

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

**UNITED STATES AIR FORCES IN
EUROPE—AIR FORCES AFRICA
INSTRUCTION 16-612**



24 NOVEMBER 2025

Operations Support

**IMPLEMENTATION OF, AND
COMPLIANCE WITH, THE VIENNA
DOCUMENT 2011 (VDOC 11)
AGREEMENT ON CONFIDENCE AND
SECURITY BUILDING MEASURES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements multiple guidance documents and instructions governing arms control treaty and agreements implementation and compliance within the United States Air Force in general and specifically within the United States European Command (USEUCOM) area of responsibility (AOR). Applicable documents include: DOD Directive 2060.1, *Implementation of, and Compliance with, Arms Control Agreements*, CJCSI 2320.01E, *Guidance For The Implementation Of The Vienna Document 2011 and Associated Documents*; AFRPD 16-6, *International Arms Control and Non-Proliferation Treaties and Agreements and the DOD Foreign Clearance Program*; and AFI 16-601, *Implementation of, and Compliance with, International Arms Control and Nonproliferation Agreements*. This publication provides guidance directly associated with the USAFE implementation of, and compliance with, the VDOC 11 Agreement as provided for in USEUCOM ECI 2301.05, *Implementation of the Vienna Document 2011 on Confidence and Security-Building Measures*. This instruction applies to active duty USAF units located throughout the USEUCOM AOR. It also applies to USAF detachments and offices located on Host Nation (HN) sites in theater. This instruction applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) units operating in the USEUCOM AOR. The protocols of the VDOC 11 Agreement and United States (U.S.) Congressional decisions mandate the U.S. will receive on-site inspections, evaluations and submit military personnel, weapons/equipment

systems and organizational force structure information for the Annual Exchange of Military Information (AEMI) data reporting to meet mandatory United States Government (USG) compliance obligations. This instruction may be supplemented at any level, but all supplements must be routed to HQ USAFE-AFAFRICA/A8XA, Arms Control and Countering WMD Branch 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 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication Office of Primary Responsibility (OPR) for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW AFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule. Refer recommended changes and questions about this publication to the OPR using the DAF Form 847, *Recommendation for Change of Publication*. Route directly to HQ USAFE-AFAFRICA/A8XA at USAFE.A8XA.ArmsControlBranch@us.af.mil.

SUMMARY OF CHANGES

This instruction has been revised and requires a complete review. It includes numerous reference and process updates, and new funding guidance for organizational representation funds (ORF) and/or operation and maintenance (O&M) expenditures during certain VDOC 11 activities. It also incorporates guidance from USEUCOM to further openness and transparency when hosting Vienna Document 2011 formation evaluations.

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Chapter 1

VDOC 11 BACKGROUND

1.1. Vienna Document (VDOC) . The Vienna Document was first signed in 1990 and has been reissued several times, most recently in 2011. Its purpose is to reduce risk and provide transparency among the Organization for Security and Cooperation in Europe (OSCE) states within the territory defined as the Zone of Application (ZOA) in Europe and parts of Central Asia. The Vienna Document is a politically-binding agreement and unlimited in duration.

1.2. VDOC conventional equipment. Conventional equipment subject to the Vienna Document Annual Exchange of Military Information (AEMI) includes battle tanks, armored combat vehicles and look-alikes, anti-tank guided missile launchers, self-propelled and towed artillery pieces/mortars/multiple rocket launchers, armored vehicle launched bridges, combat aircraft and helicopters.

1.3. Certain military activities. The agreement further provides for the prior notification and observation of certain military activities (e.g., exercises) above a defined threshold, on-site inspections and evaluations, as well as a program of military contacts and cooperation.

1.4. VDOC unit evaluations and inspections. All U.S. forces present in the territory of the ZOA, either permanently or temporarily, may be impacted by Vienna Document unit evaluations and/or specified area inspections. Forces participating in notifiable military exercises above certain thresholds may be subject to observation by members of the OSCE.

1.5. VDOC State representatives. In accordance with VDOC 11 and the Vienna Convention on Diplomatic Relations, State representatives travel on diplomatic status in support of VDOC 11 missions. As such, their premises shall be inviolable, the receiving State shall accord full facilities for the performance of their mission, and subject to access prohibited or regulated for reasons of national security, and the receiving State shall ensure to all members of the mission freedom of movement and travel in its territory.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Roles

2.1.1. The Chief, Policy Division (AF/A10P) on behalf of AF/A10 oversees all aspects of the AF arms control process, including VDOC 11 implementation and compliance.

2.1.2. CDRUSEUCOM will establish and coordinate policy and procedures for implementation of Conventional Arms Control treaties/agreements in the USEUCOM AOR. The CDRUSEUCOM is the supported commander and exercises operational control through Service Component Commanders.

2.1.3. COMUSAFE-COMAFRICA, as CDRUSEUCOM's Air Component Commander, provides policy guidance, VDOC 11 subject matter expertise (SME), and training and compliance procedures to HQ USAFE-AFAFRICA and other USAF forces located within the VDOC 11 ZOA.

2.1.4. Commanders at all levels shall ensure their permanent and deployed forces and personnel comply fully with the VDOC 11, its protocols, and all implementing directives, instructions and policy guidance. **(T-0)**

2.1.4.1. Evaluators/Inspectors/Observers are afforded applicable rights and protections under diplomatic status in the execution of their duties and all HQ USAFE-AFAFRICA personnel will treat them in a professional, courteous, and accommodating manner. **(T-0)**

2.1.5. HQ USAFE-AFAFRICA/A8XA is the OPR for all arms control treaty and agreement activities in the EUCOM AOR and will assign a MAJCOM Treaty Compliance Officer (TCO) to a HQ USAFE-AFAFRICA A5/8 Operating Location at each VDOC chart unit and other wings or installations as required to provide VDOC 11 SME and assistance to all unit commanders in the servicing TCO's area of responsibility. TCO personnel have a regional responsibility that includes numerous Treaty signatory Allies and partner countries covering all 47 sovereign European territories and report directly to HQ USAFE-AFAFRICA/A8XA.

2.1.6. The Defense Threat Reduction Agency-Europe (DTRA-E) is responsible for overall leadership, management and support of the foreign inspection/evaluation/observation teams, and U.S. escort activities, to include treaty interpretation, point of entry/exit reception, HN Treaty Verification Agency coordination, transportation, linguists, communications, and training. DTRA-E will coordinate directly with HQ USAFE-AFAFRICA/A8XA concerning training and preparation for VDOC 11 inspections, evaluations, observations or readiness exercises of USAFE installations/wings or geographically separated unit (GSU) activities.

2.2. Responsibilities

2.2.1. COMUSAFE-COMAFRICA (Command Group) :

2.2.1.1. Comply with all VDOC 11 protocol provisions, review and update applicable command instructions and guidance to ensure they do not conflict with mandatory international arms control agreement compliance requirements.

2.2.1.2. Prepare a VDOC 11 compliant unclassified HQ formation mission briefing annually and provide to HQ USAFE-AFAFRICA/A8XA for review by 15 November of each year.

2.2.1.3. Assign a senior officer in the grade of O-6 or above (preferably from the Chief of Staff Office) to present the HQ formation mission briefing during a VDOC 11 inspection, evaluation or Combat Air Base Visit (CABV).

2.2.2. Third Air Force (3 AF) Staff :

2.2.2.1. Prepare a VDOC 11 compliant unclassified 3 AF formation mission briefing annually and provide to HQ USAFE-AFAFRICA/A8XA for review by 15 November of each year.

2.2.2.2. Assign an officer in the grade of O-4 or above (preferably from the Commander's Action Group (CAG)) to present the 3 AF formation mission briefing during a VDOC 11 inspection, evaluation or CABV.

2.2.3. **HQ USAFE-AFAFRICA/A1** will provide HQ USAFE-AFAFRICA/A8XA the required MAJCOM and other USAF manpower and organizational force structure data for organizations permanently assigned in the EUCOM AOR upon request to complete the AF/A10P.

2.2.4. **HQ USAFE-AFAFRICA/A2** will monitor all pertinent intelligence information on the implementation of VDOC 11 as it applies to HQ USAFE-AFAFRICA operations in the USEUCOM AOR and provide applicable information to HQ USAFE-AFAFRICA Directorates, HQ USAFE-AFAFRICA/A8XA and USAFE formation/unit commanders as required.

2.2.5. HQ USAFE-AFAFRICA/A3/10 :

2.2.5.1. HQ USAFE-AFAFRICA Command Center will receive VDOC11 Voice Format notifications and distribute, as required.

2.2.5.2. Ensure advance coordination with HQ USAFE-AFAFRICA/A8XA on deployments of combat aircraft and helicopters within the VDOC 11 ZOA which encompasses the entire EUCOM AOR with the exception of Russia East of the Urals.

2.2.6. HQ USAFE-AFAFRICA/A4 :

2.2.6.1. Provide notification to HQ USAFE-AFAFRICA/A8XA of any actions involving the permanent transfer of combat aircraft or helicopters coming into or leaving EUCOM's AOR at least 60 days in advance. This includes any planned in-place disposition action of USAFE-AFAFRICA owned aircraft or helicopters.

2.2.6.2. Provide information on major weapon and equipment systems to HQ USAFE-AFAFRICA/A8XA upon request in preparation for the AEMI.

2.2.7. HQ USAFE-AFAFRICA/A5/8 :

2.2.7.1. Designate HQ USAFE-AFAFRICA/A8XA to serve as the HQ USAFE-AFAFRICA OPR for VDOC 11 compliance and implementation matters.

2.2.7.2. Act as COMUSAFE-COMAFRICA's official representative at all arms control treaty compliance activities involving the command's installations/wing and other deployed USAF forces located in or operating from the USEUCOM AOR.

2.2.7.3. Coordinate VDOC 11 issues between the USAFE-AFAFRICA and 3 AF staffs, USAFE units, Air Staff, USEUCOM, USAREUR, USNAVEUR, USMARFOREUR, other USAF MAJCOMs, Host Nation civilian/military officials and DTRA-E.

2.2.7.4. Upon receipt of a VDOC 11 Voice Format notification, perform an asset scan utilizing the Arms Control Enterprise System (ACES) and inform DTRA-E and USEUCOM/ECJ5-W within two hours during normal duty hours whether the asset scan is positive or negative. If outside of normal duty hours, provide a response within two hours from the start of the next duty day. If positive, provide details of the assets impacted.

2.2.7.5. Coordinate and develop inter-service support agreements (ISSAs), memorandums of understanding (MOUs), memorandums of agreement (MOAs), Host Country Agreements and other documents with EUCOM, appropriate service, command, HN and local agencies as required to implement and fulfill the USG's obligations under the VDOC 11 Agreement.

2.2.7.6. Coordinate the development, coordination, and staffing of intra-governmental support agreements with the Command Support Agreements Manager in HQ USAFE-AFAFRICA/A4RI, International Logistics Branch.

2.2.7.7. Establish procedures to track the movement of all permanently assigned and deployed USAF forces (combat aircraft and helicopters) moving into and out of the VDOC 11 ZOA.

2.2.7.8. Review the formation, unit and group command mission briefings to validate they contain all mandatory VDOC 11 required information and conform to the template located on the HQ USAFE-AFAFRICA/A8XA SharePoint™ site.

2.2.7.9. Ensure the information in the formation and unit command mission briefings are unclassified and can be shared with foreign inspection teams.

2.2.7.10. Ensure funding, both operation and maintenance (O&M) and organizational representation funds (ORF), is programmed and provided to meet the requirements to support VDOC 11 real-world missions, training, and exercises.

2.2.8. MAJCOM (USAFE-AFAFRICA/A8XA) TCO :

2.2.8.1. Provide expert advice on the protocols of the VDOC 11, requirements and procedures to supported commanders, their senior staff, the base populace and tenant units.

2.2.8.2. Assist their supported units in the development of VDOC 11 mission briefings, checklists, instructions, itineraries, routes, operation orders (OPORD), and support procedures required to execute the protocols of VDOC 11, this Instruction and associated documents.

2.2.8.3. Provide VDOC 11 training to supported commanders, local escorts and VDOC 11 points of contact (POCs) located in their assigned countries.

2.2.8.4. Upon notification of a VDOC 11 inspection, evaluation or observation involving one or more of the supported formations or units, expeditiously notify all impacted

formations or units. Provide direct support to the affected formations or units through all phases of the event.

2.2.9. **HQ USAFE-AFAFRICA/JA** will provide legal guidance, evaluate, and when necessary, forward to USEUCOM/ECJA questions or issues that require interpretation of the VDOC 11 or relate to collateral legal matters, such as the negotiation of agreements with HNs in implementing VDOC 11.

2.2.10. **HQ USAFE-AFAFRICA/HO** will coordinate all unit requests for changing combat aircraft or helicopters from operational/in-service status to static display or ground training use with HQ USAFE-AFAFRICA/A8XA not later than 60 days prior to the requesting units estimated date for executing destruction or removal from operational/in-service actions.

2.2.11. **HQ USAFE-AFAFRICA/PA** :

2.2.11.1. Provide VDOC 11 Public Affairs guidance, advice, counsel and operations in concert with HQ USEUCOM/PA, as needed.

2.2.11.2. Coordinate news media coverage of VDOC 11 compliance verification activities with the impacted unit.

2.2.11.3. Ensure USAFE-AFAFRICA units accommodate the preapproved on-scene news agencies media coverage of VDOC 11 events and arms control treaty-related activities in accordance with DOD "Principles of Information."

2.2.12. **Region 5 Air Force Office of Special Investigations (AFOSI)** :

2.2.12.1. Provide required assistance to HQ USAFE-AFAFRICA installation/wing/GSU commanders, HQ USAFE-AFAFRICA/A8XA and servicing TCOs to ensure unit personnel directly supporting VDOC 11 activities are briefed on their roles and responsibilities for counter-intelligence (CI) vulnerabilities during VDOC 11 operations.

2.2.12.2. Provide installation/wing/GSU commanders and the servicing TCO with current CI assessments and emerging threat conditions to insure the successful execution of notified VDOC 11 inspection, evaluation, CABV, and observation activities.

2.2.12.3. Ensure AFOSI Detachments located within the USEUCOM AOR understand their responsibilities and will provide required CI and threat assessment support to USAFE installation/wing/GSU commanders and the servicing TCOs.

2.2.13. **USAFE-AFAFRICA Installation/Wing/GSU Commanders** :

2.2.13.1. Develop plans, checklists, itineraries, briefings, OPORD, etc., as required by HQ USAFE-AFAFRICA/A8XA, to execute VDOC 11 responsibilities.

2.2.13.2. Develop an unclassified VDOC 11 compliant wing mission briefing that, at a minimum, includes Operations, Maintenance, Mission Support and Medical group-level missions to be utilized for VDOC 11 inspections, evaluations and CABV activities. 86 AW mission briefing will also include Civil Engineering and Logistics Readiness groups. 435 AGOW mission briefing will include its Contingency Response and Communications Operations groups. Provide HQ USAFE-AFAFRICA/A8XA a copy of these briefings NLT 15 November of each year for review and approval for release.

- 2.2.13.2.1. When tasked, present the VDOC 11 mission briefings during a VDOC 11 inspection, evaluation or CABV. The briefing will be given by the commander or deputy commander.
- 2.2.13.2.2. Commanders may include additional squadron and tenant unit mission, demonstration or static display briefings as desired not to exceed the 12-hour evaluation period allowed for evaluators or visitors during evaluations and CABV. When other briefings are planned to be presented, the USAFE unit should make every effort to pre-coordinate with HQ USAFE-AFAFRICA/A8XA.
- 2.2.13.3. Develop evaluation/inspection/observation notification procedures to receive and expeditiously disseminate information to all affected units and facilities to implement operational security (OPSEC) procedures.
- 2.2.13.4. Ensure an OPSEC Working Group is established as required and integrated with similar protection/security related working groups to ensure the successful execution of VDOC 11 inspection, evaluation, CABV, demonstration of weapons systems and observation activities.
- 2.2.13.4.1. The focus should be on ensuring the safety and security of all attendees, especially during a CABV when U.S. military/civilian personnel, HN, and up to 112+ OSCE visitors will reside in hotels, conduct local cultural visits and attend activities located off U.S. military installations.
- 2.2.13.4.2. To reduce the group's signature footprint, neither the U.S. nor any other U.S. organization's military flags should be flown outside of, or displayed in, the conference centers of off post hotels.
- 2.2.13.5. Direct their installation/wing OPSEC Managers to conduct inspections on the facilities and locations where foreign evaluators, inspectors or visitors will have access during a VDOC 11 inspection, evaluation and CABV to validate preparations to meet OPSEC requirements and to assist in necessary corrective actions to mitigate any potential OPSEC issues. Commanders should also consider having their OPSEC Managers conduct briefings in concert with the servicing TCO to the base personnel that will have direct contact with the foreign inspection/evaluation/CABV teams and visitors.
- 2.2.13.6. Ensure the servicing AFOSI Detachment provides required CI briefing support to the servicing TCO and local site escorts to prepare base personnel that will have direct contact with the foreign inspection/evaluation/CABV teams and visitors.
- 2.2.13.7. GSUs located on HN installations will normally not be required to participate in VDOC 11 activities hosted by the HN. However, unit leadership should coordinate with the HN Wing and Verification Agency through the TCO and DTRA-E to confirm their exclusion from the event. Leadership will also ensure unit personnel are aware of activities and implement all appropriate OPSEC procedures.
- 2.2.14. Tenant Unit Commanders :**
- 2.2.14.1. Provide required support to the installation/wing Commander to ensure the USG meets all VDOC 11 protocols and compliance obligations.
- 2.2.14.2. Provide coordination, personnel, resources, and other required support to USAFE-AFAFRICA installation/wing Commanders and the servicing TCO as required to

execute a VDOC 11 inspection, evaluation, CABV and readiness exercises IAW this instruction, local Support Plans, checklists and/or instructions as required.

2.2.14.3. Develop support plans, checklists and/or operating instructions as required.

Chapter 3

DATA EXCHANGE, CONTACTS AND ANNUAL CALENDARS

3.1. Annual Exchange of Military Information (VDOC 11 Section I)

3.1.1. HQ USAFE-AFAFRICA/A8XA will compile and provide the information to USEUCOM/ECJ5-W on or about 1 November each year. Information will be valid as of 1 January the following year.

3.1.1.1. This information will contain data relating to current major weapon and equipment systems, plans for deployment into and out of the ZOA in the coming year and plans to introduce or remove systems in the ZOA.

3.1.1.2. For air formations and combat units, information is provided on the military organization, manpower and operational major organic weapon and equipment systems that are permanently assigned and in use with our military forces located in the ZOA. This will include the numbers of each type of combat aircraft and helicopters organic to the formation or unit. EXCEPTION: The AEMI does not include non-operational aircraft such as static displays and maintenance trainers.

3.1.1.3. HQ USAFE-AFAFRICA/A8XA will participate in a data exchange review prior to USEUCOM's submission to the Joint Staff, and, upon request, will participate in the Joint Staff data review prior to the U.S. AEMI data submission to the OSCE.

3.1.2. The USAFE-AFAFRICA staff, 3 AF staff and installation/wing Commanders will provide required information on military organization, manpower, and major weapon and equipment systems to HQ USAFE-AFAFRICA/A8XA upon request and in preparation for the AEMI.

3.2. Contacts (VDOC 11 Section IV): If a new weapon or equipment system operated by a USAFE unit is introduced into the ZOA for the first time, USEUCOM will verify the need for a demonstration of the new system and task HQ USAFE-AFAFRICA to execute the demonstration. HQ USAFE-AFAFRICA/A8XA is responsible for planning and conducting the demonstration in coordination with USEUCOM, Host Nation officials, the applicable HQ USAFE-AFAFRICA functional area managers and the owning Wing Commander for the other participating State (pS) representatives to observe the demonstration. Procedures governing the equipment demonstration will be the same as for the CABV program.

3.3. Annual Calendars (VDOC 11, Section VII). VDOC 11 requires each pS provide an annual calendar of its notifiable military activities for the following calendar year. Draft input to USEUCOM is required NLT 15 September each year.

3.3.1. HQ USAFE-AFAFRICA/A3/10 will inform HQ USAFE-AFAFRICA/A8XA of any scheduled exercise in the USEUCOM AOR by 1 September each year if it involves 200 or more aircraft sorties (excluding helicopters). HQ USAFE-AFAFRICA/A8XA, in conjunction with USEUCOM and DTRA-E will evaluate the event for potential notification requirements if the sorties are part of a ground exercise that exceeds the VDOC 11 Section V thresholds.

3.3.2. HQ USAFE-AFAFRICA/A8XA will provide the information to EUCOM/ECJ5-W by 15 September of each year.

Chapter 4

INSPECTION PROTOCOL (VDOC 11 SECTION IX)

4.1. Notifiable military activity. The purpose of a VDOC 11 inspection is to determine whether a notifiable military activity is taking place in a specified area on the territory of another pS within the ZOA. The territory of the U.S. is not within the VDOC 11 ZOA and therefore the USG cannot host an inspection. However, deployed and permanent U.S. forces are subject to inspection if located within the specified area. A DTRA-E liaison team will be dispatched to the area(s) where U.S. assets are present to serve as the official U.S. representative during inspections. HQ USAFE-AFAFRICA/A8XA will work with DTRA-E to provide support and advice to HQ USAFE-AFAFRICA and deployed USAF formations/units in order to prepare them for an inspection. Access to U.S. assets will not be permitted if a DTRA-E escort team is not present.

4.1.1. The geographical coordinates identifying the boundary subject to inspection of the specified area are provided by the inspecting pS at least 36 hours, but no more than five days, prior to the estimated entry of the inspection team into the receiving State's territory. Upon arrival, the inspection team will identify its inspection plan and the inspection will proceed. The inspection team must terminate its inspection within 48 hours of its arrival at the specified area. There will be up to four inspectors.

4.1.2. HQ USAFE-AFAFRICA/A8XA will provide information on the presence and type of USAF assets located in the specified inspection area to USEUCOM and DTRA-E. EUCOM/ECJ5-W will coordinate with DTRA-E and the impacted component(s) on the need to dispatch a liaison team to accompany the inspected HN escort team to protect USG equities whenever U.S. assets fall within the specified inspection area.

4.1.3. Commanders will apply normal OPSEC procedures whether or not a VDOC inspection affects their unit. In the event inspectors visit a USAFE unit in the specified area and choose to ask questions, the unit representative, in coordination with DTRA-E, will answer the inspection team's questions in an open and straightforward manner to the greatest extent possible. If a complete answer would require divulging classified information, the unit representative will simply tell the inspectors the question cannot be answered.

4.1.4. In practice, USEUCOM does not allow access to any USAFE controlled installation for inspection. Aerial overflight of USAFE bases constitutes a form of access and USEUCOM and DTRA will coordinate with the HN in an attempt to limit or prevent overflights.

4.2. Units in garrison . If the following USAF units' normal peacetime location is within the specified area, they will likely be requested to provide an unclassified VDOC 11 mission briefing to the inspection team: HQ USAFE-AFAFRICA, 3 AF, 31 FW, 48 FW, and 52 FW. This briefing will occur at a location either on base or off, as agreed between the unit, DTRA-E and the HN. If the inspection team requests access to more information on the unit beyond receiving briefings, the DTRA-E escort team chief will deny access and explain U.S. policy and practice is to only allow access to the briefing location on an installation for the U.S. formation/unit(s) in the specified area.

4.2.1. If the inspection team is transported by aircraft, the aircraft will be permitted to land on base and the inspection team will be transported to the briefing site by the most direct route. The receiving base will be responsible for providing transportation, escort and security from

the airfield to the briefing room and return. The inspection team will be transported directly back to their aircraft following the briefing.

4.3. Units deployed outside of their normal garrison locations . Commanders of deployed formations and units within the specified inspection area, but not at their normal garrison location, will allow access commensurate with VDOC 11 Section IX protocol requirements while taking appropriate measures with respect to force protection and OPSEC.

4.3.1. Planned or ongoing training within an area subject to inspection will not be terminated and forces will not be moved early due to the notification of intent to conduct an inspection.

4.3.2. Unit commanders will inform HQ USAFE-AFAFRICA and DTRA-E escort team of sensitive points or restricted areas. The DTRA-E escort team chief will inform the inspectors of access denial when encountered. The declaration of sensitive points should be kept to a minimum, but sensitive points should be declared whenever classified or sensitive activities or locations require such protection.

4.3.3. The HN will provide appropriate board, lodging and transportation for the inspection team to the unit deployed locations. The inspected U.S. unit may, if requested, provide ground transportation to the inspection team in their immediate training/exercise area.

4.3.4. The inspected U.S. unit will provide local site guides to assist the DTRA-E escort team to escort the inspection team while they are in the unit's deployed location.

4.3.5. The inspection team may conduct inspections on foot, by cross-country vehicle, by airplane and/or helicopter, or any combination of these. The U.S. will be responsible for providing and operating the appropriate cross-country vehicles during inspections of U.S. areas as agreed with the HN.

4.4. Gift Exchange . A gift exchange takes place at the end of the briefing. The formation or unit briefer should present, as a minimum, a gift to the Inspection Team Chief at the end of the visit.

4.5. Responsibilities .

4.5.1. USAFE-AFAFRICA Formations (HQ USAFE, 3AF), Wing Commanders (31 FW, 48 FW, and 52 FW) and Deployed USAF unit commanders:

4.5.1.1. Formation/Wing/Unit commanders will ensure personnel are briefed on the inspection requirements and how to communicate with the foreign inspection team in the specified area. **(T-3)**

4.5.1.2. Commanders will present the unclassified VDOC 11 approved mission briefing to the inspection team. It is highly recommended the commander or /deputy commander provide the formation/unit mission briefing; however, if neither is available, the designated senior ranking officer may present the briefing. The servicing TCO can assist with specific briefing requirements. **(T-0)**

4.5.1.3. The number of local site escorts accompanying the DTRA- escort team should be kept to the minimum needed. Commanders are ultimately responsible for augmentation and should plan accordingly to protect U.S. assets and ensure OPSEC. The commander may assign additional local site escorts as required. **(T-3)**

4.5.1.4. If the briefing is hosted on a USAF installation, installation commanders will provide a required briefing location (normally the formation/unit conference room), security, escorts, airfield management, logistics and transportation to support the inspection. **(T-2)**

4.5.1.5. The formation or unit Protocol Office is responsible for providing the gift(s) to the briefer for presentation. **(T-3)**

Chapter 5

EVALUATION PROTOCOL

5.1. General Evaluation Procedures . Evaluation visits should contribute to the process of openness and transparency while providing access in the most open and unrestricted way possible with due consideration to force protection, operations security and safety of the evaluators. The U.S. intent is to provide a positive impression of U.S. Forces and the life of Airmen to representatives from other partner states.

5.1.1. Information included in the AEMI is subject to evaluation on a quota basis. The USG has one formation/unit evaluation quota per year.

5.1.2. An evaluation will be completed in the course of a single work day and may last up to 12 hours. There will be up to three evaluators.

5.1.3. USAFE-AFAFRICA formations (HQ USAFE-AFAFRICA, 3 AF, 86 AW, 435 AGOW) and USAFE units (31 FW, 48 FW and 52 FW) are subject to an actual VDOC 11 evaluation and/or annual readiness exercise.

5.1.3.1. Units may be relieved from conducting an exercise if it successfully executes an actual VDOC Evaluation 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 Blue and Gold exercise. **(T-2)**

5.1.3.2. Exercises will test all aspects of an actual evaluation, as it would affect the USAFE installation. Participation may include HN treaty compliance offices, Allied and/or Partner Nations, and DoD arms control personnel as part of the evaluation/observation teams.

5.1.3.3. Regional TCOs will work with the Installation Gatekeeper to identify at least one primary and one alternate date for the VDOC 11 Evaluation 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 15 December of each year for inspection exercises in the following year.

5.2. Evaluations of Formations (HQ USAFE-AFAFRICA or 3 AF). During evaluations of formations, the commanding officer or their designated representative will present an unclassified mission briefing and evaluators shall be provided the possibility “to see the personnel and major weapon and equipment system(s)” reported for the formation in their normal peacetime locations. This will NOT include any formations or units reported separately in the AEMI. To further openness and transparency, HQ USAFE-AFAFRICA or 3 AF formation evaluations will include an unclassified mission brief and tour of 86 AW and 435 AGOW to provide evaluators the opportunity to meet and talk to military personnel (commanders/officers/enlisted). 86 AW and 435 AGOW will also develop a standing itinerary to allow the evaluators to view a variety of unclassified unit activities. Additional guidance on the unclassified mission briefing and itinerary is found in [paragraphs 5.3](#) through [paragraph 5.6](#) below, and through coordination with HQ USAFE/AFAFRICA/A8XA.

5.3. Evaluations of Units (31 FW, 48 FW and 52 FW). During evaluations of units, the commanding officer or their designated representative will present an unclassified mission briefing and evaluators shall be provided the possibility “to see the personnel and major weapon and

equipment system(s)” reported for the unit in their normal peacetime locations. The unit will develop a standing itinerary to allow the evaluators to view a variety of unclassified unit activities as described below.

5.3.1. The evaluation will begin with the Wing Commander or designated senior representative welcoming the visiting team as they arrive at the installation. The Wing Commander or designated representative will then provide the unclassified unit mission briefing. This briefing will include the information submitted in the VDOC 11 AEMI, the current information, and the reasons if any for differences for notified personnel or combat aircraft. The briefing will describe the assigned major unit weapons and equipment systems, the tasked roles/responsibilities and the current unit activities.

5.3.2. Commanders will recommend an itinerary and route that provides the evaluation team the best opportunity to see unit facilities, observe personnel (commanders/officers/enlisted), support operations, and the unit’s weapons (combat aircraft/ helicopters) and equipment systems reported in the most recent AEMI. Units must keep in mind evaluators are not obliged to accept the proposed itinerary and may request adjustments that should be considered. Any proposed change will require negotiations between the Evaluation Team, DTRA and the Wing Commander.

5.3.3. Commanders are encouraged to provide an opportunity for evaluators to observe ongoing unit training on the installation. Commanders are not required to disrupt training or stage special training exercises for the evaluators’ benefit.

5.3.4. In order for the USG to fully meet the spirit and intent of the VDOC 11, commanders are highly encouraged to consider demonstrating some of their combat capabilities (static displays, demonstrations of pilots’ flight and survival equipment, uploading training weapons on assigned aircraft, Security Forces Squadron canine operations, scheduled live fire weapons training courses, etc.) to highlight the unit’s real-world operational capabilities.

5.3.4.1. The safety of USAFE-AFAFRICA personnel and the Evaluation Team is critical during the evaluation. With this consideration and at the discretion of the unit commander, the unit may offer Evaluators the opportunity to participate in some aspect of unit training, such as small arms firing, weapon system simulators, or vehicle driving/rides, etc.

5.4. Evaluation Team Access .

5.4.1. A DTRA-E escort team will be present when evaluators are observing U.S. weapons/equipment systems, structures, premises and personnel. Formations or units will not permit evaluators access to the site without the DTRA-E escorts being present.

5.4.2. Local site escorts will accompany the evaluation team and DTRA-E escorts for the duration of the evaluation.

5.4.3. Entry Authorization Lists (EAL) will not be used during evaluations. DTRA-E and/or local escort personnel will vouch for the evaluation team and expedite access to the installation and any facilities that require access during their evaluation. Evaluators must not be allowed to view U.S. entry control procedures or badges to controlled or restricted areas. Regional TCOs will pre-coordinate all evaluations with installation Security Forces and Air Force Office of Special Investigation (OSI) units. **(T-2)**

5.5. Evaluation Execution . The duration of the evaluation period may last up to 12 hours, starting from the beginning of the command mission briefing. Developing and proposing an itinerary which fills that time facilitates the smooth conduct of the evaluation, minimizes disruptions in unit activities and avoids sensitive point declarations. The goal of the USG is to afford the evaluators the opportunity to observe activities/training/exercises that directly support the unit's combat capabilities taking place throughout the wing during that day, as well as the living conditions of unit personnel.

5.5.1. Photography/Videotaping . VDOC 11 does not set any parameters other than an Evaluation Team is allowed to bring with them video and photographic cameras. Given the nature of a VDOC 11 evaluation as a confidence and security building measure and subject to the unit commander's guidance, additional photography and videotaping may be allowed except for command posts, communications centers, combat vehicles and other sensitive areas. The servicing TCO will discuss photography policy with the wing commander and brief DTRA-E on that policy prior to the beginning of the evaluation, ensuring DTRA-E is familiar with all local unit photography/videotaping and OPSEC restrictions.

5.5.2. Access/Sensitive Points . A VDOC 11 Evaluation Team can request to visit any site areas. However, access will not be granted to sensitive points, facilities, or equipment. The VDOC 11 allows great flexibility in the designation of sensitive points. While this provision should not be abused, USAFE units will deny access, through the DTRA-E team chief, to all sensitive areas, equipment, and facilities without explanation to the evaluators, except to cite the sensitive point provisions of the VDOC 11, Section IX, paragraph 128, when denying access. All local site escorts accompanying the team will know the site's sensitive points. Having a proposed itinerary for the evaluation should preclude unscheduled stops and the need to declare sensitive points.

5.5.3. Signing Ceremony . There is no report signing ceremony at the end of a VDOC 11 evaluation although the evaluation team may provide a verbal out brief. The evaluating State prepares a report and transmits it to all VDOC 11 signatory States via the OSCE network within 14 days of the evaluation. A copy of this report will be provided to the formation or unit commander by HQ USAFE/A8XA.

5.5.4. Gift Exchange . A gift exchange takes place at the end of the visit. The formation or unit commander should present, as a minimum, a gift to the Evaluation Team Chief at the end of the visit.

5.6. Responsibilities

5.6.1. USAFE-AFAFRICA Formation (HQ USAFE-AFAFRICA, 3 AF, 86 AW and 435 AGOW) and USAFE Unit (31 FW, 48 FW and 52 FW) Commanders :

5.6.1.1. Develop an itinerary providing the evaluators an opportunity to have contact with unit personnel (commanders/officers/ enlisted), observe the daily support operations and logistical functions of the air base, and view assigned weapons and equipment systems. Each fighter wing itinerary will include Operations, Maintenance, Mission Support and Medical Groups. 86 AW itinerary will also include Civil Engineering and Logistics Readiness groups. 435 AGOW itinerary will include Contingency Response and Communications Operations groups. Other groups/units may be included in the itinerary

as desired. This itinerary will be developed in conjunction with the formation/unit's servicing TCO. **(T-2)**

- 5.6.1.1.1. Formation and units will submit this evaluation itinerary for review to HQ USAFE-AFAFRICA/A8XA NLT 15 November annually. HQ USAFE-AFAFRICA/A8XA will review for compliance with VDOC 11 requirements, scope and intent. It will then become the baseline itinerary for VDOC 11 evaluations executed in the following calendar year. **(T-3)**
- 5.6.1.2. Provide information on sensitive points, facilities, and equipment to the DTRA-E escort team chief prior to the Evaluation. **(T-2)**
- 5.6.1.3. Commanders will ensure airmen, other armed personnel and officials in the formation or unit are adequately informed regarding the presence, status and functions of evaluators, and any accompanying auxiliary personnel. **(T-0)**
- 5.6.1.4. Commanders will assign adequate local site escorts to ensure the safety and security of the Evaluation Team. **(T-3)**
- 5.6.1.5. Present their formation or unit mission briefings to the Evaluation Team. **(T-0)**
- 5.6.1.6. Execute the evaluation visit ensuring the safety and security of the evaluators, meeting the obligations of VDOC 11 while protecting national security. The 86 AW/CC will be required to provide on-post security, transportation, airfield management and other logistical support to meet HQ USAFE-AFAFRICA and/or 3 AF VDOC 11 evaluation requirements. **(T-0)**
- 5.6.1.7. The formation or unit Protocol Office is responsible for providing the gift(s) to the Commander for presentation. **(T-3)**
- 5.6.1.8. Submit an After Action Report (AAR) within 15 days following the evaluation. The report should include, as a minimum, detailed itinerary, list of evaluators by country, major items of interest, questions asked by the evaluators and answers provided, lessons learned and recommendations, plus the associated costs with the visit by major category, including estimated costs where necessary. **(T-2)**

5.6.2. HQ USAFE-AFAFRICA/A8XA will :

- 5.6.2.1. Provide a representative to all evaluations affecting USAFE-AFAFRICA formations or units.
- 5.6.2.2. Review the AAR and submit to HQ USEUCOM, ATTN: ECJ5-W-NP, APO AE 09128, within 30 days following completion of the evaluation. **(T-2)**

Chapter 6

COMBAT AIR BASE VISIT (CABV)

6.1. CABV five-year requirement. The United States is responsible for executing one CABV in every five-year period commencing from 1997. COMUSAFE-COMAFRICA will formally task either Aviano AB, RAF Lakenheath or Spangdahlem AB to host a CABV at least 12 months prior to execution of the event.

6.1.1. While the CABV could host 112+ visitors, for planning purposes, the tasked wing should expect 75 visitors including civilians, senior enlisted and officers, to include general officers.

6.1.2. VDOC 11 specifies that a CABV will last for a minimum of 24 hours.

6.1.3. The purpose is to provide visitors the opportunity to view activity at the air base and to gain an impression of the approximate number of air sorties and type of missions being flown.

6.2. CABV Execution:

6.2.1. The CABV “clock” usually starts with HQ USAFE-AFAFRICA and 3 AF briefings at the hotel where the visitors are staying the night before they arrive at the installation, or at the installation after they arrive.

6.2.2. On the day of the CABV, the visitors will be welcomed by a USEUCOM or USAFE-AFAFRICA flag officer and the Wing Commander or Deputy Commander.

6.2.3. Following the welcome, the Wing Commander or designated O-6 will present an unclassified command briefing detailing the purpose/functions of the air base and its current activities. It will include, at a minimum, the units operating from the base, the number of personnel, combat aircraft/helicopters by type, and the unclassified missions/functions of those aircraft. Tenant unit commanders or their senior representatives will attend and be prepared to discuss their unclassified unit functions and missions.

6.2.4. The visitors will then tour the installation with the opportunity to view routine activities, flying and maintenance activities, quality of life areas and examples of all types of aircraft located at the base. The visitors should have ample opportunity to communicate with commanders and Airmen. These personnel should be as open and forthright as OPSEC considerations permit. The itinerary should also include a group photograph of all of the visitors and escort personnel.

6.2.5. Commanders should strive to minimize the impact on normal activities during the visit while considering the USG's objective of demonstrating openness and transparency.

6.2.6. Commanders at all levels should ensure their personnel and local site escorts have received appropriate security awareness, counter-intelligence and OPSEC training prior to the visit.

6.2.7. Sensitive points will be identified by the Wing Commander to HQ USAFE-AFAFRICA and DTRA prior to the CABV and access to sensitive points will be denied by the DTRA-E team chief as required.

6.2.8. At the close of the visit, the wing will provide an opportunity for the visitors to meet together with senior air base personnel and State officials (local Mayor, HQ EUCOM, U.S. Embassy or other senior HQ USAFE-AFAFRICA officials as available) to discuss the course of the visit. This will conclude with a memento/photo presentation.

6.2.9. Social activities are an important part of the air base visit program. A formal dinner should be included as part of the program. The senior U.S. commander (USAFE-AFAFRICA or USEUCOM), or his/her deputy, should serve as the host. USEUCOM may also provide a senior representative to host if necessary. Care should be taken to include the HN senior escort official in this function as co-host.

6.2.10. The extent of US responsibilities for some aspects of the air base visit will be determined in consultation with the HN. USAFE-AFAFRICA units should be prepared to provide lodging on the visited base or to arrange commercial lodging in a local facility, local transportation, meals and other arrangements.

6.2.11. The degree of access granted to aircraft is at the discretion of the commander. Entry Authorization Lists (EAL) will not be used during CABVs. DTRA-E and/or local escort personnel will vouch for visiting state representatives' expedited access to the installation and any facilities that require access during their tour. Regional TCOs will pre-coordinate all inspections with installation Security Forces and Air Force Office of Special Investigation (OSI) units.

6.3. Responsibilities.

6.3.1. HQ USAFE-AFAFRICA/A8XA will:

6.3.1.1. Coordinate with HQ USAFE-AFAFRICA/FM/CSP/JA and USAFE-AFAFRICA/A58 Resource Advisors to program and receive distribution of required ORF per AFI 65-603, *Official Representation Funds*, to fund authorized support activities, that are not approved for O&M, but are associated with executing the CABV such as paying for the visiting OSCE delegates gifts.

6.3.1.2. Coordinate with HQ USAFE-AFAFRICA/FM/CSP/JA, AF/A10P, and SAF/AA to program and receive distribution of required O&M funding for authorized support activities associated with executing the CABV such as paying for the visiting OSCE delegates lodging, transportation, and meals.

6.3.1.3. Ensure a USAFE-AFAFRICA flag officer is in attendance during the CABV to represent COMUSAFE.

6.3.1.4. Coordinate with HQ USAFE-AFAFRICA and 3 AF to present their unclassified VDOC 11 command mission briefings.

6.3.1.5. Review the AAR and submit to HQ USEUCOM, ATTN: ECJ5-W-NP, APO AE 09128, within 30 days following completion of the visit. **(T-2)**

6.3.2. HQ USAFE-AFAFRICA Wing Commanders will:

6.3.2.1. When tasked, appoint a lead wing VDOC 11 Point of Contact to prepare for and conduct the air base visit in coordination with the servicing TCO. **(T-2)**

6.3.2.2. Plan and execute the tasks contained in [paragraph 6.2](#) and sub-paragraphs. **(T-0)**

6.3.2.3. Ensure the wing Protocol Office utilizes received official representation funds (ORF) designated for the arms control program to pay the costs associated with gifts for the invited foreign representatives. **(T-2)**

6.3.2.4. Coordinate with HQ USAFE-AFAFRICA/PA, HN local news agencies, DTRA-E, and the visitors spokesperson to determine appropriate external/internal media coverage of activities. Ensure the Wing PA supports the group photo and production of copies for each visitor. **(T-2)**

6.3.2.5. Submit an AAR within 15 days following the visit to HQ USAFE/A8XA containing the same elements as **paragraph 5.6.1.5** above. **(T-2)**

6.3.3. Tenant Unit Commanders will:

6.3.3.1. Attend the wing command briefing. **(T-3)**

6.3.3.2. When requested, prepare and present their unclassified command mission brief to the visitors. **(T-2)**

6.3.3.3. Provide access to their facilities, equipment and personnel as requested by the installation commander to support the CABV. **(T-3)**

6.3.4. HQ USAFE-AFAFRICA/FM will:

6.3.4.1. Provide policy guidance and assist HQ USAFE-AFAFRICA/A8XA to request ORF from SAF/AA to purchase CABV gifts.

6.3.4.2. Ensure ORF money is transferred to USAFE wing Protocol Office upon request by HQ USAFE-AFAFRICA/A8XA to purchase appropriate gifts for CABV.

6.3.5. **HQ USAFE-AFAFRICA/JA** will coordinate on the ORF budget request to SAF/AA to conduct the CABV.

6.3.6. HQ USAFE-AFAFRICA/CCP :

6.3.6.1. Coordinate on the ORF budget request to SAF/AA to conduct the CABV.

6.3.6.2. Ensure USAFE wing Protocol Offices utilize ORF designated for the arms control program to purchase gifts for the CABV, upon request by HQ USAFE-AFAFRICA/A8XA and/or the servicing TCO.

Chapter 7

PRIOR NOTIFICATION OF CERTAIN MILITARY ACTIVITIES PROTOCOL (VDOC 11, SECTION V)

7.1. Master Exercise Database. HQ USAFE-AFAFRICA/A37 will provide HQ USAFE-AFAFRICA/A8XA access to the HQ USAFE-AFAFRICA/A37 Master Exercise Database to review scheduled and emerging military exercises conducted in the USEUCOM AOR.

7.2. Scheduled military exercises. HQ USAFE-AFAFRICA/A37 will inform HQ USAFE-AFAFRICA/A8XA NLT 95 days in advance of scheduled military exercises conducted in the USEUCOM AOR when the participation of USAF forces in the exercise planning notification will execute 200 or more scheduled combat aircraft sorties (excluding helicopters).

7.3. Notifiable activity involving USAF participation. HQ USAFE-AFAFRICA/A8XA will inform USEUCOM/ECJ5-W not later than 90 days in advance of the notifiable activity involving USAF participation consisting of 200 or more scheduled sorties by combat aircraft (excluding helicopters).

7.4. Exemptions from the 42 day advance notification requirement. Activities conducted without prior notification to the troops involved (alerts, snap exercises) are exempt from the 42 day advance notification requirement. The Joint Staff requires USEUCOM to provide notification of a notifiable alert activity NLT seven days before the start of the activity. HQ USAFE-AFAFRICA will provide USEUCOM notification information on these activities NLT 14 days in advance of the activity in order to allow sufficient time for resolution of problems and coordination with Allies.

Chapter 8

OBSERVATION OF CERTAIN MILITARY ACTIVITIES PROTOCOL

8.1. General Procedures for Notifiable Activities . Participating States must invite observers from all other pS to observe certain military activities of their land forces or any military activity in the ZOA which exceeds certain thresholds.

8.1.1. Upon request for the participating USAF forces to be part of the observation program, HQ USAFE-AFAFRICA/A8XA will ensure the affected unit(s) are aware of the event and are prepared to provide an unclassified general briefing on their activities if requested by the observation team per the applicable VDOC 11 protocols and U.S. guidance. Servicing TCOs and a DTRA-E liaison team may travel to the observation location to assist the unit's preparation for the observation.

8.2. Observation Execution . The HN where the activity is taking place must host an observation for the entire period any threshold is exceeded. Up to two representatives from each pS are allowed to attend the observation. The U.S. will participate in hosting observers based on the responsibilities delegated by the HN on whose territory the observation activity will occur.

8.2.1. If USAF forces are participating in an activity, and the HN requests a briefing on the U.S. forces' participation be provided to the observation team, the commander or designated representative of the exercise/activity contingent will brief on their mission and participation in the activity. Specific items that should be briefed include: unit role in the exercise; purpose of air missions (ensuring that the explanation clearly establishes the nonthreatening nature of the USAF's activity); number/location of weapon/equipment systems; troops participating; number of aircraft sorties; unclassified aspects of weapons/equipment capability and level of command organizing the forces. **(T-2)**

8.2.2. HQ USAFE-AFAFRICA/A8XA will coordinate these requirements with the commander and the DTRA-E Escort Team Chief prior to the observers' arrival at the site. The sample briefing located on the HQ USAFE-AFAFRICA/A8XA Share Point site can be used if desired.

8.2.3. Observation of USAF assets will not be permitted until DTRA-E escort team representatives are present at the site.

8.2.4. In garrison or while deployed, unit commanders retain overall responsibility for compliance with VDOC 11 protocol requirements. When escorted by the DTRA-E liaison team, commanders will allow the observation team an opportunity to observe normal activities of their forces. Commanders are not required to permit observation of restricted locations, restricted installations or inside operations centers and cockpits of combat aircraft. **(T-2)**

8.2.5. Unit commanders will inform DTRA-E escorts of safety, security, sensitive point locations, photography or other OPSEC restrictions. **(T-2)**

8.3. Responsibilities.

8.3.1. **HQ USAFE-AFAFRICA/A8XA will :**

8.3.1.1. Report information on the type of weapons or equipment systems and number of USAF personnel participating in the observable activity to USEUCOM/ECJ5-W and DTRA-E NLT 70 days prior to the start of the exercise.

8.3.1.2. Provide a representative in coordination with USEUCOM and DTRA-E to all observations affecting USAF formations or units.

8.3.1.3. Ensure the servicing TCO and DTRA-E coordinate the verbiage contained in the USAF unit's operations briefing, the itinerary and route with HQ USAFE-AFAFRICA/A8XA and provide the commander a copy of the final version to present to the observers.

8.3.1.4. Ensure the formation or unit briefings are unclassified for release to foreign observation teams.

8.3.2. USAF Unit Commanders will :

8.3.2.1. Be prepared to host an observation visit, maintain the safety and security of the foreign observation team, provide on-post transportation, and take measures to meet mandatory USG obligations while maintaining consideration of force protection and OPSEC requirements. **(T-0)**

8.3.2.2. Upon notification of an observation visit, begin to develop an unclassified formation or unit operations briefing, and an itinerary and route for the observation visit for coordination with HQ USAFE-AFAFRICA/A8XA, the servicing TCO and DTRA-E. **(T-0)**

8.3.2.3. Present their unit operations briefings to the observation team with assistance from the DTRA-E Escort Team Chief. **(T-0)**

8.3.2.4. Retain overall responsibility for compliance by the formation or unit with the VDOC 11 protocol requirement. Ensure personnel taking part in an observed military activity, as well as other armed personnel located in the area of military activity, are adequately informed of the presence, status and functions of the Observers. **(T-2)**

8.3.2.5. Provide information on sensitive points, facilities, and equipment to HQ USAFE-AFAFRICA and DTRA-E Escort Team Chief. **(T-2)**

JAMES C. MCFARLAND, Colonel, USAF
Director of Plans, Programs and Analyses

Attachment 1**GLOSSARY OF REFERENCES, ABBREVIATIONS AND ACRONYMS*****References***

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Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

ACES—Arms Control Enterprise System

AEMI—Annual Exchange of Military Information

AFOSI—Air Force Office of Special Investigations

AOR—Area of Responsibility

CABV—Combat Air Base Visit

CAG—Commander Action Group

CI—Counter Intelligence

DTRA-E—Defense Threat Reduction Agency – Europe

EAL—Entry Authorization List

ECJ5-W—European Command Plans and Policy Directorate-Weapons of Mass Destruction Division, J5

ECJA—European Command Legal Advisor, JA

FW—Fighter Wing

GSU—Geographically Separated Unit

HN—Host Nation

ISSA—inter-service support agreements

MOA—Memorandum of Agreement

MOU—Memorandum of Understanding

O&M—Operation and Maintenance

OPCON—Operational Control

OPORD—operation orders

OPSEC—Operational Security

ORF—Organizational Representation Funds

OSCE—Organization for Security and Cooperation in Europe

POC—Point of Contact

pS—participating States

SME—Subject Matter Expertise

TCO—Treaty Compliance Officer

USEUCOM—United States European Command

USG—United States Government

VDOC—Vienna Document 2011

ZOA—Zone of Application

Office Symbol

31 FW—31st Fighter Wing

48 FW—48th Fighter Wing

52 FW—52nd Fighter Wing

86 AW/CC—86th Airlift Wing

435 AGOW—435th Air Ground Operations Wing

AF/A10P—Headquarters Air Force Policy and Strategy Division

HQ USAFE-AFAFRICA/A1—Headquarters USAFE-AFAFRICA Manpower, Personnel, and Services

HQ USAFE-AFAFRICA/A2—Headquarters USAFE-AFAFRICA Intelligence, Surveillance, and Reconnaissance

HQ USAFE-AFAFRICA/A3/10—Headquarters USAFE-AFAFRICA Operations, Strategic Deterrence, and Nuclear Integration

HQ USAFE—AFAFRICA/A37—603rd Air Operations Center

HQ USAFE-AFAFRICA/A4—Headquarters USAFE-AFAFRICA Logistics, Engineering and Force Protection

HQ USAFE-AFAFRICA/A4RI—International Logistics Branch

HQ USAFE-AFAFRICA/A5/8—Headquarters USAFE-AFAFRICA Strategic Plans and Programs

HQ USAFE-AFAFRICA/CCP—Headquarters USAFE-AFAFRICA Protocol

HQ USAFE-AFAFRICA/HO—Headquarters USAFE-AFAFRICA History Office

HQ USAFE-AFAFRICA/JA—Headquarters USAFE-AFAFRICA Judge Advocate

HQ USAFE-AFAFRICA/PA—Headquarters USAFE-AFAFRICA Public Affairs