BY ORDER OF THE SECRETARY OF THE AIR FORCE

AIR FORCE INSTRUCTION 10-2501

10 MARCH 2020

Operations

EMERGENCY MANAGEMENT PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at **www.e-Publishing.af.mil** for downloading or ordering

RELEASABILITY: There are no releasability restrictions on this publication

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OPR: AF/A4CX

Certified by: AF/A4C
(Brig Gen John J. Allen, Jr.)

Supersedes: AFI 10-2501, 19 April 2016

Pages: 121

This publication implements Air Force Policy Directive (AFPD) 10-25, *Emergency Management*, Department of Defense Instruction (DoDI) 6055.17, *DoD Emergency Management (EM) Program*; Department of Defense Manual (DoDM) 3150.08, *Nuclear Weapon Accident Response Procedures (NARP)*; DoDI 3020.52, *DoD Installation Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) Preparedness Standards*; DoDI 6055.06, *DoD Fire and Emergency Services (F&ES) Program*; DoDI 4000.19, *Support Agreements*; DoDI 3150.10, *DoD Response to United States (U.S.) Nuclear Weapon Incidents*; Unified Facility Criteria (UFC) 4-141-04, *Emergency Operations Center Planning and Design*. This instruction applies to Regular Air Force, Air Force Reserve (AFR), and Air National Guard (ANG) units and personnel. It also applies to tenant units residing on Air Force installations who are subject to local support agreements requiring involvement with in Air Force Emergency Management Programs. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Form 847, *Recommendation for Change of Publication*; route Air Force Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all major command (MAJCOM) supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. The authorities to waive wing and 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*, 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 requestor's commander for non-tiered compliance items. See **paragraph 1.3** for waiver submission process requirements for this publication. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be thoroughly reviewed. Major changes include: guidance on the ability to survive and operate (ATSO) guidance and responsibilities; Shelter Management requirements and guidance; mission assurance implementation; clarification about CBRN Threat Designation guidance; reestablishment of the Air Force Emergency Management Exercise Program; updates roles and responsibilities for Air Force Installation and Mission Support Center (AFIMSC), its detachments, and Primary Subordinate Units in the CBRN defense modernization process; Installation personnel categorization; Integrated Risk Management Process; new Installation Emergency Management Plan (IEMP) 10-2 categories; updates CBRN Defense training requirement revisions as directed by Secretary of the Air Force (SecAF) and Chief of Staff of the Air Force (CSAF); updates requirements for the Emergency Operations Center (EOC) Director course; Installation Commander Executive-Level Response Course; identify offices responsible for providing Air Force input to three annual reports on SecAF Report on Countering Weapons of Mass Destruction (CWMD), Chemical and Biological Defense Report to Congress, and Chemical and Biological Defense Program Risk Assessment; and requirement to coordinate Department of Defense (DoD) directed semiannual active shooter exercises with local authorities.

Chapter 1

OVERVIEW AND BACKGROUND

1.1. Purpose. A comprehensive all-hazards Air Force Emergency Management Program enables the Air Force to maintain readiness and sustain mission assurance. The purpose of this instruction is to establish the Air Force Incident Management System (AFIMS) in accordance with the National Incident Management System (NIMS) methodology and align the Air Force Emergency Management Program with the National Response Framework. It establishes Air Force emergency management responsibilities, procedures, and standards to physical threats resulting from: major accidents; natural disasters; conventional attacks; terrorist attacks; and chemical, biological, radiological, and nuclear (CBRN) attacks or incidents. It provides a framework for planning and preparedness across the five NIMS mission areas: prevention, protection, response, recovery, and mitigation; and includes domestic and foreign guidance. It provides a framework for Ability to Survive and Operate (ATSO) training and exercising.

1.2. Mission. AFPD 10-25 establishes the primary and ancillary missions of the Air Force Emergency Management Program, as well as ATSO policy.

1.2.1. Air Force emergency management provides support to CWMD operations as defined in AFPD 10-26, *Countering Weapons of Mass Destruction Enterprise*. The Air Force Emergency Management Program is one of the mission assurance related programs that ensure the continued function and resilience of capabilities and assets supporting critical DoD as well as service-level strategic missions.

1.2.2. Air Force organizations will use AFMAN 10-2502, *Air Force Incident Management System (AFIMS) Standards and Procedures*, to conduct incident management activities during the prevention, protection, mitigation, response, and recovery phases. (T-1).

1.3. Air Force Emergency Management Program Administration. The Air Force Emergency Management Program aligns with DoDI 6055.17 for all-hazards incident management of emergencies.

1.3.1. Approved Tier-3 waivers to this publication for all Total Force wings/units must be sent to the Air Force Civil Engineer Center (AFCEC) Emergency Management Branch (AFCEC/CXR) workflow (**afcec.cxr.workflow@us.af.mil**) within 30 days of approval by a Commander, Director, or civilian equivalent. AFCEC/CXR will route to the AFIMSC, Emergency Services Branch (AFIMSC/IZPE), Air Force Reserve Command Deputy Chief of Staff Logistics, Engineering & Force Protection (AFRC/A4), National Guard Bureau Deputy Chief of Staff Logistics, Engineering & Force Protection (NGB/A4) and Headquarters Air Force (HAF), Civil Engineer Directorate, Readiness Division (AF/A4CX) approved Tier-3 packages for process improvement considerations. **(T-1)**.

1.3.2. When seeking a Tier-0, Tier 1, or Tier-2 waiver to this instruction, AFCEC/CXR will forward the waiver packages as follows in accordance with AFMAN 33-360:

1.3.2.1. For Tier-0 and Tier-1 waiver requests, send to AF/A4CX. **(T-1).**

1.3.2.2. For Tier-2 waiver requests, send to AFIMSC/IZPE, AFRC/A4, and NGB/A4. **(T-1)**.

1.3.3. AF/A4CX is responsible for vetting and routing Tier-0 and Tier-1 waiver packages. See AFMAN 33-360 for waiver package requirements. **(T-1)**.

1.3.4. Trained military (Air Force Specialty Code [AFSC] 3E9XX, Emergency Management Specialist) and or civilian Emergency Managers will be employed to manage the Air Force Emergency Management Program for commanders at all levels. **(T-1)**.

1.4. Emergency Management Tactics, Techniques, and Procedures. Air Force commanders and civilian equivalents at all levels will incorporate the emergency management concepts (Air Force and multi-Service) found in the Air Force Tactics, Techniques, and Procedures (AFTTP) listed below into appropriate home-station and expeditionary programs, planning, operations, and exercises at installations. **(T-1)**.

1.4.1. Homeland only:

1.4.1.1. AFTTP 3-2.67, *MTTP for Defense Support to Civil Authorities (DSCA)*

1.4.1.2. AFTTP 3-2.79 *CBRNE Enhanced Response Force Package (CERFP)/Homeland Response Force Operations*

1.4.2. Worldwide:

1.4.2.1. AFTTP 3-2.81, *Weapons of Mass Destruction-Civil Support Team Operations*

1.4.2.2. AFTTP 3-2.37_IP, *MTTP for CBRN Consequence Management Operations*

1.4.2.3. AFTTP 3-2.42_IP, *MTTP for CBRN Operations*

1.4.2.4. AFTTP 3-2.44, *MTTP for CBRN Reconnaissance and Surveillance*

1.4.2.5. AFTTP 3-2.46, *MTTP for CBRN Passive Defense*

1.4.2.6. AFTTP 3-2.55, *MTTP for CBRN Threats and Hazards*

1.4.2.7. AFTTP 3-2.56, *MTTP Reference for CBRN Warning and Reporting and Hazard Prediction Procedures*

1.4.2.8. AFTTP (I) 3-2.69, *MTTP for Treatment of Chemical Warfare Agent Casualties and Conventional Military Chemical Injuries*

1.4.2.9. AFTTP 3-2.70, *MTTP for CBRN Planning*

1.4.2.10. AFTTP 3-2.71, *MTTP for Weapons of Mass Destruction Elimination Operations*

1.4.2.11. AFTTP 3-2.83, *MTTP for Installation Emergency Management*

1.4.2.12. AFTTP 3-42.3, *MTTP for Health Service Support in a Chemical, Biological, Radiological, and Nuclear Environment*

1.4.2.13. AFMAN 44-156, *Treatment of Biological Warfare Agent Casualties*

1.4.2.14. AFMAN 44-161(I), *MTTP for Treatment of Nuclear and Radiological Casualties*

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1). The AF/A1 will provide strategy, guidance, and oversight to MAJCOMs, Air Force Personnel Center, and installation Force Support units and activities for the Air Force Emergency Management Program in accordance with DoDI 6055.17, and this instruction. **(T-0)**.

2.1.1. AF/A1 will provide subject matter expertise concerning mass care, housing and human services, sheltering, emergency assistance, search and recovery support, mortuary support, and housing assistance for evacuees or incident-displaced personnel. **(T-1).**

2.1.2. AF/A1 will ensure the recovery, handling, and storage of human remains (to include remains contaminated by CBRN materials). **(T-1).**

2.1.3. AF/A1 will ensure peacetime and wartime installation shelter stocking activities. **(T-1).**

2.1.4. AF/A1 will ensure use of media outreach to ensure personnel accountability and family member support actions. **(T-1).**

2.1.5. AF/A1 will ensure integration and use of the Air Force Personnel Accountability and Assessment System as a component of the AFIMS. **(T-1).**

2.1.6. AF/A1 will provide guidance and oversight to AFIMSC in their role as the technical and specialized reach back capability for installation-level requests regarding sheltering, emergency housing, and search and recovery. **(T-1).**

2.2. Deputy Chief of Staff for Intelligence, Surveillance, and Reconnaissance and Cyber Effects Operations (AF/A2/6). The AF/A2/6 will advise SecAF, CSAF, and other Air Force leadership on foreign threats to installations and availability of intelligence, surveillance, and reconnaissance assets to support the installation's ATSO and recover from a conventional and CBRN attack or incident. **(T-1).**

2.3. Deputy Chief of Staff for Operations (AF/A3). The AF/A3 will provide strategy, guidance, and oversight for aircrew flight equipment, operational reporting, weather, and Defense Support to Civil Authorities for the Air Force Emergency Management Program in accordance with DoDD 3025.18, *Defense Support to Civil Authorities,* DoDI 6055.17, and this instruction. **(T-0)**.

2.3.1. AF/A3 will provide current and future year sustainment funding requirements for Aircrew Flight Equipment to AFCEC/CXR by 1 October annually. **(T-1).**

2.3.2. AF/A3 will provide command program and planning support of the Emergency Mass Notification System requirement throughout the Air Force in accordance with AFMAN 10-206, *Operational Reporting (OPREP)*. **(T-1).**

2.3.3. AF/A3 will oversee Air Force wide training, organizing, and equipping of weather organizations responsible for providing weather support to emergency management related operations. The Air Force Weather Directorate (AF/A3W) also cross-feeds severe weather forecasting lessons learned which affects the installation ATSO and recovery from an incident or deliberate attack. **(T-1).**

2.3.4. AF/A3 will establish and sustain the Air Force liaison for Defense Support to Civil Authorities. **(T-1).**

2.4. Deputy Chief of Staff for Logistics, Engineering and Force Protection (AF/A4). The AF/A4 will manage strategy, guidance and oversight of the Air Force Emergency Management Program pursuant to DoDI 6055.17, in accordance with authorities delegated to AF/A4 as set out in HAF Mission Directive 1-38, *Deputy Chief of Staff, Logistics, Engineering and Force Protection*. **(T-0)**.

2.4.1. The AF/A4 will provide guidance, resource advocacy, and oversight to the Air Force Logistics, Engineering and Force Protection portfolio to **(T-1)**:

2.4.1.1. Develop and implement the Air Force Emergency Management Program.

2.4.1.2. Develop and implement Nuclear Accident and Incident Response capabilities pursuant to DoDM 3150.08.

2.4.1.3. Develop and implement procedures for funding, certifying, and reporting on U.S. Nuclear Weapon Incident Response Task Force capabilities, pursuant to DoDI 3150.10.

2.4.1.4. The AF/A4 through Directors and subordinate Directors will ensure that all units and Airmen are organized, trained, and equipped as needed to ensure compliance with requirements of the Air Force Emergency Management Program. **(T-1).**

2.5. The Director of Civil Engineering (AF/A4C). The AF/A4C under the authority, direction, and control of the AF/A4, will serve as the OPR for development and implementation of the Air Force Emergency Management Program. **(T-1).** The AF/A4C will provide strategy, guidance, and oversight for the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

2.5.1. The AF/A4C will serve as the OPR for the development and maintenance of this instruction, AFMAN 10-2502 and AFMAN 10-2503, *Operations in a Chemical, Biological, Radiological, and Nuclear (CBRN) Environment*. **(T-1).**

2.5.2. The AF/A4C will provide strategy, guidance and oversight to the Air Force for **(T-1)**:

2.5.2.1. Organization and strategic direction for the Air Force Emergency Management Program.

2.5.2.2. Development of Air Force emergency management education, formal training, and ancillary training program requirements.

2.5.2.3. Development and sustainment of current and future Air Force emergency management technologies, capabilities, and equipment.

2.5.2.4. Use of Program Element Codes (PEC) for Weapons of Mass Destruction (WMD), CBRN Defense, and contingency operations respective to the Total Force component. The full listing of PECs outlined by the DoD for the Air Force can be found on the Air Force Financial Management Data Quality Service website: **https://fmdd.affsc.af.mil/data-elements/home.htm**.

2.5.2.4.1. Total Force: PEC 28028F-Contingency Operations

2.5.2.4.2. Regular Air Force: PEC 27593F-CBRN Defense, PEC 27574F- Weapons of Mass Destruction (WMD) Threat Response

2.5.2.4.3. Air National Guard: PEC 55165F-NBC Defense, PEC 55167F-Domestic Preparedness Against WMD (ANG)

2.5.2.4.4. Air Force Reserve Command: PEC 55175F-CBRN Defense

2.5.3. The AF/A4C will serve as the Air Force lead for Service Component support to DoD during the development of DoD directives, instructions and or manuals and joint publications that are primarily focused on Air Force Emergency Management Program equities and issues. **(T-1).**

2.5.4. The AF/A4C will represent the Air Force in Joint, DoD, and external emergency management governance activities. **(T-1).**

2.5.5. The AF/A4C will serve as the Air Force representative to the DoD Chemical and Biological Defense Program, as delegated by AF/10 in AFPD 10-26. Advocate for Air Force modernization requirements via established joint processes for prioritization, development, acquisition, and sustainment of chemical, biological, and related defense capabilities. **(T-1).**

2.5.6. The AF/A4C will ensure changes to DoDI 6055.17, appropriate National Planning Frameworks, and other applicable federal and DoD guidance are incorporated into Air Force Emergency Management Program strategy and guidance. **(T-0).**

2.5.7. The AF/A4C will ensure current and accurate emergency management Mission Essential Tasks (METs) are listed in the Defense Readiness Reporting System. **(T-1).**

2.6. Director of Security Forces (AF/A4S). The AF/A4S will provide guidance to MAJCOM and installation Security Forces units or activities for force protection, integrated defense, and antiterrorism initiatives to support the Air Force Emergency Management Program. **(T-1).**

2.7. Deputy Chief of Staff for Strategy, Integration, and Requirements (AF/A5). The AF/A5 will incorporate Air Force Emergency Management Program capabilities, equities, doctrine, guidance, and instructions into future Air Force operational strategies, concepts, and requirements, as appropriate. **(T-1).**

2.8. Deputy Chief of Staff for Plans and Programs (AF/A8). The AF/A8 will incorporate Air Force Emergency Management Program capabilities, equities, doctrine, guidance, and instructions into Air Force planning and program development activities, as appropriate. **(T-1).**

2.9. Deputy Chief of Staff for Strategic Deterrence and Nuclear Integration (AF/A10). The AF/A10 will provide support and oversight for CWMD aspects of the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

2.9.1. The AF/A10 will serve as lead integrator for CWMD operations to ensure Air Force forces maintain the ability to survive and perform needed operations upon threat or use of CBRN weapons.

2.9.2. The AF/A10 will support AF/A4 participation in the Nuclear Weapon Accident Incident Response Subcommittee and within the DoD Chemical Biological Defense Program.

2.9.3. The AF/A10 will advise HAF staff and Combat Developers on CBRN defense capability requirements based on operational and technical analysis.

2.10. The Air Force Surgeon General (AF/SG). The AF/SG will provide support, guidance, and oversight for all medical aspects of the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

2.10.1. The AF/SG will provide Air Force Medical Services support to the Air Force Emergency Management Program. Advise the Air Force Council, CSAF, SecAF and the Joint Staff on medical aspects of the Air Force Emergency Management Program. Provide medical expertise to aid in the development of emergency management and CBRN defense and response policies, guidance, and procedures. **(T-1).**

2.10.1.1. The AF/SG will administer health surveillance, incidents of public health concern, and total exposure health guidance. **(T-1).**

2.10.1.2. The AF/SG will conduct sampling, identification, and quantification of health risks and monitor health hazards such as CBRN material, Toxic Industrial Biological, Toxic Industrial Chemical, Toxic Industrial Material, disease, disease vectors, and water and airborne contamination. **(T-1).**

2.10.1.3. The AF/SG will oversee installation medical response programs. Ensure equipment and capability requirements for medical all-hazard and CBRN defense are within appropriate allowance standards. **(T-1).**

2.10.1.4. The AF/SG will provide medical subject matter expertise for aspects of all hazards, CBRN defense, and consequence management projects and acquisitions. Monitor medical Limiting Factor(s) (LIMFAC) and shortfalls of MAJCOM Emergency Management Programs and equipment. **(T-1).**

2.10.1.5. The AF/SG will direct CBRN training for medical personnel (e.g., responders and providers) to enhance survivability and mission effectiveness in a CBRN contested environment. **(T-1).**

2.10.2. The AF/SG will ensure health focused emergency management exercises are coordinated with the Air Force Inspector General to meet DoDI 6055.17 requirements. **(T-0).**

2.10.3. The AF/SG will provide subject matter expertise on medical aspects of Air Force emergency management to the HAF Staff, other service components, Joint Staff, Office of the Secretary of Defense (OSD), and congressional liaisons. **(T-1).**

2.10.4. The AF/SG will support AF/A4C with advocacy for Air Force medical CBRN modernization priorities through the Air Force Chemical and Biological Defense Program, Program Objective Memorandums process. Review applicable Joint Capabilities Integration and Development System documents and monitor the Joint Nuclear, Biological, and Chemical Defense Program Objective Memorandums submission to ensure it addresses health capability needs. **(T-1).**

2.11. Air Force Inspector General. The Air Force Inspector General through the Air Force Inspection Agency will provide guidance and oversight to ensure Installation Inspector General Offices and Wing Inspection Teams design, develop, and execute Air Force Emergency Management Program for the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

2.11.1. The Air Force Inspector General will provide guidance and oversight to ensure Installation Inspector General Offices and Wing Inspection Teams design, develop, and execute Air Force Emergency Management Program exercises and evaluations in accordance with the Air Force Readiness Exercise Advanced Planning, Execution and Reporting program and the principles of the Homeland Security Exercise and Evaluation Program (HSEEP). **(T-1).**

2.11.2. The Air Force Inspector General will integrate Air Force Emergency Management Program exercises and evaluations guidance contained in **Attachment 3** of this instruction into the Air Force Inspection Program and Wing Inspection Team training products. **(T-1).**

2.11.3. The Air Force Inspector General will review the Master Scenario Event Lists development for Air Force wide use, see AFI 90-201, *The Air Force Inspection System.* Validate exercises are realistic, follow timelines for executing operational and or contingency scenarios and contain plausible events, and are aligned with standardized Air Force Emergency Management program desired learning objectives resources listed in **Attachment 3** of this instruction. **(T-1).**

2.11.4. The Air Force Inspector General will maintain a digital repository containing Air Force Emergency Management Program exercise and evaluation templates for Air Force wide use. **(T-1).**

2.12. Air Force Career Field Managers. Air Force Career Field Managers will identify Career Field Education and Training Plan wartime tasks to be performed and task-certified while wearing CBRN individual protective equipment (IPE) for the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

12.12.1. The Emergency Management Career Field Manager will integrate Air Force emergency management operational concepts into Air Force and MAJCOM functional area programs and career field related publications. **(T-1).**

12.12.2. Air Force Career Field Managers will integrate wartime tasks and associated task certifications for surviving and operating in CBRN environments into career field reoccurring training, certifications, job guides, and formal schools in accordance with Career Field Education and Training Plans. **(T-1).**

2.13. Air Force Installation & Mission Support Center (AFIMSC). The AFIMSC will provide execution, training and resources for the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0)**.

2.13.1. AFIMSC/IZPE will provide support for Air Force Emergency Management Program execution across the Air Force, to include reach-back support for Air Force emergency management and non-medical CBRN defense program requirements and capabilities. **(T-1)**.

2.13.2. AFIMSC/IZPE and AFIMSC/XZ will manage execution of PECs 27593F (CBRN Defense), 27574F (WMD Threat Response), and 28028F (Contingency Operations). Develop execution year funding strategies and support Program Objective Memorandums development through coordination with HAF, MAJCOMs, Direct Reporting Units, and installations. **(T-1)**.

2.13.3. AFIMSC/IZPE will monitor Air Force Emergency Management Program health indicators and Air Force wide trend analysis, and assist installations, MAJCOMs, and others with corrective actions when needed. **(T-1)**.

2.13.4. AFIMSC/XZ will evaluate Defense Readiness Reporting System shortfalls and LIMFACs to validate requirements, advocate for and assist MAJCOMs and installations to resolve emergency management and non-medical CBRN Defense deficiencies. **(T-1)**.

2.13.5. AFIMSC/IZPE, in conjunction with the MAJCOM IGs will track training trends to inform the evolution of policy, doctrine, guidance, and instructions. **(T-2).**

2.13.6. AFIMSC/IZPE will support AF/A4C with advocacy for initiatives to improve readiness, cost-effectively modernize, and drive innovation throughout the Air Force emergency management and non-medical CBRN defense programs. **(T-1)**.

2.13.7. AFIMSC/IZPE will work with Air Education and Training Command and others as needed to develop, implement, and sustain effective Air Force emergency management education, formal training, and ancillary training programs. **(T-1)**.

2.13.8. AFIMSC/IZPE will provide Air Force Emergency Management Program subject matter experts and integrate cross-functional program solutions Air Force wide. **(T-1)**.

2.13.9. AFIMSC/IZPE will provide Air Force emergency management and non-medical CBRN defense and CBRN response expertise in support of policies, procedures, concept of operations, equipment, and training program development. **(T-1)**.

2.13.10. AFIMSC/IZPE will provide Air Force emergency management and non-medical CBRN defense expertise and recommendations for force and equipment posturing to MAJCOMs to meet specific Air Force Emergency Management Program objectives and MAJCOM requirements for threat-designated areas. **(T-1)**.

2.13.11. AFIMSC/IZPE will develop and execute Air Force Emergency Management Program studies and analysis. **(T-1)**.

2.13.12. AFIMSC/XZ will provide augmentee support to MAJCOM Inspector Generals for Air Force Emergency Management Program exercises and inspections. **(T-1)**.

2.13.13. AFIMSC/IZ will provide Installation Geospatial Information and Services where needed to meet Air Force Emergency Management and CBRN defense program requirements. **(T-1)**.

2.13.14. AFIMSC/IZPE will support MAJCOMs as needed with preparation for, response to, and recovery from natural disasters, hazardous material incidents, weapons of mass destruction attacks, and other contingencies. **(T-1)**.

2.13.15. AFIMSC/IZPE will ensure Initial Response Forces are organized, trained, equipped, and resourced to perform installation duties required to respond to a nuclear weapon incident according to DoDI 3150.10 and DoDM 3150.08. **(T-0).**

2.13.16. AFIMSC/IZPE will perform capability-based assessments, requirements development (following Joint Capabilities Integration and Development System process), and coordinate with Air Force Material Command and respective Air Force Material Command centers on development of Science and Technology, Research Development Test & Evaluation, materiel acquisition, and Air Force Contract Augmentation Program supporting the Air Force Emergency Management Program. **(T-1)**.

2.13.17. AFIMSC/IZPE will coordinate and integrate Air Force emergency management and CBRN defense capabilities across the AFIMSC portfolio and with other cross-functional programs (e.g., Force Protection and Medical Services). **(T-1)**.

2.14. Field Operating Agencies and Direct Reporting Units. The field operating agencies and direct reporting units will provide support for the Air Force Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0).**

2.14.1. The field operating agencies and direct reporting units will ensure plans address Air Force, MAJCOM, and host nation emergency management and CBRN defense, to include protective actions appropriate for identified threats. **(T-1).**

2.14.2. The field operating agencies and direct reporting units will ensure support and mutual aid agreements (MAA) meet local, state, federal, and Status of Forces Agreement requirements. **(T-1).**

2.14.3. The field operating agencies and direct reporting units will participate in Air Force Emergency Management Program training and exercises conducted by host installations. **(T-1).**

2.15. Air Force Network Integration Center Director. The Air Force Network Integration Center Director will coordinate with AF/A4C, the Air Force Operations Group (AF/A3OG) and Chief, Information Dominance & Chief Information Officer (SAF/CIO A6) to ensure emergency response automated communication systems are compatible with other agencies' systems. **(T-1).**

2.16. Air Force Operational Test and Evaluation Center Director. The Air Force Operational Test and Evaluation Center Director will support the Air Force CWMD Modernization Working Group with operational and test result data and reports from acquisition programs with Air Force emergency management and CBRN defense equities. **(T-1).**

2.17. Major Commands. MAJCOMs will provide oversight and guidance for the Air Force Emergency Management Program within their respective MAJCOM in accordance with DoDI 6055.17 and this instruction. **(T-0).**

2.17.1. MAJCOMs will be prepared to perform assigned Air Force emergency management missions, including ATSO, in permissive, uncertain, and hostile environments. Coordinate with other service components, allies, and partners in accordance with applicable DoD Functional Campaign Plans and Theater Campaign Plans containing CWMD lines of effort. **(T-1).**

2.17.2. MAJCOMs will integrate exercises annually to assess Air Force forces ATSO and CBRN defense METs in accordance with Chairman of the Joint Chiefs of Staff Universal Joint Task List, CJCSM 3500.04F, *Universal Joint Task Manual*, as well as installation capabilities. **(T-0).** ATSO Rodeos shall not fulfill the requirement to conduct an annual readiness assessment in accordance with AFI 90-201. **(T-2)**.

2.17.3. MAJCOMs shall, for non-AFIMSC programs and in coordination with AFIMSC Detachments, identify, prioritize, and advocate for emergency management and CBRN defense program requirements. **(T-1).**

2.17.4. MAJCOMs will oversee execution of Air Force emergency management requirements in host nations in accordance with Status of Forces Agreements, Department of State and Combatant Commander guidance, and applicable Host Nation standards. Ensure Air Force Emergency Management Programs on installations in host nations have clear guidance regarding how Air Force Emergency Management Program capabilities could support foreign consequence management, humanitarian assistance, and disaster relief operations. **(T-1).**

2.17.5. MAJCOMs will assess WMD threats, including CBRN weapons and materials during Joint Intelligence Preparation of the Operating Environment process. Coordinate with Combatant Commands on CBRN threat designation for operational planning and requirements. **(T-1).**

2.17.6. MAJCOMs will establish CBRN warning and reporting system capabilities in accordance with DoDI 3020.52, AFMAN 10-206, and AFTTP 3-2.56. **(T-0).**

2.17.7. Component MAJCOMs and AFIMSC on behalf of their supported MAJCOMs, will provide emergency management expertise to **(T-1)**:

2.17.7.1. Applicable boards, bureaus, centers, cells, and working groups in support of Emergency Management and CBRN Defense Operational Planning Teams and or Operational Planning Groups.

2.17.7.2. Provide building partnership capacity and security cooperation programs within assigned areas of responsibility.

2.17.7.3. Provide EM and CBRN defense planning support for sourcing efforts to Combatant Commands and MAJCOM operational and or contingency plans. Provide emergency management expertise to the respective Air Force staff in support of current and future operations planning events.

2.17.7.4. Provide Combatant Commands emergency management and CBRN defense support for local or host nation operations in assigned areas of responsibility.

2.17.8. MAJCOMs will establish and maintain a nuclear Response Task Force based on Combatant Commander requirements. Ensure the Response Task Force is organized, trained, equipped and resourced to respond to incidents involving Air Force controlled assets. Develop and implement a radiological incident response plan to outline procedures for Response Task Force and its integration with Initial Response Forces. **(T-1).**

2.17.9. MAJCOMs will develop and manage a Common Operating Picture (COP) that collects and consolidates Main Operating Base, Collocated Base and or Forward Operating Base warfighter capability assessment data. **(T-1).**

2.17.10. MAJCOMs will, at the MAJCOM Commanders direction, establish emergency management, CBRN defense, and Mission Assurance Working Groups to advise the MAJCOM Commander and staff on emergency management and CBRN defense issues. **(T-1).**

2.17.11. MAJCOMs will validate, prioritize, and advocate for present and future emergency management and CBRN-related installation level requirements to AFIMSC within established Air Force governance processes. **(T-1).**

2.17.12. MAJCOMs will fund emergency management and CBRN-related MAJCOM-unique capabilities, programs, and equipment (e.g., Air Force Global Strike Command Response Task Force mission). Additionally, MAJCOMs will provide oversight of MAJCOM-unique purchases and inventory. **(T-1).**

2.17.13. MAJCOMs with a Combatant Commands-directed nuclear response mission shall be responsible for providing specialized training and equipment to Civil Engineer Emergency Services supporting Air Force nuclear operations. **(T-1).** All installation and mission support functions are the responsibility of AFIMSC. Duplication of capabilities should be avoided.

2.18. Installation Commander. The Installation Commander will administer the installation Emergency Management Program in accordance with DoDI 6055.17, AFTTP 3-2.83, and this instruction. **(T-0).**

2.18.1. The Installation Commander will develop and maintain a comprehensive, integrated all-hazards IEMP 10-2. Ensure the plan is reviewed by the Installation Emergency Manager annually and updated as needed in accordance with DoDI 6055.17. **(T-0).**

2.18.2. The Installation Commander will ensure the Installation Emergency Manager uses the Air Force IEMP 10-2 Planning Tool provided by AFCEC/CXR to develop the IEMP 10-2. For access to the IEMP 10-2 Planning Tool contact AFCEC/CXR. **(T-1).**

2.18.3. The Installation Commander will coordinate the installation Emergency Management Program capabilities with other federal departments and agencies; State, tribal, and local governments; other service components; or Host Nation emergency response agencies and departments. This coordination will identify and update points of contact, emergency protocols, and tactics, techniques, and procedures in the event of an all-hazards incident in accordance with DoDIO-2000.16V1_AFI10-245-O, *Antiterrorism (AT) Program Implementation,* DoDI 6055.06, DoDI 6200.03, *Public Health Emergency Management (PHEM) Within the Department of Defense*, and DoDI 6055.17. **(T-0).**

2.18.4. The Installation Commander will ensure tenant units, to include commercial businesses, participate in the installation emergency management program and that tenant units and commercial businesses develop Emergency Action Plans (EAP)s in accordance with DoDI 6055.17 and 29 Code Federal Regulations 1910.38, *Emergency Action Plans*. **(T-0).**

2.18.5. The Installation Commander will coordinate Defense Support to Civil Authorities operations in accordance with AFI 10-801, *Defense Support of Civil Authorities*. **(T-1)**. When such conditions exist and time does not permit prior approval from higher headquarters, the Installation Commander and responsible officials of other DoD components can respond to civil authorities' requests. The Installation Commander must accomplish follow-on reporting through the appropriate command chain as soon as possible after the event to ensure compliance with AFI 10-801. **(T-1)**.

2.18.6. The Installation Commander will conduct and maintain personnel categorization in accordance with **Chapter 7** of this instruction and DoDI 6055.17. **(T-0).**

2.18.7. The Installation Commander will develop a community profile that includes a comprehensive examination of the community's demographics, infrastructure, requirements, and resources in accordance with **Chapter 7**. Include the community profile in the IEMP 10-2. **(T-1)**.

2.18.8. The Installation Commander will appoint in writing, the Readiness and Emergency Management (R&EM) Flight Officer or Emergency Management Superintendent (civilian (GS-9 to GS-12) or enlisted (AFSC 3E9X1) equivalent) as the Installation Emergency Manager in accordance with DoDI 6055.17. **(T-0).**

2.18.9. The Installation Commander will appoint in writing a primary and alternate EOC Director, EOC Manager, Crisis Action Team (CAT) Director, CAT Manager, and installation representative to the Local Emergency Planning Committee in accordance with this instruction. **(T-2).**

2.18.10. The Installation Commander will establish an installation Emergency Management Working Group (EMWG) to guide Air Force Emergency Management Program implementation on the installation in accordance with DoDI 6055.17. The Installation Commander will appoint the EMWG Chairperson. **(T-0).**

2.18.11. The Installation Commander will convene a Recovery Working Group prior to beginning the Recovery Phase. The Recovery Working Group will evaluate, prioritize, and coordinate installation recovery operations in accordance with DoDI 6055.17. **(T-0).**

2.18.12. The Installation Commander will establish a risk-based Shelter Management Program in accordance with Installation Risk Management Program (IRMP). **(T-2)**.

2.18.13. The Installation Commander will establish an installation EOC in accordance with Unified Facility Criteria (UFC) 4-141-04 and ensure it has standard operating procedures developed for incident management. **(T-2)**.

2.18.14. The Installation Commander will use the Air Force Readiness Exercise Advanced Planning, Execution and Reporting program and the principles of HSEEP, **Chapter 6** and **Table 6.2** of this publication to develop and conduct Readiness and Air Force emergency management related exercises and evaluations for their installation. **(T-1)**. The Installation Commander will ensure the following exercise requirements:

2.18.14.1. The Installation Commander will conduct an exercise program and develop multi-year exercise plans (schedules) with annual updates to aid in scheduling and planning efforts in accordance with this instruction and AFI 90-201. **(T-1)**. Ensure a two-year Emergency Management Program exercise plan (schedule) is developed and updated annually in accordance with DoDI 6055.17. **(T-0)**.

2.18.14.2. The Installation Commander will annually exercise the components of the emergency management plan and capabilities listed in **Table 6.1** and **Table 6.2** **(T-1).** ATSO Rodeos shall not fulfill the requirement to conduct an annual readiness assessment in accordance with AFI 90-201. **(T-1)**.

2.18.14.3. The Installation Commander approves the installation-wide readiness assessment report and must forward the report to the Air Force Installation and Mission Support Center (AFIMS/XZ) as well as the respective MAJCOM, no-later-than 30 days after the installation-wide annual exercise has ended. **(T-1).**

2.18.14.4. The Installation Commander will exercise and evaluate multi-agency, multi-disciplinary, and multi-jurisdictional emergencies based on risks from identified hazards and threats, including incidents with cascading impacts. **(T-1).**

2.18.14.5. The Installation Commander will exercise and evaluate warning and notification system as identified in base plans and the IEMP 10-2. At a minimum, mass warning and notification systems must be exercised semiannually to validate accuracy of personal contact information and efficiency of notification systems in accordance with DoDI 6055.17. **(T-0)**.

2.18.14.6. The Installation Commander will coordinate installation exercises and evaluations containing emergency management, CBRN related education, training, and exercise competencies with interagency partners and State and local agencies within Continental United States (CONUS) and Component MAJCOMs, Host Nation, and Department of State within Outside the Continental United States (OCONUS) in accordance with this instruction. (**T-2)**.

2.18.15. The Installation Commander will ensure DRF members receive the appropriate level of Incident Command System (ICS) training consistent with the AFIMS, **Chapter 3** and **Chapter 8** of this instruction. **(T-2)**.

2.18.16. The Installation Commander will, where technically feasible, ensure the installation has the availability of E9-1-1 services with recording capability in accordance with DoDI 6055.17 **(T-0)**:

2.18.16.1. E9-1-1 calls directly from landlines on the installation.

2.18.16.2. E9-1-1 calls from wireless service providers as the technology matures.

2.18.16.3. Accurate physical location data.

2.18.17. The Installation Commander will establish CBRN Warning and Reporting System capabilities in accordance with AFTTP 3-2.56, AFMAN 10-206 and MAJCOM direction. **(T-0).**

2.18.18. The Installation Commander will ensure the criticality assessment, all-hazards threat assessment, vulnerability assessment, and capability assessments are completed annually during the installation integrated risk management process in accordance with DoDI 6055.17. **(T-0)**.

2.18.19. The Installation Commander will develop and maintain a comprehensive all-hazards Emergency Management Program in accordance with the AFMAN 10-2502, DoDI 6055.17, and DoDI 3020.45, *Mission Assurance (MA) Construct*, to maintain readiness and sustain mission assurance. **(T-0).** Mission assurance leverages the work of emergency management to assess, risk manage, and monitor threats and hazards that endanger mission execution.

2.18.20. The Installation Commander will ensure installation units use the Chemical Biological Defense Readiness Training Report to assess their ability to perform the mission(s) under chemical or biological conditions in accordance with AFI 10-201, *Force Readiness Reporting*. **(T-1).**

2.18.21. The Installation Commander will use the installation emergency management Air Force Common Output Level Standards to measure program health and in-garrison levels of service to assess the installations emergency management program's risk to force and risk to mission. **(T-1).**

2.18.22. At joint bases where the Air Force is not the lead service, follow the supporting component's installation Emergency Management Program guidance and ensure additional Air Force requirements are addressed in Memorandums of Agreement.

2.18.23. The Installation Commander will provide and support individual and community preparedness across the installation by actively participating in the national preparedness and Air Force "Be Ready" Campaigns in accordance with DoDI 6055.17. **(T-0).**

2.19. Unit Commander. The Unit Commander will establish a unit EM program as directed by the IEMP 10-2 and **Chapter 3** of this instruction. **(T-2).** The Unit Commander will administer the unit Emergency Management Program in accordance with DoDI 6055.17 and this instruction. **(T-0).**

2.19.1. The Unit Commander will identify a primary and alternate Unit Emergency Management Representative to manage, coordinate, and serve as the single point of contact for unit requirements in support of the installation Emergency Management program. **(T-1).** Primary Unit Emergency Management Representative should be a minimum of an E-5 or Civilian Equivalent (GS-5). Specific Unit Emergency Management Representative Responsibilities are as follows:

2.19.1.1. The Unit Emergency Management Representative will receive training according to **Chapter 4. (T-2)**.

2.19.1.2. The Unit Emergency Management Representative will create and maintain a unit emergency management continuity folder, either hard copy or electronic, containing, at a minimum, a copy of the unit's quarterly Emergency Management Program report, according to the Commander's Inspection Program requirements, the unit's monthly shortfall or LIMFACs report and a copy of the unit's representative appointment letter. **(T-3).**

2.19.1.3. The Unit Emergency Management Representative will ensure dissemination of Emergency Management Program training material throughout the unit to support the installation's "Be Ready" awareness campaign. **(T-3).**

2.19.1.4. The Unit Emergency Management Representative, in coordination with facility managers and local emergency services, develop and maintain EAP for each facility in accordance with Occupational Safety and Health Administration guidelines and DoDI 6055.17. **(T-0)**.

2.19.2. When required by the IEMP 10-2, the Unit Commander will appoint unit representatives to the CAT, EOC, and or Unit Control Center(s) (UCC). Only fully trained unit representatives will be used to fill DRF positions. Unit representatives not fully trained can participate in installation emergency management exercises under the supervision of a fully trained equivalent unit representative. **(T-1).**

2.19.3. The Unit Commander will categorize unit personnel in accordance with **Chapter 7** of this instruction. **(T-1).**

2.19.4. The Unit Commander will receive an Emergency Management Program brief on emergency management policies, local DRF structure, and commanders' emergency management responsibilities within 180 days of assumption of Command. **(T-3)**.

2.19.5. The Unit Commander will, if determined necessary by the EMWG, develop unit Standard Operating Procedures, checklists, and EAPs to meet the AFIMS requirements listed for the unit in the IEMP 10-2. **(T-3).**

2.19.6. The Unit Commander will ensure members assigned to the DRF are organized consistent with **Chapter 3** and trained consistent with **Chapter 4** of this instruction. **(T-1).**

2.19.7. The Unit Commander will implement a shelter-in-place program including all current and anticipated occupied unit facilities. (**T-2)**.

2.19.8. The Unit Commander will ensure personnel who are assigned mobility positions or assigned to deployable Unit Type Code (UTC) can perform wartime METs in a CBRN and highly contested degraded environments. **(T-2)**.

2.19.9. The Unit Commander will establish a monthly ATSO training program to ensure Airmen assigned to a UTC can perform mission essential tasks, UTC mission capability tasks, and wartime and combat skills in a highly contested degraded environment. **(T-1).**

2.19.10. The Unit Commander will provide direct support to the installation EMWG and be prepared to provide a unit Emergency Management Program Review update to the EMWG. At a minimum, the following items will be included in the unit Emergency Management Program Review update **(T-2)**:

2.19.10.1. Status of monthly ATSO rodeo training for all unit personnel (Primary Office of Contact (POC): Unit Training Manager)

2.19.10.2. MET Training - refer to **Attachment 3**.

2.19.10.3. UTC Training refer to **Attachment 3**.

2.19.10.4. Weapons Skills – refer to **Attachment 3**.

2.19.10.5. Combat Skills Training – refer to **Attachment 3**.

2.19.10.6. Unit desired learning objectives schedule required for squadron and installation EM exercises and evaluations (POC: Unit Wing Inspection Team).

2.19.10.7. Authorized or assigned personnel appointed to DRF positions (POC: Unit Deployment Manager).

2.19.10.8. Response member training.

2.19.10.9. Unit Emergency Management Program Standard Operating Procedures, checklists, and or EAP status (POC: Unit EM Representative).

2.19.10.10. Current and future fiscal year unit Emergency Management Program and squadron’s ATSO (readiness) funding requirements (POC: Unit Resource Adviser).

2.19.10.11. Critical shortfalls and or LIMFACs for the unit Emergency Management Program and squadron’s ATSO (POC: Unit’s Unit Deployment Manager, Emergency Management, Resource, and Wing Inspection Team Representatives).

2.19.11. Identify unit requirements, budget, obtain, store, and maintain unit emergency response equipment in accordance with **paragraph 9.3**. Unit equipment does not include protective masks and assets maintained by the Logistics Readiness Squadron (LRS) (or equivalent) for wartime chemical warfare defense ensemble (C-Bag) requirements in **Table 9.3** **(T-1).**

2.20. The Installation Emergency Manager. Installation Emergency Manager, through the installation R&EM Flight, is responsible for the development, implementation, execution, and sustainment of the installation Emergency Management Program in accordance with DoDI 6055.17 and AFTTP 3-2.83. **(T-0).**

2.20.1. The Installation Emergency Manager will develop and maintain the comprehensive IEMP 10-2 in accordance with the Air Force IEMP 10-2 Planning Tool located on the R&EM AFCEC SharePoint® sit. **(T-2)**.

2.20.2. The Installation Emergency Manager will collaborate and coordinate with installation responders, state, local, and tribal governments, other service components, and host nation emergency managers to achieve IEMP 10-2 integration and interoperability. **(T-3).**

2.20.3. The Installation Emergency Manager will coordinate with the Medical Emergency Manager to ensure that medical resource management activities are coordinated and included in the IEMP 10-2 as needed. The Medical Emergency Manager is responsible for the development of all medical emergency management plans. **(T-1).**

2.20.4. The Installation Emergency Manager will manage the installation Emergency Management Program in accordance with AFTTP 3-2.83 and this instruction. **(T-1).**

2.20.5. The Installation Emergency Manager will ensure that critical infrastructure risks, threats, hazards, vulnerabilities, consequence, and capability assessment are integrated into the IEMP 10-2 using the Integrated Risk Management Process in accordance with Homeland Security Presidential Directive (HSPD)-7, *Critical Infrastructure Identification, Prioritization, and Protection*. **(T-0).**

2.20.6. The Installation Emergency Manager will provide the EMWG statistics and metrics on DRF forces and teams training, certification and credentialing. **(T-3).**

2.20.7. The Installation Emergency Manager will serve as the program coordinator for the installation EMWG. **(T-1).**

2.20.8. The Installation Emergency Manager will convene the installation EMWG quarterly or as needed to develop meeting minutes and track the progress of EMWG actions. **(T-1).**

2.20.9. The Installation Emergency Manager will provide emergency management expertise to the Installation Mission Assurance Working Group. **(T-1).**

2.20.10. The Installation Emergency Manager will establish, equip, and maintain an installation CBRN Control Center. The CBRN Control Center operates according to the MAJCOM and AFMAN 10-2503. **(T-1).**

2.20.11. The Installation Emergency Manager will establish community awareness through the National Preparedness and a continuous installation “Be Ready” awareness campaign. **(T-1).**

2.20.12. Regular Air Force Installation Emergency Managers will use PEC 27574F (Weapons of Mass Destruction Threat Response) and PEC 27593F (CBRN Defense Program) to plan, program, and budget for emergency management and CBRN defense requirements in accordance with DODD 7045.14, *The Planning, Programming, Budgeting, and Execution (PPBE) Process* and AFMAN 65-604, *Appropriation Symbols and Budget Codes (Fiscal Year 2020)* or most recent version of AFMAN for current fiscal year. **(T-0).** The Installation Emergency Manager will coordinate with the Unit Emergency Management Representative and Unit Resource Advisors to review Emergency Management Program funding requirements before submission for PEC 27574F and PEC 27593F. **(T-2).**

2.20.13. Air Force Reserve Installation Emergency Managers will use PEC 55166F (CBRN Defense Program - Reserve) to plan, program, and budget for emergency management and CBRN defense requirements in accordance with DODD 7045.14 and AFMAN 65-604. **(T-0).**

2.20.14. ANG The Installation Emergency Managers will use PEC 55165F (CBRN Defense Program - ANG) and PEC 55167F (Domestic Preparedness Against WMD –ANG) to plan, program, and budget for emergency management and CBRN defense requirements in accordance with DODD 7045.14 and AFMAN 65-604. **(T-0).**

2.20.15. The Installation Emergency Manager should employ resource management activities to coordinate the prioritization and allocation of installation resources in support of incident management operations.

2.21. Installation Wing Inspector General. The Installation Wing Inspector General will ensure emergency management, CBRN, and emergency services exercise requirements for Emergency Management Program in accordance with DoDI 6055.17, AFI 90-201, and this instruction. **(T-0).**

2.21.1. The Installation Wing Inspector General will ensure emergency management, CBRN, and emergency services exercise requirements listed in AFI 90-201. The Installation Wing Inspector General Office will ensure installation's required exercises are on the schedule; includes all host and tenant units, local community requirements and participation in appropriate exercises to maintain full-spectrum readiness. **(T-2)**.

2.21.2. The Installation Wing Inspector General will include senior installation emergency management personnel and provide them with the necessary information and or resources to effectively evaluate emergency management exercises. **(T-2).**

2.21.3. The Installation Wing Inspector General will ensure the installation emergency management exercises include the development, identification, and testing of specific, measurable, actionable, realistic, and time-sensitive learning objectives as listed under the emergency management exercises in **Chapter 6**. **(T-2)**.

2.21.4. The Installation Wing Inspector General will ensure installation emergency management exercise simulations are minimal and approved by the Installation Commander. When time allows, coordinate installation emergency management exercise simulations through the EMWG. **(T-2).**

2.21.5. The Installation Wing Inspector General will ensure Airmen demonstrate full-spectrum readiness competencies and the ATSO in all-hazard environments. **(T-2)**.

2.21.6. The Installation Wing Inspector General will ensure Memorandum of Understandings between host and tenant units and agencies include emergency management exercise planning, participation, and execution requirements. **(T-3)**.

2.21.7. Each Group, Team, or Wing Inspection Team member will identify shortfalls and LIMFACs, develop courses of action, and forward to the Wing Inspection Team leader as well as the appropriate Functional Area Managers within 45 days after the exercise has ended. See **Attachment 3**, **Table A3.3** for further details on ATSO Rodeo training scenarios. **(T-1).**

2.21.8. The Installation Inspector General Inspections office will document emergency management exercises and inspection results in the Inspector General Evaluation Management System in accordance with AFI 90-201. **(T-1).**

Chapter 3

PROGRAM EXECUTION

3.1. Purpose. This chapter discusses the organization of the Air Force Emergency Management Program at all levels of command. The Air Force Emergency Management Program structure establishes a clear progression of coordination and communication from Headquarters Air Force level to MAJCOM and AFIMSC level to the installation.

Section 3A—Headquarters Air Force Emergency Management Program Structure.

3.2. Headquarters Air Force Emergency Management Program Structure. At the Headquarters level, the Emergency Management Planning and Management structure is supported by the Air Force EMWG. The Air Force EMWG guides program implementation across the Air Force and serves as the mechanism to bring issues to and act on issues from the DoD Emergency Management Steering Group. The Air Force EMWG will meet at least quarterly or as needed in accordance with DoDI 6055.17. **(T-0)**.

3.2.1. The Air Force EMWG may convene to support other Air Force corporate forums such as the Air Force CWMD Council, the CWMD Integration Group, AF/A3 Mission Assurance Related Programs Activities, Mission Assurance Working Group, and the Security Enterprise Steering Group, and associated working groups. **Table 3.1** shows the recommended members of the Air Force EMWG.

3.2.2. This instruction does not restrict Headquarters Air Force from combining the Air Force EMWG with other working groups as long as the combined working group adequately addresses Air Force emergency management issues.

3.2.3. The Air Force EMWG will develop Emergency Management Program executive strategy documentation to include an executive policy or vision statement for emergency management and a two-year strategic plan that defines the mission, goals, objectives, and milestones for the Emergency Management Program in accordance with DoDI 6055.17. **(T-0).**

Table 3.1. Recommended Air Force Emergency Management Working Group Membership.

Members:		
Air Force Office of Special Investigations	Fire and Emergency Services	Operations
Aircrew Flight Equipment	Force Support	Plans and Programs
Chaplain Corps	Historian	Public Affairs
Civil Engineer	Inspector General	Safety
Communications	Intelligence	Security Forces
Emergency Management	Judge Advocate	Surgeon General
Explosive Ordnance Disposal	Logistics	Advisor: CWMD
Financial Management	Maintenance	Advisor: Mission Assurance

3.3. Major Command Emergency Management Program Structure.

3.3.1. The MAJCOM EMWG is the primary working group supporting the Air Force Emergency Management Program through the development of MAJCOM guidance and strategic plans. The MAJCOM EMWG should collaborate with other MAJCOM working groups (e.g., Threat Working Group, Antiterrorism Working Group, etc.). This instruction does not restrict MAJCOMs from combining the MAJCOM EMWG with other working groups as long as the combined working group adequately addresses emergency management issues.

3.3.1.1. The MAJCOM EMWG addresses cross-functional issues affecting the Emergency Management Program capabilities within the MAJCOM (e.g., natural disasters, human-caused incidents). The MAJCOM Civil Engineer typically chairs the MAJCOM EMWG, with administration provided by the associated AFIMSC Detachment.

3.3.1.2. The MAJCOM EMWG meet at least quarterly or as needed in accordance with DoDI 6055.17 to address trends, mission essential skills, UTC skills, wartime skills, and combat skills capability, as well as guidance shortfalls and LIMFACs that require MAJCOM, Air Force Sustainment Center, and (or) AFIMSC attention for resolution. **(T-0)** The MAJCOM EMWG should be comprised of subject matter action officers from the organizations shown in **Table 3.2**

Table 3.2. Recommended Major Command and Air Force Installation and Mission Support Command Emergency Management Working Group Membership.

Members:		
Air Force Office of Special Investigations	Explosive Ordnance Disposal	Logistics
Aircrew Flight Equipment	Financial Management	Maintenance
Chaplain Corps	Fire and Emergency Services	Operations
Civil Engineer	Force Support	Plans and Programs
Command Surgeon	Intelligence	Public Affairs
Communications	Inspector General	Safety
Emergency Management	Judge Advocate	Security Forces

3.3.2. Response elements at the MAJCOM level include the MAJCOM Command Center, CAT, EOC, and specialized teams to assist installation response efforts and to request additional resources from AFIMSC or Air Force Sustainment Center when needed. MAJCOMs activate their CAT and or emergency operations staff or cell when directed by the MAJCOM commander or when requested by Headquarters Air Force Staff through the MAJCOM commander.

Section 3B—Installation Emergency Management Program Structure.

3.4. Installation Emergency Management Program Elements. The installation Emergency Management Program structure includes the EMWG, R&EM Flight, and Unit Emergency Management Representatives.

3.4.1. The Installation Commander will appoint the EMWG Chair and has the authority to combine the EMWG with other similar working groups as long as they are in accordance with DoDI 6055.17 requirements. See **Table 3.3** for recommended installation EMWG membership.

Table 3.3. Recommended Installation Emergency Management Working Group Membership.

Members:	
Air Force Office of Special Investigations	Installation Deployment Officer
Aircrew Flight Equipment	Installation Emergency Manager (Facilitator)
Bioenvironmental Engineering Representative	Judge Advocate
Chaplain Corps	Logistics Readiness Squadron
Civil Engineer	Maintenance Group
Command Post Representative	Medical Emergency Manager
Communications	Operations Group
Contracting	Public Affairs
Critical Asset Risk Manager or Critical Infrastructure Program Manager	Public Health Emergency Officer
Disaster Mental Health	Safety
Fire and Emergency Services	Security Forces[1]
Explosive Ordnance Disposal	Tenant Units
Force Support Squadron	Weather (where available)
Financial Management (Comptroller Representative)	Wing Inspection Team Chief
Installation Antiterrorism Officer[1]	Wing Plans and Programs
Note: 1. May be represented by one Security Forces Squadron representative	

3.4.1.1. The installation EMWG will coordinate and consolidate all C-Bag authorizations (see **Table 9.3**), shortfalls, and LIMFACs. **(T-2)** Once validated, the Chairperson will submit the consolidated requirements to Installation Commander for review, approval, and submission to Air Force Material Command Supply Chain Management Branch (AFMC/A4RM). **(T-1).**

3.4.1.2. The installation EMWG addresses cross-functional issues affecting the Emergency Management Program. The installation EMWG will meet quarterly or as needed to discuss trends, mission essential, UTCs, wartime, and combat skills capability, and policy shortfalls or LIMFACs to present to the Installation Commander. The Installation Commander (or their designated representative) will elevate unresolved issues to the MAJCOM EMWG for guidance and resolution. **(T-2).** MAJCOMs should work with AFIMSC to resolve issues as required.

3.4.1.3. The installation EMWG will prioritize and submit funding requests based on IRMP assessment of installation criticality, hazard, vulnerability, capabilities shortfalls, and LIMFACs through the Installation Commander to MAJCOM or AFIMSC for resolution. **(T-2).** See **Table 3.4** for Installation EMWG responsibilities.

Table 3.4. Responsibilities of the Installation EMWG.

Item	Responsibilities of EMWG Chairperson
1	Determine the scope of the installation Emergency Management Program, utilizing factors such as assigned units, mission, and IEMP 10-2 roles and responsibilities, according to the guidelines set out in this instruction. At a minimum, the program scope will include the identity of units supporting the Emergency Management Program (to include tenant organizations), the size and composition of the DRF, and required specialized teams. **(T-2).**
2	Incorporate exercise and inspection trend analysis to identify possible organization, training, and equipment issues for submission to the MAJCOM EMWG.
3	Establish a cross-functional Installation Planning Team to incorporate Disease Containment Plan and the Mission Assurance Sub-Working Group's All Hazards Threat Assessments into IEMP 10-2 development utilizing the IEMP 10-2 Tool.
4	Incorporate Local, State, Tribal, Federal, and Host Nation planning committees, councils, or groups. Representatives from civilian agencies may be invited to discuss functional issues (e.g., cross jurisdictional issues, notification processes, interagency response procedures, and MAA at foreign (non-domestic) locations) the Department of State, theater commander, and host nation agreements may provide additional requirements for the EMWG.
5	Integrate the planning and management functions and other key response agencies under the DRF.
6	Prioritize and submit funding requests based on IRMP assessment of installation criticality, hazard, vulnerability, capabilities shortfalls, and LIMFACs through the Installation Commander to MAJCOMs and AFIMSC for resolution.

3.4.2. The Installation Emergency Manager ensures overall execution of the Emergency Management Program. Installation Emergency Managers should be Air Force Certified Emergency Manager or Air Force Certified Associate Emergency Manager certified.

3.4.3. The Installation Emergency Manager and appropriate unit stakeholders will gather data to address the status of installation emergency management response equipment at the EMWG meeting in accordance with DoDI 6055.17. **(T-0).**

3.4.4. The Installation Emergency Manager will review the consolidated list of unfunded emergency management response equipment requirements and present this list to the EMWG. **(T-3).**

3.4.5. The Unit Emergency Management Representative will manage the unit Emergency Management Program according to the direction of the unit commander and ensure distribution of emergency management related information. **(T-3).** The R&EM Flight maintains contact with the Unit Emergency Management Representative and emphasizes the responsibility to meet Emergency Management Program requirements.

3.4.6. Additional medical Emergency Management Program equities (to include roles & responsibilities) are detailed in AFI 10-2519, *Public Health Emergencies and Incidents of Public Health Concern* and AFI 41-106, *Medical Readiness Program Management* and should be overseen by the medical emergency management representative for the installation.

Chapter 4

PLANNING, EDUCATION, TRAINING, AND OPERATIONAL COORDINATION

4.1. Introduction. This chapter provides details on Emergency Management Program planning efforts, education and training, and operational coordination. The five mission areas under the NIMS are prevention, protection, mitigation, response, and recovery. Cutting across these, five mission areas are three overall preparedness capabilities: planning, public information and warning, and operational coordination.

4.2. Air Force Emergency Management Program Planning. Emergency managers will develop and maintain a comprehensive all-hazards IEMP 10-2 that addresses the five mission areas of NIMS and the three capabilities as outlined in DoDI 6055.17, as well as the FEMA National Response Framework and FEMA National Disaster Recovery Framework (FEMA Frameworks can be found at **https://www.fema.gov/national-planning-frameworks**). **(T-0).** To the extent possible, installations outside the U.S. should also implement NIMS principles in their EM plans.

4.2.1. The IEMP 10-2s should be flexible enough for use in all emergencies, including unforeseen incidents, yet detailed enough to provide an initial course of action for the Installation Commander to proceed with pre-planned responses.

4.2.2. The Installation Emergency Manager will ensure IEMP 10-2 clearly articulates the mission and establish requirements and operational concepts for all phases of emergency management across all threats. **(T-1)**. The plan must be coordinated with other protection-related plans to include, but not limited to ATSO, CBRN defense, CBRN response, antiterrorism, physical security, fire and emergency services, medical, continuity of operations, mass care sheltering and environmental. **(T-1)**. The IEMP 10-2 shall be reviewed annually, updated as needed, and incorporate lessons learned and opportunities for improvement as identified in exercises, actual incidents, and risk management activities. **(T-1)**. At a minimum, the IEMP 10-2 must conform to the Emergency Management Plan requirements and other guidance as outlined in DoDI 6055.17. **(T-0)**.

4.3. Integrated Risk Management Program and Threat Assessments. The Installation EMWG will use the IRMP, in accordance with AFI 90-802, *Risk Management*, and evaluate four assessment areas; criticality, hazard, vulnerability, and capability. **(T-2)**. This is the foundation for emergency management planning and resource decisions to enhance emergency preparedness, contingency response, and mission continuation.

4.3.1. Criticality Assessments must be accomplished and revised annually to identify and prioritize critical assets and infrastructure that support DoD missions, units, or activities in accordance with HSPD-7, DoDI 6055.17, and DoDI 3020.52. **(T-0)**. Critical assets can be people, physical assets, or information.

4.3.2. All Hazards Threat Assessments will be used to identify a comprehensive list of threats, hazards, and identify their probability of occurrence in accordance with DoDI 6055.17. **(T-0).** The assessment should also include strategic threats to critical missions on the installation (e.g. high-altitude electromagnetic pulse, remote cyber-attacks, nuclear attacks, natural events, human-caused events (accidental and intentional), technologically caused events or etc.). A recommended list of DoD emergency management hazards and threat identification is available in Section 8, Table 3 of DoDI 6055.17.

4.3.3. Vulnerability Assessments will be used to identify vulnerabilities, align specific threats and hazards and determine the degree of susceptibility to threats or hazards (e.g., comprehensive Antiterrorism and Force Protection analysis) in accordance with DoDI 6055.17. **(T-0).** The Vulnerability Assessment process involves identifying the characteristics of an asset that could cause it to suffer degradation or loss (incapacity to perform its designated function) as a result of having been subjected to one or more threats or hazards.

4.3.4. Capability Assessments will used to determine courses of action for risk reductions for the installation by comparing requirements to availability and capacity in accordance with DoDI 6055.17. **(T-0).** Annual capability assessment will produce a consolidated list of resources associated with emergency response operations to include but not limited to; protective gear, CBRN detection equipment, Fire and Emergency Services equipment, Security Forces Squadron equipment, and medical response assets in accordance with DoDI 6055.17. **(T-0).**

4.3.5. Installations perform these four assessments annually to identify opportunities to mitigate risks before events, tailor and refine the IEMP 10-2, and to ensure the DRF is capable of executing their roles, in compliance with DoDI 6055.17. **(T-0)**.

4.4. Installation Emergency Management Plan. The IEMP 10-2 is an all-hazards plan designed to support pre-incident preparedness, mitigation efforts, emergency response, and recovery.

4.4.1. The Installation Commander will be the approval authority for the IEMP 10-2. **(T-1)**

4.4.2. Planners will use the IRMP to focus the IEMP 10-2 properly and balance survivability and mission effectiveness before, during, and after an attack in accordance with this instruction. **(T-2)**.

4.4.3. The Installation Emergency Manager will use the IEMP 10-2 Planning Tool located on the R&EM AFCEC SharePoint® site to develop the IEMP 10-2. For austere locations with low bandwidth download the tool, work offline, coordinate, and then upload.

4.4.4. At a minimum, emergency management plans will address the following in accordance with DoDI 6055.17:

4.4.4.1. Mission, goals, and objectives of the installation's Emergency Management Program. **(T-0).**

4.4.4.2. Functional roles, responsibilities, and lines of authority for all personnel (Airmen, Civilians, Contractors, and family members), organizations, and agencies assigned emergency management responsibilities. **(T-0).**

4.4.4.3. A community profile, in accordance with **Chapter 7** that includes a comprehensive examination of the community's demographics, infrastructure, requirements, and resources. **(T-0).**

4.4.4.4. Mitigation planning that establishes interim and long-term actions to reduce or eliminate the risks of identified hazards and threats. Mitigation activities include risk management, training, exercise and evaluation, interagency coordination, and equipment. **(T-0).**

4.4.4.5. When the threat substantiates it, the IEMP 10-2 will include conventional and CBRN attack response actions, identification, and prioritization of mission essential assets, identification of shelters and evacuation procedures. Additionally, unit planners must develop operational checklists and standard operating procedures that align with mission specific tasks and theater operational threats. **(T-0).**

4.4.4.6. Methods for defining, shaping, and sharing situational awareness with local civil and military partners. **(T-0).**

4.4.4.7. Methods for providing warning coordination include; Mass Warning and Notification, and emergency public information before, during, and after an incident. **(T-0).**

4.4.4.8. Continuity of operations planning that identifies mission essential functions and personnel, procedures, and resources in accordance with DoDD 3020.26, *DoD Continuity Policy*. **(T-0).** Continuity of operations planning is for when the local incident has exceeded the base's capabilities or renders it inoperable or uninhabitable. Therefore, the continuity of operations plan may be completed as a separate, stand-alone document that is referenced by the emergency management plan.

4.4.4.9. Evacuation management and mass care planning that address the mass care concept, family assistance, local and remote safe havens, use of civilian shelters, personnel accountability, mass feeding, bulk distribution, individuals with special medical needs or disabilities, service animals, and general animal needs management. **(T-0).**

4.4.4.10. Shelter-in-place and lockdown or active shooter planning procedures and exercises. **(T-0).**

4.4.4.11. Emergency Family Assistance Center mass care services that establish procedures to integrate victim and family services during the response to and recovery from an emergency. DoDI 1342.22, *Military Family Readiness*, establishes policy for the development and maintenance of emergency family assistance plans. **(T-0).**

4.4.4.12. Crisis and mass casualty response that integrates religious support and all available medical support in response to the full spectrum of crisis or catastrophic events. **(T-0).**

4.4.4.13. Appropriate protocols to allow non DoD first responders, first receivers, and emergency responders to access the installation in an emergency. **(T-0).**

4.4.4.14. Recovery planning that provides short and long term priorities for restoration of functions, services, resources, facilities, programs, and infrastructure. **(T-0).**

4.4.4.15. Communications through all phases of an emergency addressing communication capability and operation of major communication nodes including, but not limited to, Emergency Communication Centers, mobile command posts, and incident commands. **(T-0).**

4.4.4.16. Support for individuals with disabilities, including validation that all emergency evacuation plans developed, implemented, and exercised support considerations for individuals with disabilities and their service animals as recommended in the U.S. Department of Labor "Employers' Guide to Including Employees with Disabilities in Emergency Evacuation Plans" (located at https://www.hsdl.org/?abstract&did=785361). **(T-0).**

4.4.4.17. Disease containment planning and procedures. The AF/SG's offices have coordinating responsibility and the Installation Commander is the primary office of responsibility. **(T-0)**.

4.4.5. The EMWG (or Installation Commander) must ensure the IEMP 10-2 provides comprehensive guidance for an emergency response to natural, technical, or man-made physical hazards. **(T-1).** See **Table 4.1.** for minimum IEMP 10-2 elements. Additional information on IEMP 10-2 development is found in AFTTP 3-2.83.

Table 4.1. Minimum Installation Emergency Management Plan Elements. (T-2).

Element:	Details to be included:
Basic Plan	Change Documentation Implementation Instructions Important Plan Documents Security Instructions Signed Approval Record of Distribution
Communications	Communications Emergency Public Information Information Collection, Analysis, and Dissemination Public Information Population Warning
Fire and Emergency Services	Firefighting Offensive HAZMAT and CBRN Operations Oil and Hazardous Materials (HAZMAT) Search and Rescue
Functional Annexes	Accountability Direction, Control, and Coordination Emergency Operations Center Incident Assessment Incident Command Initial Notification Mission and Commander's Intent
Health and Human Services	Direct Medical Care Medical Administration Medical Surveillance and Risk-Assessment Worker Safety and Health

Logistics Overview	CBRN Defense Training Equipment Equipment Individual Protective Equipment and Personal Protective Mobile Communications Capability Owning POCs for Response Equipment
Management EMWG	All-Hazards Response Planning Team EOC Manager Incident Command (for Specific Events) Local Emergency Planning Committee POC Self-Inspection Emergency Management Program Reviews Unit Emergency Management Representative
Mass Care and Emergency Assistance	Emergency Assistance Mass Care
Plan Overview Administration	Assumptions Communications Community Profile Concept of Operations DRF Emergency Management Command and Control (C2) Hazard Assessment Summary Operational Constraints Relationship to Other Plans
Public Protection	Population Protection Public Safety and Security
Public Works and Engineering	Long Term Community Recovery Public Works and Engineering
Resource Management	Resource Management
Training Schedule	Air Force "Be Ready" Awareness Campaign Courses and Student Requirements Emergency Management Training Emergency Preparedness Orientation Recurring Training Specialized Team Training
Transportation	Transportation

All-Hazards Checklists:	
Man-made-Intentional	Active Shooter Biological Attack[1] Chemical Attack[1] Contagious Biological Attack[1] Conventional Attack[1] Cyber Attack Nuclear Attack[1] Suspicious Items with Suspected CBRN Technological Terrorist Use of CBRN
Natural-Biological Disease Containment Man-made-Accident HAZMAT	Aircraft Composites[1] Aircraft-On Base[1] Aircraft-Off Base[1] Disease Containment HAZMAT Man-made-Accident Nuclear Weapons Other Major Accidents
Natural-Geological	Earthquake[1] Tsunami[1] Volcano[1]
Natural-Meteorological	Hurricane, Cyclone, Typhoon[1] Tornado[1] Flood[1] Wildfire or Forest Fire[1] Extreme Cold and Heat[1]
Types of Base Support Installation Checklists:	
Area of Interest	Defense Support of Civil Authorities
Area of Operations	Department of Energy Secure Holding
Emergency Action Zones	National Defense Area
Family Assistance	Evacuee Bed Down
Maps	Peacetime Disaster Sheltering
Preparedness Checklists	Sustained Response Checklists
Note: 1. Inclusion of these elements is driven by the results of installation All-Hazard Threat Assessment analysis. These elements are incorporated as necessary to meet installation and mission requirements.	

4.5. Plans Coordination. The Installation Emergency Manager will coordinate plans, where appropriate, with other federal departments and agencies; state, tribal, and local governments; other DoD Components; or host nation emergency response agencies and departments to identify and update responsible points of contact, emergency protocols, and expectations in the event of an incident on or affecting a DoD installation in accordance with DoDIO-2000.16V1_AFI10-245-O, DoDI 6055.06, DoDI 6200.03. **(T-0).** Inter-agency coordination should include information sharing, resource management, communications, incident management, and capabilities that may provide early warning of a potential hazard or threat.

4.6. Support Agreements and Support Contracts.

4.6.1. The Installation Commander will establish support agreements to fill a capability shortfall for the installation, or for the installation to support local authorities, all tenant units, and geographically separated units in accordance with DoDI 4000.19 and AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*. **(T-0)**.

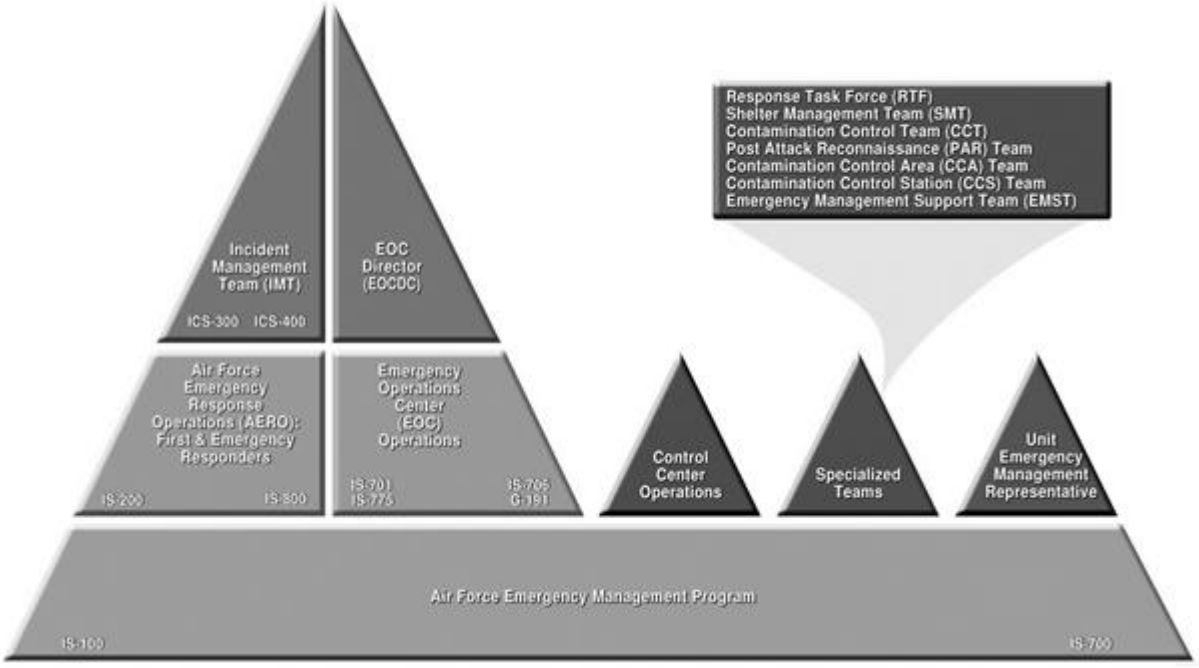
4.6.2. When needed, utilize support contracts for the procurement of goods, services, or other emergency support. This includes HAZMAT and CBRN response operations, or the contingency procurement of food and water supplies for mass care shelter or safe havens on Air Force installations at time of activation.

4.7. Defense Support of Civil Authorities. The Air Force Emergency Management Program will support Defense Support of Civil Authorities responses outlined in DoDI 3025.24, *DoD Public Health and Medical Services in Support of Civil Authorities,* and AFI 10-801. All installations located OCONUS must coordinate their efforts with the supported geographic combatant commanders and (consistent with geographic combatant commander guidance) with appropriate Department of State officials and host nations in accordance with DoDD 5530.3, *International Agreements*. **(T-0)**.

4.8. Air Force Emergency Management Education and Training Methodology. Air Force emergency management education and training will provide knowledge and skills required to prepare for, mitigate, respond to, and recover from contingencies or emergencies. Air Force emergency management education and training will be relevant, synchronized, standardized and integrated across the Air Force to provide combatant commanders with ready Airmen. **(T-1).** This is demonstrated through realistic exercises and scenarios to demonstrate training effectiveness and enhance student proficiency.

4.9. Air Force Emergency Management Education and Training Audience. The required audience for Air Force emergency management education and training includes personnel specified in **paragraph 4.13**. Personnel will attend the appropriate courses to meet the level of proficiency required to accomplish their assigned tasks. **Figure 4.1** illustrates Emergency Management tiered training. **(T-2)**.

Figure 4.1. Emergency Management Tiered Training.



4.9.1. AFIMSC and installation leadership will ensure service contracts for support personnel include education and training requirements **(T-2)**. The required education and training must be equal to the necessary education and training of each individual's military and federal counterparts.

4.9.2. Wing Inspection Team members must be trained to at least the same level of the person being evaluated in accordance with AFI 90-201. **(T-2)**.

4.9.3. Individuals who have completed previous online training courses are not required to re-accomplish the online portions specified in this publication unless otherwise noted.

4.10. Air Force Emergency Management Education and Training Instructor Requirements. Unless otherwise specified, only personnel who complete Air Education and Training Command Emergency Management Apprentice Course may teach the instructor-led components listed in **Chapter 4**, **paragraph 4.13**. The student-to-instructor ratio will be no more than 30 students to one instructor. **(T-2).**

4.11. Education and Training Scheduling and Documentation Requirements.

4.11.1. Installation and tenant Unit Deployment Managers, Unit Training Managers, or Unit Training Schedulers will use the Automated Readiness Information System Unit Scheduler Module to schedule personnel for Air Force emergency management education and Training Instructor led components or courses conducted by the installation's R&EM Flight. Unit Schedulers must maintain a unit personnel roster to include adding and removing personnel upon Permanent Change of Station. Each unit is responsible for tracking completion and currency of their personnel. **(T-1).**

4.11.2. Deployment Managers, Unit Training Managers, or Unit Training Scheduler will verify prerequisite(s) are completed prior to scheduling the instructor-led courses. **(T-2)**.

4.11.3. Units must maintain documentation of Air Force emergency management education and training course completion. **(T-2)**.

4.11.4. Unit Emergency Management Representatives must coordinate their unit's required emergency management reports with their Unit Deployment Managers, Unit Training Managers, or Unit Training Schedulers to ensure they have the most accurate education and training data. **(T-2).**

4.12. Education and Training Delivery Formats. Air Force emergency engagement education and training courses are delivered using individual knowledge-based objectives, localized, and performance-based objectives.

4.12.1. Unless otherwise specified, the individual knowledge-based component of courses is found online via the Advanced Distributed Learning Service (**https://golearn.csd.disa.mil**). The online knowledge-based course component is an individual effort.

4.12.2. R&EM Flight personnel will use traditional instructor-led classroom methods to deliver the localized and performance-based component of a course. **(T-1).** Presentations include localized mission and threat procedures and hands-on evaluation of a student's ability to perform applicable tasks.

4.13. Education and Training Prescribed Courses. Individuals will attend the listed Air Force emergency management education and training courses to meet the level of proficiency required to accomplish their assigned tasks **(T-1)**. Air Force emergency management education and training courses are summarized in **Table 4.2.** A detailed listing of all emergency management education and training courses can be found in **Attachment 3.**

Table 4.2. Summary of Available Air Force Emergency Management Education and Training Courses.

Training Course	Delivery Format		Prerequisite		Recurring		Supporting Paragraphs
	Online	Instructor	Yes	No	Yes	No	
Base Emergency Preparedness Orientation		X		X		X	8.1.
Air Force Emergency Management Program: Senior Leader Brief		X		X		X	8.2.
Air Force Emergency Management Program	X			X		X	8.3.
Unit Emergency Management Representative	X	X	X		X		8.4.
Air Force Emergency Response Operations: First and Emergency	X		X			X	8.5.
ICS 300 and 400		X	X			X	8.6.
Emergency Operations Center Operations	X	X	X		X		8.7.
Emergency Operations Center Director		X	X		X		8.8.
Control Center Operations	X	X	X		X		8.9.
Air Force CONUS Response Task Force	X		X		X		8.10.
Shelter Management Team	X	X	X		X		8.11.
Contamination Control Team (CCT)	X	X	X		X		8.12.
Contamination Control Area (CCA) Team	X	X	X		X		8.13.
Contamination Control Station Team	X	X	X		X		8.14.
Post Attack and Incident Reconnaissance	X		X		X		8.15.
Emergency Management Support Team		X	X		X		8.16.
CBRN Defense Awareness	X			X	X		8.17.2.
CBRN Defense Training		X			X		8.17.3.

4.14. Emergency Public Information.

4.14.1. Installation Emergency Management Programs will ensure accurate, reliable, and actionable information on threats and hazards is available to Airmen, DoD personnel, and the public. **(T-1).**

4.14.2. Installation Emergency Management Programs will include a comprehensive, integrated, and interoperable emergency communication capability, with an approved communications plan in accordance with DoDI 6055.17. **(T-0)**.

4.14.2.1. Installation Emergency Management programs will develop written procedures for establishing, maintaining, and executing an Emergency Public Information function **(T-2)**.

4.14.2.2. At a minimum, the communication plan will address identified resources, coverage, and vulnerabilities on how publishing Emergency Public Information can be impacted by hazards, dependency on local media resources, and public preparedness campaigns. **(T-2)**.

4.14.2.3. The installation public information capability must include a central contact facility for the media, pre-scripted information bulletins relevant to the installation's identified hazards, a method to coordinate and clear information for release, the capability of communicating with special needs populations, and protective action guidelines and recommendations. **(T-2).**

Chapter 5

DISASTER RESPONSE FORCE STRUCTURE

5.1. Purpose. This chapter outlines the Air Force Emergency Management Program requirements for response and recovery operations to an attack and incident, emergency, disaster, or hostile attack. The NIMS defines a Type III incident as those incidents which require response from multiple agencies within a jurisdiction. Generally, Air Force installations should concentrate planning efforts on Type III incidents due to the likelihood of these types of incidents occurring and their ability to affect base operations. The EMWG should make the determination to establish a Type III Incident Management Team based on the installation's Hazard Assessment.

5.2. Command and Control. C2 is critical to an installation ATSO and allows commanders to synchronize and integrate force activities. C2 ties together all the installation's operational functions, support function and applies to all levels and echelons of command. C2 enhances the commander's ability to make sound and timely decisions and successfully execute them. Unity of effort over complex operations is made possible through decentralized execution of centralized, overarching plans or via mission command. Unity of command is strengthened through adherence to the following C2 tenets: defined authorities, roles, and relationships; mission command, information management, and knowledge sharing; communication, timely decision making, coordination mechanisms, battle rhythm discipline, responsive, reliable, and interoperable support systems; situational awareness, and mutual trust. Installation C2 structures are designed to conduct and sustain operations while simultaneously responding to events and incidents that impede air, space or cyberspace operations using the following entities.

5.3. Installation Disaster Response Force. **Figure 5.1** depicts the Air Force structure that responds to disasters or accidents to establish C2 and support disaster operations. The DRF is critical to an installation's ATSO and allows commanders to synchronize and integrate response activities. The DRF ties together the installation operational and support functions as well as applies to all levels and echelons of command. The DRF enhances the commander's ability to make sound and timely decisions and successfully execute response and recovery operations.

Figure 5.1. Air Force Disaster Response Force Construct.

5.3.1. The DRF structure is designed to conduct and sustain operations while simultaneously responding to events or incidents that impede air, space, and cyberspace operations. Unity of effort over complex operations is made possible through decentralized execution of centralized, overarching plans or via mission command. Unity of command is strengthened through adherence to the following C2 tenets: defined authorities, roles, and relationships; mission command, information management, and knowledge sharing; communication, timely decision making, coordination mechanisms, battle rhythm discipline, responsive, reliable, and interoperable support systems; situational awareness, and mutual trust. See **Table 5.1**. for individual elements of the installation DRF.

Table 5.1. Elements of the Installation Disaster Response Force.

Element	Remarks
CAT	Focuses on continued mission execution, rather than management of the incident.
CAT Support Staff	Usually a combination of the commander's senior staff. The Installation Commander may designate a primary and alternate CAT Director or Manager as the situational or mission objectives dictate.
Command Post	Refer to AFMAN 10-207, *Command Posts,* for detailed information.
EOC	The Installation Commander designates the primary and alternate EOC Directors in writing. The primary EOC Director is typically the MSG/CC. Primary and alternate EOC Directors must meet training requirements specified in **Chapter 8 paragraph 8.8. (T-2)**.
	The Installation Commander appoints, in writing, the R&EM Flight Officer and Senior Emergency Management Civilian or Enlisted Equivalent (3E9X1) as the primary and alternate EOC Managers. **(T-2**).
	The EOC is staffed with Emergency Support Functions (ESFs) and additional assigned personnel. EOC representatives must be NCO, SNCO, CGO or civilian equivalents, be knowledgeable and have operational decision-making authority for their function. Members must meet the training requirements for EOC Operations outlined in **Chapter 8, paragraph 8.7.** Appoint enough team members for 24-hour operations. **(T-2).**
	The CBRN Control Center is co-located with the EOC and subordinate to ESF-5. See **Table 5.3** for ESF support functions.
	The EOC Director should appoint an EOC support staff whose duties are administrative in nature.
UCC	C2 centers tasked in the IEMP 10-2 to provide direct support to the EOC for emergency response and recovery. The UCC is the C2 node for a Squadron and is designed to implement wartime functions or rapidly deploys forces in response to incidents or events affecting an installation's mission.
	UCCs are used to prioritize squadron activities and allocation of available resources. An additional function of the UCC is communications between other UCCs and the EOC.
	Unit commanders assign knowledgeable personnel with tactical decision making authority needed to execute C2 actions to the UCC to facilitate mission accomplishment. Members must meet the training requirements for UCC personnel outlined in **Chapter 8, paragraph 8.9. (T-2)**. Appoint enough team members for 24-hour operations. **(T-2).**
	UCCs shall have plans, checklists and status boards to account for accurately and track status of resources (personnel, equipment, and material), report facility or infrastructure damage, identify functional requirements, prioritize recovery actions, manage contamination

	control, recovery efforts and provide timely and accurate information to the EOC, as outlined in **paragraph 5.5. (T-2)**. The UCC should utilize plans, checklists and status boards, and must be tailorable to fit the requirements of each unique location and mission. **(T-2).**
	UCCs include, but are not limited to, the Vehicle Operations Control Center, Maintenance Operations Center, Fuels Service Center, Airfield Management Operations Center, Medical Control Center and Squadron Focal Points.
Emergency Communications Center	All installations shall establish, operate and maintain an Emergency Communications Center. **(T-2)**.
Incident Commander	The Incident Commander must be experienced in incidents of the appropriate type and complexity. They must meet the training requirements outlined in **Chapter 4**, including training to manage multiple agency responses, if required. The Incident Commander must be certified before establishing and or assuming command of a HAZMAT incident. **(T-2)**.
First Responders and Emergency Responders	First and Emergency Responder duties have priority over other assigned duties. Do not assign First or Emergency Responders as augmentees or to additional duties that will conflict with their primary duties. **(T-2)**.
Specialized, Support, and Recovery Teams	Teams formed from the existing installation and unit personnel to support emergency response operations. Team member duties become the team member's primary duty during the response, exercises, and training. Appoint enough team members for 24-hours-a-day operations.
	Specialized Teams are typically controlled directly from the EOC during response operations. Examples include: • Emergency Management Support Team • Shelter Management Team • Threat-based CCT • Threat-based CCA Team • Contamination Control Station (CCS) Team
	Support and Recovery Teams are typically controlled directly by the functional unit control center. Examples include: • Damage Assessment Team • Search and Recovery Team • Crash Damaged or Disabled Aircraft Recovery • Spill Response Team • Emergency Family Assistance Team • Disaster Mental Health Teams • In-Place Patient Decontamination Team

5.3.2. The DRF will execute the preparedness, response, recovery, and mitigation tasks outlined in the IEMP 10-2, in accordance with **Chapter 5** of this instruction, and AFMAN 10-2502. **(T-1)**.

5.4. Installation Crisis Action Team. The CAT is composed of pre-designated individuals (typically Group Commanders), with representation from tenant Wing Commanders as needed. See **Table 5.2** for typical membership of the CAT**:**

Table 5.2. Crisis Action Team Members.

Crisis Action Team Representation:[2]		
Behavioral Health[1]	Judge Advocate	Public Affairs
Chapel[1]	Maintenance Group Commander	Tenant Units Wing Commander[1]
Financial Management	Medical Group Commander	Vice Wing Commander
Installation Command Post Management	Mission Support Group Commander	Wing Command Chief
Installation Command Staff	Operations Group Commander	Wing Commander

Notes:
1. Indicates optional members.

2. Recommended to include the following in the even the Emergency Operations Center is not activated or where Group verses Squadron structures exist: Civil Engineer Group, Logistics Readiness Group, Security Forces, Group, Communications and other functional mission support organizations aligned under the installations.

5.5. Installation Emergency Operations Center.

5.5.1. The EOC is the C2 support element that coordinates information and resources to support the installation's actions before, during, and after an incident at the operational level, and is the focal point for the development and coordination of the follow-on operations and recovery plan. The Installation Commander activates the EOC, which operates separately from the CAT.

5.5.2. The EOC harnesses the capabilities of experienced mission support and medical personnel into a cohesive team. EOCs provide the Installation Commander a single, consolidated communication center to monitor and execute the installation's support missions, whether it is supporting a tenant unit, bed down, sustainment or redeployment. The EOC includes 15 ESFs and other functional tenant unit representation as needed. See AFMAN 10-2502 for a complete listing and responsibilities of all 15 ESFs. Based on the complexity and size of an event, tailor the EOC to meet the needs of each unique location and mission. As a minimum, the EOC should have representatives appointed from the 11 ESFs shown in **Table 5.3**

Table 5.3. Recommended Emergency Support Functions.

Recommended ESFs:		
ESF 1, LRS - Transportation	ESF 5, Emergency Management	ESF 9, Urban Search and Rescue
ESF 2, Communication	ESF 6, Mass Care, Housing & Human Services (Force Support)	ESF 13, Safety and Security Forces
ESF 3, Public Works & Engineering	ESF 7, LRS - Supply Resource Support	ESF 15, External Affairs
ESF 4, Fire and Emergency Services	ESF 8, Public Health and Medical Services	

5.6. Installation Unit Control Centers. UCCs will prioritize squadron operational activities, allocate available resources, and implement wartime functions or rapidly deploy forces in response to incidents or events affecting an installation's mission. **(T-1).**

5.6.1. Units staff their UCCs (and EOC ESFs) with functional representatives needed to execute C2 functions.

5.6.2. UCCs will have functional plans, checklists and status boards to accurately account for and track the status of resources (personnel, equipment, and supplies). **(T-3).**

5.6.3. UCCs will collect damage assessment information, identify work requirements, prioritize recovery actions, manage contamination control, recovery efforts and provide timely and accurate information to the EOC. **(T-2).**

5.6.4. Installations should tailor their UCCs to fit the needs of each unique location and mission. See **Table 5.4** for UCCs that should be established at all installations:

Table 5.4. Minimum Established Unit Control Centers Regardless of Incident.

Type of UCC	UCC Responsibility
Air Terminal Operations Center	Responsible for aerial port functions including cargo and passenger processing.
Base Defense Operations Center	Responsible for Air and Integrated Base Defense and security measures.
CBRN Cell	Controls CBRN Reconnaissance Teams, plots and predicts hazards downwind, and reports CBRN contamination to the EOC. The CBRN coordinates with Unit Shelter Management and CCTs.
Civil Engineer UCC	Responsible for Base Recovery After Attack; Damage Assessment and Recovery Teams; coordinates priorities and monitors facility, runway, and taxiway repairs.
Command Post	Responsibilities are outlined in AFMAN 10-207 and plays a crucial role in emergency management.
Force Support Control Center	Responsible for controlling all services functions to include: food services, billeting, laundry, recreation and fitness, mortuary affairs, personnel accountability, replacement, and managing manpower pool for the EOC.
Maintenance Operations Center	Responsible for the launch, recovery, service, parking, and maintenance of aircraft; tracking of priorities and missions of specific aircraft; and coordinates with fuels and supply functions.
Medical Control Center	Provides the medical status of the hospital or clinic, supports medical requirements including requisitioning supplies, establishes casualty collection points, dispatches ambulances, and coordinates patient movement via surface and air.
Operations Control Center	Responsible for aircrews, tactics, mission planning and other aspects of the flying mission.
Transportation Control Center	Controls the distribution of transportation assets (e.g., pick-up trucks, forklifts, etc.) and sets priorities for vehicle maintenance.

5.7. Specialized Team.

5.7.1. Specialized teams are formed from existing installation Airmen to support mission operations. See **Table 5.5** for a list of common specialized teams.

Table 5.5. Specialized Teams.

Type of Specialized Team	Mission Responsibility
CCT	Specially trained teams responsible for chemical warfare agent decontamination and to minimize contact hazards and to limit contamination spread to uncontaminated mission-critical areas.
Post Attack Reconnaissance Teams	Unit-designated teams used to sweep for and report unexploded ordnance, contamination and casualties per alarm conditions in a predesignated area of responsibility.
Shelter Management Team	Responsible for shelter operations to include, facility inspection, communication, registration, sustainment resources, and medical services. Shelter Management Team's shall consist of a Shelter Manager, Shelter Assistants, Shelter Finance and Logistics, and Medical Support. **(T-3).**

5.7.2. For installations with an existing Emergency Communications Center, it provides emergency communications, alarm, sensor, and video monitoring, incident or event communications support, tactical channel assignments, emergency notification, responder reach back capability, and notification of an emergency to the receiving medical treatment facilities. The Emergency Communication Center is a 24-hour a day, seven days a week operation and shall include the core functions of Fire and Emergency Services, base defense operations center, and medical dispatch (where applicable). **(T-2)**.

5.7.3. The initial first responder will formally transfer incident command to the Incident Commander. For any incident involving two or more units, the senior fire officer on the scene will serve as the Incident Commander. **(T-2)**.

5.7.4. Specialized, Support and Recovery Teams are formed from the existing installation and unit work force resources to support emergency response operations.

5.7.4.1. Emergency Management Support Teams augment the R&EM Flight coming from the Installation Commander's established augmentee program. Installation will identify sufficient Emergency Management Support Team members based upon IRMP threat determination. **(T-3).**

5.7.4.2. Units having threat-based CCTs include logistics readiness, maintenance operations, munitions, medical, and civil engineers. The Installation Commander decides whether to establish CCTs. Criteria for the decisions are based on anticipated threat, contamination type, installation capabilities, mission impact, and if decontamination will reduce protective measures. CCTs must perform decontamination on assets under the control of their functional area for threat-determined operations, as appropriate. The EOC will address decontamination requirements. **(T-2)**. For additional information, see AFMAN 10-2503 and AFTTP 3-2.46.

5.7.4.3. When required, the EOC Director activates the CCT. This team will be managed by the CBRN Control Center. **(T-3)**.

5.7.4.4. At a minimum, follow-on emergency responders that conduct operations within the hot and warm zones will accomplish and maintain currency in HAZMAT operations level training according to **paragraph 8.5.5**. **(T-0)**.

5.7.4.5. Emergency Management personnel (military, civilian and contractor) that conduct operations within the hot and warm zones will accomplish and maintain currency in HAZMAT operations level training according to **paragraph 8.5.5**. **(T-0)**.

5.7.4.6. CCA teams are activated by the EOC Director and managed by the CBRN Control Center. **(T-3).** CCA is an area in which contaminated Individual Protective Equipment is removed; people, equipment, and supplies are decontaminated to allow processing between a toxic environment and a toxic free area; the last area an individual can safely don Individual Protective Equipment before moving into a contaminated area.

5.8. Disaster Response Force Common Operating Picture. Each installation must develop and maintain an installation level COP in accordance with DoDI 6055.17. **(T-0)**. The COP is intended to provide standardized, near real-time situational awareness of response forces, an incident, or event at the tactical, operational, and strategic level that can be shared and exchanged across the Air Force as well as with partner agencies. A DRF COP may be a single system solution or a suite of systems tools used together to achieve the minimum standards in **Table 5.6**

Table 5.6. Minimum Emergency Operations Center Common Operating Picture Standards.

Item	Description
1	Provide installation leaders, the incident commander, and first and emergency responders with an interoperable means to prepare, respond and recover from all-hazards and the full spectrum of incidents.
2	Provide consistent, standardized, and geospatially referenced information to:
2.1	Installation leaders, the Incident Commander, and first and emergency responders. **(T-0)**.
2.2	Higher Headquarters (Numbered Air Forces, MAJCOM). **(T-0)**.
2.3	Tenant organizations and partner agencies. **(T-0)**.
2.4	Local civilian governments, municipalities, mutual aid partners and first responders. **(T-3)**.
3	Provide the capability to consolidate shared situational awareness for proper up-channeling in accordance with current Air Force guidance as well as a lateral capability for an information sharing capability with civilian counterparts. **(T-1)**.
4	Interface, input and obtain data, directives and information at the tactical level (responders, control centers) and the operational levels (EOC, CAT). **(T-1)**.
5	Clearly articulate the situation, incident, and provide effective critical information sharing. **(T-1)**.
6	Capture and consolidate all directives originating from the CAT or EOC during the incident and have the means to track completion. **(T-1)**.
7	Display current status of installation warnings, alarm conditions, mission-oriented protective posture (MOPP) levels, Hurricane Condition and TCCON, protective actions, evacuation status and orders, and personnel accountability. Notify users of changes in these conditions. **(T-1)**.
8	Provide a means to monitor checklist activation, execution, completion and the restoration of missions and support capabilities. **(T-1)**.
9	Provide near real-time incident mapping display. **(T-1)**.
10	Identify activated DRF elements. **(T-1)**.
11	Provide resource management visibility for all resources requested, required, and utilized. **(T-3)**.
12	Ability to list priorities for the current and next operational period. **(T-3)**.

5.8.1. Sharing of DRF COP information with host and partner foreign nations will be determined locally. **(T-3).**

5.8.2. Headquarters AFIMSC will evaluate potential DRF COP systems and maintain a list of evaluated COPs that meet the minimum requirements within a single system solution or a suite of systems used together to achieve the minimum standards in **Table 5.6**.. Installations seeking funding for COP acquisition and/or sustainment via Combat Support funds (PEC 27574F or PEC 27593) must obtain approval from Headquarters AFIMSC prior to funding. **(T-1).** This information can be found at the Headquarters AFIMSC Emergency Management SharePoint®: **https://cs2.eis.af.mil/sites/13298/Module/servicepage.aspx?Service=Emergency** Management

5.8.3. The Installation Emergency Manager will ensure ICS forms are integrated into the DRF COP system or utilized externally to the DRF COP for the creation of the Incident Action Plans, documentation of ICS activities, and other incident management activities. **(T-1)**. Installations located outside the U.S., its territories, and possessions will utilize ICS forms to the greatest extent possible. **(T-3).** In the event activation and deactivation of the installation EOC for real-world incidents or exercises, the EOC Manager will send the ICS Form 213, *General Message*, to their respective AFIMSC Detachment, AFIMSC and AFCEC/CXR within 24 hours. Editable forms can be found at the Federal Emergency Management Agency SharePoint®: **https://training.fema.gov/icsresource/icsforms.aspx** and a list of ICS forms is as follows:

5.8.3.1. ICS Form 201 – Incident Briefing.

5.8.3.2. ICS Form 202 – Incident Objective.

5.8.3.3. ICS Form 204 – Assignments List.

5.8.3.4. ICS Form 205 – Incident Radio Communication Plan.

5.8.3.5. ICS Form 205A – Communication List.

5.8.3.6. ICS Form 208 – Safety Message Plan.

5.8.3.7. ICS Form 209 – Incident Status Summary

5.8.3.8. ICS Form 213 – General Message

5.8.3.9. ICS Form 214 – Activity Log

5.8.3.10. ICS Form 215 – Operational Planning Worksheet

5.8.3.11. ICS Form 219 – Resource Status Cards

5.9. Initial Response Force.

5.9.1. A DoD Initial Response Force is a tailored force dispatched from the closest military installation by the SECDEF or by the Chairman of the Joint Chiefs of Staff, through the Deputy Director of Operations, National Joint Operations, and Intelligence Center, directly upon notification of a U.S. nuclear weapon incident or nuclear or radiological incident.

5.9.2. The Initial Response Force Commander is the DoD Incident Commander upon arrival at the accident site and will have single incident command authority over DoD assets in any security zone that is under sole DoD jurisdiction. The DoD Incident Commander will implement guidance and requirements as outlined in DoDM 3150.08. **(T-0).**

5.9.3. The Air Force will dispatch the DRF upon any incident, nuclear or non-nuclear, involving DoD resources (e.g., aircraft accident) as the Initial Response Force in accordance with DoDM 3150.08. **(T-0).**

5.9.4. The Initial Response Force mission is to take immediate life-saving actions and establish safety and security controls at the accident scene.

5.10. Response Task Force. A DoD Response Force shall be properly staffed, trained, and equipped to coordinate all actions necessary to control and recover from a nuclear weapon accident or incident. The specific purpose of the response task force shall be to recover weapons and provide radiological accident assistance as per DoDM 3150.08. **(T-0).**

5.10.1. The Air Force maintains multiple Response Task Forces. The U.S. Air Forces in Europe Response Task Forces support the U.S. European Command area of responsibility, and Air Force Global Strike Command supports all domestic nuclear weapons incident and accident responses.

5.10.2. Upon assumption of command, the Response Task Force Commander will become the DoD Incident Commander, will incorporate the Initial Response Force and maintain communication and liaison with federal, local, state, or host nation authorities established by the Initial Response Force in accordance with DoDM 3150.08. **(T-0)**.

5.10.3. The National Military Command Center (NMCC) or SECDEF may activate the Response Task Force to support a nuclear weapons accident or incident of a weapon in Department of Energy custody or an incident under Department of Justice lead.

5.10.3.1. Upon notification from the NMCC, the Air Force Service Watch Cell will notify Air Force Global Strike Command's Command Center or U.S. Air Forces in Europe's Command Center to place the Response Task Force on immediate deployment warning orders. Air Force Material Command's Command Center will make the notification to place response task force supporting elements on direct deployment warning orders. **(T-1).**

5.10.3.2. After NMCC conducts a conference call with SECDEF, SecAF or CSAF will appoint the Response Task Force Commander and inform the owning MAJCOM Commander through the Air Force Service Watch Cell. **(T-1).**

5.10.3.3. The Response Task Force will deploy upon authorization of NMCC or assigned Combatant Commander. **(T-1).**

5.10.3.4. Air Force CAT and the MAJCOM CAT coordinates with U.S. Transportation Command Airlift Control Center to identify needed airlift.

5.11. Installation Notification and Warning System. The installation notification and warning system (INWS) is a combination of methods using audible and visual signals, verbal messages, and electronic communication. The Installation Commander will ensure the installation has an INWS with the capability to disseminate rapidly and effectively the emergency information to warn all personnel according to timelines established in DoDI 6055.17. **(T-0)**. See **Table 5.7** INWS components.

Table 5.7. INWS Components.

Audible and Visual Signals	**Audible Component**	**Visual Signal**
	Horns	Flags
	Sirens	Portable PA systems
Electronic Communications	**Types of Electronic Communications**	
	Local Area Network message	
	Mass Notification Systems	
	Network Broadcast System	
	Outdoor "Giant Voice" systems	
	Reverse 911	
	Social Media	
	Telephone Alert messages	
	Television and Radio	

5.11.1. The UFC 4-021-01, *Design and Operations and Maintenance: Mass Notification Systems* and UFC 4-010-01, *DoD Minimum Antiterrorism Standards for Buildings*, provides details about warning standards. The minimum capabilities for the INWS will include the following:

5.11.1.1. Standardize U.S. Air Force emergency notification signals specific to disaster warnings, attack warnings, and "all clear" procedures. **(T-1).**

5.11.1.2. Standardize Attack warning signals for CBRN threat areas specific to Alarm Conditions Green, Yellow, Red, and Black procedures (U.S. Forces in Korea Alarm Red is Blue). **(T-1).**

5.11.1.3. Disseminate MOPP procedures MOPP-Ready through MOPP-4. **(T-1).**

5.11.1.4. Disseminate Hurricane Condition or Tropical Cyclone Condition of Readiness if in a threat area, in accordance with AFMAN 10-206. **(T-1).**

5.11.1.5. Provide watches, warnings, evacuation routes, and other alerting information to meet DoD and federal warning requirements outlined in DoDI 6055.17. **(T-0).**

5.11.1.6. Include all on and off-base agencies requiring support, to include swimming pools, golf courses, childcare centers, etc. **(T-1).**

5.11.1.7. Address unique populations (e.g., personnel with disabilities including motor, sensory, cognitive, and psychiatric impairments.) **(T-1).**

5.11.1.8. Use DoD-required individual building mass notification system to disseminate emergency management information. New and renovated buildings will install a Mass Notification System to meet the DoD antiterrorism requirements in UFC 4-010-01. **(T-0).**

5.11.2. Planners consider the threat to the operational environment (contingency operations and installation sustainment) in which the INWS operates and will ensure that all personnel can directly hear or see status changes and take action. **(T-2)**.

5.11.3. The INWS will include alarm signals and notification procedures. These signals can be supplemented with signals compatible with the local, national, host nation, or theater systems. Follow command and theater guidance when more than one system applies. **(T-2)**.

5.11.3.1. Domestic locations must use an INWS that complies with Department of Homeland Security, Federal Emergency Management Agency, and National Weather Service Emergency Managers Weather Information Network and the Emergency Alerting System alerting methods, requirements, and capabilities. Off-base systems are the responsibility of the city or county emergency management office. CONUS locations will work with the city or county emergency management office to synchronize weekly installation notification and warning system checks in accordance with DoDI 6055.17. **(T-0)**.

5.11.3.2. Installations must use the standardized "Be Ready" training aids entitled Air Force Emergency Notification Signals, Air Force Attack Warning Signals for CBRN Threat Areas, and MOPP provide standardization. **(T-2)**. These training aids are available as part of the Air Force "Be Ready" Awareness Campaign through the installation's R&EM Flight. Display these visual aids in common and high traffic areas.

5.11.3.3. OCONUS locations must use warning systems and signals that are compatible with local, host nation, or theater systems in accordance with the Department of State or combatant command guidance. Alert, notification, and warning methods must provide both overt and covert notification capability. Warning systems will broadcast voice messages in English and the dominant language of the local personnel working on the installation. **(T-1).**

5.11.3.4. Deployable units will consult plans for specific signals used at the deployed locations. For deployments to bare base locations, the combatant command communications unit must provide notification and warning systems. **(T-2).**

5.12. Lessons Learned. The Installation Commander will ensure installations send After Action Reports via the Air Force Joint Lessons Learned Information System in accordance with AFI 10-1302, *Air Force Lessons Learned Program*. **(T-3)**.

Chapter 6

EMERGENCY MANAGEMENT EXERCISE REQUIREMENTS

6.1. Purpose. This chapter provides Air Force emergency management exercise guidance in support of AFI 90-201. The Wing Inspection Team will reference AFI 90-201, governing directives, supplemental guidance, or host or tenant Memorandum of Understanding or Memorandum of Agreement to determine exercise and participation requirements. The Wing Inspection Team will use this chapter, **Table 6.1** and **Table 6.2** to develop and conduct installation emergency management exercises to ensure emergency management exercises will support host and tenant unit's full spectrum readiness. **(T-2).**

Table 6.1. Emergency Management Plan and Capabilities.

Steps	Emergency Management Plan:
1	Execute reporting and notification protocols, both internal (installation personnel, including tenant organizations) and external (with Higher Headquarters, state, local, and tribal governments, other military department(s), and host nation partners).
2	Activate local support agreements to include mutual aid and assistance agreements (e.g., Mutual Aid Assistance, Memorandum of Understanding, Memorandum of Agreement, and Status of Forces Agreement).
3	Establish situational awareness and a COP.
4	Activate PA Information and Warning (external).
5	Execute shelter operations procedures for applicable shelter types that apply to the installation. Include collective protection operations and maintenance if applicable.
6	Exercise shelter-in-place and lock-down.
7	Provide Defense Support to Civil Authorities.
8	Maintain continuity of mission essential functions.
9	Provide incident preparation, response, and recovery recommendations to senior leadership.
10	Integrate the CBRN Warning & Reporting System into the installation's operational reporting process.
Steps	**Emergency Management Capabilities:**
1	Activate INWS. (Integrate periodic testing of the local weather watch, advisory and warning dissemination systems).[1]
2	Perform AFSC-specific wartime tasks while wearing CBRN protective equipment.
3	Perform unit wartime METs in a highly contested environment, to validate the war-fighters ATSO in CBRN.
4	Employ emergency responders.
5	Provide Public Health and medical response (include Behavior Health for disaster responses).
6	Establish on-scene Incident Command System (peacetime scenarios).
7	Provide on-scene security and protection.
8	Establish and operate command, control, and communication for the CAT, EOC, UCCs, CBRN Control Center, and on-scene.
9	Operate the EOC.

10	Provide evacuation management and mass care services.
11	Execute Search and Recovery Operations (e.g., Major Accident Response, Mass Casualty Incident).
12	Monitor environmental health and safety.
13	Maintain and restore Infrastructure Systems.
14	Establish fatality management services.
15	Provide spiritual care, crisis intervention, and mass casualty support.
16	Maintain critical transportation infrastructure.
17	Provide legal assistance response.
18	Expeditiously issue or replace Chemical Warfare Defense Ensembles to all CBRN high risk area assigned personnel during increased threat of CBRN attack based on **Table 9.3.**
19	Provide resource management during contingencies.
20	Calculate hazard duration of CBRN attacks involved.
21	First responder, first receiver, and emergency responder operations.
22	Medical, veterinary, disease containment and public health response and recovery operations.
Note: 1. This requirement occurs semiannually.	

Table 6.2. Emergency Management Exercise Requirements.

Exercise	Frequency	Notes
Chemical exercise, Biological exercise, Radiological exercise, Nuclear exercise	Annually	Exercise can be combined with installation Readiness Assessment exercises in accordance with AFI 90-201.
Evacuations	Annually	See note 2
Major Accident and Incident (Federal Emergency Management Agency (Department of Homeland Security) Type 3 or higher in accordance with National Incident Management System)	Semi-Annually	Exercises will be based on threats identified by IRMP. **(T-2).** See note 2
Mass care	Annually	See note 2
Natural Disasters	Annually	Exercise will be based on threats identified by the IRMP. **(T-2).** See note 2
Notes: 1. Modified exercise requirements to meet Combatant Commander requirements and theater-specific needs. 2. Authorized to combine several exercises in the same scenario. 3. A major accident is an accident of such a magnitude as to warrant a response by the installation DRF.		

6.2. Off Installation Emergency Management Exercises. Off installation exercises should be conducted at a minimum of once a year. Unit EAPs must be included and engagement with supporting local or host nation emergency response forces if practical in accordance with DoDI 6055.17. **(T-2)**.

6.3. Chemical, Biological, Radiological, and Nuclear Exercises.

6.3.1. Installations will develop realistic CBRN exercises appropriate to the installation peacetime and wartime operations in support of a Combatant Commands area of responsibility threats and vulnerabilities. These exercises will test the unit wartime METs in a highly contested CBRN environments. These exercises will be used to validate the installations ATSO in a CBRN environment and IEMP 10-2 Annexes effectiveness. **(T-1).** The IEMP 10-2 Annexes, require levels of competencies, coordination with local, state, federal agencies and host nations, and CBRN readiness of an installation. Installations shall consider Department of Homeland Security national planning scenarios, and exercise participants from all emergency support functions in accordance with DoDI 3020.52. **(T-0)**.

6.3.2. Task Qualification proficiency training held during the units ATSO Rodeos reinforce the Airmen's ability to execute their METs in a highly contested degraded environment. During unit ATSO rodeos, UTC-assigned personnel should demonstrate their ability to deliver Designed Operational Capability-tasked capabilities and execute METs across the full spectrum of operating conditions to include a CBRN contested environment. The Career Field Managers will provide Task Qualification Training that enhances a Commander's ability to assess the effectiveness of their unit's ATSO training to comply with wartime taskings. Accomplishing an ATSO Rodeo does not fulfill the requirement to conduct integrated installation CBRN exercises. Career Field Managers will identify the Air Force Specialty MET required by the Airmen. **(T-1)**.

6.4. Wing Inspection Team General Information. The Wing Inspection Team Chief should use the Exercise Evaluation Course computer based training, to train Wing Inspection Team members. Topics include an overview of the Air Force Emergency Management Program, team member roles and responsibilities, AFIMS, exercise planning, coordination, ground rules, scripting, conduct, evaluation, reports, and analysis.

6.5. Wing Inspection Team Concept of Operations.

6.5.1. In accordance with AFI 90-201, Wing Inspection Team members are critical to the success of the exercise and evaluation program. Selected by unit commanders from their most qualified personnel and acting as exercise "Trusted Agents", they directly assist the Wing Inspection Team Chief by identifying, planning, and arranging discrete exercise events within their respective area of expertise. The Wing Inspection Team members, utilizing their knowledge of command emphasis areas and guidelines, aid the Wing Inspection Team Chief in setting overall exercise objectives. In the exercise planning stage, they interact with the Wing Inspection Team Chief to build the exercise and establish a workable exercise timetable or schedule of events.

6.5.2. During the exercise, the Wing Inspection Team members execute scheduled events at the direction of the Wing Inspection Team Chief and evaluate the resultant response. They also coordinate with other Wing Inspection Team members during exercise execution to ensure exercise events do not impede the overall exercise schedule. Make necessary exercise adjustments in coordination with the Wing Inspection Team Chief guidance. Their evaluations and observations become the basis for the exercise critique and ultimately the exercise evaluation report.

6.5.3. After the exercise, the Wing Inspection Team must be able to provide participants with an accurate overall rating of their performance. The Wing Inspection Team must be prepared to justify and support all deficiencies discovered during the evaluation. Based upon the Wing Inspection Team evaluation of a particular plan, regulation, or procedure, all the recommended changes will be forwarded to the OPR to improve upon their processes. **(T-3)**.

6.6. Wing Inspection Team Duties.

6.6.1. The Installation Commander assigns a Wing Inspection Team Chief and directs each assigned and tenant unit to appoint highly qualified personnel to become members of the Wing Inspection Team. If a unit will have more than one Wing Inspection Team member, then the unit commander designates one member as the Unit's Wing Inspection Team Manager. **(T-3).** This gives the Installation Wing Inspection Team Chief one point of contact for that unit.

6.6.2. The Wing Inspection Team Chief is the point of contact for exercise planning and coordinating and will:

6.6.2.1. Interface with higher headquarters such as Air Force Inspector General or Joint Service Inspection teams, MAJCOM Inspector General, local and host nation community officials as needed to plan and conduct effective exercises. **(T-3).**

6.6.2.2. Prepare a localized Exercise Evaluation Program Operating Instruction. **(T-3).** For additional guidance on preparing a localized Exercise Evaluation Program Operating Instruction, see AFI 90-201.

6.6.2.3. Coordinate with the Staff Judge Advocate, Public Affairs, local and host nation law enforcement agencies, and governing civil authorities before conducting off-base exercises. **(T-3).**

6.6.2.4. Train Wing Inspection Team Members. **(T-1).**

6.6.2.5. Maintain a roster of Wing Inspection Team members trained or requiring training and monitor annual training requirements for the Wing Inspection Team members. **(T-3).**

6.6.2.6. Coordinate with the squadron or unit commanders on the appointment and training of unit Wing Inspection Team personnel. **(T-3).**

6.6.2.7. The Wing Inspection Team Chief will incorporate local communities as often as possible in installation emergency management exercises. **(T-3).**

6.6.2.8. The Wing Inspection Team Chief will use the Inspector General Evaluation Management System to track and resolve significant problems identified in higher headquarters and local inspections, installation exercises, unit self-assessment, and real world operations after action reports. **(T-1).**

6.6.2.8.1. The Wing Inspection Team Chief will use the Inspector General Evaluation Management System to document problems, establish accountability for corrections, and monitor corrective action through implementation and conclusion phases. **(T-1).**

6.6.2.8.2. The Wing Inspection Team Chief will use the Inspector General Evaluation Management System Discrepancy Sheet, as a best management practice to track self-inspections and or show compliance outlined in AFI 90-201. **(T-1).**

6.6.3. The Wing Inspection Team Members should:

6.6.3.1. Assist the Wing Inspection Team Chief in planning, coordinating, and executing local exercises.

6.6.3.2. Attend all training courses required to improve evaluation skills.

6.6.3.3. Provide exercise objectives and recommended events for each exercise.

6.6.3.4. Obtain, prepare, and use exercise props and materials.

6.6.3.5. Provide evaluations, observations, and recommendations on each exercise to the Wing Inspection Team Chief within the predetermined time limits set by the Wing Inspection Team Chief.

6.6.3.6. Notify the Wing Inspection Team Chief of any impending leave, temporary duty, or other absence which may affect the evaluation of a scheduled exercise.

6.6.3.7. Work closely with the organizational commander to ensure that exercise objective is realistic and are a real test of the unit's capabilities.

6.6.3.8. Be knowledgeable of all plans, regulations, and other directives which tasks their particular unit. Maintain current copies of checklists and other procedural guidelines to ensure a thorough and unbiased evaluation. Review response checklists and suggest if the checklist needs improvement, updates, or additional items added.

6.7. Exercise Ground Rules. The following will be used to ensure maximum training values are derived from exercises and that units are accurately able to assess their ability to accomplish the mission. **(T-3)** These ground rules describe safety and administrative requirements that minimize unintended exercise impacts.

6.7.1. Avoid stereotyping exercises. The Wing Inspection Team will vary exercise locations to increase realism and participation. The Wing Inspection Team will thoroughly plan and design scenarios to create the stress and pressure that occurs in a real disaster or attack situation. **(T-3)**.

6.7.2. When responding to an exercise, units should use warning lights but no sirens on emergency vehicles. Units should use vehicle-mounted sirens or horns to announce withdrawal from the accident site. Units will follow procedures in Air Force Joint Instruction (AFJI) 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*. **(T-3).**

6.7.3. During nuclear weapon accident exercises, installations will use line numbers from Technical Order 11N-20-11, *General Fire Fighting Procedures*, in telephone, radio, and written communication. **(T-2)**.

6.7.4. Conduct exercises in security areas. However, do not plan disaster exercises to simulate a hostile or covert penetration of security areas. **(T-3).**

6.7.5. Do not block alert force routes or runways, and do not locate simulated accidents closer than 1,000 feet (304.8 meters) to weapon-loaded aircraft. **(T-3).**

6.7.6. Consider safety in all aspects of the exercise.

6.7.7. Wear all individual protective training equipment, including protective masks, during exercises. **Exceptions**: Exercise participants will not wear protective masks while driving a Government Owned Vehicle off-base or while driving a privately owned vehicle. **(T-3).**

6.7.8. Include the phrase "This is an exercise message" at the beginning and end of all written and verbal exercise communications.

6.7.9. When using the installation warning system, tell the base populace, the surrounding civilian population, and local civil authorities well in advance of the exercise.

6.7.10. Facility evacuation:

6.7.10.1. During exercises involving simulated toxic materials or explosive hazards, place primary emphasis on evacuation and protection of personnel and equipment.

6.7.10.2. Leave one person in each evacuated facility for security and fire protection purposes.

6.7.10.3. Do not evacuate facilities which, if shut down and restarted, would cause damage or generate considerable expense. Do not evacuate the facilities below without coordination **(T-3)**:

6.7.10.3.1. Command posts, control centers, base operations dispatch desks, air traffic control facilities, central security control, telephone switchboards, communications centers, and fire and weather stations.

6.7.10.3.2. Alert aircraft, alert facilities, liquid oxygen and nitrogen plants, petroleum, oils and lubricants, hydrant facilities, computer rooms, and waste disposal facilities.

6.7.10.3.3. Hospital, clinic, and dental facilities.

6.7.10.3.4. Academic testing facilities when testing is in progress.

6.7.10.3.5. Security and entry control points and posts.

6.7.10.3.6. Schools, nurseries, Base Exchange facilities, commissaries, credit unions, banks, post offices, religious services, dining facilities, and military court facilities.

6.7.10.3.7. Munitions storage areas and navigational aid facilities.

6.7.10.4. Restrict entry into facilities exempted from total evacuation to essential personnel and people having legitimate business within the facility. Allow personnel who were conducting business when directed to evacuate to continue their business, but remain in the facility until the evacuation portion of the exercise is over.

6.7.10.5. Check evacuation plans for exempted facilities and question assigned personnel to make sure they know how to evacuate.

6.7.11. Do not use major accident events conducted and evaluated as part of an attack response exercise to meet Wing Inspection Team major accident response exercise requirements. **(T-3).**

6.7.12. Simulations or table tops should only be used as a last resort. Even if the action is simulated, personnel should demonstrate knowledge of the appropriate procedures.

6.7.13. Give required operational reports (voice and message) to the evaluators in writing. Do not transmit these reports off base unless instructed to do so. **(T-3).**

6.7.14. Complete all participant feedback forms and give them to the evaluators. Do not recall people from leave or temporary duty. **(T-3).**

6.8. Exercise Preparation and Planning.

6.8.1. Exercises require thorough planning and preparation if all exercise objectives are to be satisfied. Published objectives are within the essential regulation or directive requiring the exercise. Unit commander can determine other objectives based on findings from previous exercises.

6.8.2. Exercise Sequence Planning. The Wing Inspection Team Chief determines and coordinates exercise planning requirements and date(s) based on the complexity of the exercise. The following paragraphs provide a notional exercise planning schedule which incorporates all required planning elements. Wing Inspection Team Chiefs may adjust the number of meetings needed, provided all required elements are addressed.

6.8.2.1. Meeting #1, is an initial planning effort to identify exercise objectives and concepts, schedule times and dates for Wing Inspection Team meeting and establish OPRs for each scenario. Also, discuss the likely scenario.

6.8.2.2. Meeting #2, Wing Inspection Team members meet to develop scenarios and establish props required and assign OPRs to obtain. Wing Inspection Team members provide inputs (event cards) to the Wing Inspection Team Chief based on the exercise script(s).

6.8.2.3. Assess and validate emergency management capabilities listed in the IEMP 10-2 and use the installation threats listed in IEMP 10-2 as the scenarios dictates in accordance with this instruction. **(T-2)**.

6.8.2.4. Meeting #3, Wing Inspection Team Chief publishes a draft of Master Scenario of Event Listing and briefs to Wing Inspection Team members. Also, adjust the exercise schedule if needed and discuss previous findings. The Wing Inspection Team members review the sequence to ensure all objectives and that the exercise challenges all participants.

6.8.2.5. Meeting #4, Wing Inspection Team Chief gives a pre-exercise brief, discuss LIMFACs and give out radios and call signs. Distribute Inputs published cards for the upcoming exercise execution.

6.8.2.6. Wing Inspection Team members should be in place at their evaluation posts as directed by the Wing Inspection Team Chief. For exercises requiring Fire Department and/or Air Traffic Control Tower involvement, these evaluators must be in place 30 minutes before exercise start to formally notify the Fire and Tower chiefs to ensure that agencies can identify response forces and retain an actual force for real-time emergencies. **(T-3).**

6.8.3. Wing Inspection Team Chief will approve any deviations or exercise exemption to the published timing sequence. **(T-3)**.

6.8.4. The Wing Inspection Team members should stay attuned to potential unsafe actions by exercise players. Place the exercise on hold for any risky activities observed by any Wing Inspection Team member and notify the Wing Inspection Team Chief directly of any safety concerns.

6.8.5. Actual emergencies occurring during the exercise can cause termination or the placement of a hold status for the exercise. The Wing Inspection Team Chief, in consultation with the responding units (Incident Commander), will make the final decision of whether to abort or put the exercise on hold. **(T-3).**

6.8.6. Minor errors corrected on the spot by players should not be identified as a finding.

6.9. Post-Exercise Actions.

6.9.1. The Wing Inspection Team Chief will schedule a hotwash to follow the exercise. **(T-3)**. Review exercise objectives, findings, observations, and recommendations during exercise hotwash.

6.9.2. Exercise evaluations will include all exercise main events with findings, observations, and recommendations for every main event. The Installation Commander has the option to require exercises to be rated against the current Air Force grading criteria. Exercise participates will have the option to request full justification on findings that they feel are questionable. **(T-3).**

Chapter 7

SUPPORT TO THE AIR FORCE EMERGENCY MANAGEMENT PROGRAM AND CATEGORIZATION OF INSTALLATION PERSONNEL

7.1. Functional Responsibilities. This attachment summarizes and consolidates general functional responsibilities for an integrated Air Force Emergency Management Program. See **Table 7.1** which shows the Specific Functional Support:

Table 7.1. Specific Functional Support.

Item	Task:	OPR
1	Collaborate with base operations and mobility planners to incorporate preventive medicine activities into the war mobilization plan.	Aerospace Medicine
2	Develop procedures to disperse and protect aircraft, munitions, and support equipment when directed.	Aircraft Maintenance and Munitions
3	Provide prioritized comprehensive plans to evacuate aircraft and equipment.	Aircraft Maintenance and Munitions
4	Provide a contamination control capability when detection and decontamination capacities are operationally relevant, including ability to identify contamination, to decontaminate aircraft and aerospace ground equipment within their capabilities, and to mark contaminated areas as appropriate in support of recovery operations.	Aircraft Maintenance and Munitions
5	Integrate antiterrorism procedures into the installation Air Force Emergency Management Program.	Antiterrorism Officer
6	Support risk management system through Occupational and Environmental Health Site Assessments.	Bioenvironmental Engineering
7	Evaluate and certify Personal Protective Equipment for emergency responders and/or occupational workers.	Bioenvironmental Engineering
8	Provide commanders with medical subject matter expertise for HAZMAT, CBRN attack or incident of public health concern.	Bioenvironmental Engineering
9	Provide commanders with operational risk assessment subject matter expertise for HAZMAT and CBRN attack.	Emergency Management/CBRN Specialist
10	Determine shelter requirements based upon the threat. Identify shelters, determine shelter capacities, and list shelters in the Civil Engineering Contingency Response Plan or the IEMP 10-2. Include mass care and expeditionary Collective Protection resources as appropriate.	Civil Engineer
11	Provide a contamination control capability including ability to identify contamination, conduct decontamination of areas, facilities, and personnel within their capabilities and to mark contaminated areas as appropriate in support of recovery operations.	Civil Engineer

12	Assist Communications Squadron to install the INWS.	Civil Engineer
13	Execute the Emergency Planning and Community-Right-to-Know Act (EPCRA) program according to AFI 32-7086, *Hazardous Materials Management*.	Civil Engineer
14	Assign the Installation Management Flight as OPR for EPCRA, Sections 301-304 and 311-313. - 42 U.S.C. §13101 *The Pollution Prevention Act*.	Civil Engineer
15	Ensure the Civil Engineering Contingency Response Plan is reviewed yearly and addresses all Civil Engineering responsibilities outlined in the IEMP 10-2.	Civil Engineer
16	Assess vulnerabilities, with Security Forces and the installation Antiterrorism Officer, to the installation's operational capability to operate in a terrorist CBRN environment.	Civil Engineer
17	Establish a HAZMAT response capability and recommend compliance with state and local HAZMAT emergency planning and response requirements.	Civil Engineer
18	Coordinate report information with the CAT and EOC.	Command Post
19	Employ INWS and report system deficiencies to the Communications Squadron and/or Civil Engineer Squadron in accordance with AFMAN 10-207.	Command Post
20	Maintain notification rosters, notify EOC members, and activate the INWS. Maintain notification rosters and notify CAT members until the CAT is operational.	Command Post
21	Develop procedures to reduce the impact of degradation (e.g., CBRN contamination, cyber-attack, extended power outages, etc.) to communications-computer systems during contingencies. Develop procedures to protect communications and computer systems from a CBRN attack.	Communication and Information
22	Procure, install, and maintain the INWS. In addition, serve as OPR for the INWS siren, GIANT VOICE components, and audible footprint map.	Communication and Information
23	Ensure units and staff offices identify and establish procedures to protect or remove vital records during contingencies.	Communication and Information
24	Advise on communications requirements in the EOC and Incident Command Post. Ensure the equipment meets host installation and MAA capability requirements. Apply spectrum management to provide dedicated radio frequencies for integrated CBRN detection.	Communication and Information
25	Ensure primary and back-up communication systems are available to disseminate timely weather information to supported customers and agencies.	Communication and Information
26	Establish accounting procedures for reimbursable material and services used for Defense Support of Civil Authorities	Comptroller

	in accordance with AFI 65-601, Volume 1, *Budget Guidance and Procedures*.	
27	Maintain on-call, 24-hour emergency contracting support for civil emergency and natural disaster relief operations.	Contracting
28	Ensure the Medical Contingency Response Plan addresses all medical responsibilities outlined in the IEMP.	Medical Readiness
29	Provide a capability to identify and quantify contamination and advise on decontamination within their capabilities and resources and to mark contaminated areas as appropriate in support of recovery operations.	Emergency Management/CBRN Specialist
30	Direct and provide health-based Toxic Industrial Chemical and Toxic Industrial Material and CBRN risk assessments within their available capabilities and resources to the Installation Commander and the Incident Commander.	Bioenvironmental Engineering
31	Provide capability to conduct chemical, biological, and radiological sampling and analysis of potentially contaminated and/or decontaminated platforms and materiel, within their available capabilities and resources and make recommendations on mitigation decisions to commander with operational control over the platform or materiel.	Emergency Management/CBRN Specialist
32	Establish personnel availability and strength reporting for contingencies.	Force Support
33	Support shelter operations in accordance with DoDI 1342.22 and AFTTP 3-2.83.	Force Support
34	Serves as OPR for humanitarian services such as feeding, housing, and clothing for disaster survivors, DRF members, and incoming forces.	Force Support
35	Determine tariff-sizing requirements and issues Individual Protective Equipment to installation personnel through the mobility equipment unit.	Logistics Readiness
36	Establish procedures to issue base supply's CBRN equipment stocks quickly.	Logistics Readiness
37	Establish procedures to ensure each individual deploying has a mask that is the same sized mask and type used during Quantitative Fit Testing.	Logistics Readiness
38	Take control and accountability of Consolidated Mobility Bag Control Center UTCs upon arrival at a deployed location.	Logistics Readiness
39	Establish procedures and certification requirements for driving while wearing Individual Protective Equipment.	Logistics Readiness
40	Provide a contamination control capability including ability to identify contamination, to decontaminate vehicles and equipment within their capabilities and to mark contaminated areas as appropriate in support of recovery operations.	Logistics Readiness

41	Support emergency public information functions to provide accurate, timely, and useful information throughout the emergency period.	Public Affairs
42	Assess risks, capabilities, and capacity to adequately respond to a potential public health emergency, including a terrorist attack using CBRN agents.	Medical Emergency Manager
43	Directly upon declaration of a public health emergency by the commander, report the declaration to AF/SG, AF SAM, and appropriate state and local public health agencies in accordance with AFI 10-2519.	Public Health Emergency Officer
44	Provide legal advice to the commander and staff (including deployed elements) concerning Defense Support of Civil Authorities, support to civilian law enforcement, establishing a National Defense Area, investigations involving aircraft or missile accidents, and relief operations for civil emergencies and natural disasters. Provide legal advice on other topics as needed.	Staff Judge Advocate
45	Advise on use of Air Force personnel in accordance with the Posse Comitatus Act. (Title 18 USC 1385, *Use of Army and Air Force as posse comitatus*).	Staff Judge Advocate
46	Review IEMP 10-2 for legal sufficiency.	Staff Judge Advocate
47	Integrate continuity of operations planning into the installation Emergency Management Program and plan per Title 18 USC §1385, *Use of Army and Air Force as posse comitatus*.	Installation Continuity of Operations OPR & Unit Continuity of Operations OPRs
48	Coordinate weather services to support emergency management operations requirements.	Weather
49	Assist the Installation Commander and emergency management personnel in educating installation agencies on the purpose, applicability, and operating procedures of the warning and watch system and the types of severe weather threats to the local area.	Weather
50	Capture weather support to emergency management operations in the IEMP 10-2, according to applicable guidance contained in AFI 15-128, *Weather Force Structure* and AFMAN 15-129V2, *Air and Space Weather Operations - Exploitation*.	Weather
51	Provide mission weather products to support EM and response operations.	Weather
52	Provide meteorological parameters, data, and Subject Matter Expertise to installation DRF elements and EOC ESF.	Weather
53	Partner with the Civil Engineer Squadron, R&EM Flight, Fire and Emergency Services, Explosive Ordnance Disposal, Bioenvironmental Engineering Flight, and National Guard Civil Support Teams for Air National Guard	Weather

	weather organizations, as the weather subject matter expert responsible for optimizing weather data input to chemical downwind messages, effective downwind messages, and CBRN hazard-prediction models used by these ESFs for decision assistance in the EOC, CBRN Control Center, and the incident site.	
54	Advise and provide the optimum (e.g., most accurate and representative) observed and/or forecasted alphanumeric and gridded meteorological data type appropriate to a particular CBRN event to users employing CBRN hazard-predication (e.g., plume) models resident in the Joint Warning and Reporting Network, Joint Effects Model, and Joint Operational Effect Federation architecture according to AFMAN 10-2503 and equivalent joint guidance, to ensure consistency between CBRN hazard area predictions and the installation forecast.	Weather
55	Provide real-time observations, forecast alphanumeric data, and gridded weather model data files used to generate the affected installation's Terminal Aerodrome Forecast as primary weather input data for users generating automated or manual chemical downwind messages and effective downwind messages to ensure consistency between CBRN hazard area predictions and the installation forecast.	Weather
56	Coordinate weather watch, advisory and warning support requirements according to AFI 15-128, AFMAN 15-129V1, *Air and Space Weather Operations - Characterization* and AFMAN 15-129V2.	Weather
57	Issue weather warnings for forecast facts when imminent weather conditions pose a hazard to life or property, and coordination immediately with the supporting Operational Weather Squadron is not possible.	Weather
58	Establish procedures to manage severe weather threats, to include recalling of personnel according to AFI 15-128 and AFMAN 15- 129 Vol 1 and 2.	Weather
59	Provide severe weather information for emergency management related operational reporting-3 according to this instruction, AFPD 10-2, AFI 15-128, AFMAN 10-206 and AFMAN 15-129V1 and AFMAN 15-129V2. At a minimum, data provided should include actual severe weather conditions; valid forecast at event time; watches and warnings; and operational status of meteorological equipment at event time.	Weather
60	Perform reviews of severe weather events in accordance with AFMAN 15-129V2.	Weather

61	Attend the installation EMWG to review installation severe weather preparedness, capabilities, requirements, and procedures.	Weather

7.2. Categorization of Installation Personnel. A community profile serves to inform the installation commander on the population and facilities to be protected. This includes an assessment of demographic information, personnel categorization, infrastructure, and installation zoning to identify, prioritize, and allocate resources appropriately.

7.2.1. At the installation level, a community profile entails categorization of personnel and a comprehensive examination of the community's demographics, infrastructure, requirements, and resources.

7.2.2. Define the communities profile in the basic plan using the Categorization of Personnel defined in **paragraph 7.3**. A community profile is information about the people and place the IEMP 10-2 is designed to protect, respond to, and help with recovery. It is the "intended audience" of the planning efforts.

7.3. Categorization of Personnel. As directed in DoDI 6055.17, the categorization of personnel provides the Installation Commander a way to identify categories of personnel, which aid in determining the proper employment and protection of personnel. Review **Table 7.2** for a description of Personnel Categories. The categorization of personnel enables the Installation Commander, Antiterrorism Officer, and installation emergency manager to prioritize emergency responders' installation access and use of resources by using the integrated risk management Mission Essential Functions during increased threat situations. See **Table 7.2 Categorization of Installation Personnel**.

Table 7.2. Categorization of Installation Personnel.

Categories	Descriptions
Category 1	Personnel (U.S. or non-U.S. citizens) providing continuity services to support the Mission Essential Functions s during emergency conditions and designate in writing those who require installation access during an emergency. Identified and approved in continuity of operations plans.
Category 2	All U.S. personnel who do not support Mission Essential Functions response actions. They are not Category 1 or 5 personnel. Personnel include family members living on and off base, nonessential military, DoD civilians, DoD contractors, and U.S. Government (USG) personnel.
Category 2AN	Animal needs population, including personnel owning or responsible for: Military working animals, to include dogs and horses. Animals as personal and/or family pets. Animals on installations such as livestock.
Category 2PR	DoD detainee populations in prisons, brigs, or other detention facilities, including all Category 1–5 personnel assigned to, supporting, or incarcerated within such detention facilities. Category 2PR includes corrections officers, guards, administrative personnel, and specialized transportation services, not counted with Category 5 first responder populations.
Category 2SC	School population, including all Category 2–4 personnel attending or working at school, childcare, or daycare services at a DoD School or other DoD-provided location situated on or in the vicinity of an Air Force installation, when the installation has jurisdictional responsibility for the school or facility.
Category 2SN	Special needs population includes all Category 2–4 personnel with medical and special needs and disability special needs.
Category 2TR	Evacuation assistance needed, including all Category 2–4 personnel (for example, no access to personal vehicles for evacuation).
Category 3	Other personnel supporting U.S. military operations, including non-U.S. citizens employed directly by DoD, DoD contractor, or an agency or department of the USG, if not in another category. Foreign military personnel employed by host nation.
Category 4	Allied and/or coalition personnel, including host nation and Third Country Nationals assisting U.S. operations per International Agreement. DoD does not directly employ these personnel.
Category 5	Category 5 personnel include all personnel performing response and/or recovery operations as identified in the IEMP 10-2.
Category 5 Emergency Responders	Personnel (U.S. or non-U.S. citizens) designated to perform emergency responder tasks during an emergency resulting from one or more identified hazards and requiring installation access during an emergency. For example, EM staff; C2 personnel; UCC; EOC; CAT staff; Public Health Emergency Officers; Liaison Officers.

Category 5 First Receivers	Personnel (U.S. or non-U.S. citizens) designated to perform first receiver tasks at a medical facility during an emergency resulting from one or more identified hazards and requiring access to their designated medical treatment facility and/or clinic during an emergency.
Category 5 First Responders	Personnel (U.S. or non-U.S. citizens) designated to perform first responder tasks during an emergency resulting from one or more identified hazards, requiring installation access during an emergency, and requiring direct, emergency access to the incident scene or related areas.
Category 5 Mass Care Providers	Personnel (U.S. or non-U.S. citizens) designated to provide or support mass care operations before, during, or after an emergency resulting from one or more identified hazards and requiring installation access during an emergency. During most circumstances, mass care providers do not travel to the incident site or related areas until after the site or areas are secured, evaluated, and deemed safe.
Category 5 Responder Services	Personnel providing technical support services in support of preparedness, response, and/or recovery tasks supporting first responders, first receivers, and/or emergency responders. Information technology (IT) providers; power and/or utility providers; emergency generator operators; transportation operators; equipment operators; other skilled support personnel.

7.4. Categorization Planning. For planning purposes, personnel categories aid in the development of emergency actions for each category of personnel to be included in the IEMP 10-2. The following paragraphs provide more detail about their impact and role in the IEMP 10-2.

7.4.1. Category 1 personnel are military, DoD civilians or DoD contractors providing direct roles supporting the installation's mission such as aircraft maintenance. It is recommended Category 1 personnel be included in an emergency response installation entry plan during increased threats or natural disasters.

7.4.1.1. Personnel designated as Category 1 and 5 should be given established access routes and permission to access the installation during any emergencies, including access to the installation during increased Force Protection Conditions (e.g., Force Protection Condition Charlie and Delta). The Installation Emergency Manager will write the approved Integrated Defense Council and EMWG process into the IEMP 10-2. **(T-1)** For Force Protection information, reference DoDIO-2000.16V1_AFI10-245-O, *Antiterrorism (AT) Program Implementation*.

7.4.1.2. Category 1 and 5 personnel not activated to support the IEMP 10-2 or Antiterrorism Plan roll into Category 2 personnel for the duration of the emergency, unless activated by the Installation Commander. This process is identified in both plans.

7.4.1.3. Category 1 and 5 personnel may be exempted during mandatory evacuation orders, based on the Installation Commander's intent. Exemption from evacuation will be written into the IEMP 10-2. **(T-2)**.

7.4.1.4. The IEMP 10-2 provides plans for emergencies when Category 1 personnel voluntarily evacuate or must not travel based on local community directions. **(T-3).** This may include Regular Air Force, government civilians, and contractors.

7.4.2. Category 2 personnel are U.S. and non-U.S. citizens on the installation who do not support the installations mission (e.g., dependents, retirees, childcare providers, maintenance contractors). This category of personnel may be divided into separate categories, based on the resources needed, to allow the Installation Commander to protect them properly. Based on the demographics of the installation's population, consider using multilingual announcements, and signs to notify Category 2 personnel of the Installation Commander's decisions during an incident (e.g., shelter-in-place, evacuation, active shooter incidents).

7.4.2.1. Category 2 TR (Transportation) is those individuals (Category 2-4) who require transportation to meet the Installation Commander's risk management decision (e.g., evacuate). The installation will require preplanning to meet the transportation needs, through organic means, support agreements, or a contract method. Develop a plan when Category 1 personnel are not available; e.g., transport personnel or provide resources (e.g. water or fuel). **(T-3).**

7.4.2.2. Category 2 SN (Special Needs, Disability), are those individuals (Category 2-4) who have medical special needs.

7.4.2.3. Category 2 SC (School) pertains to school age children (Category 2-4) being cared for by attending schools on the installation, daycare, or childcare facilities.

7.4.2.4. Category 2 PR (Prison) is for installations hosting prisons or detention facilities. This category includes inmates, correction officers, and administrative personnel. The prison or detention facility vehicles should not be counted as part of the installation's organic vehicle fleet. As a planning focus, the correction officers are not counted as part of the Category 5 manning.

7.4.2.5. Category 2 AN (Animal), pertains to animals housed on the installation; either pets, livestock, or military working animals. Based on lessons learned from major disasters, pet owners are reluctant to leave their animals behind when told to evacuate. That is why it is important to include animal care or shelters in the IEMP 10-2.

7.4.2.5.1. This population may include dogs, cats, birds, aquarium fish, reptiles, amphibians, and other small animals, and does not extend to trees or plants. This subcategory includes all other domesticated animals, such as horses, cattle, sheep, and pigs, kept in established facilities such as barns, stables onboard the installation, and other property of the U.S. Government or assigned personnel.

7.4.2.5.2. For IEMP 10-2 planning purposes, consider a voluntary registry (e.g., installation veterinarian service) of animal owners requiring assistance during an emergency.

7.4.2.5.3. Temporarily housed animals require pet crates, carriers, and/or designated enclosures and additional water and animal food supplies. It is suggested animals be separated by size and from those personnel who do not have animals.

7.4.2.5.4. Identify animal needs populations by facility or location to ensure proper type and quantity of transportation assets are dispatched to each location (e.g., horse trailer and animal carriers).

7.4.3. Category 3 personnel are non-U.S. citizens employed by DoD, DoD contractors, or other government or non-government agencies (e.g., Federal agencies, Red Cross) supporting the installation's mission. It is important support agreements include the IEMP 10-2 emergency actions.

7.4.4. Category 4 personnel are those personnel allied and/or coalition partners operating on the installation. This includes host nation and third country nationals assisting the installation per an international agreement. Emergency action procedures for Category 4 personnel are included in the IEMP 10-2.

7.4.5. Category 5 personnel include all installation first and emergency responders. For planning purposes, Category 5 personnel can be broken down further:

7.4.5.1. Category 5 First Responders are those U.S. or non-U.S. citizens performing first responder duties during an all-hazards incident. The installation may use this category of personnel when developing installation emergency access plans during a disaster or increased threat to the installation.

7.4.5.2. Category 5 First Receivers are those U.S. or non-U.S. citizens designated to perform medical first receiver tasks at an installation Medical Unit. The installation may also use this category of personnel when developing installation emergency access plans during a disaster or increased threat to the installation.

7.4.5.3. Category 5 Emergency Responders perform emergency actions during an incident, and perform follow-on support at an incident site, the CAT and EOC.

7.4.5.4. Category 5 Mass Care Providers are those U.S. or non-U.S. citizens providing or supporting mass care operations before, during, or after the emergency. Mass Care includes those supporting a mass-casualty incident or providing shelter management arrangements for those affected by a natural disaster, terrorist, or nation state attack.

7.4.5.5. Category 5 Responder Services are those U.S. or non-U.S. citizens (e.g. Information Technology and Power and/or Utility providers); Emergency generator, Transportation and Equipment operators; and other skilled support personnel) providing technical support to Category 5 first responders, first receivers and/or emergency responders responding to or recovering from an all-hazards incident.

Chapter 8

TRAINING PROGRAMS

8.1. Base Emergency Preparedness Orientation. The Installation Commander must provide emergency preparedness information to all assigned personnel, including family members, upon initial indoctrination and on an annual basis or more frequently, as the local threat situation dictates. **(T-2)**. Educational topics include basic preparedness measures, natural, man-made, and technological disasters, and the types of actions to consider before, during, and after the disaster. This information will no longer be provided through a stand-alone training course. Instead, this information will be provided to Airmen during Newcomer's Orientation. **(T-1).**

8.2. Air Force Emergency Management Program Senior Leader Brief. This instructor-led brief educates and equips installation senior leaders with the guidance and tools necessary to effectively implement the installation's Emergency Management Program at their level. This includes how the Air Force Emergency Management Program is organized and implemented on the installation as well as local polices, structure, and responsibilities in accordance with Major Command and local Emergency Management Program directives such as the installation's Emergency Management Plan and other plans or requirements.

8.2.1. There are no prerequisites identified for this course; however, familiarization with the Air Force Emergency Management Program; Senior Leader Guide is highly recommended prior to brief.

8.2.2. This brief is designed for new commanders. New commanders must complete the brief within 180 days (or six regularly scheduled drills for Air Reserve Component (ARC) members) of arrival. **(T-3)**.

8.2.3. This brief is only required upon initial arrival to an installation.

8.2.3.1. Recurring education is not required while assigned to the same installation unless the senior leader's roles and responsibilities change or major program changes occur.

8.2.3.2. Only provide a new briefing as needed based on senior leader transition.

8.3. Air Force Emergency Management Program (ZZ133131). This on-line course consists of individual knowledge-based objectives that provide students the ability to identify the program's purpose, policies, and structure along with the Air Force Incident Management System.

8.3.1. This course serves as the foundation for follow-on specialized area training. There are no prerequisites or instructor-led components identified for this course.

8.3.2. Individuals assigned to the installation's DRF or other supporting positions within the installation's EM Program will complete this course. **(T-3)**.

8.3.3. This course is a one-time requirement upon initial position assignment and no recurring training is required unless major program changes occur. **(T-3)**.

8.3.4. This course meets the requirements of Federal Emergency Management Agency's independent study (IS) courses, IS-100 and IS-700, while ensuring military unique C2 requirements remain sound to execute critical mission operations.

8.4. Unit Emergency Management Representative (ZZ133062). This two-part course consists of individual knowledge-based and localized objectives that provide students the knowledge and skills necessary to manage their unit Emergency Management Program. It emphasizes the Unit Emergency Management Representative roles and responsibilities, unit education and training to include the installation's "Be Ready" awareness campaign, equipment requirements, planning responsibilities, and emergency response at the unit level.

8.4.1. The Air Force Emergency Management Program Course is a prerequisite for this course.

8.4.2. Unit Emergency Management Representatives must complete this course within 60 days (or four regularly scheduled drills for ARC members) of initial assignment as a primary or alternate Unit Emergency Management Representative. **(T-3)**.

8.4.3. The two-part course is a one-time requirement upon initial position assignment.

8.4.3.1. Re-accomplish the instructor-led component only if the student is appointed as the Unit Emergency Management Representative at a new installation.

8.4.3.2. Accomplish recurring training by attending at least one annual Unit Emergency Management Representative meeting held by the installation's R&EM Flight. This meeting is in addition to established program review requirements. Document and maintain attendance using localized procedures.

8.5. Air Force Emergency Response Operations: First and Emergency Responders (ZZ133130). This online course consists of individual knowledge-based objectives that provide students the ability to identify the purpose, policies, structure, roles, responsibilities, and procedures for conducting Air Force emergency response operations.

8.5.1. The Air Force Emergency Management Program Course is a prerequisite for this course.

8.5.2. Air Force First Responders and Emergency Responders must complete this course within 60 days (or four regularly scheduled drills for ARC members) of initial assignment as an Incident Commander, or by those individuals fulfilling the role of a first or emergency responder. **(T-3)**.

8.5.3. The online course is a one-time requirement upon initial assignment.

8.5.3.1. Students who have already completed either Air Force Emergency Response Operations Introduction or Air Force Emergency Response Operations C2 are not required to complete this new course or its prerequisite.

8.5.3.2. Accomplish recurring training through performing first or emergency response duties during an exercise or actual emergency response annually. Documenting participation is accomplished and maintained using localized procedures.

8.5.4. The unit in which Air Force First Responders and Emergency Responders are assigned will provide additional localized and performance-based training as part of unit or functional area training and qualifying. **(T-3)**.

8.5.5. All Air Force First Responders and Emergency Responders must accomplish and maintain HAZMAT training in accordance with 29 Code of Federal Regulations 1910.120(q), *Hazardous Waste Operations and Emergency Response*. **(T-0)** Air Force First Responders and Emergency Responders should train to the appropriate level based on the duties and functions as outlined in their Career Field Education and Training Plan. **(T-1)**. Contact the installation's Fire and Emergency Services Flight for HAZMAT training information.

8.5.6. This course meets the requirements of Federal Emergency Management Agency's Independent Study courses IS-200 and IS-800 while ensuring military-unique C2 requirements remain sound to execute critical mission operations.

8.6. Incident Command System 300 and 400. This instructor-led course consists of individual knowledge-based and performance-based objectives to provide students the knowledge and skills necessary to assume supervisory roles in expanding incidents where multiple functions and agency resources are needed to ensure life safety, incident stabilization, and property preservation (ICS 300) and perform in a management capacity within a Multi-Agency Coordination System (ICS 400). This course is required for personnel in accordance with the functional Career Field Education and Training Plan.

8.6.1. The Air Force Emergency Management Program Course and the Air Force Emergency Response Operations: First and Emergency Responders Course are prerequisites.

8.6.2. ICS 300/400 courses are available in the following three options:

8.6.2.1. An in-residence Air Force formal training course (X3AZR3EXXX 0N1A) conducted at the Department of Defense Fire Academy. Personnel will work through the Air Force Installation & Mission Support Center to obtain a course slot. ANG personnel will request course slots through NGB/A4X. **(T-2)**.

8.6.2.2. An installation course taught by qualified ICS 300/400 instructors.

8.6.2.3. A local course (e.g., community training) that qualifies for reciprocity.

8.6.3. Individuals appointed as an Incident Commander must complete this course to be appointed to the Installation's Incident Management Team for DoD response actions. **(T-2)**.

8.6.4. The in-residence course is a one-time requirement.

8.6.5. This course meets the requirements of the Federal Emergency Management Agency's Incident Command System courses ICS-300 and ICS-400 while ensuring military-unique C2 requirements remain sound to execute critical mission operations.

8.7. EOC Operations (ZZ133132). This two-part course consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to conduct EOC operations.

8.7.1. The Air Force Emergency Management Program Course is a prerequisite for this course.

8.7.2. EOC members must complete this course within 60 days (or four regularly scheduled drills for ARC members) of assignment as an EOC member. **(T-3)**.

8.7.3. This two-part course is a one-time requirement upon initial position assignment.

8.7.3.1. Students who have already completed either Air Force Emergency Response Operations Introduction or Air Force Emergency Response Operations C2 are not required to complete this new course or its prerequisite.

8.7.3.2. Instructor-led component is required only if the student is appointed as an EOC member at a new installation.

8.7.3.3. Accomplish recurring training through participation in EOC operations during an exercise or actual EOC activation annually. Documenting participation is accomplished and maintained using localized procedures.

8.7.4. This course meets the requirements of the Federal Emergency Management Agency's Independent Study and state-delivered (G) courses IS-701, IS-706, IS-775, and G-191 while ensuring military-unique C2 requirements remain sound to execute critical mission operations.

8.8. Emergency Operations Center Director (MLMDC813). This instructor-led course consists of individual knowledge-based and performance-based objectives that provide students the knowledge and skills necessary to perform EOC C2 functions effectively during emergency and contingency situations.

8.8.1. The Emergency Management Program Course and the EOC Operations Course are prerequisites for this course.

8.8.2. This course is an in-residence course conducted at the Air University's College of Professional Development.

8.8.3. This course must be completed by individuals appointed as primary and alternate EOC Director. **(T-3)**.

8.8.4. The individual requiring the training will coordinate with their Unit Training Manager. The Unit Training Manager will then coordinate with Air Force Installation & Mission Support Center to obtain course slots for the EOC Director, ensuring there are trained personnel assigned to these positions on the installation at all times. ANG personnel will request course slots through NGB/A4XD. **(T-3)**.

8.8.5. The in-residence course is a one-time requirement; however, personnel who have not performed DRF duties for five or more years and have been placed in a position identified in **paragraph 8.8.3** must repeat this course. **(T-3)**.

8.9. Control Center Operations (ZZ133056). This two-part course consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to conduct CBRN response operations in a unit control center.

8.9.1. The Emergency Management Program Course is a prerequisite for this course.

8.9.2. This course must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as a control center member. **(T-3)**.

8.9.3. This two-part course is a one-time requirement upon initial position assignment.

8.9.3.1. Instructor-led component is required only if the student is appointed as a control center member at a new installation.

8.9.3.2. Accomplish recurring training through participation in control center operations during an exercise or actual emergency annually. Documenting participation is accomplished and maintained using localized procedures.

8.9.4. Accomplish additional localized and performance-based training as part of unit or functional area training and qualifying as appropriate.

8.10. U.S. Air Force CONUS Response Task Force Course (ZZ133133). This online course consists of individual knowledge-based objectives that provide students the ability to coordinate actions necessary to control and recover from a radiological accident.

8.10.1. The Emergency Management Program Course and the Air Force Emergency Response Operations: First and Emergency Responders Course are prerequisites for this course.

8.10.2. This course must be completed within 90 days (or four regularly scheduled drills for ARC members) of assignment to CONUS Response Task Force by individuals identified in their installation's IEMP 10-2. **(T-3)**.

8.10.3. The online course is a one-time requirement upon initial assignment to CONUS Response Task Force.

8.10.4. Accomplish additional localized and performance-based training as part of unit or functional area training and qualifying as appropriate.

8.10.5. This course meets the requirements of the Federal Emergency Management Agency's Independent Study course IS-836 while ensuring military unique C2 requirements remain sound to execute critical mission operations.

8.11. Shelter Management Team (ZZ133052). This two-part course consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to conduct and manage shelter operations.

8.11.1. The Air Force Emergency Management Program Course is a prerequisite for this course.

8.11.2. This course must be completed in accordance with the following guidance: **(T-3)**.

8.11.2.1. Members assigned to natural disaster shelters will accomplish training within 60 days (or four regularly scheduled drills for ARC members) of assignment. **(T-3)**.

8.11.2.2. Members assigned to other shelter types will accomplish "just-in-time" training when threat posture increases. **(T-3).**

8.11.3. This two-part course is a one-time requirement upon initial position assignment.

8.11.3.1. Instructor-led component is required only if the student is appointed as a Shelter Management Team member at a new installation.

8.11.3.2. Accomplish recurring training through participation in shelter operations during an exercise or actual emergency annually. Documenting participation is accomplished and maintained using localized procedures.

8.11.4. Additional localized and performance-based training will be provided by the individual's assigned unit as part of unit or functional area training and qualifying as appropriate. **(T-3).**

8.11.4.1. Depending on shelter type, Civil Engineers may provide training on shelter systems such as power generation, filter changes, and owner-user maintenance.

8.11.4.2. Training will include Collective Protection system if systems exist on the installation. **(T-3)**.

8.12. Contamination Control Team (ZZ133053). This two-part course consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to identify the purpose, policies, structure, roles, responsibilities, and procedures for conducting CCT operations.

8.12.1. The Emergency Management Program Course is a prerequisite for this course.

8.12.2. This course must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as a CCT member. **(T-3)**.

8.12.3. This two-part course is a one-time requirement upon initial position assignment.

8.12.3.1. Instructor-led component is required only if the student is appointed as a CCT member at a new installation.

8.12.3.2. Accomplish recurring training through participation in contamination control operations during an exercise or actual emergency annually. Documenting participation is accomplished and maintained using localized procedures.

8.12.4. The individual's assigned unit will provide additional localized and performance-based training as part of unit or functional area training and qualifying. **(T-3)**.

8.13. Contamination Control Area (CCA) Team. This two-part course consists of individual knowledge- based, localized and performance-based objectives that provide students the ability to conduct CCA operations.

8.13.1. The Emergency Management Program Course is a prerequisite for this course.

8.13.2. This course must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as a CCA Team member. **(T-3)**.

8.13.3. This two-part course is a one-time requirement upon initial position assignment.

8.13.3.1. Re-accomplish the instructor-led component only if the student is appointed as a CCA team member at a new installation.

8.13.3.2. Accomplish recurring CCA operations training through participation during an exercise or actual emergency annually. Documenting participation is accomplished and maintained using localized procedures.

8.14. Contamination Control Station Team. This two-part course consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to conduct CCS operations.

8.14.1. The Emergency Management Program Course is a prerequisite for this course.

8.14.2. This course must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as a CCS Team member. **(T-3)**.

8.14.3. This two-part course is a one-time requirement upon initial position assignment.

8.14.3.1. Re-accomplish the instructor-led component only if the student is appointed as a CCS Team member at a new installation.

8.14.3.2. Accomplish recurring training through participation in CCS operations during an exercise or actual emergency annually. Documenting participation is accomplished and maintained using localized procedures.

8.15. Post Attack and Incident Reconnaissance. This on-line course consists of individual knowledge- based objectives that provide students the ability to identify the purpose, policies, structure, roles, and responsibilities of a Post Attack and Incident Reconnaissance Team member.

8.15.1. The Emergency Management Program Course is a prerequisite for this course.

8.15.2. This course must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as a Post Attack and Incident Reconnaissance Team member. **(T-3)**.

8.15.3. The online course is a one-time requirement upon initial position assignment.

8.15.3.1. Re-accomplish the course only if the student is appointed as a Post Attack and Incident Reconnaissance Team member at a new installation.

8.15.3.2. Accomplish recurring training through participation in at least one exercise or actual emergency response annually. Document and maintain participation records using localized procedures.

8.15.4. The individual's assigned unit will provide additional localized and performance-based training as part of unit or functional area training and qualifying. **(T-3)**.

8.16. Emergency Management Support Team (ZZ133050). This instructor-led training consists of individual knowledge-based, localized and performance-based objectives that provide students the ability to support the installation's R&EM Flight during emergency operations.

8.16.1. The Emergency Management Program Course is a prerequisite for this course.

8.16.2. This one-time training requirement must be completed within 60 days (or four regularly scheduled drills for ARC members) of assignment as an Emergency Management Support Team member. **(T-3)**. It is only re-accomplished if the student Permanent Change of Stations and is appointed as an Emergency Management Support Team member at the new installation.

8.16.2.1. Annually accomplish recurring training through participation in supporting installation's R&EM Flight operations during an exercise or actual emergency. Document and maintain participation records using localized procedures.

8.17. Chemical, Biological, Radiological, and Nuclear Defense Training. CBRN defense education and training is designed to provide the proper level of knowledge and proficiency to the Total Force and developing expeditionary Airmen ready for operating in a CBRN environment.

8.17.1. CBRN Defense Accession Course. This one-time only course, conducted during all accession training, provides basic knowledge of the CBRN threat, protective equipment, and actions to survive a CBRN attack. Personnel who graduate Basic Military Training at Joint Base San Antonio are awarded completion credit for both CBRN Defense Awareness (web-based training) and CBRN Defense Training (ZZ133039) as of the date listed on their Basic Military Training certificate. For personnel who have not completed the CBRN Defense Accession Course, CBRN Defense Awareness Training (web-based and classroom) will be completed within 90 days of assignment to their first duty station. **(T-1).**

8.17.2. CBRN Defense Awareness [Web-based Training]. This 1-hour online course consists of individual knowledge-based objectives that provide Airmen with information required to identify and respond to CBRN threats in case of an attack. This course is only required every 18 months for specific Air Force Specialty Codes (**Attachment 2**) identified that have a low probability of operating in a CBRN environment.

8.17.3. CBRN Defense Training (ZZ133039). This instructor-led course consists of individual and team performance-based objectives that provide training and hands-on evaluation of CBRN Defense material. This course prepares personnel to survive in a CBRN environment and mitigate the effects of a CBRN attack. Students will comply with course requirements outlined in **Table 8.1** **(T-1).** The course frequency requirement shall be every 18 months for all Regular Air Force and 24 months for the ARC not listed in **Attachment 2**. This mandatory course will only be taught by 3E9X1s and the instructor to student ratio shall be no more than 1 to 30. **(T-1).** All 3E9X1s are exempt from this training requirement. **Table 8.1** shows the student requirements for this course.

Table 8.1. Chemical, Biological, Radiological, and Nuclear Defense Training Requirements.

Student Actions - Required Before Attending Training:
1. Student will remove contact lenses and earrings (as applicable). **(T-1).**
2. Student will remove elaborate hairpieces or hairstyles that interfere with proper size, fit, and wear of the protective mask. Additionally, remove pins, combs, headbands, elastic bands, and barrettes to allow hair to hang freely and naturally. **(T-1).**
3. Student will be clean-shaven. **(T-1).**
4. Military personnel will wear Airman Battle Uniform or Operational Camouflage Pattern or Flight Suit. **(T-1).**
5. Civilian and contract personnel will wear attire appropriate for field training. **(T-1).**
Equipment Required by Each Student Attending CBRN Defense Training
1. Student will have with them a serviceable protective mask (inspected and sized) with carrier, out-sert, training filter and filter set, and protective mask spectacle inserts (as needed or as applicable). **(T-1).**
2. Student will have with them Chemical Protective Over-garment (designated for training). **(T-1).**
3. Student will have with them protective gloves and inserts. **(T-1).**
4. Student will have with them Over-boots. **(T-1).**
5. Student will have with them a canteen with adaptor cap. **(T-1).**

8.17.3.1. Individuals perform Air Force Specialty Code specific CBRN wartime skills while wearing Individual Protective Equipment. Individuals shall train at an 18 month frequency requirement (24 months for ARC) in line with CBRN Defense Training. **(T-1)**.

8.17.3.2. Individuals who undergo a permanent change of station to overseas location, must be current in CBRN Defense Training before departure and must remain current for the duration of the assignment (less than 18 months). After 18 months (24 months for ARC), personnel will require refresher training. **(T-1)**.

Chapter 9

BUDGETING AND LOGISTICS

9.1. Air Force Emergency Management Equipment Budget.

9.1.1. **Table 9.1.** lists the PECs for wartime CBRN defense and terrorist weapons of mass destruction response equipment for Regular Air Force, Air Force Reserve, and Air National Guard units and personnel. For medical response equipment, supplies, and services, PEC 28036F will be used by the medical treatment facility for home station (see AFI 41-106 for guidance on both home station and deployed equipment). **(T-2).**

Table 9.1. Chemical, Biological, Radiological, and Nuclear and Weapons of Mass Destruction Program Element Codes.

Item:	Title:	Force:	Type of Support:	Assigned PEC:
1	CBRN Defense	Regular Air Force	Wartime mobility (non-medical) CBRN defense equipment	27593F
2	CBRN Defense	AFR	Wartime mobility (non-medical) CBRN defense equipment	55166F
3	Domestic Preparedness Against WMD	ANG	Domestic Preparedness Against WMD	55167F
4	NBC Defense	ANG	Wartime mobility (non-medical) CBRN defense equipment	55165F
5	WMD Threat Response	Total Force	WMD Threat Response	27574F

9.1.2. The installation comptroller will ensure PEC integrity by disbursing funds for Emergency Management Working Group-approved CBRN and WMD response equipment requirements. **(T-2)**.

9.1.3. Units must budget to repair and replace CBRN and WMD response equipment and consumables based on service-life expiration and condition. **(T-2)**.

9.2. Allowance Standards.

9.2.1. **The Table 9.2** . lists the primary allowance standards (AS) for equipment items authorized to support the Air Force Emergency Management Programs.

Table 9.2. Allowance Standards for Emergency Management Supplies and Equipment.

Allowance Standards:	Titles:
AS 016C	Chemical Warfare Defense Equipment Returnable
AS 010	U.S. Air Force Owned Vehicles
AS 401	Homeland Defense Support (for Air National Guard)
AS 459	Chemical, Biological, Radiological And Nuclear Equipment
AS 660	Ground Communications
AS 886	Home Station Medical Response (Governed under AFI 41-106)
AS 902	Expeditionary Medical

9.2.2. R&EM Flights will refer to allowance standard and the Emergency Management UTC equipment and supply lists for home-station and deployed equipment authorizations. The R&EM Flight will use the current program of record, Automated Readiness Information System, for tracking equipment accountability, maintenance, condition code, serviceability, periodic inspections, and calibration. **(T-1)**.

9.2.3. Specialized protective equipment may be required for the emergency management missions of teams such as Shelter Management, Unit Control Center, Mobility, and Support Teams. Use the allowance standard or functional area guidance for these requirements.

9.2.4. Air Force installations must have mobile communications capabilities to support incident response C2 and be used as the Incident Command Post. **(T-2)**. Level 1, the minimum standard, capability would be through assigned First Responder (Medical, Security Forces, and Fire and Emergency Services vehicles with assigned tactical communications equipment). Submit additional capability, if required, for a unique requirement through the AFIMSC Detachment to the MAJCOM and AFIMSC for approval. ANG personnel submit requests through NGB/A4XD.

9.3. Unit Emergency Response Equipment. Unit commanders must identify requirements and budget for, obtain, store, and maintain material needed to accomplish their specific functional response tasks in support of response plans. **(T-1)**. Examples include Air Force Specialty equipment, specialized team equipment, and equipment supporting unit shelter-in-place, post attack and incident reconnaissance, and CCA Teams. Unit equipment does not include protective masks and assets maintained by the LRS, or equivalent for wartime C-Bag requirements in **Table 9.3**

9.3.1. Unit commanders must ensure unit materiel, including that in bulk storage, is properly maintained and inventoried. **(T-3)**. Units will conduct inventories and inspections annually and/or after deployment or exercises comparing the on-hand assets to the ESLs and the result will be updated in Automated Readiness Information System to align with AFI 10-210, paragraph 5.1.1.1. **(T-2).**

9.3.2. Units must identify and mark training equipment in accordance with Technical Orders. Do not store training equipment with operational equipment. **(T-3)**.

9.4. Chemical, Biological, Radiological, and Nuclear Incident Response Equipment.

9.4.1. The 4F9W series UTCs provide 3E9X1s the equipment to execute their peacetime and wartime CBRN response mission and may be used to support the fire and emergency services for a typical non-medical CBRN or HAZMAT incident. The 4F9WM UTC is designed for home station emergency management response. The 4F9WM UTC is not designed or intended for deployment support. Units shall not palletize or task the 4F9WM UTC to deploy for inspections or exercises. **(T-1)**.

9.4.2. Medical UTCs and the Home Station Medical Response program provide capability needed for local CBRN response. Home Station Medical Response Equipment guidance and accountability procedures are found in AFI 41-106 and AFMAN 41-209, *Medical Logistics Support*.

9.4.3. War Reserve Materiel may be used to support domestic incidents, but approval will be obtained from the War Reserve Materiel releasing authority in accordance with AFI 25-101, *War Reserve Materiel*. **(T-2)**. When War Reserve Materiel is used to support domestic incidents, notify the approving authority as soon as possible.

9.5. Ground-crew Chemical Warfare Defense Equipment.

9.5.1. LRS will stock, store, and issue operational and training equipment to installation or unit personnel at home stations and when deployed in accordance with AFI 23-101, *Air Force Materiel Management*, AFI 10-403, *Deployment Planning and Execution*, Technical Orders, and guidance in this publication. (T-1). **Table 9.3** lists the basis of issue for each authorized asset (including the protective mask) in the C-Bag that units will adhere to. **(T-1).**

Table 9.3. Chemical Warfare Defense Ensemble C-Bag Operational and Training Asset Basis of Issue.

Items	Language	Operational Basis of Issue		Training Basis of Issue
		CBRN Threat Areas	All Other Areas	
1	Protective Mask [1,3,4]	2	1	0
2	M-61 Canister [5,6]	4	2	1
3	Joint Service Lightweight Integrated Suit Technology (JSLIST) Coat [2,6,7]	4	2	1
4	JSLIST Trousers [2,6,7]	4	2	1
5	JB2GU Gloves (with Cotton Inserts) [2,6,7,8]	4	2	1
6	Alternate Footwear Solution Overboots [2,6,7]	4	2	1
7	M-8 Detector Paper [2]	1	1	0
8	M-9 Detector Paper [2]	1	1	0
9	M-295 Decontamination Kit [2]	1	1	0
10	Water Canteen Cap with Mask Drinking Adapter [2]	1	1	0

Notes:

1. Use the M-50 Mask (Protective Mask) for both operational and training requirements.

2. Expired CBRN assets, to include, but not limited to, M-8 paper, M-9 paper, M-295 kits, and JSLIST Ensembles can be used for training and exercises.

3. Spectacle Inserts for the M-50 Masks are issued by the Medical organization.

4. Issue 2 (each) M-50 Masks for operational requirements in CBRN high risk areas as determined by Combatant Command-developed intelligence estimates. All other areas, issue 1 (each) M-50 Mask for both operational and training requirements.

5. Issue 4 (each) M-61 Canisters for operational requirements in CBRN high risk areas as determined by Combatant Command-developed intelligence estimates. All other areas, issue 2 (each) M-61 Canisters for operational requirements.

6. Use operational assets that have exceeded their service-life or shelf life for training.

7. Maintain 4 (each) Joint Service Lightweight Integrated Suit Technology (JSLIST) Ensembles (Coat, Trousers, Gloves and Over-boots) for operational requirements in CBRN high risk areas as determined by Combatant Command-developed intelligence estimates. All other areas, maintain 2 (each) Joint Service Lightweight Integrated Suit Technology Ensembles for operational requirements.

8. 14 mm gloves are a suitable substitute.

9.5.2. With MAJCOM/A4R approval, LRS will issue assets with expired shelf life for training as identified in **Table 9.3** **(T-2).** Individuals are responsible for cleaning, maintenance, and accountability of the issued assets. Members will use the same operational protective mask for training and real world operation. **(T-1)**. Members will inspect and clean gear to comply with applicable technical orders prior to turn-in. **(T-3)**.

9.5.3. MAJCOM A4 staffs, in coordination with MAJCOM Judge Advocate staffs, will review Host Tenant Support agreements to determine if valid requirements exist to issue CBRN Individual Protective Equipment to foreign nationals working on Air Force installations at foreign (non-domestic) locations. **(T-2)**. If valid requirements exist, MAJCOM A4 staffs will direct their installations' LRS to determine and stock appropriate quantities of Individual Protective Equipment. **(T-2)**. MAJCOM A4 staffs will also direct their installations to issue required Individual Protective Equipment. **(T-2)**.

9.5.3.1. Other considerations include the capability to provide Individual Protective Equipment as required for Enemy Prisoners of War, retained personnel, civilian internees, and others detained in Air Force custody.

9.5.3.2. Air Mobility Command will consider Civil Reserve Air Fleet and airlift contractor requirements. **(T-2).**

9.5.4. LRS will provide CBRN Individual Protective Equipment to each DoD contractor identified as emergency- essential in their contract and located in or deploying to CBRN high risk areas. **(T-0)**. See DoDI 1100.22, *Policy and Procedures for Determining Workforce Mix*.

9.5.5. Individuals declared hard-to-fit by the Bioenvironmental Engineering Flight during Quantitative Fit Testing will be issued an M-45 or other DoD mask and spare parts for deployment. **(T-2)**.

9.5.6. The LRS will determine C-Bag authorizations and update Enterprise Solutions Supply by 1 December of each year. **(T-2)**. Follow guidance in AFI 10-403, Chapter 2, and AFI 23-101. For installations in potentially high CBRN threat and contested environments; authorizations will include military base populace, emergency essential civilians and contractors, command sponsored military dependents and host nation personnel identified for Air Force support in host nation agreements. **(T-2)**. Installations will procure and maintain C-Bags and training equipment as listed in Table 11.3. **(T-2)**.

9.5.7. Installations will procure and maintain Aircrew CBRN Defense Ensemble (D-Bag) Basis of Issue and training equipment defined in AFI 11-301V1, *Aircrew Flight Equipment (AFE) Program*. **(T-2)**.

9.5.8. C-Bags may be prepositioned for central issue to personnel for Air and Space Expeditionary Force deployments to CBRN high risk areas. C-Bag guidance for these personnel will be included within area of responsibility reporting instructions. Air components and Major Commands will determine if personnel assigned temporary duty to a CBRN high risk area during peacetime will be required to bring a complete operational C-Bag and related field gear, including helmet and body armor. Personnel participating in CBRN high risk area operational readiness exercises or inspections will bring training individual protective equipment, components, and a protective mask. **(T-2)**.

9.5.9. Threat tables designating CBRN medium-threat areas and high risk areas are no longer be included in this publication. MAJCOMs will use Combatant Command-J2 developed intelligence estimates to determine which installations should be considered CBRN high risk areas. **(T-1)**. As required, MAJCOMs will transmit updates to the list of high risk areas to the Air Force Civil Engineer Directorate Readiness Division (AF/A4CX) for review by the Air Force Counter Weapons of Mass Destruction Council. **(T-1)**. Once vetted by the Council, Air Force Installation Mission Support Center and AF/A4CX will use the current CBRN high risk area list to support budgeting estimates, operational planning, and requirements development. **(T-1)**.

9.6. Chemical Warfare Defense Equipment Re-Use.

9.6.1. Despite the increase in C-Bag Asset Basis of Issue for CBRN high risk areas, it is not logistically feasible to have enough Chemical Warfare Defense Equipment assets on hand to automatically discard Joint Service Lightweight Integrated Suit Technology (JSLIST) ensembles that are only exposed to vapor contamination from chemical warfare agents. Accordingly, units will plan to reuse JSLIST ensemble, for up to 15 days, which have been exposed to chemical warfare agent vapor contamination. **(T-2)**.

9.6.2. Contamination control and reduction procedures (e.g., process through a CCA) will be determined as Airmen conduct verification or observe suspicion of liquid or solid contamination (e.g. changes in color of M-8 and M-9 detector paper, signs and symptoms of agent exposure, etc.). **(T-2).** JSLIST Ensemble components, individual protective equipment, and M-50 Protective Mask must be replaced if contaminated with chemical warfare agents in liquid or solid form. **(T-2)**.

9.7. Personal Protective Equipment. Personal Protective Equipment is equipment worn to minimize exposure to serious workplace injuries and illness. Chemical Warfare Defense Equipment and CBRN Individual Protective Equipment is a subset of Personal Protective Equipment specifically designed for a traditional CBRN wartime environment. The installation bioenvironmental engineer determines the appropriate level of Personal Protective Equipment and Individual Protective Equipment. Individual Protective Equipment is not typically approved or used for peacetime HAZMAT response.

9.8. Funding and Reporting.

9.8.1. The Air Force Installation Mission Support Center Protection Services Division (AFIMSC/IZP) will centrally manage funding for the non-medical components of C-Bag and D-Bag using PECs 27593F, 55165F, and 55175F. AFCEC/CXR, NGB, and AFRC Civil Engineer Readiness Divisions will coordinate funding with MAJCOM/A4RS and MAJCOM/A3T. **(T-1)**. AF/A3 and AF/A4 will provide Chemical Warfare Defense Equipment requirements to AFCEC/CXR annually no later than 1 October. **(T-1).**

9.8.2. All assigned, attached, and tenant Regular Air Force units report their C-Bag and funding requirements to their assigned bases. Units will report requirements to the host MAJCOM, not the owning MAJCOM. **(T-2)**.

9.8.3. Joint bases will report their requirements through their respective components. **(T-2)**. For example, Air Force units supported by the Army will report their mobility bag requirements to their MAJCOM/A4 and not through the Army. **(T-2)**. Funding for Air Force requirements that support mission or wartime requirements will come from the AFIMSC. **(T-2)**.

9.8.4. Air National Guard and Air Force Reserve commanders will fund for their forces' C and D-Bags, CBRN and Emergency Management UTC equipment, and CBRN defense course support equipment and materials. **(T-2)**.

9.8.5. SecAF Report on CWMDs. When tasked by AF/A10, AF/A4CX will provide any requested data in Civil Engineer equity areas to formulate the Air Force's capability to respond to WMD incidents. **(T-1).**

9.8.6. Chemical and Biological Defense Report to Congress. in accordance with 50 USC §1522, *Conduct of the Chemical and Biological Defense Program*, DoD provides an annual report to Congress on overall armed forces readiness and ability to fight in a chemical or biological environment.

9.8.6.1. AF/A4CX will provide CBRN defense training and significant Air Force CBRN defense capability improvements data to AF/A10 for inclusion in the Air Force response no later than 15 April annually. **(T-1).**

9.8.6.2. AFCEC/CXR will provide CBRN defense training data to AF/A4CX no later than 1 April annually. **(T-1).**

9.8.7. Chemical and Biological Defense Program Risk Assessment Annual Report. This annual data call captures cross-functional priorities and risk in the CBRN defense program. The report is used to build a baseline strategy for resource advocacy at the Secretary of Defense level.

9.8.7.1. AF/A4CX will consolidate inputs from each functional area and formalize report no later than 1 October annually. **(T-1).**

9.8.7.2. AFCEC/CXR will provide the following data no later than 1 September annually: **(T-2)**.

9.8.7.2.1. Current Civil Engineer CBRN capability.

9.8.7.2.2. Current Civil Engineer CBRN sufficiency.

9.8.7.2.3. Current Civil Engineer CBRN planning and requirements.

9.8.7.2.4. Projected obsolescence and gaps.

WARREN D. BERRY,
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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

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Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

ICS Form 201, *Incident Briefing*

ICS Form 202, *Incident Objective*

ICS Form 204, *Assignments List*

ICS Form 205, *Incident Radio Communication Plan*

ICS Form 205A, *Communication List*

ICS Form 208, *Safety Message Plan*

ICS Form 209, *Incident Status Summary*

ICS Form 214, *Activity Log*

ICS Form 215, *Operational Planning Worksheet*

ICS Form 219, *Resource Status Cards*

Abbreviations and Acronyms

A-Bag—General Purpose

AF/A3OG—Air Force Operations Group

AF/A3T—Operations and Training Division

AF/A3W—Air Force Weather Directorate

AF/A4CX—Air Force Civil Engineer Directorate Readiness Division

AFCAT—Air Force Crisis Action Team

AFCEC—Air Force Civil Engineer Center

AFCEC/CXR—Air Force Civil Engineer Center Emergency Management Branch

AFI—Air Force Instruction

AFIMS—Air Force Incident Management System

AFIMSC—Air Force Installation and Mission Support Center

AFIMSC/IZP—Air Force Installation Mission Support Center Protection Services Division

AFIMSC/IZPE—Air Force Installation and Mission Support Emergency Services Branch

AFJI—Air Force Joint Instruction

AFMAN—Air Force Manual

AFMC/A4RM—Air Force Material Command Supply Chain Management Branch

AFPD—Air Force Policy Directive

AFR—Air Force Reserve

AFRC—Air Force Reserve Command

AFRC/A4—Air Force Reserve Command Deputy Chief of Staff Logistics, Engineering & Force Protection

AFSC—Air Force Specialty Code

AFTTP—Air Force Tactics, Techniques, and Procedures

ANG—Air National Guard

ARC—Air Reserve Component

ATSO—Ability to Survive and Operate

B-Bag—Cold Weather

C-Bag—Chemical Warfare Defense Equipment

C2—Command and Control

C3—Command, Control and Communication

CAT—Crisis Action Team

CBRN—Chemical, Biological, Radiological, and Nuclear

CCA—Contamination Control Area

CCS—Contamination Control Station

CCT—Contamination Control Team

CERFP—CBRNE Enhanced Response Force Package

CONUS—Continental United States

COP—Common Operating Picture

CSAF—Chief of Staff, United States Air Force

CWMD—Countering Weapons of Mass Destruction

D-Bag—Aircrew CBRN Defense Ensemble

DART—Damage Assessment and Response Team

DoD—Department of Defense

DoDD—Department of Defense Directive

DoDI—Department of Defense Instruction

DoDM—Department of Defense Manual

DRF—Disaster Response Force

DSCA—Defense Support to Civil Authorities

EAP—Emergency Action Plan

EM—Emergency Management

EMWG—Emergency Management Working Group

EOC—Emergency Operations Center

EPCRA—Emergency Planning and Community-Right-to-Know Act

ESFs—Emergency Support Functions

F&ES—Fire and Emergency Services

FEMA—Federal Emergency Management Agency

HAF—Headquarters Air Force

HAZMAT—Hazardous Material

HSEEP—Homeland Security Exercise and Evaluation Program

HSPD—Homeland Security Presidential Directive

IEMP—Installation Emergency Management Plan

ICS—Incident Command System

IG—Inspector General

IPE—Individual Protective Equipment

INWS—Installation Notification and Warning System

IRMP—Installation Risk Management Program

JSLIST—Joint Service Lightweight Integrated Suit Technology

JTTP—Joint Tactics, Techniques, and Procedures

LIMFAC—Limiting Factor

LRS—Logistics Readiness Squadron

MAA—Mutual Aid Agreements

MAJCOM—Major Command

MET—Mission Essential Tasks

MOPP—Mission-Oriented Protective Posture

MTTP—Multiservice Tactics, Techniques, and Procedures

NARP—Nuclear Weapon Accident Response Procedures

NATO—North Atlantic Treaty Organization

NFPA—National Fire Protection Association

NGB—National Guard Bureau

NGB/A4—National Guard Bureau Deputy Chief of Staff Logistics, Engineering & Force Protection

NIMS—National Incident Management System

NMCC—National Military Command Center

OCONUS—Outside the Continental United States

OPR—Office of Primary Responsibility

OPREP—Operational Reporting

PEC—Program Element Codes

POC—Primary Office of Contact

R&EM—Readiness & Emergency Management

SAF/CIO A6—Chief, Information Dominance & Chief Information Officer

SAF/IE—Assistant Secretary of the Air Force Installations, Environment and Energy

SAF/IEI—Installations Directorate

SAM—Special Airlift Mission

SecAF—Secretary of the Air Force

SECDEF—Secretary of Defense

UCC—Unit Control Center

U.S.—United States

USC—United Stats Code

UTC—Unit Type Code

WMD—Weapons of Mass Destruction

WRM—War Reserve Materiel

Terms

Ability to Survive and Operate (ATSO)—The ability for individual Airmen and units to conduct and sustain operations while simultaneously responding to or recovering from deliberate, accidental, or naturally occurring events that impede air, space, or cyberspace operations.

Ability to Survive and Operate (ATSO) Rodeo—Series of ability to survive and operate actions designed to exercise an Airmen ability to execute Mission Essential Tasks, UTC requirements, Contingency (combat) and Wartime skills. These intended actions build competencies and demonstrate capabilities to accomplish ATSO tasks in and through a man-made or natural disaster environment.

Active Shooter—An individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearm(s) and there is no pattern or method to their selection of victims.

Air Force Emergency Management Program—The single, integrated Air Force program to coordinate and organize efforts to prepare for, respond to, recover from, and mitigate incidents and emergencies using an all-hazards approach.

Air Force Incident Management System (AFIMS)—A methodology designed to incorporate the requirements of Homeland Security Presidential Directive-5 and requirements of the expeditionary Air Force. The System provides the Air Force with an incident management system that is consistent with the single, comprehensive approach to domestic incident management. The System provides the Air Force with the coordinating structures, processes and protocols required to integrate its specific authorities into the collective framework of federal departments and agencies. These integration support actions to include mitigation, prevention, protection, response and recovery activities. The System includes a core set of concepts, principles, terminology, and technologies covering the incident command system, emergency operations centers, incident command, training, identification and management of resources, qualification and certification, and the collection, tracking, and reporting of incident information and incident resources. The System's current methodology is incorporated into current operating practices through revised instructions and manuals, training products, and exercise and evaluation tools.

Air Force Service Watch Cell—The Chief of the Air Force Command Center and the highest level of reporting for the Air Force. Additionally maintains 24/7 global situational awareness, process, and disseminates reports, special airlift mission (SAM) emergency notification, Joint Emergency evacuation plan, and Air Force Crisis Action Team (AFCAT) Action.

Air National Guard Special Mission Sets—Commonly referred to as Reachback Missions, encompass deployed in place (DP) coded Air National Guard personnel performing Title 10 missions in Intelligence, Cyber and Space Operations; Special Airlift Missions (Presidential and Diplomatic support); and Aerospace Control Alert Missions.

Air Reserve Component—Refers to both the Air Force Reserve (AFR) and the U.S. Air National Guard (ANG).

All-Hazards—A methodology to develop emergency management strategies for all different types of potential incidents. "All-Hazards" include any incident, natural or manmade, that warrants action to protect the life, property, health, and safety of military members, dependents, and civilians at risk, and minimize any disruptions of installation operations.

Antiterrorism—Defensive measures used to reduce the vulnerability of individuals and property to terrorist acts, to include rapid containment by local military and civilian forces.

Chemical, Biological, Radiological, and Nuclear (CBRN)—Operations that include chemical, biological, radiological, and nuclear, either individually or in combination. Collectively known as weapons of mass destruction. Toxic Industrial Chemicals and Toxic Industrial Materials are considered chemical, biological, radiological, and nuclear materials.

Chemical, Biological, Radiological, and Nuclear Defense—Measures taken to minimize or negate the vulnerabilities to, and/or effects of, a chemical, biological, radiological, or nuclear hazard or incident.

Chemical, Biological, Radiological, and Nuclear Environment—An operational environment that includes chemical, biological, radiological, and nuclear threats and hazards and their potential resulting effects.

Chemical, Biological, Radiological, and Nuclear Incident—An emergency resulting from the deliberate or unintentional release of nuclear, biological, radiological, or toxic or poisonous chemical materials.

Combat Developer—Command or agency that formulates doctrine, concepts, organization, materiel requirements, and objectives. May be used generically to represent the user community role in the materiel acquisition process.

Combatant Command—A unified or specified command with a broad continuing mission

under a single commander established and so designated by the President, through the Secretary of Defense and with the advice and assistance of the Chairman of the Joint Chiefs of Staff.

Command and Control—The exercise of authority and direction by a properly designated

commander over assigned and attached forces in the accomplishment of the mission.

Command Post—The Command Post serves as one of the installation's full-time 24/7 C2 nodes, directly responsible to the Installation Commander. The Command Post is a direct representative of the (installation) commander and serves as the focal point of the unit operation, and as such, receives and disseminates orders, information, and requests necessary for the C2 of assigned forces and operations.

Common Operating Picture—A continuously updated overview of an incident compiled throughout an incident's life cycle from standard data (elements, definitions, etc.) shared between integrated and compatible systems for communication, information management, and intelligence and information sharing across installation departments and responders. Helps with collaborative planning and assists all echelons to achieve situational awareness. Provides consistency at all levels of incident management across jurisdictions, as well as between various governmental jurisdictions, and with private-sector organizations and Nongovernmental Organization(s). Should include the minimum set of geospatial features (including imagery) necessary to provide a foundational map depicting the built and natural infrastructure of a typical installation, which are of common interest or importance during emergency response events. Installation geospatial data should be obtained from the authoritative data source for each installation as defined in DoDI 8130.01, *Installation Geospatial Information and Services (IGI&S)*.

Community Inter—**Governmental Support Agreement—**An agreement between the Air Force and a state or local government entered into under the authority of 10 USC § 2679 and DoDI 4000.19. This agreement requires approval from Installations Directorate (SAF/IEI), before it can be executed. These agreements are not covered by this AFI.

Community Profile—A community profile is information about the people and place the IEMP 10-2 is designed to protect, respond to, and help with recovery. It is the intended audience of the planning efforts.

Contamination—(1) The deposit, absorption, or adsorption of radioactive material or of biological or chemical agents on or by structures, areas, personnel, or objects, or in aerosolized clouds. (2) (DoD only) Food or water made unfit for consumption by humans or animals because of the presence of environmental chemicals, radioactive elements, bacteria, or organisms, the by-product of the growth of bacteria or organisms, the decomposing material (to include the food substance itself) or waste in the food or water.

Contamination Control Area—An area in which contaminated Individual Protective Equipment is removed; people, equipment, and supplies are decontaminated to allow processing between a toxic environment and a toxic free area; the last area an individual can safely don Individual Protective Equipment before moving into a contaminated area.

Contingency—A situation requiring military operations in response to natural disasters, terrorists, subversives, or as otherwise directed by appropriate authority to protect United States interests.

Continuity of Operations—An internal effort within each DoD Component to ensure that essential functions continue to be performed during disruption of normal operations.

Countering Weapons of Mass Destruction—Efforts against actors of concern to curtail the conceptualizing, development, possession, proliferation, use, and effects of weapons of mass destruction, related expertise, materials, technologies and means of delivery.

Decontamination—The process of making any person, object, or area safe by absorbing, destroying, neutralizing, making harmless, or removing chemical or biological agents, or by removing radioactive material clinging to or around it.

Defense Critical Infrastructure—The composite of DoD and non-DoD assets essential to project, support, and sustain military forces and operations worldwide. It is a combination of task critical assets and defense critical assets.

Defense Support to Civil Authorities—Support provided by U.S. Federal military forces, DoD civilians, DoD contract personnel, DoD Component assets, and National Guard forces (when the Secretary of Defense, in coordination with the Governors of the affected States, elects and requests to use those forces in title 32, U.S.C., status) in response to requests for assistance from civil authorities for domestic emergencies, law enforcement support, and other domestic activities, or from qualifying entities for special events.

E9-1-1 Capability—A telecommunications system consisting of networks, databases, and E9-1-1 equipment that uses the single three-digit number "9-1-1" for reporting police, fire, medical, and other emergency situations to a central location, while automatically associating a physical location and calling party's telephone number. The physical location is correlated with the applicable emergency service number to route E9-1-1 calls to the correct public safety answering point for servicing by the corresponding emergency service agency.

Emergency Responders—Personnel performing prevention, response, and recovery tasks in support of first responders and first receivers while not physically located at the incident site. Includes related areas identified in the definition for "**first responders**."

Evacuation—(1) Removal of a patient by any of a variety of transport means from a theater of military operation, or between health services capabilities, for the purpose of preventing further illness or injury, providing additional care, or providing disposition of patients from the military health care system. (2) The clearance of personnel, animals, or materiel from a given locality. (3) The controlled process of collecting, classifying, and shipping unserviceable or abandoned materiel, U.S. or foreign, to appropriate reclamation, maintenance, technical intelligence, or disposal facilities. (4) The ordered or authorized departure of noncombatants from a specific area by Department of State, Department of Defense, or appropriate military commander.

Facility—A real property entity consisting of one or more of the following: a building, a structure, a utility system, pavement, and underlying land.

First Receivers—Healthcare workers at a medical facility that may be engaged in decontamination and treatment of victims during an emergency incident occurring at a site other than the hospital. First receivers are a subset of first responders.

First Responders—Personnel performing prevention, response, and recovery tasks at one or more incident scenes, including any area directly related to the incident site and, therefore, under the authority of the incident or unified commander.

Force Protection—The Air Force defines force protection as the process of detecting threats and hazards to the Air Force and its mission, and applying measures to deter, pre-empt, negate or mitigate them based on an acceptable level of risk and preventive measures taken to mitigate against DoD personnel (to include family members), resources, facilities, and critical information. Force protection is a fundamental principle of all military operations as a way to ensure the survivability of a commander's forces. A comparison of North Atlantic Treaty Organization (NATO), joint, and single Service definitions is instructive. NATO Doctrine explains that "[t]he operational environment may have no discernable 'front lines' or 'rear area' and an adversary may be expected to target Allied vulnerabilities anywhere with a wide range of capabilities." Consequently, NATO defines force protection as "measures and means to minimize the vulnerability of personnel, facilities, materiel, operations, and activities from threats and hazards in order to preserve freedom of action and operational effectiveness thereby contributing to mission success. Reference NATO – Allied Tactical Publication 3.3.6., *NATO Force Protection Doctrine for Air Operations*.

Hazard Assessment—DoD, command, or unit-level evaluation (assessment) to identify hazards and associated risk to person, property, and structures and to improve protection from natural or manmade disasters or hazards. Hazard assessments serve as one of the foundational components for effective EM activities including planning, resource management, capability development, public education, and training and exercises.

Homeland—The physical region that includes the continental United States, Alaska, Hawaii, United States territories, and surrounding territorial waters and airspace.

Homeland Defense—The protection of United States sovereignty, territory, domestic population, and critical defense infrastructure against external threats and aggression or other threats as directed by the President.

Homeland Security—A concerted national effort to prevent terrorist attacks within the U.S.; reduce America's vulnerability to terrorism, major disasters, and other emergencies; and minimize the damage and recover from attacks, major disasters, and other emergencies that occur.

Host Nation—A nation that receives the forces or supplies of allied nations, coalition partners, or NATO organizations to be located on, to operate in, or to transit through its territory.

Hot Zone—An area that is considered to be dangerous, it generally entails special equipment to protect occupants, because there is high-risk exposure to contamination.

Incident—An occurrence or event, natural or human caused, that requires an emergency response to protect life or property. Incidents for example, can include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Command Post—The field location where the primary functions are performed. The Incident Command Post may be co-located with the Incident Base or other incident facilities.

Incident Management Team or Emergency Response Team—is a group of professionals who are trained to prepare for, respond and recover from all-hazards and the full spectrum of emergency incidents such as a natural disaster or an interruption of business operations. Incident Response Teams are common in public service organizations as well as in organizations. This team is generally composed of specific members designated before an incident occurs, although under certain circumstances the team may be an ad hoc group of willing volunteers.

Incident of Public Health Concern—An infectious disease (natural, accidental, or deliberate) likely to significantly impact the ability of the DoD to maintain mission assurance or likely to result in significant increases in request for DoD assistance.

Initial Response Force—The first unit, usually military police, on the scene of a terrorist

incident.

Installation Commander—The military officer appointed to command of an installation or other senior DoD official responsible for all operations performed by an installation.

Joint Task Force Headquarters—A combined Joint Task Force is a multinational Joint Task Force the commander commands from a multinational and joint headquarters. The purpose of creating a combined Joint Task Force headquarters is to provide flexible and efficient means to generate, at short notice, rapidly deployable combined Joint Task Forces with dedicated C2 capability and to facilitate operations in concert with partners.

Limiting Factor—A factor or condition that, either temporarily or permanently, impedes mission accomplishment.

Lock-down—An announced emergency protocol used as a security measure to dramatically and rapidly enhance the level of security in a facility. Confining and restricting movement during an active shooter incident.

Major Disaster—As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snow storm, or drought) or, regardless of cause, any fire, flood or explosion, in any part of the U.S., which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby. Reference 42 USC§5122(2).

Measure Domain—A group of evaluation points that make up the whole of the environment.

Memorandum of Agreement—A type of intra-agency, interagency, or National Guard agreement between two or more parties, which includes specific terms that are agreed to, and a commitment by at least one party to engage in action. It includes either a commitment of resources or binds a party to a specific action.

Memorandum of Understanding—A type of intra-agency, interagency, or National Guard agreement between two or more parties, which includes only general understandings between the parties. It neither includes a commitment of resources nor binds a party to any specific action.

Mission Assurance—A process to protect or ensure the continued function and resilience of capabilities and assets, including personnel, equipment, facilities, networks, information and information systems, infrastructure, and supply chains, critical to the execution of mission essential functions in any operating environment or condition.

Mission Essential Function—Select functions directly related to accomplishing DoD's mission. Failure to perform or sustain these functions, which directly support primary mission essential function, would significantly affect the Department of Defense's ability to provide vital services or exercise authority, direction, and control.

Mission Essential Tasks—A mission task selected by a joint force commander deemed essential to mission accomplishment and defined using the common language of the Universal Joint Task List in terms of task, condition, and standard.

Mission-Oriented Protective Posture (MOPP)—A flexible system of protection against chemical, biological, radiological, and nuclear contamination in which personnel must wear only that protective clothing and equipment appropriate to the threat level, work rate imposed by the mission, temperature, and humidity.

Mitigation—Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, flood plain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

National Incident Management System (NIMS)—A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector. This system is intended to work seamlessly to prevent, protect against, respond to, recover from and mitigate the effects of domestic incidents. These efforts are planned and executed regardless of the cause, size, location or complexity of the incident and are intended to reduce the loss of life or property and harm to the environment.

National Planning Frameworks—As part of the National Preparedness System, guidance that describes how the whole community works together to achieve the National Preparedness Goal. There is one framework for each of the five preparedness mission areas addressed in PPD-8: prevention, protection, mitigation, response, and recovery.

National Response Framework—Guidance that documents the key response principles, roles, and structures that organize a unified, national, all-hazards response.

Natural Disaster—An emergency situation posing significant danger to life and property that results from a natural cause.

Nongovernmental Organizations—A private, self-governing, not-for-profit organization dedicated to alleviating human suffering and/or promoting education, health care, economic development, environmental protection, human rights, and conflict resolution and/or encouraging the establishment of democratic institutions and civil society.

Participant Feedback—Solicits the following: Strengths and areas for improvement about the implementation of participating agencies and organizations' policies, plans, and Standard Operating Procedures; and Impressions about exercise conduct and logistics. The Participant Feedback Form provides players the opportunity to provide constructive criticism about the design, control, or logistics of the exercise to help enhance future exercises. Information collected from feedback forms contributes to the issues, observations, recommendations, and corrective actions in the After-Action Report/Improvement Plan.

Program Objective Memorandum—The final product of the programming process within the DoD, the DoD Component's Program Objective Memorandum displays the resource allocation decisions of the Military Departments in response to and in accordance with planning and programming guidance.

Preparedness—The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private sector and non-governmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Prevention—Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Public Health Emergency—An occurrence or imminent threat of an illness or health condition that may be caused by a biological incident, manmade or naturally occurring; the appearance of a novel or previously controlled or eradicated infectious agent or biological toxin; natural disaster; chemical attack or accidental release; radiological or nuclear attack or accident; or high-yield explosives that poses a high probability of a significant number of deaths, serious or long-term disabilities, widespread exposure to an infectious or toxic agent, and/or healthcare needs that exceed available resources.

Recovery—The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Resource Management—A financial management function that provides advice and guidance to the commander to develop command resource requirements.

Response—Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation or quarantine; and specific law enforcement operations aimed at preempting, interdicting or disrupting illegal activity and apprehending actual perpetrators and bringing them to justice.

Response Task Force—A Military Department-specific DoD response force designed to direct DoD nuclear weapon incident and consequence management activities at a U.S. nuclear weapon incident site. Combatant Commanders establish operational control of Response Task Forces at an appropriate time in the response, when ordered by the Secretary of Defense.

Risk Assessment—The process of systematically identifying, assessing, and managing risks arising from operational factors and making decisions that balance risk cost with mission benefits as described in DoDIO-2000.16V1_AFI10-245-O. The end product of the risk management process is the identification of areas and assets that are vulnerable to the identified threat attack means. From the assessment of risk based upon the three critical components of risk management (threat assessment, criticality assessment, and vulnerability assessment), the commander determines which assets require the most protection and where future expenditures minimize risk of attack or lessen the severity of the outcome of an attack.

Risk Management—A continual process or cycle where risks are identified, measured, and evaluated; countermeasures are designed, implemented, and monitored to see how they perform, with a continual feedback loop for decision-maker input to improve countermeasures and consider trade-offs between risk acceptance and risk avoidance.

Safe Haven—(1) Designated area(s) to which noncombatants of the U.S. Government's responsibility and commercial vehicles and materiel may be evacuated during a domestic or other valid emergency. (Reference JP 3-68, *Noncombatant Evacuation Operations*) (2) A protected body of water or the well deck of an amphibious ship used by small craft operating offshore for refuge from storms or heavy seas. (Reference JTTP 4-01.6, *Joint Logistics Over the Shore*)

Search and Rescue—The use of aircraft, surface craft, submarines, and specialized rescue teams and equipment to search for and rescue distressed persons on land or at sea in a permissive environment.

Severe Weather—Any weather condition that poses a hazard to property or life.

Shelter-In-Place—To have temporary protection in a structure during short or no-notice emergencies, (e.g., a hazardous material incident or a tornado).

Specialized Teams—The teams formed from the existing installation and unit personnel resources to support emergency response operations.

Split Mission Oriented Protective Posture—The concept of maintaining heightened protective posture only in those areas (or zones) that are contaminated, allowing personnel in uncontaminated areas to continue to operate in a reduced posture.

Tenant—The receiver that occupies the real property where requested support is provided.

Threat—An indication of possible violence, harm, or danger.

Threat Assessment—In antiterrorism, examining the capabilities, intentions, and activities, past and present, of terrorist organizations as well as the security environment within which friendly forces operate to determine the level of threat.

United States—The several States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, American Samoa, Guam, Midway and Wake Islands, the United States Virgin Islands, any other territory or possession of the United States, and associated navigable waters, contiguous zones, and ocean waters of which the natural resources are under the exclusive management authority of the United States.

Vulnerability—(1) The susceptibility of a nation or military force to any action by any means through which its war potential or combat effectiveness may be reduced or its will to fight diminished. (2) The characteristics of a system that cause it to suffer a definite degradation (incapability to perform the designated mission) as a result of having been subjected to a certain level of effects in an unnatural (manmade) hostile environment. (3) In information operations, a weakness in information system security design, procedures, implementation, or internal controls that could be exploited to gain unauthorized access to information systems.

Warm Zone—The transition area between the exclusion and support zones, this area is where responders enter and exit the exclusion zone and where decontamination activities take place.

Weapons of Mass Destruction—Chemical, biological, radiological, or nuclear weapons capable of a high order of destruction or causing mass casualties, but excluding the means of transporting or propelling the weapon where such means is a separable and divisible part from the weapon.

Attachment 2

LIST OF AIR FORCE SPECIALTY CODES EXEMPT FROM CHEMICAL, BIOLOGICAL, RADIOLOGICAL, AND NUCLEAR DEFENSE TRAINING

Table A2.1. Codes Exempt from Chemical, Biological, Radiological, and Nuclear Defense Training.

AFSCs[1]	Position Descriptions
13AX	Astronaut
13NX	Nuclear and Missile Operations
16FX	Regional Affairs Strategist (RAS)
16GX	Air Force Operations Staff Officer
16PX	Political-Military Affairs Strategist (PAS)
35BX	Band
3E8XX[2]	Explosive Ordnance Disposal
3E9XX[2]	Emergency Management
3N1XX	Regional Band
3N2XX	Premier Band
61AX	Operations Research Analyst
61CX	Chemist/Nuclear Chemist
61DX	Physicist/Nuclear Engineer
81TX	Instructor
82IX	Recruiting Service
84H	Historian
85G	U.S. Air Force Honor Guard
8B0XX	Basic Military Training Instructor
8B2XX	Academy Military Training Instructor
8G0XX	Honor Guard
8R0XX	Enlisted Accessions Recruiter
8R2XX	Second Tier Recruiter
8R3XX	Third Tier Recruiter
8S0XX	Missile Facility Manager
8T0XX	Professional Military Education Instructor
92J1	Air Force Reserve Training Corps Educational Delay Law Student
92J2	Funded Legal Education Program Law Student
92J3	Excess Leave Law Student
92M0	Health Professions Scholarship Program (HPSP) Medical Student
92M1	Uniformed Services University of Health Sciences (USUHS) Student
92M2	HPSP Biomedical Science Student
92P0	Physician Assistant Student
92R0	Chaplain Candidate
92S0	Student Officer Authorization
92T0	Pilot Trainee
92T1	Combat Systems Officer Trainee

92T2	Air Battle Manager Trainee
92T3	Remotely Piloted Aircraft Pilot Trainee
9A0XX	Awaiting Retraining-Reasons Beyond Control
9A1XX	Awaiting Retraining-Reasons Within Control
9A2XX	Awaiting Discharge, Separation, Retirement for Reasons Within Their Control
9A3XX	Awaiting Discharge, Separation, Retirement for Reasons Beyond Their Control
9R0XX	Civil Air Patrol-U.S. Air Force Reserve Assistance Non-Commissioned Officer (NCO)
9S1XX	Scientific Applications Specialist

Notes:

1. All HAF, Major Command, Number Air Forces, Intermediary Headquarters, Centers, Direct Reporting Units, State Joint Task Force Headquarters, State Joint Operations Centers, U.S. Air Force Academy, Air National Guard Special Mission Sets (see **Attachment 1** Terms section for official definition) and Institutional Forces (CW, AD, DF, PS, and 306 FTG) do not require the CBRN Defense classroom training unless tasked to deploy. However, they still require completion of the CBRN Defense Awareness Training (web-based) every 18 months (24 months for ARC personnel).

2. Airmen with 3E8XX and 3E9XX as their primary AFSC are not required to attend CBRN Defense Training or complete the CBRN Defense Awareness Training (web-based) at any level (e.g. Squadron, MAJCOM, HAF).

Attachment 3

THE ABILITY TO SURVIVE AND OPERATE IN A HIGHLY CONTESTED DEGRADED ENVIRONMENT

A3.1. Purpose. This attachment defines the ATSO program, and describes how Emergency Management concepts and C2 structures are used to continue the mission in all environments, up to highly contested degraded. The purpose of ATSO is to prepare operations, maintenance, and agile combat support forces to operate, defend, survive and recover in highly contested environments. The foundation of Air Force Readiness is ATSO focused training, which provides Total Force Airmen with the skills and capability to survive and operate in a contested environment and strengthens Air Force combat readiness.

A3.2. Environments. Units should be able to accomplish their METs under a full range of military operations in any of the following environments:

A3.2.1. Superiority, Friendly - an environment where friendly forces maintain superiority and have complete freedom of movement.

A3.2.2. Non-Interference, Permissive - an environment where friendly forces operate with relative freedom with the permission from the host nation.

A3.2.3. Contested, Disrupted - an environment where friendly forces operate without an overall advantage in a measure domain.

A3.2.4. Highly Contested, Degraded - an environment where friendly forces operate at an overall disadvantage in a measured domain.

A3.2.5. Hostile, Denied - an environment where friendly forces operate with little to no freedom of movement.

A3.3. Ability to Survive and Operate Planning.

A3.3.1. As threats continue to emerge and evolve, Air Force leaders should ask these operational readiness questions:

A3.3.1.1. “When does my unit need to be ready?” (e.g., how much time does the unit have to prepare?).

A3.3.1.2. “For what does my unit need to be ready?” (e.g., what missions could the unit be tasked to accomplish?).

A3.3.1.3. “With what does my unit need to be ready?” (e.g., what resources are available to my unit, including combat ready Airmen, training, and equipment?).

A3.3.2. Effective planning enables units to respond to attacks or incidents impacting operations. Focus development of training plan on pre-, trans-, and post-attacks operation for the following locations:

A3.3.2.1. Deployed (contingency).

A3.3.2.2. Deployed-in place (support to contingency operations from garrison or home station).

A3.3.2.3. Installation sustainment (garrison or home station).

A3.3.3. Installations should develop Emergency Management Plans to include conventional and CBRN attack response actions, identification, and prioritization of mission essential assets, identification of shelters and evacuation procedures.

A3.3.4. Planners use an integrated risk management threat assessments process to balance survivability and mission impact before, during and after an attack. Commanders decide whether to accept or mitigate the risks based on threats, anticipated mission impacts, vulnerabilities, capability assessments and resources available.

A3.3.5. Unit threat assessments are necessary for deliberate ATSO planning. Commanders should direct unit threat assessments to identify threats to the mission, personnel, and infrastructure utilizing the threat matrix framework. Commanders should direct unit threat and capability assessments to identify threats and vulnerabilities to the mission, personnel, and infrastructure utilizing the threat matrix framework. These plans determine how to employ assets and minimize impacts on forces engaged in the following environments:

A3.3.5.1. Conventional Warfare - Warfare conducted by using conventional weapons and battlefield tactics between two or more near peer states in open confrontation. The forces on each side are well-defined and fight using weapons that mainly target the opponent's military.

A3.3.5.2. CBRN Warfare - Use of chemical agents, biological agents, radioactive materials and nuclear devices in several forms and delivery modes as weapons of war.

A3.3.5.2.1. Chemical - Weaponized chemical substances designed explicitly for warfare that use toxic properties of chemical substances as weapons.

A3.3.5.2.2. Biological - Also known as germ warfare, is the use of natural toxins or infectious agents such as bacteria, viruses, and fungi with the intent to kill or incapacitate humans, animals or plants as an act of war.

A3.3.5.2.3. Radiological - Any form of warfare involving deliberate radiation poisoning or contamination of an area with radioactive sources.

A3.3.5.2.4. Nuclear - A military conflict or political strategy in which nuclear weapons are employed to inflict damage on the enemy.

A3.3.5.2.5. Toxic Industrial Material - Toxic Industrial Materials have been the terrorist's weapon of choice because of the difficulties in obtaining and manufacturing chemical and biological agents. A terrorist can use Toxic Industrial Materials as a weapon because the goal is not to immediately incapacitate civilians but to scare them and cause mass suffering over a period of time. Toxic Industrial Materials are an overarching category to include but not limited to Toxic Industrial Chemicals, Toxic Industrial Biological, and Toxic Industrial Radiological.

A3.3.5.2.6. Cyber Warfare - An armed conflict conducted in whole or part by cyber means. Military operations performed to deny an opposing force the effective use of cyberspace systems and weapons in a conflict.

A3.4. Fundamentals of the Ability to Survive and Operate Proficiency Training. To generate expeditionary skills, the Air Force uses a tiered proficiency training approach, targeting mission essential, UTC capabilities, wartime, and combat skills tasking. Expeditionary skills need to be relevant, synchronized, standardized and integrated across the Air Force to provide combatant commanders with Combat Ready Airmen trained to support requirements while maximizing resources. Expeditionary skills training is optimized when incorporated as a continuum across an Airman's career.

A3.5. Full Spectrum Readiness Proficiency Training. To align with installation or unit Designed Operational Capability statements or Mission Directives, installations should conduct Full Spectrum Readiness proficiency training (Rodeos) and an annual readiness exercises designed to practice and evaluate their ATSO. Rodeos are training events designed to provide awareness, familiarization, and proficiency training for individual Airmen UTCs, Squadron, Group, CAT, and UTC equipment and/or materials.

A3.6. Ability to Survive and Operation Operational Period. ATSO operational periods are the integration of training actions required, through exercising, to ensure mission execution in a highly contested degraded environment. ATSO operational periods include:

A3.6.1. Pre-attack - Actions taken to protect available resources (Airmen, facilities, and equipment). See **Table A3.1** for specific actions to take during this operational period.

Table A3.1. Pre-Attack Operational Period Actions.

Item	Action	
Conventional Threats:		
1	Identify recovery priorities.	
2	Operational mission priorities.	
3	Re-establish normal operating environment.	
4	Combat Casualty Care and Health services.	
5	Shelters and Feeding.	
6	Critical infrastructure priorities.	
7	Issue conventional IPE & field gear.	
8	Disperse critical material and equipment. Place in protective shelters or provide fragmentation and splinter protection.	
9	Begin stocking shelters with protective clothing, water, food, and supplies.	
10	Begin recall of specialized teams to prepare materials, facilities and weapon systems for operation, when completed place the teams on standby.	
11	When an attack is probable, shelter personnel not performing METs.	
12	Ensure hatches on unsheltered aircraft are closed, sealed or expediently covered when possible.	
13	Upgrade collective protection system configuration from standby to ready.	
14	When an attack is imminent, suspend all non-critical operations and put facilities and systems in full protective posture to include securing shelters.	
15	Personnel outside a shelter should use proper IPE. Stress contamination avoidance.	
16	Review the following procedures.	
	(a)	Post-attack Reconnaissance.
	(b)	Split zone or sector operations.
	(c)	Immediate and operational decontamination actions.
	(d)	Alarm notifications.
	(e)	Protective shelter and cover locations.
17	Remain vigilant for possible threats.	
18	Contamination avoidance and protection actions to reduce the likelihood of resources becoming contaminated during trans-attack.	
19	Set-up sectors and zones to ensure effective and timely protection and avoidance of contamination in preparation for an attack.	
Chemical Threats:		
1	Prepare for a coordinated conventional and chemical attack by ensuring the above steps 2-12 are complete.	
2	Issue and operationally check individual and unit Chemical Biological (CB) warfare defense materials. Assume MOPP 0.	
3	Prior to initiating Chemical and Biological agent pretreatment protocols, senior leadership should seek advice from medical authorities.	
4	Recall specialized teams to prepare CB defense materials, facilities and systems for operation. When ready, place on standby.	
5	Implement contamination avoidance actions.	
6	Implement contamination detection actions.	

7	Plan for and begin prepositioning actions to ensure open-air CCAs equipment is ready for use.
8	Activate CBRN reporting systems.
9	Deploy CB detection, identification, warning systems, and CCTs as required.
10	Ensure personnel use individual CB protective equipment in accordance with Commander's direction.
11	When an attack is probable, direct personnel not performing critical mission tasks to seek overhead cover.
12	Establish a CCA.
13	Place as much equipment as possible indoors or under cover. If the equipment cannot be placed under cover, wrap or cover with plastic sheets, canvas, tarpaulins, etc.
14	Deploy and integrate automatic detection, identification, and warning systems with individual detection and identification equipment.
15	When an attack is imminent, activate CB detection, identification and warning systems.
16	Consider the threat and current missions when determining alarm and MOPP warnings and levels and designate alarm signals and MOPP levels.
17	Coverings should be changed after an attack to prevent agent penetration.
Biological Threats:	
1	Complete steps for conventional and chemical attack.
2	Observe for rapidly escalating signs of mass exposure, detection capability is limited to post-attack medical investigation and confirmation.
3	Establish isolation areas for suspected exposures.
Nuclear Threat:	
1	Complete steps for conventional attack.
2	Identify and incorporate radiological defense materials.
3	Operationally check the RADIACs.
4	Prepare shelters with dosimeters.

A3.6.2. Trans-attack - Actions taken during an attack to cover resources or defend the installation. See **Table A3.2** for specific actions to take during this operational period.

Table A3.2. Trans-Attack Operational Period Actions.

Item	Action
1	All personnel should know the meanings of the alarm conditions and MOPP levels, actions to take, where and how to take cover, how to report enemy sightings, provide owner-user security and wear IPE.
2	When the attack warning signal alarms or when under attack, take cover in the immediate area and don all remaining required IPE.
3	Seek protection from blast, projectiles, shrapnel, heat, and contamination as dictated by the threat. Use conventional and CB IPE.
4	Suspend non-critical mission activities until hazards are assessed.
5	Defend the base (ground attack).

A3.6.3. Post-attack - Measures taken to re-establish C2 and mission capabilities. See **Table A3.3** for specific actions to take during this operational period.

Table A3.3. Post-Attack Operational Period Actions.

Item	Action	
Post Conventional Attack		
1	Continue to suspend non-critical mission activities until hazards are assessed.	
2	Restrict personnel not performing critical mission tasks to shelters.	
3	Perform attack damage and hazard assessment.	
4	Survey the immediate area for casualties, unexploded ordnance, damage, indications of CBRN use.	
5	Report findings and observations on weapons systems, munitions, and tactics used in the attack to EOC, through respective UCCs.	
6	Establish control and split zones.	
7	Begin recovery operations.	
8	Firefighting & rescue operation.	
9	Casualty treatment & remains recovery.	
10	Explosive ordnance disposal operations.	
11	Damage assessment.	
	(a)	The primary operating facility has suffered no damage or minimally damaged.[1]
	(b)	The primary operating facility is moderately damaged.[2]
	(c)	The primary operating facility has been severely damaged or damaged beyond repair (Unusable).
12	Restore utility systems (e.g., power, communication, water, sewage, transportation).	
13	Maintain Command infrastructure.	
14	Initiate decontamination, (if required) and material and facility restoration operations.	
15	Rebuild destroyed facilities.	
16	Coordinate with Higher Headquarters for an infrastructure recovery plan.	

Post Chemical Attack:		
1	Perform chemical agent monitoring to verify the presence or absence and extent of contamination.	
2	If contamination is absent, direct a protective posture applicable to threat or further attack.	
3	Be cognizant of the possibility that a covert biological attack occurred in concert with the last attack.	
4	If contamination is present:	
	(a)	Conduct surveys to define and mark contaminated areas.
	(b)	Plot contaminated areas, advise the EOC through the UCC on the agent persistency and provide CBRN reports and warnings.
	(c)	Establish control zones and split MOPP.
	(d)	Implement contamination control measures to continue the mission and reduce hazards. Inform personnel of hazards and required protective actions.
	(e)	Perform initial decontamination of yourself and your buddy before processing through a CCA.
5	Implement the following contamination avoidance procedures:	
	(a)	Keep everyone under cover, when possible.
	(b)	Keep vehicle windows rolled up and doors locked when unattended.
	(c)	Ensure facility heating, ventilation, and air conditioning systems are de-energized, windows closed, and openings taped with plastic.
	(d)	Ensure hatches on unsheltered aircraft are closed and sealed when possible.
6	Watch for exposure symptoms in people and wildlife.	
7	Use CBRN Reconnaissance Teams, Damage Assessment and Response Team(s) (DART), CCTs, and Shelter Management Teams to verify initial positive indications, identify agents, and survey unmonitored areas as required.	
8	Coordinate with Higher Headquarters for an infrastructure recovery plan.	
9	Begin recovery operations (mission critical assets).	
10	Firefighting & rescue operation (mission critical assets).	
11	Explosive ordnance disposal (mission critical assets).	
12	Decontaminate personnel (if required) material, and facility restoration.	
13	Casualty treatment & remains recovery.	
Post Biological Attack:		
1	Monitor, all personnel.	
2	Initiate prophylaxis to preserve health and prevent the spread.	
3	Continue shelter operations for personnel not performing METs.	
4	Watch for exposure symptoms in people and wildlife.	
5	Implement exposure control and isolation.	
6	Contamination Avoidance.	
7	Decontamination of personnel.	
8	Coordinate with Higher Headquarters on recovery plans.	

Post Nuclear Attack:	
1	Remain in protected areas or shelters until directed.
2	Perform damage assessment, Tactical Combat Casualty Care and reporting action.
3	Limit radiation exposure by minimizing time spent outside in contact with the fallout and maximizing time, distance and shielding from the radiation.
4	Rapid detection of fallout arrival and measurement of radiation intensity is needed to continue mission operations, warn personnel, tailor protective measures to the situation, and for reporting.
5	Monitor for the arrival of fallout.
6	Continue shelter operations.
7	Implement radiological contamination control.
8	Plot nuclear detonations and fallout, predict radiation intensities and submit required reports through the CBRN Warning and Reporting System.
9	Implement protective measures of exposure control by calculating radiological accumulated doses.
10	CBRN Reconnaissance Teams, DARTs, and CCTs collect data on unmonitored operational significant areas.
11	Issue prophylaxis and treat radiation sickness.
12	Contamination Avoidance measures.
13	Coordinate with Higher Headquarters for an infrastructure recovery plan.
Notes: 1. Normal operations can continue with personnel, records, and equipment at the primary operating facility once the threat or disruption has ended. 2. A temporary movement to other operating facility, which includes restoring moderate operations with personnel, records, and equipment.	

A3.6.4. Recovery - Post-attack assessments and actions designed to reconstitute resources (e.g., personnel, equipment, material, etc.) for re-employment, re-deployment, and development of lessons learned. See **Table A3.4** for specific actions to take during this operational period.

Table A3.4. Recovery-Attack Operational Period Actions.

Item	Action	
Reorganization		
1	Action to shift resources within a unit to increase combat effectiveness by doing the following.	
	(a)	Cross-leveling personnel and equipment.
	(b)	Matching UTC equipment with UTCs.
	(c)	Form composite UTC (joining two or more degraded UTCs to for a single mission capable UTC) if necessary.
Assessment:		
2	Commanders should assess the unit post-attack operational periods to reconstitute resources (e.g., personnel, equipment, material, etc.).	
	(a)	For re-employment.
	(b)	Re-deployment.
	(c)	Development of lessons learned.
Regeneration:		
3	The rebuilding of a unit may require a large-scale replacement of personnel, equipment, and supplies.	
4	Medical triage personnel, combat stress should employ mental health teams.	

A3.7. Roles and Responsibilities. Wing Inspector General, Commanders, Group Commanders and unit Wing Inspection Team representatives should develop a training scenario to conduct ATSO Rodeos on an installation wide, annual basis. The schedule and frequency for ATSO Rodeos should be location specific, agreed to by the Installation Commander and established to prepare the base populace to maximize combat effectiveness and their ATSO under stressful conditions. At least semi-annual rodeos should be conducted for the ARC.

A3.8. ATSO Training Cycles: Base ATSO training should be based on a two Fiscal Year schedule cycle; e.g., from 1 October through 30 September the following year.

A3.8.1. Reoccurring Monthly and Quarterly Rodeos Training. Airmen should train on their AFSC METs, wartime skills, combat skills, UTC mission capabilities, and ATSO. The goal of reoccurring rodeos (at least semi-annual for the ARC) is to provide the right people, with the right training, with the right equipment, at the right time to execute the mission and return home safely.

A3.8.1.1. Intended Training Outcomes:

A3.8.1.1.1. Increased proficiency of Airmen skills.

A3.8.1.1.2. Identify Shortfalls and LIMFACs.

A3.8.1.2. Participants: Airmen and UCCs.

A3.8.1.3. Schedule: During monthly rodeos, select at least 25 percent of assigned Airmen to participate in training (rotate Airmen throughout the year to maximize training throughout the unit). Activate UCCs for Command Control and Communication (C3) training. Training emphasis is as follows:

A3.8.1.3.1. AFSC METs.

A3.8.1.3.2. UTC mission capabilities.

A3.8.1.3.3. Combat skills (See **Table A3.2** shows the Combat Skill requirements).

A3.8.1.3.4. Wartime skills (refer to the Airman's Manual).

A3.8.1.4. Conditions: Rodeos should train Airmen in conventional and CBRN pre-, trans-, and post-attacks actions in highly contested degraded environments.

A3.8.1.5. Duration: Monthly: One duty day (12 hours) with at least 4 hours in IPE and MOPP 4.

A3.8.1.6. Quarterly: Two duty days (24 hours) with at least 6 hours in IPE and one change over briefing in MOPP 4.

A3.8.1.7. Post-training activities: The Wing Inspection Team Chief should consolidate an installation-wide ATSO readiness assessment report identifying shortfalls and LIMFACs, with a Corrective Action Plan, trends analysis and recommended best practice for the Installation Commander.

Table A3.5. Combat Skill Requirements.

Joint Threat Indicators	**Low Threat**			**Medium Threat**				**High Threat**			
AF/A3 Threat Indicators	**Friendly Environments**			**Permissive Environments**		**Disrupted Environments**		**Degraded Environments**		**Denied Environments**	
	F[1]	K[2]	P[3]	K	P	K	P	K	P	K	P
Foundation:											
Active Shooter and Insider Threat	X			X	X	X	X	X	X	X	X
Communications out procedures	X				X	X	X	X	X	X	X
Understanding the threat	X			X		X	X		X		X
Communications:											
Pro-words Phonetics, Brevity	X				X	X	X	X	X	X	X
Use of radios	X				X	X	X	X	X	X	X
Count Unexploded Ordnance:											
Reaction Dismount	X			X		X	X	X	X	X	X
Reaction Mount	X			X		X	X	X	X	X	X
Recognition	X			X		X	X	X	X	X	X
Self-Aid Buddy Care:											
Airway	X			X		X	X	X	X	X	X
Bleeding	X			X		X	X	X	X	X	X
Nasopharyngeal Airway	X			X		X	X	X	X	X	X
Shock	X			X		X	X	X	X	X	X
Sucking Chest Wound	X			X		X	X	X	X	X	X
Tourniquet	X			X		X	X	X	X	X	X
Self and Protection:											
Break contact	X			X		X	X	X	X	X	X
Grappling	X			X		X	X	X	X	X	X
Strikes	X			X		X	X	X	X	X	X
Weapons Takeaways	X			X		X	X	X	X	X	X
Mounted Operations:											
React to Contact	X				X	X	X	X	X	X	X
Vehicle Cross load	X				X	X	X	X	X	X	X
Vehicle Rollover	X				X	X	X	X	X	X	X
Urban Operations:											
Building Defense and Retrograde	X				X	X	X	X	X	X	X
Movement	X				X	X	X	X	X	X	X

Chemical and Biological:											
Buddy system Decontamination	X				X	X	X	X	X	X	X
Employ M8/M9	X				X	X	X	X	X	X	X
Employ Mask, GCE, JLIST	X				X	X	X	X	X	X	X
Identify	X				X	X	X	X	X	X	X
Individual Decontamination	X				X	X	X	X	X	X	X
Vehicle and equipment Decontamination	X				X	X	X	X	X	X	X
Base Recovery After an Attack:											
Confirm or deny present of hazards	X				X	X	X	X	X	X	X
Contamination Avoidance	X				X	X	X	X	X	X	X
Damage Assessment	X				X	X	X	X	X	X	X
Identify Contamination	X				X	X	X	X	X	X	X
Post Attack Reconnaissance	X				X	X	X	X	X	X	X
Reporting procedures	X				X	X	X	X	X	X	X
Risk Assessments	X				X	X	X	X	X	X	X
Unexploded Ordnance identification and migration	X				X	X	X	X	X	X	X

Notes:
1. F = Familiar - Can analyze facts and principles and draw conclusions about the subject.

2. K = Knowledgeable - Can identify why and when the task to be done and why each step is needed.

3. P = Proficient - Can do the complete task quickly and accurately and can tell or show others how to do the task.

A3.9. Reoccurring Rodeos Training with C2. At least once per year, Group-level rodeos should be held to train higher-level C3 between the UCCs and the EOC, while reinforcing individual training for Airmen in their AFSC METs, wartime skills, combat skills, and UTC mission capabilities. ARC units should accomplish this at least semi-annually.

A3.9.1. Intended Training Outcomes.

A3.9.1.1. Increased proficiency of Airmen skills

A3.9.1.2. Practice in use of radios and other communications systems (to include the use of runners during communication outages)

A3.9.1.3. Improved C2

A3.9.1.4. Identified Shortfalls and LIMFACs

A3.9.2. Participants: Airmen, UCCs and EOCs.

A3.9.3. Schedule: Group rodeos should include EOC activation for C3 training. In addition to those emphasis areas from quarterly rodeos, training should emphasize C3. Specifically, UCCs and EOCs should:

A3.9.3.1. Alert: Notify any and all Group personnel during exercises hours to include military personnel, and mission essential civilians (if required).

A3.9.3.2. Monitor the status of conventional or CBRN post-attack actions on Group personnel.

A3.9.3.3. Coordinate activities with multiple unit control centers.

A3.9.3.4. Notify personnel of the status of zones or sector alarm conditions and MOPP levels for various areas of responsibilities.

A3.9.3.5. Observe response to situations of base integrity and security of multiple areas of responsibilities.

A3.9.3.6. Respond to cyber-attacks and practice communication-out procedures.

A3.9.4. Conditions: Rodeos should train Airmen in conventional and CBRN pre-, trans-, and post-attacks actions in highly contested degraded environments.

A3.9.5. Duration: Minimum of two operational periods with one change over briefing in MOPP 4.

Table A3.6. ATSO Rodeos (Home Station Preparedness) Training Scenario.

Skill or Task:
AFSC METs (See Note 1)
Alarm Signals
Awareness skills
C2
CBRN Defense training
CCA processing
Code of Conduct
Combat skills (examples)
Conduct hot washes, review findings and update plans, procedures and checklist
Contamination avoidance procedures
Develop plans, procedures, and checklist for personnel movement and essential equipment into facilities
Exercises the issuing of either General Purpose (A-Bag), Cold Weather (B-Bag), or C-Bag based on exercises criteria
Facilities hardening techniques
Forward Corrective Action Plans to appropriate installation structure. Also, submit unfunded requirements for Shortfalls and LIMFACs as necessary
Forward Shortfalls and LIMFACs to appropriate Functional Area Managers (AFIMSC, National Guard Bureau or Air Force Reserves)
Identify and exercising specialized teams
Identify essential assets
Identified Shortfalls and LIMFACs and develop Corrective Action Plans
Know the shelter location
Law of Armed Conflict
MOPP Gear
Passive Defense and Air Base Defense
Post Attack Recovery
Proficiency training
Rules of Engagement
Shelter Management
Shelter in place
Shortfalls and LIMFACs Reporting
Tactical Combat Casualty Care or Self Aid Buddy Care
Tactical radio procedures
Take cover
Test procedures to execute and report a Squadron notification and recall according to the situation
Test the notification and reporting procedures to EOC during activation and non-activation situations.
Threat Awareness
Update Corrective Action plans as necessary
UTC mission capabilities training

Wartime skills (examples)
Weapons training and handling
Note: 1. As identified by Career Field Manager.

A3.10. Annual ATSO Readiness Assessment. Combining the elements practiced in monthly rodeos, utilizing Control Centers, operating during Cyber-attacks and communication outage procedures, Annual ATSO exercises focus on the installation's ability to survive, operate and recover in conventional, cyber, and CBRN environments.

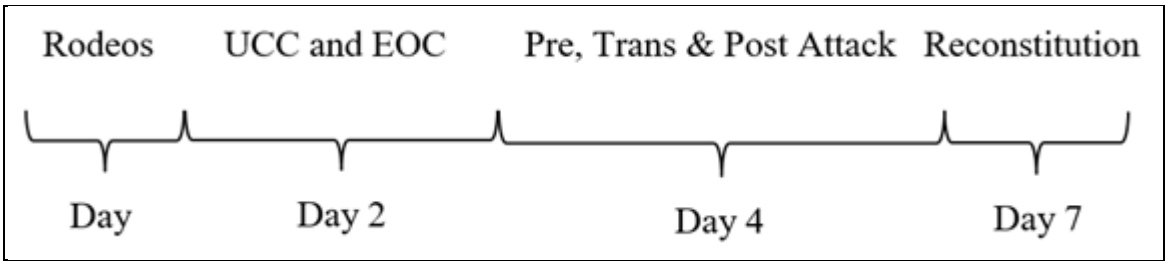
A3.10.1. Participants: Airmen, UCCs, EOC and CAT.

A3.10.2. Schedule: Annually the squadrons should activate their UCCs for C3 training and assigned Airmen to participate in a training exercise. This exercise should include the maximum number of available Airmen to ensure thorough training for assigned personnel, UCCs, EOCs, and the CAT.

A3.10.3. Conditions: Training should include an emphasis in conventional and CBRN pre, trans and post attacks actions in highly contested degraded environments.

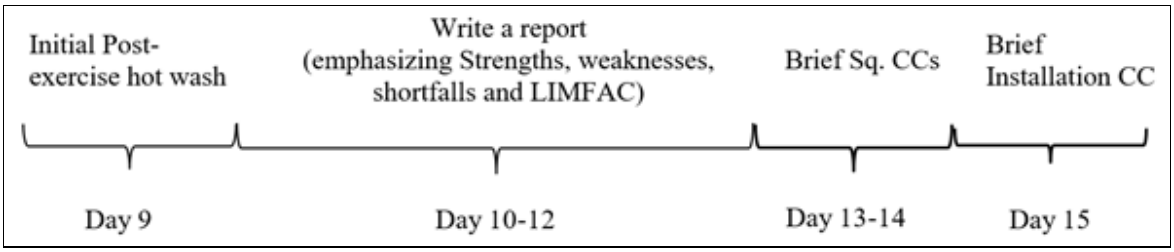
A3.10.4. Duration: 168 hours (72-96 hours for ARC) with at least one change over briefing in MOPP 4. **Figure A3.1** shows the notional sequence of events for a 7-day (168-hour) exercise.

Figure A3.1. Notional Sequence of Events.



A3.10.5. **Post-training activities:** Consist of identifying strengths, weaknesses, shortfalls, LIMFACs, develop courses of action and forward to stakeholders. **Figure A3.2** shows to develop an installation Corrective Action Plan.

Figure A3.2. Installation Corrective Action Plan Development.



A3.11. Readiness Assessment Reporting. The Wing Inspection Team Chief should conduct all reporting of inspections results in accordance with AFI 90-201.