This should be accomplished not later than 15 December of each year for exercises in the following year. HQ USAFE- AFAFRICA/A8XA will aim to publish a final approved CFE exercise schedule by 1 February of each year.

6.1.1.3. Exercise Planning and Execution.

6.1.1.3.1. Planning should begin at least 60 days prior to the exercise. During the planning process, Installations may ask HQ USAFE-AFAFRICA/A8XA and DTRA-OSE to focus extra attention on specific areas. CFE exercises will take place over two days, with the inspection activity occurring on the second day. The timeline will follow that of an actual CFE Treaty inspection.

6.1.1.3.2. Exercise Preparations. Inspection exercises will be accomplished IAW AFI 90-201, USAFE Supplement to AFI 90-201, this document, and applicable local instructions. CFE exercises should include DTRA-OSE participation as National Escorts and/or CFE Treaty Inspectors. Participation of HN and partner nation verification agencies is encouraged; their presence adds realism to the exercise and can provide a more accurate test of the Installation's readiness. Coordinate participation by non-US personnel with Installation leadership.

- 6.1.1.3.3. Notifications. The Regional TCO will coordinate with DTRA-OSE on the specific timing for the release of the CFE treaty inspection exercise notifications to the Installation Command Post. Notifications should reflect the CFE timeline as much as possible. The use of VF-1 and VF-3 notifications is not required for CFE exercises.
- 6.1.1.3.4. Advance Team Activities. Following site designation DTRA-OSE, HQ USAFE–AFAFRICA/A8XA, and the Regional TCO will meet with local site escorts for training, base orientation, and review of the designated sensitive points. The Regional TCO will provide two copies of the approved site diagram and pre-inspection briefing (one with notes pages for the interpreter) and a list of local site escorts. The Regional TCO will discuss MSA procedures, PIB contents, in-brief procedures, meal procedures, safety concerns, construction areas, customs sealed containers, base policy on photography, static displays, and the presence of additional TLE/CAEST. The TCO will provide a roll-up of the first and second higher echelons personnel numbers and TLE, by category along with all pertinent F-series notifications since the last data exchange. If timing allows DTRA-OSE should be given a tour to become familiar with the installation layout and location of TLE/CAEST. Finally, DTRA-OSE, HQ USAFE–AFAFRICA/A8XA, and the Regional TCO will meet with the Installation Commander, or designated representative, to discuss specific policy and procedures. **(T-2)**.
- 6.1.1.3.5. Main Exercise. The main exercise day will normally constitute a regular duty day. Exercises should include, but are not limited to: expedited base entry, administrative facility set-up/use, site diagram handover, pre-inspection briefing, local site escort participation, logistical support (transportation, security, communications, etc.) facility/container access, and command and control. If exceptions and/or simulations are included, the installation must build in measures that demonstrate the capability to fulfill all obligations of an actual inspection.
- 6.1.1.4. Exercise Report. HQ USAFE-AFAFRICA/A8XA will provide assistance to the installation’s Wing Inspection Team (WIT) to help evaluate individual components of the exercise, based on the exercise evaluation checklist. HQ USAFE-AFAFRICA/A8XA personnel will be WIT trained and normally augment the local WIT to evaluate the exercise. HQ USAFE-AFAFRICA/A8XA personnel will provide inputs to the Wing IG for inclusion in the report and will be provided the opportunity to review the draft report before publication. **(T-2)**.
- 6.1.2. Recurring Training and Supporting Organization. Recurring training is critical to ensuring proper preparedness of leadership and support personnel to respond to real-world inspections.
- 6.1.2.1. Regional TCO and HQ USAFE–AFAFRICA/A8XA Staff Training. USAFE Regional TCOs and HQ USAFE–AFAFRICA/A8XA Staff are required to take a selection of USAF, DTRA and NATO arms control courses, as required in AFI 16-601, the USAFE Supplement to AFI 16-601, and the USAFE-AFAFRICA Treaty Compliance Officer Initial-Hire Training Plan; training is managed by HQ USAFE- AFAFRICA/A8XA.
- 6.1.2.2. Installation Leadership and Supporting Personnel.
- 6.1.2.2.1. Installation Leadership (Commanders, Staff Directors). The Regional TCO will provide a general overview of the primary arms control treaties and politically

binding agreements to installation leadership, upon their assumption of command and annually thereafter, that will affect their organizations, the impacts and obligations these treaties have on their unit, and the general tasks the commanders and personnel within each organization will be expected to execute.

6.1.2.2.2. Alternate Installation TCO. This individual shall be trained to assist the Regional TCO on a recurring basis and to execute required CFE Treaty duties when the Regional TCO is not available. This training is the responsibility of the servicing Regional TCO.

6.1.2.2.3. Arms Control POCs. These individuals will be trained to assist the servicing Regional TCO in carrying out CFE Treaty duties. This training is the responsibility of the servicing Regional TCO.

6.1.2.2.4. CFE Mission Director. Installation Commanders at US CFE Declared Sites will appoint a CFE Mission Director in writing from within the Installation organization. The Mission Director will oversee the CFE Control Center's C2 operations and will have the authority to act on the Installation Commander's behalf in executing treaty compliance operations during an inspection. Mission Directors coordinate with units in real-time to ensure access is granted to the IT. Mission Director training is the responsibility of the servicing Regional TCO. **(T-2)**.

6.1.2.2.5. Group CFE POCs. Group Commanders at US CFE Declared Sites will appoint CFE Group POCs (one primary and one alternate) in writing from within the Group organization. These individuals shall be trained on their specific responsibilities during program maintenance and on the appropriate checklists (if available) in the event of an inspection. Group POCs should be trained in inspection protocol and on specific responsibilities for serving in the CFE Control Center to provide C2 of the CFE Inspection sub-teams and to coordinate immediate TLE/CAEST, facility and container access with their POCs. Group POC training is the responsibility of the Regional TCO. **(T-2)**.

6.1.2.2.6. Squadron/Unit POCs. Squadron Commanders at US CFE Declared Sites will appoint primary and alternate CFE Squadron POCs. CFE Squadron POCs should receive training on specific responsibilities with regard to the preparedness of facilities and conduct of their unit's mission during an inspection to prevent potential OPSEC violations. **(T-3)**.

6.1.2.2.7. Local Site Escorts. Group/Squadron Commanders at US CFE Declared Sites will appoint CFE local Site Escorts as needed. The conduct of CFE inspections requires a minimum of nine local Site Escorts. Experience has shown that local site escorts comprised of security forces and aircraft maintenance personnel is best practice, ensuring personnel familiar with restricted area access procedures, TLE/CAEST, as well as flight line organization and activities. **(T-2)**.

6.1.2.2.7.1. Local Site Escort training is the responsibility of the Regional TCO. Recommended content for the training is contained in [paragraph 3.7.7.4](#)

6.1.2.2.8. Facility. The Host Wing Civil Engineering Squadron will maintain currency of real-property POC information in support of the USAFE CFE Treaty Declared Site and Challenge Inspections for all MOBs, subordinate units and operating locations that

are located off of the MOB such as the 701 MUNSS, etc. At units located on US or HN Declared Sites, the Host Wing Civil Engineering Squadron (CES) will provide the following for each facility to the servicing Regional TCO as required but at least on an annual basis: POC Name, Rank, Phone Number, Organization and whether the facility has a 2-meter door. For units only susceptible to Challenge Inspections, the Host Wing/unit CES will provide the standard CE Facility Manager listing to the servicing Regional TCO as required but at least on an annual basis. **(T-3)**.

6.1.2.2.8.1. Facility POCs. Facility POCs for the purposes of CFE inspections are those individuals who can provide access to the inspectable buildings (or parts thereof) and containers. In some cases where multiple units occupy different parts of the same building, there may be a need for multiple Facility POCs listed for a particular building. Group CFE POCs are responsible for training their Facility POCs on facility preparation and their specific responsibilities during the course of an inspection. Facility POCs are responsible for providing access to facilities and containers, briefing safety items, and ensuring good OPSEC during an inspection. Facility POCs should also be familiar with their expedited controlled/restricted access procedures for the IT. For facilities that will require managed access during an inspection, in-person training and visits to the facility by the servicing Regional TCO and Group POCs is advisable to ensure that a viable managed access plan is in-place to meet all treaty obligations. Facility POC training is the responsibility of the Group CFE POC, but can also be done by the servicing Regional TCO if requested.

6.1.2.2.9. General Population. The Installation commander should use any available mass communication means to raise awareness about CFE Treaty inspection activities and requirements. This is particularly helpful in the lead-up to a base-wide inspection or exercise.

ADRIAN L. SPAIN, Brigadier General, USAF
Director of Plans, Programs and Analyses

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

Treaty on Conventional Armed Forces in Europe, 19 November 1990

DoDD 2060.1, *Implementation of, and Compliance with, Arms Control Agreements*, 31 August 2018

ECI 2301.01 *Implementation of the Treaty on Conventional Forces in Europe*, 1 June 2008

AFPD 16-6, *International Arms Control and Nonproliferation Agreements and the DoD Foreign Clearance Program*, 27 March 2018

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AFI 16-604, *Implementation of and Compliance with the Treaty on Open Skies, The Treaty on Conventional Armed Forces in Europe and the Vienna Document on Confidence and Security Building Measures*, 14 September 2018

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AFI 51-506 *Gifts to the Department of the Air Force from Domestic and Foreign Sources*, 16 April 2019

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Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AAFES—Army and Air Force Exchange Service

AB—Air Base

ABDR—Aircraft Battle Damage Repair

ACES—Arms Control Enterprise System

ACV—Armored Combat Vehicle

AEI—Annual Exchange of Information

AFMAN—Air Force Manual

AIFV—Armored Infantry Fighting Vehicle

AoA—Area of Application (See paragraph 1(A), Article II, CFE Treaty)

AoR—Area of Responsibility

APC—Armored Personnel Carrier

ATTU—Atlantic to the Urals

AVLB—Armored Vehicle Launch Bridge

AW—Airlift Wing

C2—Command and Control

CAEST—Conventional Armaments and Equipment Subject to the Treaty (TLE + LAL)

CCT—Wing Treaty Compliance Office

CDRUSEUCOM—Commander, US European Command

CFE—Treaty on Conventional Armed Forces in Europe

CFE1A—Concluding Act of the Negotiation on Personnel Strength of Conventional Armed Forces in Europe

CIL—Critical Information Listing

CIP—Common Installation Picture

COMUSAFE—Commander, US Air Forces in Europe

CP—Command Post

DoD—Department of Defense

DoS—Department of State

DRU—Direct Reporting Unit

DTRA—OSE—Defense Threat Reduction Agency On-Site Europe

EAL—Entry Authorization List

ECJ5—USEUCOM Plans and Policy Directorate

ECJ5—W—USEUCOM Office of Weapons of Mass Destruction

ET—Escort Team (DTRA-OSE)

ETA—Estimated Time of Arrival

FMS—Foreign Military Sales

FOA—Field Operating Agency

FP—Force Protection

FW—Fighter Wing

GSU—Geographically Separated Unit
HAS—Hardened Aircraft Shelter
HCA—Host Country Agreement
HN—Host Nation
IAW—In accordance with
ICC—Installation Control Center
ISP—Inspected State Party
ISSA—Inter-Service Support Agreement
IT—CFE Inspection Team
JCG—Joint Consultative Group
JNOC—Joint Nuclear Operations Center
JOC—Joint Operations Center
JS—Joint Staff
JTF—Joint Task Force
LAL—Look-Alike
LMR—Land Mobile Radio
LNO—Liaison Officer
MAJCOM—Major Command
MOA—Memorandum of Agreement
MOB—Main Operating Base
MOC—Maintenance Operations Center
MOU—Memorandum of Understanding
MRE—Meals, Ready to Eat
MSA—Munitions Storage Area
MTF—Military Treatment Facility
NAF—Numbered Air Force
NATO—North Atlantic Treaty Organization
NLT—No Later Than
OL—Operating Location
OOV—Object of Verification
OPCO—Operational Control
OPR—Office of Primary Responsibility

OPSEC—Operational Security

ORF—Organizational Representation Funds

OSI—Office of Special Investigations

NAF—Numbered Air Force

PAS—Protective Aircraft Shelter

PIB—Pre-Inspection Brief

POC—Point of Contact

POE—Point of Entry/Exit

POI—Protocol on Inspections

PONEI—Protocol on Notification and Exchange of Information

RAF—Royal Air Force

SME—Subject Matter Expert

TCO—Treaty Compliance Officer

TLE—Treaty Limited Equipment (battle tanks, armored combat vehicles, artillery, combat aircraft and attack helicopters)

USAFE-AFAFRICA—US Air Forces in Europe—Air Forces Africa

USEUCOM—US European Command

USG—US Government

USAREUR—US Army Europe

USMARFOREUR—US Marine Corps Forces Europe

USNAVEUR—US Naval Forces Europe

USSOCEUR—US Special Operations Command Europe

VF—Voice Format

WIT—Wing Inspection Team